



REQUEST FOR PROPOSALS (FIRMS SELECTION)

Tender No: HPSES-SDT-2023-24

**SELECTION OF AN AGENCY FOR PROVIDING TRAINING UNDER RANI
LAXMIBAI ATMA RAKSHA PRASHIKSHAN PROGRAMME (SELF-DEFENCE
TRAINING) UNDER SAMAGRA SHIKSHA ABHIYAN FOR GIRL STUDENTS OF
GOVT. SCHOOLS IN HIMACHAL PRADESH**

Samagra Shiksha, Himachal Pradesh

Lalpani, Shimla-171001

Phone No. 0177-2658668

(email: spdssahp@gmail.com)



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1. DISCLAIMER

The information contained in this Bid Document, whether verbally or in written form by the Samagra Shiksha, Himachal Pradesh or any of its employees, is subject to the terms and conditions outlined herein and any additional terms and conditions accompanying such information.

This Bid Document does not constitute an agreement, nor does it serve as an offer or invitation by Samagra Shiksha, Himachal Pradesh to prospective Applicants or any other individuals. The purpose for this document is to offer interested Agencies relevant information that may assist them in formulating their Bids in response to this document. It contains statements that reflect various assumptions and assessments made by Samagra Shiksha regarding the assignment. However, these assumptions, assessment and statements may not encompass all the information each Applicant requires. It is essential for each applicant to conduct their own investigations, analysis and verification of the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information provided in this bid document.

The information contained in this bid document covers a wide range of topics, some of which involve interpretations of law. It does not provide an exhaustive account of statutory requirements and should not be considered a complete or authoritative statement of the law. Samagra Shiksha assumes no responsibility for the accuracy or interpretation of the law expressed herein.

Samagra Shiksha and its employees make no representation or warranty and shall not be liable under any law, statute, rules or regulations, tort, principles of restitution or unjust enrichment, or otherwise, for any loss, damages, costs or expenses that may arise from or be incurred or suffered due to the content of this Bid Document. This includes the accuracy, adequacy, correctness, reliability or completeness of the Bid Document, as well as any assessment, assumptions, statements or information contained therein or deemed to be a part of this Bid document arising in any way during this Selection Process.

Furthermore, Samagra Shiksha accepts no liability of any nature whether resulting from negligence or otherwise, arising from the reliance of any Applicant on the statements contained in this Bid Document.

Samagra Shiksha reserves the right to update, amend or supplement the information, assessments or assumptions in this Bid Document at its absolute discretion, without any obligation to do so.

The issuance of this Bid Document does not imply that the Samagra Shiksha is obligated to select or appoint any Applicant for the assignment. Samagra Shiksha reserves the right to reject any or all Bids without providing any reasons whatsoever.

Applicants are responsible for bearing all costs associated with the preparation and submission of their Bids including but not limited to preparation, copying, postage, delivery fees, expenses related to any demonstration or presentations requested by Samagra Shiksha or any other costs incurred in connection with their Bid. All such costs and expenses remain the sole responsibility of the Applicant and the Samagra Shiksha shall not be liable for them in any manner, regardless of the conduct or outcome of the Selection Process.



2. ABBREVIATIONS

RFP	Request for Proposal
SPO	State Project Office
SS	Samagra Shiksha
EMD	Earnest Money Deposit
PBG	Performance Bank Guarantee



3. BACKGROUND

Himachal Pradesh School Education Society (HPSES) is a registered society under the Societies Registration Act, 2006. Its primary mandate is to implement Samagra Shiksha in the state of Himachal Pradesh. Samagra Shiksha is a comprehensive scheme for school education that views the "school" as a seamless journey encompassing pre-school, primary, upper primary, secondary, and senior secondary levels. The objective of this scheme is to provide inclusive and equitable quality education from pre-school to senior secondary stage, aligning with the Sustainable Development Goal (SDG) for Education.

4. PREAMBLE

The objective of this training program is to empower girl students to combat crime effectively. Unfortunately, even in today's modern era, violence against girl students remains prevalent. Therefore, it is essential for girl students to acquire self-defense techniques. Under the guidance of experienced and supportive martial arts instructors, provided by Samagra Shiksha, girl students will have the opportunity to learn practical self-defense techniques in a safe environment. This program not only enables them to relieve stress and maintain physical fitness but also equips them with invaluable skills to protect themselves.

