

**OFFICE OF THE STATE PROJECT DIRECTOR,
HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD,
SHIKSHA SADAN, SECTOR 5, PANCHKULA**

Tender No. SS/SD/2022-23

November 2022

EXPRESSION OF INTEREST-CUM-FINANCIAL BID

**FOR
“RANI LAXMI BAI ATMA RAKSHA PRASHIKSHAN
PROGRAMME (SELF-DEFENCE TRAINING)” TO
GIRL STUDENTS OF GOVT. SCHOOLS IN
HARYANA STATE, UNDER SAMAGRA SHIKSHA**



HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD,

(Regd. Under Societies Registration Act, 2012)

Shiksha Sadan, 3rd & 4th Floor, Sector-5, Panchkula-134109

Website: www.hsspp.in, Email: pohsspp@gmail.com

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This document is serially numbered from page number 01 to 77.

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**Expression Of Interest-Cum-Financial Bid Under “RANI LAXMI BAI ATMA
RAKSHA PRASHIKSHAN PROGRAMME (SELF-DEFENCE TRAINING)” to Girl Students
Of Govt. Schools In Haryana State, Under Samagra Shiksha**

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Online tenders are invited in two stage bid system i.e. Technical bid and Financial Bid as per the details given below in Schedule-A

SCHEDULE-A

Sr. No.	PARTICULARS	REMARKS
1	Tender notice No.	SS/SD/2022-23
2	Online submission of EMD, Tender fee & e-service fee Option-1 Through Net Banking and Debit card	On or before 24.11.2022 by 2:00 PM
3	Online submission of EMD Option-2: Through RTGS/NEFT- (in case of above, the bidder has to pay Tender fee & e-service Fee through Net Banking and Debit Card as per the given date and time schedule)	On or before 24.11.2022 by 2:00 PM
4	Estimated Cost	510.00 Lakhs
5	Mode of Bid submission	Online Through e-Procurement portal https://etenders.hry.nic.in
6	Online Bid Preparation & submission	Upto 25.11.2022 at 2:00 PM
7	Date and time of opening of Technical Bid/s	On 25.11.2022 at 3:00 PM
9	Date and time of opening of financial bids for technically qualified bidder	To be notified Later.
9	Tender Fee:	
	(I) For Haryana based manufacturing Micro and Small Enterprises (MSEs) & Khadi Village Industries Unit eligible as per the "Haryana State Public Procurement Policy for MSME - 2016" notified vide G.O. No. 2/2/2016-4I BII(1) dated 20-10-2016 and for Startups/first generation Entrepreneurs as notified vide G.O. No.2/2/2016-4IB-II dated 03.01.2019	As per policy
	(II) For remaining bidders both from the Haryana and Non Haryana	Rs. 5,000/-
10	Earnest Money Deposit (EMD) required:	
	(I) For Haryana based manufacturing Micro and Small Enterprises (MSEs) & Khadi Village Industries Unit eligible as per the "Haryana State Public Procurement Policy for MSME - 2016" notified vide G.O. No. 2/2/2016-4I BII(1) dated 20-10-2016 and for Startups/first generation Entrepreneurs as notified vide G.O. No.2/2/2016-4IB-II dated 03.01.2019	As per policy
	(II) Central or Haryana Public Sector Enterprises and "approved sources" as declared by the Industries Department, Haryana	NIL
	(III) For remaining bidders both from the Haryana and Non Haryana	Rs.2,00,000/-
11	E-Service Fee	Rs. 1000/-+ GST
12	Validity of Bid	180 days from the date of opening of technical bids
NOTE:- IF THERE IS ANY DIFFERENCE IN DATE AND TIME MENTIONED ABOVE AND ANYWHERE IN THE TENDER DOCUMENT, THE ABOVE DATES SHOULD BE TREATED AS FINAL.		

MANUAL/PHYSICAL BIDS SHALL NOT BE ACCEPTED

Bidders should regularly visit the website to keep themselves updated.

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SECTION-1

(NOTICE INVITING TENDER)

**OFFICE OF THE STATE PROJECT DIRECTOR,
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INVITATION FOR EXPRESSION OF INTEREST (EOI)

Haryana School Shiksha Pariyojna Parishad (Registered under Society Act 2012) invites online bids from interested and eligible agencies /firms for imparting training under **“RANI LAXMI BAI ATMA RAKSHA PRASHIKSHAN PROGRAMME (SELF-DEFENCE TRAINING)”** to Girl Students of Govt. Schools in Haryana State, Under Samagra Shiksha.

The bid documents are to be submitted at Haryana e-procurement portal <https://etenders.hry.nic>. Bidders are to remit fee, E-Service cost and EMD online via electronic payment gateway latest by 25.11.2022 upto 14:00 hrs.

**State Project Director
Haryana School Shiksha Pariyojna Parishad
Shiksha Sadan, Sector -5, Panchkula, Haryana**

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SECTION-2

**GUIDELINES FOR ON-LINE PAYMENT IN E-TENDERING AND
IMPORTANT INSTRUCTIONS TO BIDDERS FOR E-TENDER**

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Guideline for Online Payment in e-tendering

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing). Bidder shall proceed to select the tender he is interested in. On the respective Department's page in the e-tendering portal, the Bidder would have following options to make payment for tender document & EMD:

- a. Debit Card
- b. Net Banking
- c. RTGS/NEFT

Operative Procedures for Bidder Payments :

A) Debit Card

The procedure for paying through Debit Card will be as follows.

- i. Bidder selects Debit Card option in e-Procurement portal.
- ii. The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- iii. Bidder clicks on "Continue" button
- iv. The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- v. Bidder enters card credentials and confirms payment
- vi. The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- vii. The page is automatically routed back to e-Procurement portal
- viii. The status of the payment is displayed as "successful" in e-Procurement portal.
- ix. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- x. The e-Procurement portal allows Bidder to process another payment attempt incase payments are not successful for previous attempt.

B) Netbanking

The procedure for paying through Netbanking will be as follows.

- i. Bidder selects Netbanking option in e-Procurement portal.
- ii. The e-Procurement portal displays the amount to be paid by bidder.
- iii. Bidder clicks on "Continue" button
- iv. The e-Procurement portal takes the bidder to Netbanking payment gateway screen displaying list of Banks
- v. Bidder chooses his / her Bank

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- vi. The Netbanking gateway redirects Bidder to the Netbanking page of the selected Bank.
- vii. Bidder enters his account credentials and confirms payment
- viii. The Bank verifies the credentials and confirms with “successful” or “failure” message to the Netbanking gateway which is confirmed back to e Procurement portal.
- ix. The page is automatically routed back to e-Procurement portal
- x. The status of the payment is displayed as “successful” in e-Procurement portal.
- xi. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- xii. The e-Procurement portal allows Bidder to process another payment attempt incase payments are not successful for previous attempt.

