

**Request for Proposal (RFP) For
Hiring of a Nukkad Natak Agency for community-based activities under the Project titled:
Boosting Demand for Routine Immunization and reducing Zero Dose Children in 11 districts of
Uttar Pradesh**

This RFP document includes the following parts:

PART A	:	Cover Page
PART B	:	Instructions to Bidders
PART C	:	Terms of Reference
ATTACHMENT A	:	General Terms and Conditions
ANNEXURE 1	:	Financial Proposal Template (Separate Excel File)
ANNEXURE 2	:	Mandatory Technical pre-qualification checklist

PART A: COVER PAGE

Issuance Date	:	1st April 2026
Questions Due Date/Time	:	6th April 2026
Respond to Queries	:	8th April 2026
Proposal Due Date/Time	:	16th April 2026

About the Organization

JSI R&T India Foundation (JSI R&T) (herein referred to as JSI R&T) is a not-for-profit company, registered in 2014 under Section 8 of the Companies Act 2013. The mission of the JSI R&T is to improve the health and well-being of vulnerable communities through innovative, evidence informed and replicable strategies in partnership with government, private sector and civil society. JSI R&T works closely with the Ministry of Health and Family Welfare, Ministry of Women and Child Development, as well as state counterparts, leading CSR companies, and UN organizations to implement innovative, context specific and comprehensive Public Health programs in India, particularly in the areas of reproductive, maternal, newborn and child health (RMNCH), immunization, and nutrition.

About the Project: Boosting Demand for Routine Immunization and reducing Zero Dose children in 11 districts of Uttar Pradesh: Uttar Pradesh, India's most populous state, plays a pivotal role in shaping the nation's public health landscape. Despite significant strides in Full Immunization Coverage (FIC), district-wide disparities persist, particularly in urban areas and among various religious groups. JSI Foundation is partnering with UNICEF on the project titled: Boosting Demand for routine immunization and reducing zero dose children in 11 districts of Uttar Pradesh. Focused on 11 districts, the project aims to ensure identification of the Zero Dose, drop out and missed children and linking them with age-appropriate immunization services by December 31, 2026. The project aims to identify and map 100% of zero-dose children, ensure that 50% identified vaccine resistant/hesitant families accept vaccination for their zero dose children. Project will also train 90% of identified community influencers for community mobilization, train 100% Frontline Workers on inter-personal communication and counselling skills to address vaccine avoidance behavior of caregivers by December 31, 2026.

Background of the Assignment:

JSI R&T seeks to engage a technically competent Nukkad Natak (Street Play) agency with demonstrated experience in community-based behavioural change communication and high-impact rural mobilization. The agency should be able to translate project learnings, immunization milestones, and social impact into clear, engaging, and culturally resonant street plays. The engagement will ensure systematic community awareness through well-scripted performances, visual storytelling, and the production of high-quality video documentation of field activities for sustainability and wider dissemination in close coordination with the project team.

The primary objective of this assignment is to develop and execute a comprehensive community engagement strategy, using live performances, that chronicles the project. This intervention will capture key field-level activities and their contribution to reducing the number of Zero Dose children across 1500 ASHA Areas in 11 districts of Uttar Pradesh. The performances will highlight the Myths and misconception community has along with highlighting the government services present and the delivery of motivational messages on community platforms, specifically designed to publicize routine immunization and dismantle vaccine hesitancy through relatable, localized narratives.

Detailed scope of work, technical and financial evaluation criteria, submission requirements, and timelines are provided in the subsequent sections of this RFP.

All queries pertaining to this solicitation are to be directed to the email ID:

procurement.jsifoundation@jsi.org

JSI R&T is committed to the highest standards of ethics and integrity in procurement. JSI R&T has zero tolerance for fraud and strictly prohibits bribes, kick-backs, gratuities, and any other gifts in-kind or in monetary form. JSI R&T also strictly prohibits collusion (bid rigging) between Bidder/Client and between Bidder/Client and JSI R&T staff. JSI R&T selects vendors purely on merit and will only engage vendors who demonstrate strong business ethics. Bidder must not participate in bid-rigging or attempt to offer any fee, commission, gift, gratuity or any compensation in-kind or in monetary form to JSI R&T employees. Any vendor found engaging in such practices will be disqualified from doing business with JSI R&T. In addition, JSI R&T has a conflict-of-interest policy that requires staff to disclose any potential conflict arising from their relationship with a Bidder. Where applicable, the staff member must recuse themselves from participation in any procurement involving that bidder.