This program offers a unique blend of physical fitness and practical self-defence techniques, specifically designed to benefit girl students. With the aim of empowering girl students attending government schools in Himachal Pradesh, under the Samagra Shiksha, is committed to providing realistic and effective Self Defence Training. Through this training, girl students will gain awareness, learn prevention strategies, understand risk reduction and avoidance, and discover their own physical capabilities. These self-defence techniques significantly enhance personal protection options, enabling them to effectively respond to potentially dangerous situations and boosting their confidence in their daily activities. This training program aims to accomplish short-term goals of self-protection while fostering the long-term objective of attaining a black belt in martial arts for self-defence.

In this context, school-going girl students are the most vulnerable and susceptible to various challenges. Often, these girls have to undertake long and solitary journeys from their homes to reach secondary or higher secondary schools, relying on modes of transportation such as walking, cycling, or taking the bus. Due to concerns for their safety, parents tend to restrict the regular attendance of their daughters in schools. This situation increases the likelihood of girls dropping out from secondary or higher secondary schools.

Samagra Shiksha, Himachal Pradesh is actively seeking eligible organizations/firms specialized in self-defence training programs to serve as partners for the comprehensive rollout of the training. The aim is to outsource the entire training delivery process to these partners, who will be responsible for providing qualified training instructors to deliver self-defence training in selected government schools across Himachal Pradesh.

By issuing this RFP, Samagra Shiksha aims to identify and select partners who will offer a Six month Self-Defence Training Program under the Samagra Shiksha for girl students attending government schools in Himachal Pradesh. It's important to note that the final allocation of schools may vary during the selection process.

5. AIMS & OBJECTIVES OF THE PROGRAM

- Self-defence training empowers girls by strengthening them psychologically, intellectually, and physically, enabling them to protect themselves during moments of distress and vulnerability.



- The objective is to provide girls with essential self skills that enable them to effectively navigate and prevent any uncomfortable situations right from the outset.
- The aim is to send a strong message to potential perpetrators of violence that girls are prepared to counter such acts, while simultaneously fostering a culture of awareness among girls regarding self-protection.
- The primary objective is to empower girl students comprehensively, addressing all aspects of their development and well-being.
- The goal is to enhance the regular attendance of girl students in secondary schools, promoting consistent and uninterrupted educational participation.
- The objective is to create awareness among Physical Education teachers in each school about these essential skills, enabling them to incorporate and integrate them into the school curriculum for future practice.

6. RFP PROCESSING FEE

To submit the Request for Proposal (RFP) response, a non-refundable processing fee of Rs. 12,000/- (Twelve thousand rupees only) is required. This fee must be paid through online/ offline made payable to "State Project Director, Samagra Shiksha, Himachal Pradesh," in the following bank account: -

BANK: HDFC Bank, The Mall, Shimla

A/C No.: 59175000000099

IFSC No.: HDFC0006405

and copy of the receipt should be attached with the bid documents. RFP responses received without or with insufficient processing fees will be subject to rejection.

7. Notice Details

Tender Reference No.	HPSES-SDT-2023-24
Title of Work	SELECTION OF AN AGENCY FOR PROVIDING TRAINING UNDER RANI LAXMIBAI ATMA RAKSHA PRASHIKSHAN PROGRAMME (SELF-DEFENCE TRAINING) UNDER SAMAGRA SHIKSHA ABHIYAN FOR GIRL STUDENTS OF GOVT. SCHOOLS IN HIMACHAL PRADESH
Tender Processing Fee	INR 12,000/- (Rupees Twelve Thousand only)
Earnest Money Deposit (EMD)	INR 30,00,000/- (Rupees Thirty Lakhs only)
Tender Publish date	27th July 2023
Bid Validity Period	90 (Ninety days) from the date of opening of technical bid.
Pre-Bid Meeting	3rd August 2023 at 11:00 hrs. on virtual mode on following link: https://meet.google.com/dnj-ivwb-tfn?pli=1&authuser=1
Last date of Online Submission of all pre-qualification, technical and financial bids	18th August 2023 at 17:00 hrs.
Opening of Technical bid	19th August 2023 at 11:00 hrs.
Opening of Financial bid	Date and time of financial bid will be notified after assessment and evaluation of technical bid.
Contact Person	Ms. Sunita Chauhan Equity Coordinator, SPO, Samagra Shiksha Himachal Pradesh Email: sunitacb09@gmail.com Mobile: 98169-45020
Official Email Id	spdssahp@gmail.com

8. AGREEMENT

Upon successful financial bid, it is necessary to enter into a suitable agreement with Samagra Shiksha. However, if the agency finds the terms and conditions of the agreement unacceptable, Samagra Shiksha reserves the right to reject the agency.