C) RTGS/ NEFT

The bidder shall have the option to make the EMD payment via RTGS/ NEFT. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- v. The bidder would remit the funds at least T+1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would

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be a link for real time validation. On clicking the same, system would do auto-validation of the payment made.

List of Net banking banks

1. Allahabad Bank
2. Axis Bank
3. Bank of Bahrain and Kuwait
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. City Union Bank
9. Central Bank of India
10. Catholic Syrian Bank
11. Corporation Bank
12. Deutsche Bank
13. Development Credit Bank
14. Dhanlaxmi Bank
15. Federal Bank
16. HDFC Bank
17. ICICI Bank
18. IDBI Bank
19. Indian Bank
20. Indian Overseas Bank
21. Indusind Bank
22. ING Vysya Bank
23. J and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. Karur Vysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank Of Bikaner and Jaipur
32. State Bank of Hyderabad
33. State Bank of India
34. State Bank of Mysore
35. State Bank of Travencore
36. State Bank Of Hisar
37. Tamilnad Mercantile Bank
38. Union Bank of India
39. United Bank of India
40. Vijaya Bank
41. Yes Bank

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Important Instructions to Bidders for e-tender:

The e-tendering system has been introduced in HSSPP through the portal <https://etenders.hry.nic.in>. With the introduction of e-tendering mode, the procedures as laid down below shall be followed. In the event of contradiction between the existing ITB for offline mode and following instructions for e-tendering, the procedures of e-tendering shall govern.

1. Registration of bidders on eProcurement Portal:-

All the bidders intending to participate in the tenders processed online are required to get registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

2. Obtaining a Digital Certificate:

- 2.1** The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2** A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>.
- 2.3** The bidders may obtain digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from any authorized agency.
- 2.4** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt the data and sign the hash during the stage of bid preparation & hash submission. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.5** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.6** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the

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change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

- 2.7** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3 Opening of an Electronic Payment Account:

Tender document can be downloaded online. Bidders are required to pay the tender documents fees offline using the electronic payments gateway service.

4 Pre-requisites for online bidding:

In order to bid online on the portal <https://etenders.hry.nic.in> , the user machine must be updated with the latest Java. The link for downloading latest java applet is available on the Home page of the e-tendering Portal.

5 Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed NIT and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://etenders.hry.nic.in>.

6 Download of Tender Documents:

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>.

7 Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

8 Bid Preparation (Technical & Financial) Online Payment of Tender Document Fee, eService fee, EMD fees and Submission of Bid Seal (Hash) of online Bids:

- 8.1** Tender fee shall be furnished online.
E- Service fee shall be as applicable.
NOTE: If the tenders are cancelled or recalled on any grounds, the tender document fees will not be refunded to the agency.
The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.
- 8.2** The bidders shall **upload** their technical offer containing documents, qualifying criteria, technical specification, schedule of deliveries, and all other terms and conditions except the rates (price bid).
The bidders shall **quote** the prices in price bid format.
- 8.3** Submission of bids will be preceded by submission of the digitally signed & sealed bid (Hash) as stated in the time schedule (Key Dates) of the Tender.

NOTE:-

(A) If bidder fails to complete the Online Bid Preparation & Submission stage on the stipulated date and time, his/hers bid will be considered as bid not submitted, and hence not appear during tender opening stage.

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- (B) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>.**
- (C) For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'System Requirement' to download the file.**

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SECTION-3

BID SUBMISSION FORM

**OFFICE OF THE STATE PROJECT DIRECTOR,
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SHIKSHA SADAN, SECTOR 5, PANCHKULA**

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(To be printed on Bidder's letter head)

BID SUBMISSION FORM

LETTER OF BID

To

State Project Director,
Haryana School Shiksha Pariyojna Parishad,
3rd Floor, Shiksha Sadan,
Sector 5, Panchkula.

Ref: Invitation for Bids for TENDER NO. SS/SD/2022-23.

We, the undersigned, declare that:

1. We have examined and have no reservations to the Bidding Documents; including any Addenda issued in accordance with Instructions to Bidders.
2. We offer to execute in conformity with the Bidding Documents for imparting training under "RANI LAXMI BAI ATMA RAKSHA PRASHIKSHAN PROGRAMME (SELF-DEFENCE TRAINING)" to Girl Students of Govt. Schools in Haryana State, Under Samagra Shiksha.
3. Our bid shall be valid for a period of 6 months (180 days) after the deadline date for submission of bid document and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. If our bid is accepted, we commit to submit a performance security in accordance with the Bid Document.
5. We also declare that Government Department (Centre/State)/ PSU/ Board/ Corporation/ Government Institution/ entity implementing Samagra Shiksha/HSSPP has never declared us ineligible or blacklisted us on charges of engaging in corrupt, fraudulent, collusive or coercive practices or for any failure / lapses of serious nature. Further the above said Department/organization etc. have never terminated our contract due to any reason and we have never withdrawn / left from the contract/ agreement before expiry of Contract period.
6. We also accept all the terms and conditions of this bid document and undertake to abide by them.

Yours sincerely,

Authorized Signatory

Full Name and
Designation

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SECTION-4

BIDDER'S PROFILE

**OFFICE OF THE STATE PROJECT DIRECTOR,
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General:

- 1 Name of the Agency
- 2 Name of the person/ authorized person submitting the Bid “Shri/Smt.....
- 3 Designation of the person/ authorized person submitting the Bid.....
- 4 Name, Designation, address and Mobile Number of Alternate person.....
- 5 Address of the Agency:-
Head Quarter Address.....
Office Address in Haryana
- 6 Tel no. with STD code (O) (Fax) (R)
- 7 Mobile No. of the person submitting the Bid.....
- 8 E-mail of the person submitting the Bid.....
- 9 Organization's email ID.....
- 10 Website Address.....
- Registration & Incorporation particulars of the Public Limited Company or a Private
11 Limited Company or partnership firm or proprietorship or society/NGO:
.....
- 12 Bidder's bank, address and current account number
- 13 Permanent Income Tax number, Income Tax circle.....

(Please attach copies of income tax return for last one year)

- 14 GST Number.....

(Please attach copies of Goods & Service Tax Registration Number)

- 15 TAN Number.....
- 16 EPF Registration Number.....
- 17 ESIC Registration Number.....

