

**CONTRACT BETWEEN INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES (IIPS)
AND FIELD AGENCY (FA) FOR CONDUCTING LONGITUDINAL AGEING STUDY IN INDIA
WAVE 1 PROJECT SURVEY**

This contract made on 26 day of December 2017 on behalf of **Ministry of Health and Family Welfare (MoHFW), Government of India (GOI), New Delhi** between the **International Institute for Population Sciences (IIPS), Govandi Station Road, Deonar, Mumbai-400 088** (hereinafter called IIPS) of the first part and **Population Research Centre, University of Kashmir, Srinagar, Field Agency** (hereinafter called FA) which

expression shall, subject to the contract, include its successors in business and permitted assignees of the second part to conduct **the Longitudinal Ageing Study in India Main wave 1.**

1. Purpose of Contract

The Ministry of Health and Family Welfare, Government of India, (MoHFW, GOI) has appointed IIPS as a nodal implementing agency to conduct the Longitudinal Ageing Study in India (LASI) Project Main wave 1 in 30 States and 6 Union Territories (UTs). MoHFW, GOI has appointed 3 committees i) Steering Committee ii) Technical Advisory Committee and iii) Project Management Committee to oversee the implementation of the LASI project (Main wave 1). Accordingly this contract is entered into for conducting survey work of Phase 2 of LASI project (Main wave 1) in the state of **Jammu & Kashmir**. The expected number of sample households in the States to be covered for the individual interviews would be **1250** households plus 10 percent of over sampling so as to take into account non-response. The Household Schedule includes a cover screen to identify the household and a form on which all members of the household and visitors are listed. This form is used to record demographic information about each household member. The Household Schedule also collects information on housing and environment characteristics such as type of water source, sanitation facilities, quality of flooring, and ownership of durable goods etc, household consumption, assets and debts, household insurance and household income. Individual schedule will gather information on demographics, family and social networks, health component including reported morbidities and measured morbidities i.e. Biomarkers, Healthcare utilization, Work, Retirement and Pension.

The Schedules and the sampling plan to be provided by the IIPS must be strictly adhered to.

2. Statement of Work

The FA shall carry out the proposed survey activities and other requirements outlined in the "Attachment-A" - STATEMENT OF WORK (hereinafter called (SOW) to be done by FA UNDER THIS CONTRACT FOR THE IMPLEMENTATION OF LASI Project (Main wave 1). Any ambiguity in the "Attachment-A" should be referred to IIPS for any clarification. The decision of the IIPS will be final.

3. Period of Performance

The activities listed in the "Attachment-B (I) and B (II)" will be completed by FA in the timeframe as specified in the Implementation Schedule given in Attachment B (I)".

4. Contract Amount and Payment Procedure

- a. IIPS will pay an amount (including GST, all other taxes) not exceeding of **Rs 52,93,750/- @ Rs. 4,235/-** Per Completed Individual Interview for completing the activities listed in "Attachment-A" for the state of **Jammu & Kashmir** for which total target sample size is **1250** completed individual interviews. The disbursement will be made to as per terms and conditions set out below in clauses 4 (b) and (c) of this contract. The target sample is the expected number of completed interviews to be covered (includes completed community

schedule, household interviews, individual interviews, Biomarker component, Spirometry and DBS collection). The target sample size is based on an assumed level of non-response of household interviews and individual interviews of LASI age-eligible respondents.

- b. Payment will be made on the basis of the completed number of target sample achieved (inclusive of completed household interviews). Full or partial or forfeiting of payment shall be subject to achievement of completed interviews & satisfactory response rates (completion of community schedules, household, individual interviews, Biomarker, Spirometry and DBS Collection). If there is shortfall in the completed interview payment will be made as per percentage/number of target sample achieved.
- c. The amount shall be payable in installments for completed tasks as given in "Attachment-B (II)".
- d. The FA shall submit approved invoices of expenditure [along with Statement of Expenditure (SOE)] to IIPS in the Prescribed Form given in the "Attachment C." IIPS will not release any payment to FA until all the previous voucher(s) has/have been approved in writing by IIPS. A detailed report on the progress of all stages of survey as specified in clause 16 should be submitted with each invoice for release of next installment.
- e. IIPS will not release any payment to FA until IIPS is satisfied that the survey protocol, procedure, qualitative and quantitative aspects of survey activities and implementation, required for release of the payment, have been completed and rules & regulations have been followed without any deviations and that the quality of the work is acceptable. FA should strictly adhere to the instructions set out in the LASI training manuals, prescribed guidelines for recruitment of field personnel and survey protocols.
- f. Total value of contract includes all taxes including GST.
- g. **All Rules and Regulation with respect to Income Tax, TDS , GST, Custom Duty, etc. should be followed as applicable.**

5. Termination of Contract

If IIPS at any stage, based on supervision and monitoring/scrutiny set out through a due process of consideration, that the FA has failed to make progress in the implementation of the work schedule or is otherwise incapable of starting the project as per the timeline and completing the project work as stipulated or has failed to maintain the quality of work to the satisfaction of IIPS, then IIPS may revoke this contract wholly or partially and may take appropriate action against the FA including blacklisting the FA. In that event, total payment released till that time to FA should be returned to IIPS within a stipulated period of 15 days from the date of revoking of this contract and that FA will have no claim on the balance amount or for the work so far completed. If FAs delay in returning the balance amount beyond the stipulated period of 15 days the FA is liable to pay interest @ 12% p.a. (for this half of the month consider as a full month).