PART B: Instructions to Bidders

1. DEFINITIONS

Bidder/Vendor: The firm submitting proposals for the services requested under this RFP and awarded the contract

2. PROPOSAL SUBMISSION AND REQUIREMENTS

Bidders are encouraged to read the RFP document in its entirety and ensure that their proposal addresses all of the items cited in the proposal instructions and meets the selection criteria. All proposals must be submitted by **April 16, 2026 /1700 Hrs.** Proposal received after this due date and time will not be accepted for consideration

a) Questions and Information:

All questions, clarifications regarding this RFP must be in writing and submitted to procurement.jsifoundation@jsi.org no later than **April 6, 2026/1700 Hrs. with the subject line Pre-Bid Queries- - JSI R&T India/RFP/2026-27//001_ Nukkad Natak Agency under the Project titled: Boosting Demand for Routine Immunization and reducing Zero Dose Children in 11 districts of Uttar Pradesh .**

Questions and requests for clarification, and the responses thereto, will be circulated to all bidders who have indicated interest and submitted queries in response to this RFP by **April 8, 2026.**

Only written answers from JSI R&T authorized representatives will be considered official and carry weight in the RFP process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees of JSI R&T, or any other party, will not be considered official responses regarding this RFP.

b) Submission of Proposals:

The bidder's proposal must be accompanied by a cover letter typed on official organizational letterhead and signed by an individual who has signatory authority for the bidder. The bidder must submit a complete proposal package on or before the due date and time, **April 16, 2026** to procurement.jsifoundation@jsi.org

The proposals must be prepared in two separate volumes:

- Technical Proposal; and
- Financial Proposal.

Technical Proposal should be submitted separately at the above-mentioned email address. The subject line of email should state **TECHNICAL PROPOSAL- JSI R&T India/RFP/2026-27/001_ Nukkad Natak Agency under the Project titled: Boosting Demand for Routine Immunization and reducing Zero Dose Children in 11 districts of Uttar Pradesh.** Technical proposals must not make any reference to pricing data in order to evaluate the technical proposal strictly on the basis of technical merit. File size for both the files cannot exceed 10 MB in one email; if your file size exceeds this, send it in 2-3 parts marking each part. clearly in the subject line.

Financial Proposal should be submitted in a separate email at the above-mentioned email address and should mention the following in the subject line **FINANCIAL PROPOSAL – JSI R&T India/RFP/2026-27/001_ Nukkad Natak Agency under the Project titled: Boosting Demand for Routine Immunization and reducing Zero Dose Children in 11 districts of Uttar Pradesh**

Technical Proposal Requirement

Bidders are required to submit a comprehensive Technical Proposal that clearly addresses all components of the evaluation criteria. The proposal should include, but not be limited to, the following documents:

Technical Pre-Qualification Requirements (Mandatory)

Bidders must meet all of the following mandatory technical qualifications to be eligible for further evaluation and include the checklist in Annexure 2 in the proposal to be submitted. Failure to meet any of these requirements will result in disqualification of the proposal.

Mandatory Technical Capabilities:

1. Minimum 5-8 years of demonstrated experience in Street plays, particularly in the area of public health , and socially relevant issues.
2. Strong ability in preparing reports and videos of the street plays conducted, covering key processes, coverage and outcome.
3. The agency should have at least 6-8 performing groups who can work simultaneously in difficult hard to reach areas.
4. Strong understanding of the local context and dialects (villages and communities: rural and urban) of Uttar Pradesh.

Note: Bidders must provide supporting documentation (e.g., contracts, project summaries, certifications) for each criterion listed above.

Organizational Expertise and Track Record

- Company profile highlighting relevant experience in similar assignments. The agency should provide documentary proof of at least three successful past campaigns aligned with the scope of work of the current assignment which can prove their ability to effectively communicate key messages in a simplified manner to a diverse audience. Scripts must be original and tailored to include local cultural references that resonate with the target demographic.
- Documentary proof of at least 5 years of experience (e.g., registration certificate, contracts, work orders).
- Details of additional years of relevant experience beyond the minimum requirement, with supporting documentation (e.g., client testimonials, project completion certificates, project report).
- List of past and ongoing projects relevant to health specially Immunization project documentation.

Proposed Team Structure

- Detailed organizational chart with dedicated staffing plan specific to the project. Organogram of team members to be proposed as deemed necessary for the project to fulfil deliverables include engaging consultants with expertise for niche requirements.
- Curriculum Vitae (CVs) of key proposed team members, to be attached with proposal:

- Director/Coordinator : Must demonstrate a minimum of 5- 7 years of experience in directing and managing plays involving communication, SBCC, and experience with public health programs.
- Script Writer/Narrator: Must demonstrate a minimum of 5 years of experience in writing plays on public health programs and should also have experience in report writings etc.
- Details of the team of artists
- Each CV should be signed and dated by the individual and include relevant certifications, project references, and years of experience.