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(To be printed on Bidder's letterhead)

UNDERTAKING

- 1.** I, the undersigned certify that I have gone through the terms and conditions mentioned in the bid document and undertake to comply with them.
- 2.** The rates quoted by me are valid and binding upon me for the entire period of contract.
- 3.** I/We give the rights to the State Project Director, Haryana School Shiksha Pariyojna Parishad Shiksha Sadan, Sector-5, Panchkula to forfeit the Earnest Money/ Security money deposit by me/us in case of breach of any condition of Contract and bid document.
- 4.** I hereby undertake to impart Training of SELF-DEFENCE to Girl Students in the various Government Schools of Haryana State, Under Samagra Shiksha as per the directions given in the bid document/contract agreement.

Place:

Date:

Signature of Bidder/Authorized signatory.....

Name of the Bidder.....

Seal of the Bidder

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SECTION-5

CERTIFICATE OF NEAR RELATIVES

**OFFICE OF THE STATE PROJECT DIRECTOR,
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(To be printed on Bidder's letterhead)

CERTIFICATE

Certificate on Non-Participation of near Relatives in the tender

I/we, S/o,
R/O hereby
certify that none of my/our relative(s) are employed in Headquarter level in the office of
Director Secondary Education, Director Elementary Education, State Project Director,
HSSPP, Shiksha Sadan, Sector- 5, Panchkula and at District/Block/School level and any
other such office under the Haryana School Education Department as per details given in
tender / bid document. In case at any stage, it is found that the information given by me
is false/incorrect, HSSPP office shall have the absolute right to take any action including
termination of the Contract as deemed fit without any prior intimation to me.

Signed.....

For and on behalf of the Bidder

Name (caps) _____

Designation _____

Date _____

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SECTION-6

GENERAL INSTRUCTIONS TO THE BIDDER

**OFFICE OF THE STATE PROJECT DIRECTOR,
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1. GENERAL INSTRUCTIONS:-

- (i) While all efforts have been made to avoid errors in drafting of the tender document, the bidder is advised to check carefully. No claim on account of any errors detected in the tender document shall be entertained.
- (ii) All bidders are hereby explicitly informed that conditional offers or offers with deviation from the conditions of contract, the bid not meeting the minimum eligibility or any other requirements stipulated in the tender document are liable to be rejected.
- (iii) The parties to the Bid shall be the 'Bidders' and the office of the State Project Director, HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD, (HSSPP) Shiksha Sadan, Sector 5, Panchkula shall be the 'Client'.
- (iv) For all purposes of the contract including arbitration there under, the address of the bidder mentioned in the bid shall be final unless the bidder notifies change of address by a separate letter sent by registered post with acknowledgement due to the Office of the State Project Director, HSSPP, Shiksha Sadan, Sector 5, Panchkula. The bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.
- (v) Training of Self-Defence is to be imparted in various Govt. Schools of Haryana State under Samagra Shiksha. The allocation of work will be as per the Letter of Acceptance (LOA) issued on award of contract and Parishad reserves the right to increase/ decrease the no. of Schools allocated to the agency at any point of time.
- (vi) Canvassing of any kind is prohibited.
- (vii) Bidding is open to all eligible bidders who are willing to impart Training of Self-defence as per **Section-9 Scope of work.**

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- (viii) Bidding is open to all eligible bidders meeting the eligibility criteria. One bidder can submit only one bid and joint venture is not allowed. All costs of preparing tender are on the bidder's account.
- (ix) The Client shall have the authority to get the statements/submissions furnished by the bidders verified from the concerned officers/offices.
- (x) Bidders making false or misleading representations or submissions in the forms, Statements and attachments submitted in proof of qualification, requirement shall be debarred from future tendering and the action be initiated for blacklisting the company in addition to disqualification for the work apart from forfeiture of earnest money.

2. PRE-QUALIFICATION CRITERIA:-

The following shall be pre-qualification criteria for entering under quality based selection criteria:

- a. **Legal Valid Entity:** The Bidder shall necessarily be a minimum three years old legally valid entity either in the form of a Public Limited Company or a Private Limited Company or partnership firm or proprietorship or society/NGO having registered office in India.
- b. **Registration:** The Bidder must have TAN Number, GST Number, Employees Provident Fund Organization, Employees State Insurance Corporation.
- c. **Turnover:** The Bidder should have cumulative (total) turnover of Rs. 2Cr. in the last three financial years.
- d. **Experience: The Bidder should have following :-**
 - (i) The firm should be in the business of providing similar services for at least 01 year as on 31.03.2022. i.e. providing self-defence training to girl students in Govt. Departments/ semi-Govt. Departments or CBSE/ ICSE/ State Board affiliated schools in India. Copy of Work

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Order/Contract along with Completion certificate. The experience will be calculated from the 1st Work Order as well as provide the Completion Certificate for the same.

- (ii) 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 four Financial Years (i.e., 2018-19, 2019-20, 2020-21 & 2021-22). Copy of Work Order/Contract along with Completion certificate.

- (iii) **Master trainers:** The firm should have at least 500 master trainers specialized in at least one of the style of martial art as mentioned in the qualification at Annexure-1. In this regard a self attested certificate from the applicant agency/firm has to be uploaded in the Bid document (not the detailed list of trainers). Whereas, district wise list of trainers as per Annexure-3 will have to be submit by the successful Bidders in the concerned DPC office before commencement of the training.

- e. Tender Fee including E-Service fee+GST & EMD are required to be submitted online, as per BID Document.

3. Documents supporting the PRE-QUALIFICATION Criteria:-

- (i) In proof of having fully adhered to the PRE-QUALIFICATION criteria at 2(a), attested valid copy of Certificates of Incorporation/registration issued by the respective authority.
- (ii) In proof of having fully adhered to PRE-QUALIFICATION criteria at 2(b), attested copies of TAN Number, GST Number, EPFO Number, ESIC Number.
- (iii) In proof of having fully adhered to PRE-QUALIFICATION criteria at 2(C), attested copy of the CA Audited Balance Sheets along with turnover certificate for the three financial years.

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- (iv) In proof of having fully adhered to PRE-QUALIFICATION criteria at 2(d), attested copy of documents issued by the concerned organisation alongwith Annexure-2 and details of Master Trainers as per Annexure-3 must be submitted by the Bidder's organization.

4. QUALITY BASED SELECTION CRITERIA:-

The Bidder who will qualify in PRE-QUALIFICATION criteria only then Quality Based Selection Criteria will be evaluated by the client. The evaluation shall be done based on the following criteria and each bidder shall be assigned different marks out of a total of 100 marks, as per the criteria specified below:

i. Legal Valid Entity:

The Firm/Organization/Agency shall necessarily be a legally valid entity in the form of a Public Limited Company or a Private Limited Company or a Partnership Firm or a Proprietorship or Society/NGO in India.