9. GENERAL INSTRUCTIONS: -

- a. Samagra Shiksha reserves the authority to request additional information, documents, or breakdowns, as deemed necessary for determining the empanelment.
- b. **Authorized Signatory:** The required documents specified in the RFP may be submitted by the owner or their representative. The representative must include a letter of authority or power of attorney along with the bid. Failure to comply with this requirement will render the offer null and void at any stage, as determined by Samagra Shiksha.
- c. **Right to Rejection:** Samagra Shiksha reserves the authority to reject any or all applications at any stage without providing any reasons whatsoever.
- d. **False Information:** If it is determined that the organization/firm has provided incorrect information, violated any conditions or lacked the necessary licenses and statutory permissions to fulfil the required activities outlined in these assignments, Samagra Shiksha reserves the right to revoke the agreement granted to them.
- e. **Inspection:** Samagra Shiksha reserves the right to assign its officers, auditors and other officials as deemed necessary to visit the office or commercial premises of the successful bidder. This visit aims to assess their infrastructure, manpower and other relevant documents, as well as to examine records, quality controls and work processes. Such visits may occur without prior notice and the successful bidder is required to provide the necessary documents and information to Samagra Shiksha.
- f. **Confidentiality:** Once appointed, the successful bidder must uphold strict confidentiality regarding all documents and information provided by Samagra Shiksha. Any oral, written, or other information obtained from Samagra Shiksha for the assigned purpose shall be deemed confidential and should not be disclosed or utilized for any other purposes.
- g. In certain situations, Samagra Shiksha reserves the right to reject the lowest quote. Furthermore, Samagra Shiksha has the discretion to disqualify an successful bidder even after their initial agreement, if it is discovered that the quality of service provided does not meet the specified terms, conditions, and requirements communicated to the successful bidder during execution. If it is found that the successful bidder has concealed or failed to disclose material facts in order to qualify, Samagra Shiksha reserves the right to disqualify the party and seek reimbursement for the expenses or losses incurred by Samagra Shiksha.
- h. **Breach of Clause:** In the event of a breach or potential breach of any clause by the successful bidder or any individual assigned by the successful bidder to perform the services, the successful bidder shall be held responsible for paying damages as determined by Samagra Shiksha. Additionally, Samagra Shiksha reserves the right to take legal action against the agency and/or the assigned individuals in accordance with the applicable laws.
- i. **Termination:** Samagra Shiksha reserves the right to terminate any or all applications without providing reasons. Additionally, Samagra Shiksha reserves the right to terminate the contract at any stage without assigning any specific reason.
- j. **Blacklisting:** By submitting the bid, the training agency affirms that their firm has not been blacklisted or debarred by any government department, organization, any public sector unit or body. It is strongly advised that the firm refrain from applying for RFP if they have been disqualified by any government organization.

- k. **Jurisdiction:** All matters concerning this bid shall fall under the jurisdiction of the courts in Shimla exclusively.
- l. **Taxes & Other Related Liabilities:** The financial proposal should encompass all relevant taxes, cess, and any other payments owed to authorities. The responsibility for ESIC (Employee State Insurance Corporation), Employee Provident Fund, and GST, if applicable, lies with the organization. Samagra Shiksha will deduct applicable TDS (Tax Deducted at Source) and other taxes.

10. QUALIFICATION OF MASTER TRAINERS & SCOPE OF WORK:

a. **Qualification of Master Trainers whose service shall be provided to Samagra Shiksha**

- A minimum of six month's certification course or martial art training experience certificate, along with a rank (belt) holder status, in at least one of the following styles/forms of martial arts for self-defence must be obtained from a certified organization.
 - 1. Taekwondo
 - 2. Wushu
 - 3. Karate
 - 4. Judo
 - 5. Western boxing
 - 6. Kickboxing
 - 7. Muay Thai
 - 8. Jiu-Jitsu (or Jujutsu)
 - 9. Krav Maga
 - 10. Aikido
 - 11. Jee Kune Do
- The minimum age requirement is 18 years or older.
- Proficiency in at least one of the aforementioned skills of Martial Arts for self-defence is required.
- Sound physical and mental health is essential.
- Candidates must not be addicted to drugs, alcohol, smoking, or any similar substances.
- The master trainer should uphold a high standard of moral conduct and there should be no criminal or sexual harassment cases against them.