Financial Proposal Requirements

1. The bidder should submit their most competitive and complete financial proposal in the attached **Financial Proposal template Annexure 1** including detailed breakdown of:
 - Development Costs: Comprehensive development expenses covering expenses related to the end-to-end direction of street plays with all the necessary pictures and videos taken during the whole assignment along with a consolidated report of the entire assignment. This covers the design and planning of the streetplays, storyboards, scripts, and templates, as well as on-ground collection of photography, and videography, beneficiary testimonials.
 - Human Resources Costs: Personnel expenses structured according to the proposed staffing plan, technical requirements, quality assurance, system administration, throughout the entire project lifecycle, with detailed breakdown of roles, responsibilities, and time allocation.
2. All costs must be stated in Indian National Rupee (INR) inclusive all applicable taxes
3. Financial Stability and Performance: Demonstrated financial stability through audited financial statements from certified chartered accountants. All proposed costs must be directly applicable to performing the work under the award and budgeted amounts should not exceed the market cost/value of an item or service.

Other requirements

A	Agency Details	
1.	Name of the Bidder/ Client	
2.	Address of the Bidder/Client	
3.	Type of organization (Whether Proprietorship, partnership, private proprietor/partners)	
4.	Telephone Number/Mobile Number	
5.	Email Address (Procurement)	
6.	Bidder/ Client Company Website info	
7.	Name, Address, Contact No and Email Id of the Directors/Proprietor/Partners	
8.	Name and contact details of Authorised Representative	
9.	Year of formation of the Bidder/ Client agency/company	

10.	GST Registration No	
11.	TAN Number	
12.	Bidder/ Client Agency Registration No	
13.	MSME Registration No	
14.	PAN No	
B	Declaration	
1	<p>Please declare whether you, or any associated agency or partner, are currently or in the past engaged in any business relationships or contractual arrangements with JSI R&T India.</p> <p>If yes,</p> <ul style="list-style-type: none"> Please provide a matrix with the names and contact details of the associated agencies or partners, Individual along with a brief description of the nature of your engagement with JSI R&T India. 	
E	Other details about company if any pls mention	
	<p>Documents requirement</p> <ul style="list-style-type: none"> GST certificate Pan Card MSME Registration Bidder/ Client Agency registration certificate Balance Sheet (Last 3 years balance sheet) 	

3. AWARD

JSI R&T intends to issue a Purchase Order (PO) payable on the basis of receipt of all deliverables/services within the timelines mentioned and agreed. JSI R&T may consider issuing sub-POs based on deliverables and available donor funding.

4. EVALUATION CRITERIA

Proposals will be evaluated first to ensure that they meet all mandatory requirements and are responsive. To be considered responsive, a proposal must include all documentation as listed in the other requirements section. Proposals that fail to meet these requirements will receive no further consideration. A non-responsive proposal to any element may be eliminated from consideration.

Proposals that pass the pre-qualification stage will be evaluated and ranked by a Technical Evaluation Committee (TEC) according to the following criteria below. Those proposals that are considered to be technically acceptable shall then be evaluated in terms of cost.

For the purpose of selection, the bidders will be evaluated based on a weighted point scale (totaling 100 points) against both the technical and financial criteria as indicated in the table below:

No.	Criteria	Details	Points
A. TECHNICAL:			
1	Relevant Organizational Expertise and Track Record (2 pages)	Minimum 5 years of relevant experience aligned with the scope of work.	15
2	Proposed Methodology and Timelines (7 pages)	<ol style="list-style-type: none"> 1. Introduction (½ page) Briefly state your understanding of the project and its objectives & goals 2. Overall Approach & Methodology (2–3 pages) <ul style="list-style-type: none"> • Describe your strategy: how you plan to deliver the outputs. How will you conceptualize street play to convey key messages on immunization? • Mention innovative, practical, and cost-effective aspects of your approach. • Include sub-sections such as: Proposed approach (step-by-step, activity-based) Duration of script, technical content etc. 3. Detailed Work Plan / Activities (2 pages) <ul style="list-style-type: none"> • Break the project into phases: Script concept and delivery of the play. 4. Proposed Timelines (1–1.5 pages) Present a timeline or Gantt chart with activities against weeks/months. Make sure it looks realistic and achievable within the project period. 5. Conclusion / Value-add (½ page) 	30
3	Proposed Team Structure (5 pages)	<ul style="list-style-type: none"> • Coordinator /Director • Narrator/Script writer • Communication/Media team/ Artists • 6-8 performing groups • Organogram of team members to be proposed as deemed necessary for the project to fulfill deliverables include engaging consultants with expertise for niche requirements. 	25
Total Technical			70
B. FINANCIAL PROPOSAL:			
1	Reasonableness of proposed budget (<i>See Financial proposal requirements</i>)	<p>Financial proposals must be submitted in the prescribed format. JSI R&T give importance to value for money cost proposals.</p> <p>Financial proposals should include detailed budget notes for each line item and sub line item, cost build up, reasonability and justification.</p>	30
Total Financial			30
GRAND TOTAL:			100

5. TERMS OF AWARD

This document is a request for proposals only, and in no way obligates JSI R&T to make any award. Any expenses incurred in excess of the agreed upon amount in the Purchase Order(s) will be the responsibility of the Bidder/Client and not that of JSI R&T. Therefore, the bidder is duly advised to provide its most competitive and realistic proposal to cover all foreseeable expenses related to providing requested services.