Legal Valid Entity (Number of years) till March 2022		Max. 20 Marks
(a)	3 to 4 years	05 Marks
(b)	More than 4 up to 5 years	10 Marks
(c)	More than 5 up to 6 years	15 Marks
(d)	More than 6 years	20 Marks

ii. Experience:

- a. The Firm/Organization should have experience in relevant field i.e. to provide the **Self-Defence Training to the Girl students** in Govt. Departments/Semi Govt. Department/ CBSE/ ICSE/ State Board affiliated schools in India.

Experience (Number of years) till March 2022		Max.20 Marks
(a)	1 to 2 years	05 Marks
(b)	More than 2 years and up to 3 years	10 Marks
(c)	More than 3 years and up to 4 years	15 Marks

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(d)	More than 4 years	20 Marks
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- b. The Firm/Organization must have experience of satisfactorily conducting the Self Defense Training to the Girl students in Govt. Department/ Semi Govt. Department/ CBSE/ ICSE/ State Board affiliated schools within India. In proof of having fully adhered to experience, attested copies of work completion issued by the respective department/ client is to be submitted.

Number of Girl Students to whom Self Defence Training has been given in last four Financial Years (i.e. 2018-19, 2019-20, 2020-21, 2021-22)		Max.25 Marks
(a)	2000 to 10000	05 Marks
(b)	10001 to 20000	10 Marks
(c)	20001 to 30000	15 Marks
(d)	30001 to 40000	20 Marks
(e)	More than 40000	25 Marks

- iii. The firm/organization must have experience of managerial skills of large scale training work simultaneously i.e. to organizing and conducting the self-defence training in large no of schools/institutions simultaneously also providing the skilled trainers at large. In proof of having full adhered to experience, attested copies of work completion issued by the respective govt. department/client/private institution is to be submitted.

Number of schools (CBSE/ICSE/ State Board affiliated schools OR any higher institutions situated within India), where the Self-Defence Training has been imparted <u>in a single academic session</u> during the last 5 years (consider data of one single year out of last five academic sessions i.e. from 2017-18 to 2021-22)		Max. 25 Marks
a)	100 to 500	05 Marks
b)	501 to 1000	10 Marks

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c)	1001 to 1500	15 Marks
d)	1501 to 2000	20 Marks
e)	More than 2000	25 Marks

iv. Whether the agency/firm/company has registered office in Haryana/outside Haryana (**Max. 10 Marks**)

a)	Registered in Haryana and also has head office in Haryana.	10 Marks
b)	Registered anywhere in India but having branch in Haryana.	07 Marks
c)	Registered elsewhere out of Haryana and having office out of Haryana.	05 Marks

Note:-

- The total marks obtained by a Bidder in the evaluation (**as per clause 4**) shall be allocated out of 100 marks. A bidder shall be required to score minimum of 65 marks in Quality Based Selection Criteria for qualifying for next step.
- The Bidder shall be required to produce/submit attested copies of the relevant documents in support of **above mentioned (i) to (iv)** alongwith **Annexure-2**.

5. Financial Proposal (to be submitted under online BOQ):-

S. No	Particular	Remarks
1	Name of the Agency along with contact details and E-mail.	
2	Scope of Work per school	Venue: Training will be at campus of respective schools for 3 successive months. Batch size: Minimum 30 girl students per school. Duration: 1 hour & 15 minutes per day for all working days in 3 months (approx. 75 working days).
3	Amount (in Rs.) per school, as per scope	

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	of work mentioned at Sr. no. 2 (inclusive of all taxes and other expenditures)	
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6. The EMD may be forfeited:-

- (i) If the bidder withdraws his bid during the period of bid validity specified by the bidder in the bid form; or
- (ii) In case of successful bidder, if the bidder :
 - a. Fails to sign the contract in accordance with the terms of the tender document.
 - b. Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the Client.
 - c. Fails or refuses to honor prices for the services.

7. VALIDITY OF BIDS:-

- (i) Bids shall remain valid and open for acceptance for a period **of 6 months (180 days)** from the last date of submission of Bids.
- (ii) The Client may request the bidders for extension of validity period of bids for further period, without any modifications and without giving any reasons thereof.

8. SUBMISSION OF BIDS:-

- (i) The documents are to be submitted as per clause no. 14 of Section-6 with attestation by the Company authorized person. The last date of Bid submission is as mentioned in the BID Document. However, the competent authority of the office of the State Project Director, Haryana School Shiksha Pariyojna Parishad, Shiksha Sadan, Sector-5 Panchkula reserves the right to extend the date/time for receipt of bids, before opening of the Technical bids without giving any reasons thereof.
- (ii) The technical bid documents & its financial are to be uploaded online only by interested bidders.
- (iii) The documents are to be submitted as per clause no. 14 of Section-6 with

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attestation by the Agency authorized person.

9. BID OPENING PROCEDURE:-

- (i) The Bids shall be opened on the stipulated date by the Committee authorized by the competent authority of the office of the State Project Director, Haryana School Shiksha Pariyojna Parishad. The bidder may remain present on the stipulated date and time of opening of tender. Further, any objection if arise from the bidder will have to submit in writing within three days after opening the bid.
- (ii) The date fixed for opening of bids, if subsequently declared as holiday by the Government, the revised date of schedule will be notified. However, in absence of such notification, the bids will be opened on next working date, time remaining unaltered.

10. CLARIFICATION ON BID EVALUATION:-

- (i) The bids shall be evaluated based on the available documents submitted/uploaded by the bidder. To assist in the examination, evaluation, and comparison of the bids, and qualification of the bidders, the Client may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder that is not in response to a request by the Client shall not be considered. The Client's request for clarification or resubmission of any document and the response shall be in writing.
- (ii) If a bidder does not provide clarifications of its bid by the date and time set in the Client's request for clarification, their bid will be rejected.
- (iii) Client also reserves right to seek confirmation/clarification from the issuing office, on the supporting documents submitted by the bidder **as per Section 6.**

11. TECHNICAL BID EVALUATION (Maximum Marks 100):-

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The Technical bids basic evaluation shall be based on the following:-

- a. Responsiveness of the bid i.e. receipts are duly filed, signed and accepted with documents in complete form, including authorization letter.
- b. Documents in proof of meeting the Pre-Qualification Criteria and Quality Based Selection Criteria.
- c. Any other documents as required to support to responsiveness of the bidder as per the bid document.