Note: The master trainer must not be an employee of the Samagra Shiksha or Government of Himachal Pradesh.

b. Scope of Work

The self-defence training program for female students will be conducted in a total of 4745 elementary and secondary/senior secondary schools across all districts of Himachal Pradesh.

Sr. No.	Type of School Where training is to be impart and their numbers	Girl Students to be Targeted Per school	Duration of programme /Duration for daily class /Venue of Training	Remarks
1.	Elementary Schools= 1952	Students enrolled in class 6 th to 8 th	Duration of programme 6months Duration for daily class: @1 hour&15 minutes daily for each school	1. A trainer who possesses specialization and skills in at least one of the styles/forms of martial arts mentioned above in the qualifications will provide training in that specific skill to one or more allocated schools (maximum 3-4). 2. The service provider agency will be responsible for issuing certificates to the students upon completion of the training program for a specific skill. The successful bidder must submit a draft of the certificate before commencing the training. 3. Physical Education Trainer will serve as the coordinator for this activity at the school level, under the guidance of the Head of the school. They will also participate in the training as trainees. 4. The block and district-wise details of schools are provided in Annexure-8, attached herewith.
2.	Secondary & Sr. Sec. Schools =2793	Students enrolled in class 9 th to 12 th	Venue of Training: Campus of respective Schools	
Total	4745	-----		

Note:

1. The successful bidder will be responsible for providing an adequate number of experts (based on district-wise requirements) who possess the aforementioned skills and qualifications in at least one specialized form of martial art for self-defence. Each specialized trainer will conduct training sessions in one or more allocated schools, focusing on a specific style/form of martial art for self-defence.
2. The successful bidder must submit a district-wise list of trainers specializing in specific form/forms of martial art along with their bid submission, following the format provided in Annexure-9.
3. The successful bidder must submit self declaration certificate in r/o girls students safety and security.
4. At given stage, Samagra Shiksha retains the prerogative to modify the change of Schools by a range of 5% to 10% in either direction, with no financial consequences.

11. PRE-QUALIFICATION CRITERIA

The minimum pre-qualification criteria are as follows. Each eligible firm must meet all of the following pre-qualification criteria. Responses that do not meet the minimum pre-qualification criteria will be rejected and not evaluated.

S. No.	Pre-qualification Criteria	Supporting Compliance Document
1.	Demand Draft of <Rs. >	Printout as a proof of online deposit
2.	Bid Covering Letter	Annexure-1
3.	Organizational Details	Annexure-2
4.	Legal Valid Entity: The applicant necessarily be a two-year-old legal valid entity in the form of a company/partnership firm/ proprietorship/ society, having registered offices in India.	Copy of Registration Certificate from the concerned Authority.
5.	The agency shall have turnover of Rs. 50 lakh -1 crore (Rupees fifty lakh – One Crores Only) in last three financial years (2019-20, 2020-21, 2021-22).	Certification of CA
6.	The firm should be in the business of providing similar services for at least 02years as on 31.03.2023. i.e .providing self-defense training to girl students in Govt. Departments/semi-Govt .Departments or CBSE/ICSE/State Board affiliated schools in India	Copy of Work Order/Contract. The experience will be calculated from the 1 st Work Order for the same.
7.	The firm shall have experience of satisfactorily conducted the Self Defense Training to at least 2000 Girl students in Govt. Department /Semi Govt. Department/CBSE/ICSE/ State Board affiliated schools within India during last three Financial Years (i.e. 2020-21,2021-22, 2022-23).	Copy of Work Order/Contract.
8.	The firm should have at least 100 master trainers specialized in at least one of the styles of martial art as mentioned above.	List must be submit by the Bidder's organization.
9.	The firm should not be blacklisted by any Central Govt./State Govt./ PSU/Govt. Bodies	Undertaking/Certificate signed by the Authorized signatory

12. (a) PART-A- QUALIFICATION CRITERIA-TECHNICAL: -

The following are the minimum eligibility criteria for the technical selection of bidders: -

i. Legal Valid Entity

The Firm/Organization/Agency must be a legally recognized entity in India, which can take the form of a Public Limited Company, Private Limited Company, Partnership Firm, Proprietorship or Society/NGO.