All deliverables produced under the future award/contract shall be considered the property of JSI R&T. JSI R&T may choose to award a contract for part of the activities in the RFP.

6. PROPOSAL VALIDITY

The bidder's technical and cost proposals must remain valid for not less than 90 calendar days after signing the PO. Proposals must be signed by an official authorized to bind the bidder to its provisions.

7. PAYMENT TERMS

Payment terms for this activity shall be as detailed in **Part C of the RFP**. Bidders are requested to refer to Part C for the complete terms and conditions. JSI R&T payment cycle is net 30 days upon receipt of deliverables on approval of activity manager, goods/services, inspection and acceptance of services in compliance with the terms of the award and receipt of bidder / client invoice. This may vary depending on donor approval of deliverables and the release of payment tranches from the donor to JSI R&T. Full cooperation with JSI R&T in meeting the terms and conditions of payment will be given higher consideration.

8. FINANCIAL RESPONSIBILITY

Bidders must include in the capabilities statement that they have the resources to complete the proposed activities within the period of performance and under the terms of payment outlined in the TOR (RFP Part C)

JSI R&T reserves the right to request and review the latest financial statements and audit reports of the bidder / client as part of the basis of the award.

9. LANGUAGE

The proposal, as well as correspondence and related documents should be in English.

10. NEGOTIATIONS

The bidder's most competitive proposal is requested. It is anticipated that any award issued will be made solely on the basis of the bidder's proposal. However, JSI R&T reserves the right to request responses to

additional technical, management and cost questions which would help in negotiating and awarding a contract. JSI R&T also reserves the right to conduct negotiations on technical, management, or cost issues prior to the award of a PO. In the event that an agreement cannot be reached with the bidder, JSI R&T will enter into negotiations with alternate bidders for the purpose of awarding a PO without any obligation to the previously considered bidder.

11. REJECTION OF PROPOSALS

JSI R&T India reserves the right to reject any and all proposals received, or to negotiate separately with any and all competing bidders, without explanation. JSI R&T would communicate the result only with the selected bidder; separate communication to those rejected would not be sent and no queries in this respect would be entertained by JSI R&T.

12. INCURRING COSTS

JSI R&T is not liable for any cost incurred by bidders during preparation, submission, or negotiation of an award for this RFP. The costs are solely the responsibility of the bidder.

13. MODIFICATIONS

JSI R&T reserves the right, in its sole discretion, to modify the request, to alter the selection process, to modify or amend the specifications and scope of work specified in this RFP.

14. CANCELLATION

JSI R&T may cancel this RFP without any cost or obligation at any time until issuance of the award.

PART C: Terms of Reference

Hiring of a Nukkad Natak Agency for community-based activities under the Project titled: Boosting Demand for Routine Immunization and reducing Zero Dose Children in 11 districts of Uttar Pradesh

1. Project Overview and Objectives

1.1 Project Background

JSI R&T India Foundation is partnering with UNICEF to implement the Zero Dose project across 11 districts of Uttar Pradesh. The project aims at reducing 50% of identified zero dose children through targeted, evidence-based strategies. By addressing vaccine hesitancy and resistance, the project seeks to improve immunization coverage and promote primary healthcare behaviors among underserved populations.

Key components of the project: -

- Identification of vaccine-resistant or hesitant families in the intervention areas and adopt vaccination for their zero-dose children.
- Targeted community structures (PRIs, ULBs, VHSNCs, CBOs, SHGs, MAS) and influencers, especially women, are trained and actively engaged in mobilizing caregivers of zero-dose children for immunization and promoting primary healthcare behaviors.
- Frontline workers (ASHAs, ANMs, and Anganwadi Workers) are trained in interpersonal communication and counselling skills to effectively address vaccine hesitancy among caregivers.

1.2 Scope of Work

Objective: To conduct a series of street plays (Nukkad Natak) to raise awareness and reduce hesitancy around immunization services, specifically targeting "zero-dose" children and marginalized communities across the designated districts.

From end April to mid September 2026, this assignment will span in 11 districts (Lucknow, Ghaziabad, Varanasi, Prayagraj, Farrukhabad, Etawah, Firozabad, Hardoi, Mathura, Kanpur Nagar and Jhansi) to cover 1500 areas (ASHA Areas) through a strategic community outreach program. The implementation team will have at least 6 performing groups which will visit different areas per day accordingly, performing one *nukkad natak* (street play) in each location to ensure maximum grassroots engagement.