12. FINANCIAL BID EVALUATION (Maximum Marks 25):-

Marks obtained by lowest rate quote (L-1) = 25

Marks obtained by L-2 = L-1 divided by L-2 x multiplied with 25

i.e. $L-1/L-2 \times 25$

Marks obtained by L-3 = $L-1/L-3 \times 25$

Marks obtained by L-4 = $L-1/L-4 \times 25$

And-So-On.....

13. Final evaluation method for Quality-cum-Cost-based Selection (QCBS) and Award criteria:

75% of the marks obtained in technical evaluation + Marks obtained in Financial Evaluation by the agency (out of 25).

Final Evaluation Method

S. No.	Name of Firm	Technical Marks Obtained (MM=75) (75% of marks obtained in technical evaluation)	Grade wise Financial quote i.e. L-1, L-2.....	Financial score as per formula (MM=25)	Total Marks obtained (MM=100) (Technical + Financial)

- The Employer will negotiate top 3 scoring (in QCBS method) applicants for complete area whose EOI has been determined to be substantially responsive and the applicant is determined to be qualified to perform the contract satisfactorily as decided by the HSSPP.
- The first 3 top scoring bidders will be enlisted for FY 2022-2023 but the bidder achieving the highest combined marks (technical + financial) will be invited for agreement after negotiation. However, the decision regarding

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selection (number of Bidders, etc.) and work allocation is at sole discretion of HSSPP.

Note: 1. Any firm, if having any dispute with HSSPP, will not be considered for any further job/work order till settlement of the dispute. In case of a dispute, the decision of HSSPP would be final and binding.

2. Department High Powered Purchase Committee/HSSPP can allot & distribute the work and the decision of DHPPC/HSSPP in this regard, shall be final and binding to all.

14. SEQUENCE OF DOCUMENTS TO BE SUBMITTED/UPLOADED:-

(PART-A-Technical Documents)

- **Segment-1-** Essential Documents (Section 3,4 & 5), Pre-Qualification Criteria Documents as per clause-2 & 3 of Section-6.
- **Segment-2** - Documents in support of Technical Qualification as per clause 4 of Section-6.

Note: All the documents must be in proper sequencing and paging Only relevant documents which are demanded/ required are to be uploaded segment wise

(PART-B- Financial Proposal)

- **Segment-3-** Financial/rates be uploaded under BOQ template.

15. RIGHT OF ACCEPTANCE OR REJECTION:-

- I. The State Project Director, Haryana School Shiksha Pariyojna Parishad Shiksha Sadan, Sector -5, Panchkula reserves all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever. The decision of the State Project Director, Haryana School Shiksha Pariyojna Parishad Shiksha Sadan, Sector-5, Panchkula in this regard shall be final and binding.
- II. Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.
- III. The State Project Director, Haryana School Shiksha Pariyojna Parishad

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Shiksha Sadan, Sector -5, Panchkula provides no guarantee of allotment of work to any of the contractor/AGENCY.

- IV. In case of failure to comply with the provisions of the terms and conditions, by the Company/successful bidder, the State Project Director, Haryana School Shiksha Pariyojna Parishad Shiksha Sadan, Sector-5, Panchkula shall terminate the contract and reserves the right to initiate action for blacklisting the Company.
- V. The State Project Director, Haryana School Shiksha Pariyojna Parishad Shiksha Sadan, Sector-5, Panchkula may cancel/terminate the contract if it is found that the Bidder is blacklisted by any of the Government Department (Centre/State) /PSU /Board /Corporation/Government Institution/ for any reason and/ or had submitted any tempered/ false record.

16. NOTIFICATION OF AWARD BY ISSUANCE OF 'LETTER OF ACCEPTANCE'

- I. After determining the successful evaluated bidder, Client shall issue a Letter of Acceptance (LoA) in duplicate, who will return one copy to Client duly acknowledged, accepted and signed by the authorized signatory, within Three (3) days of receipt of the same by him.
- II. The issuance of the Letter of Acceptance to the bidder shall constitute an integral part and it will be a binding to the contract.

17. PERFORMANCE BANK GUARANTEE /SECURITY DEPOSIT:-

- I. The agency/ Bidder to whom Letter of Acceptance will be issued on award of a contract, shall submit Performance Security in the form of Bank Guarantee from any Bank with the signed agreement @ 3% of Contract Value.
- II. In case number of schools and number of students in work order increased during the contract period accordingly the Bidder/agency will have to deposit the Bank Guarantee of that additional work separately within five

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days from the date of allotment letter/order.

- III. The Bank Guarantee shall be forfeited by order of the competent authority of the client in the event of any breach or negligence or non-adherence of any terms/conditions of contract/bid document or for unsatisfactory performance or non-acceptance of the work order.
- IV. If the Bidder is called upon by the competent authority of the client to deposit security and the bidder fails to provide the security deposit within the period specified such failure shall constitute a breach of contract and the client shall be entitled to make other arrangement to allot the work to other company/bidder at the risk, cost and expense of the contractor.
- V. On due performance and completion of the contract in all respects the security deposit will be returned to the contractor without any interest on the presentation of an absolute "No Demand Certificate".
- VI. In case bidder/company wants to exit/withdraw from the contract before expiry of the contract period, client has right to forfeit and to encash Performance Bank Guarantee in addition to termination of contract and further the client may initiate action to blacklist the agency/company/bidder/contractor and can reallocate the work to other bidder/company.

18. NOTICE TO PROCEED:-

After the acceptance of the LoA and securing Performance Bank Guarantee from the AGENCY/Company who has awarded the contract the Client/Concerned Department shall issue the notice to proceed to the contractor authorizing him to impart the training of Self-Defence to Girl Students in various schools of Haryana State.

19. SIGNING OF CONTRACT AGREEMENT:-

- I. The company on issuance of notice to proceed shall execute and sign the

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contract agreement within 7 days.

- II. The Client shall prepare the draft Agreement in the Performa included in this bid document, including all the terms of agreement between the two parties and send the same induplicate to the bidder/ company to whom the contract has been awarded.
- III. The successful Bidder shall return the copies of the draft Agreement duly printed on the non-judicial stamp paper of Rs. 200. The Bidder shall submit the copy of the contract agreement duly attested by the Oath Commissioner or Notary Public.

20. RETURNING OF EARNEST MONEY DEPOSIT (BID SECURITY AMOUNT):-

- I. The Earnest money Deposit of the unsuccessful bidders shall be returned after issuance of Letter of Acceptance to the successful Bidder.
- II. The Earnest money Deposit of the successful bidders shall be returned on receiving the Performance Bank Guarantee verified by the concerned bank. In case, successful bidder fail to submit Performance Bank Guarantee verified by the concerned bank, client has the right to forfeit the EARNEST MONEY DEPOSIT.
- III. The Earnest money deposit of all the bidders shall be returned, in case of cancellation of Tender even after the opening of Technical Bids.