Legal Valid Entity (Number of years) till March 2023		Max.20 Marks
(a)	2 years	05 Marks
(b)	More than 2 and up to 3 years	10 Marks
(c)	More than 3 years and up to 5 years	15 Marks
(d)	More than 5 years	20 Marks

ii. Experience

- a. The Firm/Organization should possess experience in the relevant field, specifically in providing Self-Defence Training to girl students in government departments, semi-government departments, CBSE, ICSE, and State Board affiliated schools in India.

Experience (Number of years) till March 2023		Max.20 Marks
(a)	2 years	10 Marks
(b)	More than 2 years and up to 5 years	15 Marks
(c)	More than 5 Years	20 Marks

- b. The Firm/Organization must have a proven track record of successfully conducting Self-Defence Training for girl students in government departments, semi-government departments, CBSE, ICSE, and State Board affiliated schools in India. As evidence of their experience, attested copies of work completion certificates issued by the respective departments/clients should be submitted.

Number of Girls students to whom Self Defence Training has been given in last three Financial Years (i.e. 2020-21, 2021-22, 2022-23)		Max.20 Marks
(a)	1000-1500	10 Marks
(b)	1501 to 3000	15 Marks
(c)	More than 3000	20 Marks

iii. Resources: -

The organization or firm should furnish a comprehensive list of trainers who possess expertise in the relevant field, as stated in the RFP at their disposal.

Number of Trainer detail be provided as per qualification mentioned under scope of work		Max.20 Marks
(a)	50 to 100	05 Marks
(b)	101 to 150	10 Marks
(c)	151 to 200	15 Marks
(d)	More than 200	20 Marks

iv. Turnover: -

The average turnover for the financial years 2019-20, 2020-21 and 2021-22 will be awarded 20 marks.

Average Turnover		Max.20 Marks
(a)	50 Lakhs	05 Marks
(b)	More than 50 Lakh and up to 75 Lakh	10 Marks
(c)	More than 75 Lakhand up to 100 Lakh	15 Marks
(d)	More than 100 Lakh	20 Marks

NOTE: -

1. The evaluation of a bidder will determine the total marks awarded out of 100. For qualification for opening of financial bid, a bidder must achieve a minimum score of 60 marks in the evaluation criteria.
2. The bidder must provide or submit duly attested copies of the necessary documents to support the information mentioned in the RFP.

(b) PART-B- FINANCIAL PROPOSAL: -

- a) The Financial proposals should be submitted as per the format of Financial Bid given at Annexure 7. Adherence to the prescribed format and terms as mentioned in this RFP must strictly be followed. Any deviation from prescribed format of the financial bid, will result in disqualification of bid.
- b) The prices submitted in the financial bid should be inclusive of all taxes and duties as applicable. The volumes specified in the Financial Bid are for evaluation purposes and not a commitment from Samagra Shiksha. The figures are bound to change based on various circumstances.
- c) Unless expressly indicated, Bidder shall not include any technical information regarding the services in the Financial Bid.

- d) Prices shall be quoted entirely in Indian Rupees and must include all applicable taxes and levies.
- e) The Bidder is required to ensure that the services quoted are as per prescribed specifications and standard.
- f) The rates offered by the Bidder should be firm and free from all escalations. Prices quoted by the Bidder shall be fixed during Bidder's performance of the Contract and shall not be subject to variation on any account.
- g) The lowest bidder will be decided on the total amount of all items quoted in the Financial Bid.
- h) If a firm quotes NIL charges/consideration, the bid shall be treated as unresponsive and will not be considered.
- i) State Project Office (SS) is not bound to accept the lowest or any Bid response received. State Project Office (SS) reserves the right in absolute sense to reject all bids or any if the products/services specified in the Bid response without assigning any reason whatsoever.