The agency must use the Nukkad Natak to share the below key messages:-

- **Routine Immunization:** Move beyond "awareness" to emphasize the *necessity* of the schedule.
- **Barrier Breakdown:** Identify and dramatize the specific logistical and psychological hurdles faced by "zero-dose" families.
- **The Fever Myth:** This is a critical touchpoint. The script must directly confront the fear of post-vaccination side effects, framing a mild fever as a sign of the vaccine working rather than a medical failure.
- **Government Linkages:** Clearly bridge the gap between the community and the government services.

The Myth-Buster must specifically dismantle fear-based narratives prevalent across the 11 districts, such as persistent resistance and the common misconception that post-vaccination fever is a sign of harm rather than a healthy immune response.

By centering the scripts on these specific matters, the agency will have a technical roadmap that transforms a simple street play into a precise behavioral change tool that will address zero-dose barriers directly.

Project requirements:

- Team Composition: Minimum of 5 members in a group, including both male and female performers to ensure gender-sensitive messaging.
- Scripting: The agency must develop a 15–20 minute script in the local dialect depending on the specific district to ensure the message resonates with the community.
- Musical Instruments: Mandatory use of traditional live instruments (Dholak, Manjira, or Dafli) to attract crowds without the need for electronic amplification.
- Rehearsal & Approval: A pilot performance must be staged for the project team for technical vetting before the field rollout.
- Performance Log: A daily sheet signed by the locals, community influencer or ASHA/AWW.
- Crowd Engagement: Evidence of Post-Play Q&A sessions where the group clarifies myths or doubts raised by the audience.
- Visual Documentation: High-resolution photographs (3–5 per area) and a 3-minute video clip of the performance highlighting the areas covered, community engaged, topics covered etc.
- Project Summary: A concise report detailing the number of beneficiaries reached, locations covered, and general community feedback and testimonials.
- Coverage: 2 groups will perform 3 nukkad natak per day in different ASHA areas in 1 district. The agency is expected to cover 3 districts simultaneously resulting in a total of 18 nukkad natak per day.
- Route Map: The agency must follow a pre-approved route map provided by the Project team to ensure no critical zero-dose pocket is missed.

Details of geography is mentioned below:-

District	ASHA area	Nukkad Natak per District
PRAYAGRAJ	408	250
LUCKNOW	372	250
FEROZABAD	360	250
GHAZIABAD	324	150
KANPUR(NAGAR)	300	150
VARANASI	240	130
MATHURA	204	150
HARDOI	120	60
FARRUKHABAD	108	60
JHANSI	96	30
ETAWAH	60	20
Total	2592	1500

Deliverables timeline and payment schedule:

Sl. No.	Output / Deliverable	Tentative Timeline (Starting from April 2026)	% Of Payment (Indicative Ceiling)
1	Project briefing with JSI team	30/04/2026	
2	Desk review of existing project documents, reports, and available data	02/05/2026	
3	Submission of first draft of script	05/05/2026	25%
4	Incorporate the feedback of JSI team and submit the final version of the script	11/05/2026	
5	Submission of the 2 screening videos	14/05/2026	
6	Submission of final versions of videos with JSI feedback, if provided.	16/05/2026	
7	Preparing a detailed directory plan, including the locations, timelines, Group/teams detail and their workplans	18/05/2026	25%
8	Execution of the plays in first 1500 areas	20/05/2026 - 25/10/2026	15% (after completion of 750 areas)
			15% (after completion of 750 areas)
9	Submission of Photos (100) and Video documentation (3 min) of the plays	27/10/2026	
10	Submission of a consolidated report documenting the whole assignment	31/10/2026	20%

Payment schedule

Payment shall be made in tranches based on completed deliverables and milestones. Each payment will be done within 30 days after receipt of service and on submission of payment documentation (invoice and stage report) with approval from the activity manager.

Payment Terms Linked to Donor Fund Tranches

1. The JSI R&T shall not be liable for any delays in payments caused due to delays in fund receipt from the donor. The bidder/client is expected to plan and manage its financial operations accordingly.
2. The contracting organization reserves the right to modify the payment schedule in case of

changes in the donor's tranche timelines or funding terms. Any such changes will be communicated to the bidder/client in writing.

Data Privacy & Protection

The data acquired by the Agency in the course of performance of this scope cannot be shared, in any form, with any third party except in case where it is required in relation to the performance of the contract and with prior written consent of JSI. Data protection and privacy encompasses in all respects;

- Protection of Client information.
- Protection of information assets belonging to JSI
- To provide confidence to the Clients where information needs to be shared/stored, obtain prior written consent, and keep JSI contract manager in the loop.

Field Travel

The project requires comprehensive field visits to be conducted by the selected agency to all the project districts for 4-5 months. This engagement must include a full team ensuring comprehensive coverage of on-site activities.

Other Details

- Travel arrangements will be coordinated by the agency itself. Consent of the beneficiary will be obtained by the project team.
- Any other documentation-related assignments will be taken in discussion with the Project Director.
- A point person will be provided by the agency as well as JSI team from each district to both the teams.
- Soft copy of all the banner will be provided by the project team to the agency, which agency will print and display during the play.
- There should be a registration sheet filled by the people present for the street plays.
- Video feedbacks should be recorded of the government officials, community people and FLWs.