21. PRE-BID MEETING:-

No Pre-bid meeting will be held.

22. AMENDMENT OF BIDDING DOCUMENTS:-

- I. At any time prior to the deadline for submissions of BIDs, the Parishad may amend the Bidding Document by issuing an addendum/ corrigendum on the portal only. No addendum/ corrigendum will be published in the

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Newspapers.

- II. The amendment, if any, will be displayed on the portal. The amendment will be binding on all the bidders. Bidders are advised to keep themselves updated with the information displayed on the Portal and the Parishad shall not be responsible in case the bidder has not received such addendum/corrigendum in the manner stated above.
- III. In order to afford prospective bidders, reasonable time for taking the amendment into account in preparing their Bid, the Parishad may, at its discretion, extend the deadline for the submission of Bids by giving extended date on portal only.

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SECTION-7

GENERAL CONDITIONS OF CONTRACT (GCC)

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1. DEFINITIONS

I. GENERAL

In this Contract including the Schedules the following words and expressions shall (unless the context requires otherwise) have the meaning assigned to them in this Schedule.

"Agreement"	The word "Agreement" and "Contract" has been used interchangeably.
"Contractor"	The word "Contractor", "Successful Bidder", "Company", "AGENCY" and "Agency" has been used interchangeably.
Client	The word "Client" shall mean the Office of the State Project Director, Haryana School Shiksha Pariyojna Parishad, Shiksha Sadan, Sector - 5, Panchkula and has been used as "HSSPP", "Parishad" interchangeably.
Party	The word "Party" means the Successful Bidder/AGENCY.
Letter of Acceptance	Shall mean the intent of the Client to engage the successful bidder for imparting Training of Self-defence to Girl Students in various Govt. Schools in the State of Haryana under the Samagra Shiksha.
Notice to Proceed	Shall mean the date at which the agency(s) services are to commence for imparting the Training at specified schools under Samagra Shiksha.
'Confidential Information'	Shall mean all information that is not generally known and which is obtained /received during the tenure of the contract and relates directly to the business/ assets of Client including the information having the commercial value.

II. CONFIDENTIALITY

- a. The Contractor shall take all precautions not to disclose, divulge and/or disseminate to any third party any confidential information, proprietary information on the Client's business or security arrangements (including but not limited to the Assignment Instructions, Schedules and other subsequent Agreements) and/or business of the Client. The obligation is not limited to any scope and the Contractor shall be held responsible in case of breach of the confidentiality of Client's information.

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- b. If the Contractor receives enquiries from Press/News/Media/Radio/Television or other bodies/persons, the same shall be referred by the Contractor to Client immediately on receipt of such queries.

2. CONTRACTOR'S OBLIGATIONS:-

- I. The Contractor/AGENCY on issuance of notice to proceed shall commence imparting of training of Self-Defence to Girl Students in various schools of Haryana State.
- II. The Contractor shall cover its resource person/trainers under Insurance for personal accident and death whilst performing the duty and the Client shall own no liability and obligation in this regard.
- III. The Contractor shall issue identity cards/ identification documents to all its resource person/trainer who will be instructed by the Contractor to display the same at own cost/level.
- IV. All necessary reports and other information shall be supplied immediately as required and regular meetings will be held with the Client.
- V. The contractor shall be personally responsible for the work & conduct of all the manpower/ resource person deployed by him. The client shall not be responsible for any dispute/liability on this account whatsoever. The Client will bear no responsibility, in case of any accident & no compensation will be paid by the client.

3. CONTRACTOR'S / AGENCY'S LIABILITY:-

- I. The Contractor shall completely indemnify and hold harmless the Client and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence or accident by the Contractor/ Company or any of its manpower/ resource person deployed under the provisions for imparting training of Self-Defence to Girl Students in various schools of Haryana State. The Client is not responsible for any compensation under Motor Vehicle Act or under

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workmen Compensation Act or otherwise.

- II. The Contractor shall not be liable in anyway what so ever and the Client here by expressly waives any right to, any loss, injury, damage, cost or expense of what so ever nature directly or indirectly:
- a. Caused by, resulting from or in connection with any Act of Terrorism or any Biological or Chemical Contamination or any Nuclear Risks;
 - b. Consisting of, caused by, resulting from or in connection with any loss, damage, destruction, distortion, erasure, corruption or alteration of Electronic Data from any cause whatsoever (including but not limited to Computer Virus) unless such loss, damage, destruction, distortion, erasure, corruption or alteration of Electronic Data was due to the negligence or default to the Contract or any of its employees engaged in the provision of imparting training of Self-Defence to Girl Students in various schools of Haryana State.
- III. The Contractor/AGENCY shall not Sub-Contract or Sub-let, transfer or assign the contract or any other part thereof. In the event of the contractor contravening this condition, Client shall be entitled to place the contract elsewhere to the other Company/AGENCY at the risk and cost of the Contractor/AGENCY and the contractor/AGENCY shall be liable for the appropriate action.
- IV. In case of loss/ theft of any article or property/document etc. of the Client, the Contractor/ AGENCY executing the award of contract will be responsible and loss so occurred will be recoverable from company by way of deduction from their Bills/ Security deposits.
- V. The “Agency” shall carry out only Self-Defence Training activity which is opted while selected itself with the “HSSPP”. The “Agency” shall provide suitable number of trained/skilled / qualified staff in accordance with the scope of work of EOI (annex-1).

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- VI. All the resource person of “Agency” i.e. Trainer/Assistant staff shall be bound to obey guidelines / SOPs regarding **COVID-19 Pandemic** while imparting the training, issued and amended time to time by the Health Department, Sports Department, Education Department or by State Govt.
- VII. The Agency is well aware of Covid-19 pandemic and about closure of schools intermittently due to it. The Agency is also aware about the conduction & completion of training work which is subject to opening of schools and availability of students with consent of their parents, further the HSSPP shall not bear any loss, if occurs, due to Covid-19 consequences.
- VIII. The Agency shall be bound for completion of 100% syllabus in the given time period, as mentioned in **annex-1** of EOI. The Agency shall follow the daily time table of training as directed by the O/o DPC and school heads.
- IX. The Agency shall be responsible for maintaining proper records of Trainers & Trainees on daily basis and the same shall be shared with O/o DPC after verification from the concerned Head of School.
- X. The Agency shall submit district wise list of trainers in the O/o DPC (annex-3) along with their testimonials before starting of training. Further, agency will also issue a photo ID to each trainer.
- XI. The Agency shall also impart training to the PTIs, DPEs or any teacher who will remain on duty with the Trainees for safety and disciplinary purpose. The Agency shall be aware that no payment will be given for this.
- XII. The Agency shall maintain the record of well clicked photographs of daily training of each venue and same shall be shared with O/o DPC concerned.
- XIII. The Agency shall provide proper and true copies of invoice / invoices to HSSPP within 2 working days of completion of the work assigned. The invoice must be verified from the DPC of the concerned district.
- XIV. The Agency shall bear all expenditures for conducting the Self- Defence training.

