

## Introduction and Executive Summary

### About the organization

- a. **Shiv Nadar Foundation (SNF)** was established in 1994 by Shiv Nadar, Founder of HCL. SNF is committed to the creation of a more equitable, merit-based society by empowering individuals through transformational education to bridge the socio-economic divide. It pursues a philosophy of 'Creative Philanthropy'. It is a powerful model which envisages the creation of institutions that go beyond the lifetime of its founders and continue to impact future generations for many centuries to come. It is an approach that allows sustained institutionalized philanthropy for long-term, high-impact, socio-economic transformation.
- b. **SHIKSHA Initiative** under Shiv Nadar Foundation (started in 2012 with the vision of providing education for an empowered and inclusive society) is working with government schools in Uttar Pradesh with an aim to improve educational standards/learning outcomes. Various interventions in this direction are being carried out including ICT content based on the current UP-SCERT curriculum and tactfully making it more inclusive and interesting for the students.

### Project description

Recently, SHIKSHA Initiative has extended its support to the secondary section of the schools via **Project Samriddhi**. In this project, the main **stakeholders are girls of standards 6 to 8th in two Government Girls Inter-College (GGIC) of Uttar Pradesh located at B.B.Nagar (Bulandshahr) & Kamlapur (Sitapur)**. Through this intervention we plan to work with students, teachers & parents; thereby reducing absenteeism, and dropouts and increasing learning engagement by working on their academic and life skill enhancement.

### Purpose of the RFP

Through this RFP, Shiv Nadar Foundation (Shiksha Initiative) invites proposals from **life-skill-delivering agencies** to join **Project Shiksha Samriddhi** to conduct interactive workshops with students of GGIC (class 6-8<sup>th</sup>) with the aim to develop 21st-century life skills in them.

### Program Overview & Background

To understand the needs of the students we undertook several FGDs, classroom observations and conducted some project-based assignments. The following are our inferences:

Inferences from project based assignments	Inferences through FGD	Inferences through classroom observation
<p>In both schools:</p> <ul style="list-style-type: none"> <li>› 56.5 % need support in teamwork</li> <li>› 73.5% need support in critical thinking.</li> <li>› 61.5% need support in problem solving.</li> <li>› 59.3% need support in creativity.</li> <li>› 63.5% needs support in verbal &amp; non-verbal communication</li> </ul> <ul style="list-style-type: none"> <li>• In a group of 6, only 2-3 took initiative to make presentations / actively participated.</li> <li>• Students are not able to think out of the box for their presentations and limit themselves to making chart papers.</li> <li>• Unorganized presentation skills.</li> </ul>	<ul style="list-style-type: none"> <li>• 79% of the students in BB Nagar and 24% in Kamlapur showed interest in life skill education for themselves.</li> <li>• 20% of the students in both schools showed a need for public speaking.</li> </ul>	<ul style="list-style-type: none"> <li>• Handful of students participate in class, rest are not comfortable sharing their views even when they know the answers.</li> <li>• Poor notes taking and information retention skill.</li> <li>• Majority do not do active listening.</li> </ul>

## Detailed Specifications of needs

From the above-mentioned inferences, we have identified some of the areas where we want the external agency to intervene and deliver workshops:

1. Self-awareness
2. Interpersonal relation
3. Communication
4. Decision Making
5. Problem-solving
6. Critical thinking

**The objective of these workshops will be to:**

1. Uplift students with life skills needed for overall development.
2. Extend the opportunity to students to grow not only academically, but also reflect in real life.
3. Create a space for learning through activities and engaging discussions.