ATTACHMENT A: GENERAL TERMS AND CONDITIONS

1. **SERVICES:** The vendor shall deliver the services described in the Purchase order, of the type, in the quantity, at the delivery date, and at the price as indicated. The quality of the services shall conform in all respects to the requirements of the purchase order.
2. **INSPECTION/ACCEPTANCE:** The vendor shall tender for acceptance services that conform to the requirements of this contract. JSI R&T reserves the right to inspect or test any services tendered for acceptance. JSI R&T may require re-performance of nonconforming services at no increase in the price. JSI R&T must exercise its post-acceptance rights: (1) Within a reasonable period of time after the defect was discovered or should have been discovered and (2) Before any substantial change occurs in the service condition unless the change is due to an inherent defect. JSI R&T has unilateral authority to determine if the performance results have been met.
3. **INVOICE REQUIREMENTS:** Invoices shall be submitted before payment. Each invoice shall identify the Vendor name, address, invoice number, and performance dates and specify the payment amount. It shall also include a reference to the Purchase order number and specify the services that have been delivered or rendered or the deliverables that have been submitted as a requirement for payment. Upon acceptance of the goods or deliverables by JSI R&T, payment shall be made to the vendor as per the payment terms and in the currency stated on the Purchase order.
4. **TERMINATION FOR CAUSE:** JSI R&T reserves the right to terminate this Contract in case the other party breaches any of the provisions of this purchase order if the party in breach does not proceed to cure the breach within thirty (30) days after receipt of written notice of the breach. In the event of such termination, the vendor shall immediately stop all work hereunder and cause all of its services to cease immediately. Subject to the terms of the Purchase order, the Vendor shall be paid a percentage of the price reflecting the percentage of the work performed till the date of termination and hand-over all the relevant documents and information requirements specified against milestones.
5. **TERMINATION FOR BANKRUPTCY. INSOLVENCY. WINDING UP. ETC-** JSI R&T may terminate this contract with immediate effect upon written notice if the other party abandons its responsibilities under this Contract, becomes bankrupt, or in the event files any proposal or makes any assignment for the benefit of creditors or an order is made for its winding up or a receiver is appointed for a substantial part of its property. Termination under any of the provisions of this contract shall be without prejudice to the vendor right to get paid by JSI R&T for the services rendered.
6. **WARRANT-** The vendor warrants that the services delivered and rendered hereunder conform to the Purchase order requirements and shall be per the scope of services of this contract.
7. **CHANGES:** Changes in the terms and conditions of this Purchase order may be made only by written amendment issued by JSI R&T.
8. **RISK OF LOSS:** Unless the Purchase order specifically provides otherwise, the risk of loss or damage under this Purchase order shall remain with the Vendor.
9. **CONFLICT OF INTEREST:** The vendor agrees that there is no conflict of interest in accepting this Purchase order, which might affect the ability to deliver the services under this contract in a free and fair manner.
10. **CONFIDENTIALITY AND DATA SECURITY:** The Vendor agrees to:
 - treat all information provided by JSI R&T as confidential and privileged;
 - treat all information gathered during the course of the provision of the services as confidential and privileged;
 - not share such information with any third party without the written consent of JSI R&T; and not to use such information for any purpose other than the delivery of services to JSI R&T under this contract.

The vendor may have access to highly confidential and proprietary information, not only of JSI R&T but also of the MoHFW, Government of India. Any unauthorised disclosure, copying or removal of personally identifiable, confidential

and proprietary information without the prior express permission of the Activity Manager will be considered a breach of confidentiality and may result in disciplinary action up to and including termination of the contract.