4. CLIENT’S OBLIGATIONS:-

- I. Except as expressly otherwise provided, the Client shall, provide timely all the required facilities at the location(s) where imparting training of Self-

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Defence to Girl Students in various schools of Haryana State are to be provided as per **Section-9 Scope of Work** to carry out the services.

- II. The Client shall comply with and fulfill the recommendations (if any), If deemed necessary by the Client, made in writing by the Contractor in connection with the performance of the Services. The Client shall notify the Contractor of any dishonest, wrongful or negligent acts or omissions of the Resource Persons or other personnel deployed by the Contractor in connection with the Services as soon as possible after the Client becomes aware of them.
- III. To enable the Contractor to provide the employees engaged in the provision of imparting training of Self-Defence to Girl Students in various schools of Haryana State, the Client shall ensure that their staff is available to provide such assistance.
- IV. The Client shall not be under any obligation for providing employment to any of the personnel of the Contractor after the expiry of the contract. The Client does not recognize any employee – employer’s relationship with any of the Resource Persons or other personnel of the Contractor/Company/AGENCY.

5. VALIDITY OF CONTRACT:-

The contract, if awarded, shall be valid for a period 06 months i.e. from date of signing of agreement. In case of breach of conditions of contract or in the event of not fulfilling the minimum requirements/ statutory requirements, the client shall have the right to terminate the contract forthwith in addition to forfeiting the performance security amount deposited by the contractor/ Agency and to initiate administrative actions for black listing etc. The initial period of validity of agreement can be further extended/renewed for another term/year(s) subject to satisfactory services and at the sole discretion of the client with or without amended terms & conditions.

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6. FORCE MAJEURE-OBLIGATIONS OF THE PARTIES:-

- I. "Force Majeure" shall mean any event beyond the control of HSSPP or of the AGENCY, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected, and which could not have been prevented by exercise of reasonable skill and care and good industry practices and shall include, without limitation, the following:
 - a. War, hostilities, invasion, act of foreign enemy and civil war;
 - b. Rebellion, revolution, insurrection, mutiny, conspiracy, riot, civil commotion and terrorist acts;
 - c. Strike, sabotage, unlawful lockout, epidemics, quarantine and plague;
 - d. Earthquake, fire, flood or cyclone, or other natural disaster.
 - e. As soon as reasonably practicable but not more than 48 (forty-eight) hours following the date of commencement of any event of Force Majeure, an affected party shall notify the other Party of the event of Force Majeure setting out, inter alia, the following in reasonable detail:
- II. The date of commencement of the event of Force Majeure;
- III. The nature and extent of the event of Force Majeure;
- IV. The estimated Force Majeure Period,
- V. Reasonable proof of the nature of such delay or failure and its anticipated effect upon the time for performance and the nature of and the extent to which, performance of any of its obligations under the Contract is affected by the Force Majeure.
- VI. The measures which the affected party has taken or proposes to take to alleviate/mitigate the impact of the Force Majeure and to resume performance of such of its obligations affected thereby.
- VII. Any other relevant information concerning the Force Majeure and/or the rights and obligations of the Parties under the Contract.

7. TERMINATION:-

- I. The Contract/agreement can be terminated forthwith by the Client if:
 - (i) The Contractor/AGENCY is in breach of its obligations under this

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Agreement.

- (ii) In case of breach of any of terms and conditions of the Contract by the Contractor and in case the contractor/AGENCY does not work as per scope of work mentioned in the bid document, the Client shall have the right to cancel/terminate the Contract and in such an event the security deposit in the form of performance Bank Guarantee shall be forfeited and encashed.
 - (iii) The Contractor does not imparting training of Self-Defence to Girl Students in various schools of Haryana as per the requirement to the Client or/and as per the Schedule of Requirements/Scope of Work.
 - (iv) The Contractor goes bankrupt and becomes insolvent.
- II. The contract/agreement can be terminated without assigning any reason by giving 30 days prior written notice and in this case Performance Bank Guarantee will be returned to the contractor within 90 days after termination.
- III. In case Contractor wants to withdraw from the contract before its expiry, client has to right to forfeit and encashed Performance Bank Guarantee and can allocate the work to other existing AGENCY(s) for imparting training of Self-Defence to Girl Students in various schools of Haryana State without inviting fresh Tender.
- IV. In case Government Department (Centre/State)/ PSU/ Board/ Corporation/ Government Institution/ Samagra Shiksha has declared contractor as ineligible or blacklisted during the contract period then client has the right to terminate the contract agreement with the contractor.
- V. In case of termination of contract by the client, the client has the right to allot the work of imparting Training of the AGENCY to other existing AGENCY for imparting Self-Defence Training without inviting fresh tender.

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8. BLACK LISTING:-

Without prejudice to the terms & conditions mentioned in the bid document, SPD, HSSPP will have discretion to take necessary action for blacklisting the company/contractor on the following grounds:-

- a. In case of termination of contract on any ground.
- b. In case of breach of terms & conditions of contract agreement.
- c. In case the contractor withdraws from executing the contract.
- d. In case the contractor makes false and misleading submission (as mentioned in section 6).
- e. In case the contractor fails to submit the performance Bank Guarantee (as mentioned in section 6).
- f. In case the contractor does not work as per the scope of work/agreement.

9. DISCLAIMER:-

The relatives/near relatives of employees of the Client are prohibited from participation in this bid. The near relatives for this purpose are defined as:

- a. Members of a Hindu Undivided Family.
- b. Their husband or wife.
- c. The one is related to the other in the manner as father, mother, son(s), son's wife (daughter-in-law), daughter(s) & daughter's husband (son-in-law), brother (s) & brother's wife, sister (s) and sister's husband (brother-in-law).

10. INSOLVENCY:-

The State Project Director, Haryana School Shiksha Pariyojna Parishad, Shiksha Sadan, Sector -5, Panchkula may at any time by notice in writing summarily terminate the contract without compensation to the contractor in case the contractor becomes bankrupt or otherwise insolvent. Such termination of contract will not prejudice or affect any right of action or

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remedy which has accrued or will accrue thereafter to the client/HSSPP.