13. BID OPENING AND EVALUATION: -

- a) The purpose of this RFP is to invite applications solely for the selection of service provider agencies/firms and not for final work agreements. The technical and financial bids will be opened on the designated date by the committee authorized by the competent authority of the Office of Samagra Shiksha. In the event that the fixed date for bid opening is declared a holiday by the Government, a revised schedule will be announced. However, in the absence of such notification, the bids will be opened on the next working day, with the time remaining unchanged.
- b) **Part-A:** The suitability of organizations will be evaluated to determine their eligibility for selection. If they are deemed suitable, they will be selected based on the eligibility criteria outlined in clause 12 Part-A, as well as the scope of work mentioned in clause 10(a) and (b).
- c) **Part-B:** The financial proposals will only be opened for agencies that are deemed technically eligible and qualified.
- d) **Payment terms :** Payment will be made in accordance with the terms and conditions specified on the RFP, contingent upon the submission of a certificate from the district officers confirming the successful completion of training.

Instalments	Milestones	% of total project value
1	On completion of training in 20% of total Schools i.e. 949 schools	20%
2	On completion of training in 40% of total Schools i.e. 1898 schools	20%
3	On completion of training in 60% of total Schools i.e. 2847 schools	20%
4	On completion of training in 80% of total Schools i.e. 3796 schools	20%
5	On completion of training in 100% of total Schools i.e. 4745 schools	20%

14. Annexure for Submission: -

Annexure 1: Technical Bid - Covering Letter

To,
State Project Director,
Samagra Shiksha,
Government of Himachal Pradesh

Subject: Selection of an agency for providing training under Rani Laxmibai Atma Raksha Prashikshan Programme (Self-Defence Training) under Samagra Shiksha Abhiyan for Girl Students of Govt. Schools in Himachal Pradesh.

Dear Sir,

Having examined the Bid document, the receipt of which is duly acknowledged, we, the undersigned, offer to provide the professional services as required and outlined in the Bid for " **Selection of an agency for providing training under Rani Laxmibai Atma Raksha Prashikshan Programme (Self-Defence Training) under Samagra Shiksha Abhiyan for Girl Students of Govt. Schools in Himachal Pradesh.**". To meet such requirements and provide such services as required are set out in the Bid document, we attach hereto the Bid technical response as required by the Bid document, which constitutes our proposal.

We undertake, if our proposal is accepted, we will give a performance security acceptable to Samagra Shiksha, for a sum amounting equal to 7% of the total project cost.

We agree for unconditional acceptance of all the terms and conditions set out in the Bid document and also agree to abide by this Bid response for a period of 90 (Ninety) days from the date fixed for pre-qualification bid opening and it shall remain binding upon us with full force and virtue, until within this period a formal contract is prepared and executed, this Bid response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us and Samagra Shiksha.

We confirm that the information contained in this bid or any part thereof and other documents and instruments delivered or to be delivered to Samagra Shiksha is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead as to any material fact.

We agree that Samagra Shiksha is not bound to accept the lowest or any Bid response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/service(s) specified in the Bid response without assigning any reason whatsoever. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.



Signature:

Duly authorized to sign the Bid Response for and on behalf of: (Name and Address of Company)

Seal/Stamp of bidder:

WitnessSignature:

Witness Name:

Witness Address:

Certificate as to Authorized Signatories

I, certify that I am of the Company and that who signed the above bid is authorized to bind the corporation by authority of its governing body.

Date:

Place:

Name and Designation with Seal:

Annexure 2: Bidder's Undertaking

1. Addressed to: State Project Director, Samagra Shiksha, Government of Himachal Pradesh
2. RFP reference:

For Sole Bidder / Lead bidder

1.	Name of Sole Bidder/ Lead bidder	
2.	Registered Office Address and Website Write all previous addresses & names which are now obsolete.	
3.	Year of Establishment	
4.	Type of Firm	Public Limited/Private Limited/ Proprietary/Partnership/Society/Other
5.	Name of the authorized contact person of the Bidder	
6.	Mobile Number	
7.	Email address	
8.	Fax No.	