**Frequency of workshops** – Tentatively, once in 2 months (depending upon the number of operational school days)

## Stakeholder details

Classes	Approx daily attendance of students of students	
	GGIC Kamlapur (Approx fig.)	GGIC BB Nagar (Approx fig.)
6	40-50	40-50
7	40-50	40-50
8	40-50	40-50

## Selection Criteria

- I. The agency/ organization should be functional in the life-skill development domain.
- II. Should be proficient in the Hindi language and comfortable developing and delivering workshops in Hindi.
- III. It should have at least 3 to 4 years of experience in delivering training or workshops to school students (preferably girls/government school students).
- IV. It should have an impact analysis matrix and provide us with the impact analysis of the interventions.
- V. The trainers should be able to travel to distant locations like BB Nagar and Sitapur.
- VI. Ready to deliver a demo session with students before onboarding.

## Support from SNF

1. Shiksha Initiative will be supplementing the life skill-delivering agency through internal follow-ups with students, real-life applications through project work, various exposure and events, and conducting workshops on other topics that will help students grow and cement their life skills further.

2. Regular follow-up meetings to discuss the implementation, impact, and issues redressal (if any).
3. Fixing workshop dates and getting approval from the school.

## Terms & Conditions

- I. **Deadline:** Proposals received after the designated deadline may be subject to rejection by Shiv Nadar Foundation.
- II. **Validity:** Your proposal must remain valid for a minimum of 1 year from the date of receipt by Shiv Nadar Foundation.
- III. **Negotiations:** The most competitive proposal is requested. It is anticipated that the contract will be awarded on the basis of the merit of the proposal. However, Shiv Nadar Foundation reserves the right to request responses to questions and conduct negotiations with any potential agency/consultant prior to awarding a contract.
- IV. **Rejection of proposal:** This document is a request for proposals only, and in no way binds Shiv Nadar Foundation to make an award. Shiv Nadar Foundation reserves the right to reject any and all offers received and/or to cancel the RFP. Shiv Nadar Foundation will not be obliged to either inform or provide a justification for the rejection of proposals.
- V. **Incurring costs:** Shiv Nadar Foundation will not be liable for any cost incurred during the preparation, submission, or negotiation of an award for this RFP.
- VI. **Financial responsibility:** Proposals must certify the financial viability and adequacy of resources of the agency/organization to complete the proposed assignment within the agreed time frame and in conformity with the agreed terms of payment.
- VII. **Copyright and Patents:** Shiv Nadar Foundation shall be entitled to all copyrights, patents, and other proprietary rights and trademarks with regard to the products or documents and other materials which bear a direct relation to or are produced or prepared or collected in consequences of or in the course of the execution of the contract. All plans, reports, recommendations, estimates, documents, and data compiled by the service providers under the contract shall be the property of Shiv Nadar Foundation and shall be treated as confidential. All confidential documents should be delivered to the relevant people within Shiv Nadar Foundation during the project duration and upon completion.

## Submission Details & Deadlines

- I. Please submit the complete proposal in the prescribed format latest by **15<sup>th</sup> May 2023**, to [soumyadyuti.chowd@hcl.com](mailto:soumyadyuti.chowd@hcl.com) and [deepti.mirani@hcl.com](mailto:deepti.mirani@hcl.com) marking CC to [preeti.sharma@shivnadarfoundation.org](mailto:preeti.sharma@shivnadarfoundation.org)
- II. Send your submissions with the subject line: **SNF/RFP\_Lifeskill agency/Shiksha Samridhi/<Name of your organization>**
- III. Proposals must be submitted in the following format:
  - a. Organization profile (Name, Address, Website, Phone Number, For Profit" or Not for profit)
  - b. Does the organization have an 80G, 12A, FCRA certificate?
  - c. Organization's SPOC details
  - d. Mention any prior experience in reaching out/addressing students from the same background.
  - e. A detailed proposal on the topics being covered, workshop modality, TLM required, number of days required, batch size, etc.
  - f. Trainers' profiles
  - g. Estimated budget
  - h. A Gantt chart/timeline indicating the detailed sequence of activities that will be undertaken and their corresponding timing.
  - i. Assessment matrix
- IV. Proposals received after the due date and time will not be considered.