11. **RIGHTS IN WORK PRODUCT:** Both Parties agree that all or any intellectual property rights that subsist in the information provided by JSI R&T to the vendor, if any, under this Contract shall vest with the JSI R&T. If any third-party intellectual property rights are used, the Vendor shall ensure that it has secured all necessary consents and approvals to use such third-party intellectual property rights. For the purposes of this Clause, "Information" shall mean the information, in whatever form, used by the Vendor to provide the Services and the products, technology, systems, programs or processes, in whatever form, produced, hired or licensed by the Vendor pursuant to this Contract, vendor shall not be liable for obtaining the necessary consents and approvals or in any other manner for the use of such third-party Intellectual Property Rights. However, all other materials, ideas, intellect, flowcharts, processes, and innovations brought in by the Vendor shall remain the sole and exclusive property of the vendor, and the Vendor will be solely responsible for ensuring the legitimate use of such information and intellectual property.
12. **PRICES:** The Prices (Unit Prices and extended prices) specified in the Purchase order are firm, fixed, all-inclusive total prices, including all taxes or duties as may be applicable. They cover the performance of all of the vendor obligations under the Purchase order, including, but not limited to, delivery of the services in accordance with the Purchase order delivery term and performance of all associated and related services
13. **LIQUIDATED DAMAGES:** Both parties acknowledge that the time fixed for delivery in this Purchase order is of the essence, as well as the difficulty of ascertaining at the time of contracting the precise nature and amount of actual damages JSI R&T will suffer in the event of vendor delayed performance. No liability shall be incurred by the Vendor for the delay in the progress of the Project or damage suffered or non-performance by the vendor of its obligations as a result of "force majeure", which shall mean Acts of God, fire, floods, riots, wars, financial exigency, other unforeseen catastrophes or other happenings or occurrences beyond the control of the Vendor, but in no way caused by the Vendor default or collusion. Liability should exclude events outside the Vendor's control, such as JSI R&T actions, Actions of third parties not directly engaged by the Vendor, or "consequential loss", such as loss of profits or business opportunities. In the event of delay in performance, JSI R&T reserves the right, in addition to any other remedies under this Contract, to retain as liquidated damages from any payment due the Vendor an amount equal to one per cent (1%) of the cost of the purchase order for every complete week of delay or a part thereof, reckoning from the time fixed by the contract. The total amount of the liquidated damages shall, however, be limited to five per cent (5%) of the value of the contract. The parties agree that these amounts represent a reasonable estimate of the actual damages anticipated at the time of contracting and confirm they have been negotiated and agreed upon.
14. **LIMITATION OF LIABILITY:** In no event will either party be liable to the other party for consequential, incidental, punitive, special, exemplary, or indirect damages or expenses, even if such party was advised, or should have known, of the possibility of the occurrence of the same.
15. **DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION:** The vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for disbarment, excluded or otherwise disqualified from participation in this transaction by any applicable Indian statutory authorities.
16. **TERRORIST FINANCING:** The Vendor is reminded that the applicable Indian laws prohibit transactions with and providing resources and support to individuals and organisations associated with terrorism. It is the vendor legal responsibility to ensure compliance with these legal provisions under the various Indian laws.
17. **MANDATORY DISCLOSURES/ANTI-TRAFFICKING/CHILD SAFEGUARDING:**
 - a. JSI R&T is committed to high standards of ethics and integrity and expects the same from its partners. The vendor shall conduct itself ethically and in compliance with applicable laws. This includes exercising due diligence to prevent and detect fraud and other criminal or unethical conduct.
 - b) The vendor will not offer or accept money, gifts, or other things of value directly or indirectly to improperly influence any act or decision relating to this Contract. The vendor certifies that no funds have been paid or will be paid to any person for influencing or attempting to influence any agency, Government department or Officer, or employee or officer thereof on its behalf in connection with the awarding of this contract. The vendor shall not use any of the funds provided under this Contract to support lobbying activities.

- c) Vendor shall not exclude, deny benefits to, or otherwise discriminate against any of the intended beneficiaries of the program for which services are provided based on race, colour, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, disability, age, genetic information, marital status, parental status, political affiliation, or ex-servicemen status. This provision does not limit the vendor ability to target activities to specific populations as expressly stated in a work order.
- d) JSI R&T has zero tolerance for human trafficking, any form of sexual exploitation or abuse, as well as any form of child abuse, exploitation or neglect.
- e) JSI R&T's Anti-Trafficking Policy is incorporated into this Contract. This policy prohibits the JSI R&T and its partners, vendors, and other agents from engaging in trafficking in persons, procurement of commercial sex acts, use of forced labour, and other acts that directly support or advance trafficking in persons. This policy also requires that the Vendor immediately disclose to JSI R&T any information obtained that alleges that any employee, subcontractor, or subcontractor employee has engaged in trafficking in persons, procured commercial sex acts, or used forced labour in the performance of this contract. By signing this contract, the vendor confirms that the vendor has read, understands and agrees to comply with the JSI R&T's Anti-Trafficking Policy.
- f) In addition to the other reporting requirements of this provision, the vendor must disclose to JSI R&T, in a timely manner, any credible evidence received that alleges fraud, conflict of interest, bribery, gratuity violations, or discrimination potentially affecting this Contract, any work order or the prime contract/award. Vendor shall not discharge, demote, or otherwise discriminate against any employee as a reprisal for the employee's disclosing such information to JSI R&T.
- g) Vendor must disclose to JSI R&T any credible evidence received that alleges fraud, conflict of interest, bribery, or gratuity violations potentially affecting this Purchase order or the Prime Contract/Contract. The vendor shall not discharge, demote, or otherwise discriminate against any employee as a reprisal for the employee's disclosing such information to JSI R&T.