3. Having examined the RFP Documents, the receipt of which is hereby acknowledged, we, the undersigned, submit deliverables in full conformity with the said Bidding Documents.
4. The rates quoted are valid for the bid validity period. The validity can be extended with mutual agreement.
5. We agree to abide by all the conditions mentioned in this Tender Notice issued by the Tendering Authority and also the further conditions of the said Tender Notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein).
6. We understand that re-produced/re-word-processed formats or Bidder's own formats for the price quotations will disqualify the Bidder.
7. We accept payment modality as mentioned in the bid document.
8. We undertake, if our bid is accepted, to commence work as per the schedule and to achieve the Acceptance within the respective times stated in this RFP.
9. We have read the terms and conditions of RFP and confirm that these are acceptable to us.
10. We further declare that the bid is unconditional.



We undertake that, in competing for (and, if the award is made to us, in executing) the above assignment, we will strictly observe the laws against fraud and corruption in force in India.

Until the formal final Contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We believe and agree in good faith that the decision of the Bid Evaluation Committee and Tendering Authority will be final and will be binding on us.

Dated this [____] day of [_____] month, insert year]

Signed:

In the capacity of [insert: title of position]

Duly authorized to sign this bid for and on behalf of [insert: name of bidder]



Annexure 3: Format for bidder's authorization letter

To,
State Project Director,
Samagra Shiksha
Government of Himachal Pradesh

Subject: Authorization certificate

<Bidder's Representative Name>, <Designation> is hereby authorized to sign relevant documents on behalf of the company/firm in dealing with RFP for **“Selection of an agency for providing training under Rani Laxmibai Atma Raksha Prashikshan Programme (Self-Defence Training) under Samagra Shiksha Abhiyan for Girl Students of Govt. Schools in Himachal Pradesh”** issued by you. He/She is also authorized to attend meetings, sign proposal documents in submitting bid as may be required by you in the course of processing the above said Bid.

Thanking You Authorized Signatory

Seal and Sign of the Firm



Annexure 4: Affidavit (on legal Document) of Non-black listing

To,

State Project Director,

Samagra Shiksha

Government of Himachal Pradesh

Subject: Affidavit with reference to bid for Selection of an agency for providing training under Rani Laxmibai Atma Raksha Prashikshan Programme (Self-Defence Training) under Samagra Shiksha Abhiyan for Girl Students of Govt. Schools in Himachal Pradesh.

In response to the Tender for **Selection of an agency for providing training under Rani Laxmibai Atma Raksha Prashikshan Programme (Self-Defence Training) under Samagra Shiksha Abhiyan for Girl Students of Govt. Schools in Himachal Pradesh**, as an owner/partner/Director of I/We hereby declare that our Company/firm is having an unblemished past record and has not been declared blacklisted or ineligible for non-performance, corrupt or fraudulent practices either by any State or Central Government Agency/Samagra Shiksha in India.

Name of the bidder:

Signature:

Seal of the Organization:



Annexure 5: Turnover Certificate

It is certified that <Name of the Firm> is having average turnover of INR<at least INR 3,00,00,000, three crores>.

Turnover in INR	2019-2020	2020-2021	2021-2022
Amount			

Signatures of Chartered Accountant

Place:

Dated:

Name of the CA in Block Letters.

Seal of CA.

Note: (a) No columns is to be left blank

(b) Instructions/Directions etc. as given in this format/tender document be followed in letter and spirit.



Annexure 6: Format of Project Experience Details

Overall Experience in Related Field				
Overview of the past experience of the Organization in all aspects related to Self-Defence Training imparted to Girl Students				
S. No	Particulars	Number of Assignments till 31/03/2023 (Name of Organizations/ Clients in sequence)	Total no. of Students/ beneficiary targeted (sum of all)	Remarks
1	Experience of assignments of similar nature (anywhere)	1. 2. 3.		Enclose detailed supportive documents for your claim (in sequence & with paging)
2	Experience in carrying out similar assignments in Govt. Departments/Semi Govt. Department/ CBSE/ ICSE/ State Board affiliated schools in India.	1. 2. 3.		
* Decision of Evaluating Committee in ascertaining “similar nature” and “similar assignment” will be final. * Please enclosed certificate of work order and completion in support of your claim. Signature of the applicant Full name of applicant Stamp & Date				



Annexure 7: Format for Financial bid

Amount (in Rs.) per school, as per scope of work mentioned above. (Inclusive of all taxes and other expenditures)	
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Grand Total in Words -

Seal and Sign of the Firm



Annexure-8: Block and district-wise details of schools

School Name	UDISE Code	Block	District



Annexure 9: List of Trainers

Name of Trainer	Email & Mobile No.	Address