18. SEXUAL EXPLOITATION AND ABUSE (SEA)

JSI R&T has a policy of zero tolerance towards Sexual Exploitation and Abuse (SEA). All JSI R&T employees and vendors are expected to uphold the highest standards of personal and professional conduct at all times and to provide assistance and services that respect and foster the rights of beneficiaries and other vulnerable members of the local communities. JSI R&T and its employees and/or vendors shall not be involved in any sexual exploitation or abuse. JSI R&T shall take all appropriate measures to –

- i. prevent sexual exploitation or abuse of anyone by its employees or any other persons engaged and controlled by the vendor to perform any services under the Contract, and
- ii. take corrective action when a SEA incident occurs.

The vendor hereby commits to reporting to JSI R&T any incident of SEA. Any breach of this provision by the vendor entitles JSI R&T to terminate the contract immediately.

For the purposes hereof, the following definitions shall be used –

- i. Sexual exploitation means any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another.
- ii. Sexual abuse means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

At any time during the contract period or automatically when the contract culminates, the vendor will be asked to return to JSI R&T all confidential and proprietary information that is in the vendor's possession or under their control and shall not retain any copies, notes or extracts. All the Partners engaged by the vendor shall sign an undertaking in the "Publication and Dissemination of Information Policy" confirming that they will comply with this clause, and JSI R&T may withhold any sums owing to the vendor for them until they have provided the same.

- 19. **COMPLIANCE WITH LAWS:** The vendor explicitly warrants that it complies with all applicable Indian laws, as amended, with respect to nondiscrimination in employment based on race, religion, colour, national origin, or sex,

equal opportunity, affirmative action, and employment of the handicapped. If this is a Purchase order for services, the vendor also shall not discriminate against any of the intended beneficiaries of the program for which services are provided, such as, but not limited to, by withholding, adversely impacting, or denying equitable access to the benefits provided through the program based on any factor not expressly stated in this Contract,

20. **REMEDIES:** Violation of any of the terms and conditions of this Contract constitutes grounds for termination of the assignment and may result in the Vendor being barred from future assignments with JSI R&T. The exercise of these rights does not limit JSI R&T's right to seek any other legal remedies.
21. **INDEMNIFICATION:** The Vendor shall indemnify and hold JSI R&T harmless from any claim, suit, loss, damage, cost or expenses (including reasonable attorneys' fees) arising out of or in connection with the Vendor's negligence, willful misconduct, breach of this Contract, or other legal wrong-doing in any way connected with activities under this Contract. Any indemnity is capped to the maximum level of the amount billed and received by the Vendor.
22. **PERMISSIONS AND RELEASE LETTERS:** The Vendor shall obtain permissions and release letters for any personally identifiable information in the certification/declaration formats provided by JSI R&T. Under no circumstances shall any personally identifiable information be collected by the Vendor or any of their associates, including the partners engaged in the program implementation.
The Vendor will not undertake any media release, statement to the media, or interaction with the media without JSI R&T's specific written permission. It shall not name JSI R&T in any of its public-facing communication without specific written approval from JSI R&T.
23. **DISPUTES:** If any claims or disputes arise from or relating to this Purchase order, the parties shall use their best efforts to settle the claims or disputes. To this effect, they shall consult and negotiate in good faith and, recognising their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. If they fail to reach such a solution within sixty (60) days, either Party may refer the matter to arbitration, which shall be the exclusive method of resolving such disputes. The arbitration shall be conducted in New Delhi, India. The arbitration shall be administered in accordance with The Arbitration and Conciliation Act 1996 before a sole arbitrator is appointed in accordance with such rules. The results of arbitration shall be final and binding on the Parties. The provisions of this Contract shall be binding upon each Party's successors and assign and shall be governed by and construed in accordance with the laws of India. The Courts at New Delhi, India, shall have the exclusive jurisdiction to try any disputes between the Parties arising out of or Pursuant to this Contract.
24. **FORCE MAJEURE:** Neither party shall be liable in damages for any default in performing hereunder if such default is caused by a force majeure event, including, but not limited to, Acts of God, Government restrictions, wars, insurrections, epidemics and/or any other cause beyond the reasonable control of the party whose performance is affected.

GENERAL:

- a. This Purchase order is the sole and entire Contract between the parties relating to the subject matter hereof. It supersedes all prior understandings, Contracts, and documentation relating to the subject matter hereof. This Purchase order may be amended only by an instrument executed by the authorised representatives of both parties.
- b. Every provision of this Purchase Order is intended to be severable. Suppose any term or provision of this Contract is illegal or invalid for any reason. In that case, the illegality or invalidity shall not affect the legality or validity of the remainder of this Contract, and all other provisions of this Contract shall remain in full force and effect.
- c. This Purchase order shall be interpreted in accordance with the substantive law/applicable law of the Republic of India.

Annexure 2 - Mandatory pre-qualification Checklist

Criterion	Fulfilment Status (Yes/No)	Details	Annexure number
Relevant Organizational Expertise and Track Record			
Proposed team structure			
Proven experience of Audio-visual documentation			

-----End of clauses -----