11. GOVERNING LAWS AND SETTLEMENT OF DISPUTES:-

- I. Any claims, disputes and or differences (including a dispute regarding the existence, validity or termination of this Contract) arising out of, or relating to this contract including interpretation of its terms shall be resolved through joint discussion of the Authorized Representatives of the concerned parties.

However, if the disputes are not resolved amicably by the discussions as aforesaid within a period of 30 days, then the matter will be referred for adjudication to the arbitration of a sole arbitrator in accordance with the provisions of the Arbitration and Conciliation Act, 1996 (as amended from time to time). The Sole Arbitrator shall be nominated/appointed by the Additional Chief Secretary School Education, Haryana. The venue for the Arbitration will be at Panchkula Haryana and the decision of the sole arbitrator shall be final and binding on the parties.

- II. **Jurisdiction of Court:** This Contract is governed by the laws of Republic of India and shall be subject to the exclusive jurisdiction of the courts in Panchkula/Chandigarh only.

12. RISK & COST:-

In case the contractor/agency fails to execute the work as per bid document/agreement or left the work in between or shows his inability to complete the work as assigned by the HSSPP or in case the contractor/agency is in breach of terms and conditions of agreement then HSSPP shall terminate the agreement and allot the work to other existing contractor/agency on the risk and cost of the contractor/agency. In such a case the loss (if any) occurred to HSSPP the same will be borne and paid by the contractor/agency. In addition to the above, the performance bank guarantee of the contractor/agency shall also be forfeited by HSSPP.

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SECTION-8

SPECIAL CONDITIONS OF CONTRACT (SCC)

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1. The special conditions of Contract shall supplement the “Instructions to the Bidders” asset for thin Section 5 and General Conditions of the Contract (GCC) asset for thin Section 6.

2. INDEMNIFICATION:-

This obligation shall survive the expiry/termination of this agreement. The AGENCY is solely liable to fully indemnify and keep HSSPP indemnified against all loses/penalties/awards/decrees arising out of litigation/claims/ application initiated against the HSSPP on account of acts of omission/commission attributable to the AGENCY and which are punishable under the provisions of various Central Labour and Employment Acts including Motor Vehicle Act and Workmen Compensation Act as amended from time to time. HSSPP shall be vested with sole discretion to determine the claim of damages/loss suffered on account of above from the dues payable from the monthly invoice or from either the personal property of AGENCY or property owned by his firm/company by way of initiating suitable legal litigation against the AGENCY at any point of time.

3. LABOUR LAW COMPLIANCES:-

- I. The contractor shall be liable for any legal dispute / case / claims that arises or may arise during currency of the contract due to non-compliance of labour or other related laws.
- II. The contractor shall be responsible for compliance of all the laws rules/regulations and Govt. instructions that are/will be applicable to and aimed to protect the interest of the employees/worker engaged by him and shall ensure payment of all the statutory dues/liabilities as may have arisen during the past ‘or’ may arise during the course of performance of contract.

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4. OFFICIAL RECORDS:-

- I. The Contractor shall maintain complete official records in regard to imparting the training of Self-Defence to Girl Students in various schools of Haryana State.
- II. Final District-wise Bills must accompany all the necessary documents as per **Section-9 Scope of Work.**

5. Any of the point not covered under the terms and conditions/Bid Document:-

Any of the point not covered under the terms and conditions of this agreement for any of the points arising at any stage which is not covered in the bid document or in the agreement, State Project Director, HSSPP shall be the final competent authority whose decision shall be binding upon the contractor.

6. Authorized Representative:-

Contractor/agency will ensure that only one Authorized Representative of the Contractor/agency will make correspondence/ communicate with the HSSPP and in this regard details of authorized representative to be submitted at the time of signing the agreement. No communication/ correspondence of Contractor/agency will be entertained by the HSSPP other than Authorized representative.

7. Instructions issued by Client from time to time:-

The Contractor/agency shall abide by any other directions or guidelines issued by HSSPP from time to time which are not mentioned in this agreement.

- 8.** The Personnel/Resource Persons deployed by Contractor/agency will be the employee of the Contractor/agency and HSSPP shall not be responsible for any claim or grievances of Personnel and they will not be the employees of HSSPP in any manner.

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9. The parties are entering into this agreement in good faith and intentions. Neither party will be responsible for any liabilities arising out of death, injury or any legal action in respect of field staff trainees or any persons associated with the operationalization of this agreement.
10. **Honorarium to Resource persons/trainers:** - The Contractor/agency who will enter into agreement with the client after being successful in bidding process and selected for imparting Self-Defence Training during 2022-23, shall be responsible to pay honorarium to the trainers engaged by the Contractor/agency. The payment to the trainers must be through RTGS/NEFT/ Net banking from the sole account of the Contractor/agency. HSSPP will not be responsible for this payment to the trainers directly or indirectly.
11. District wise list of the trainers engaged by the Contractor/agency along with their engagement letters will be submitted to the O/o concerned DPCs by the agency before commencement of the training. Further, T-shirt of the company and valid ID cards will be provided to the trainers by the owner of Contractor/agency.
12. **PAYMENT:**
- All payment shall be made in Indian Rupees.
 - The contractor/agency shall be eligible for payment on satisfactorily completion of training work as per the rate contract and details of work order in accordance with the table given below:

S. No.	Particular	Remarks
1	Name of contractor/agency along with contact details	
2	Amount (in Rupees) per school as per scope of work mentioned in section – 9 (inclusive of all expenditures and Taxes)	
3	Details of district/districts allotted for Self-Defence training to the Agency	
4	Total no. of schools allotted for Self-Defence training to the Agency	

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- The contractor/agency shall provide the details of the services performed with supporting documents.
- The contractor/agency shall submit a summary invoice and district wise invoices to HQ, HSSPP for payment along with the attendance sheet duly signed by the concerned DPC. The payment shall be released as per the work related targets achieved and as per number of days in which the training was given. No payment will be made if total number of days for which training are imparted for less than 10 days in a school.
- The payment shall be released after completion of work and verification of all invoices and other documents.
- Payment upon Termination: The contractor/agency shall be eligible only for payment for services provided prior to the effective date of termination of the agreement.
- The contractor/agency can make the request or representation regarding any issue in the payment (if any) within ten days from the date of payment by HSSPP, after that no request or representation will be entertained.

13. Taxes & Other Related Liabilities: The financial proposal should be inclusive of all applicable taxes, cess and any other outgoing payable to any authority. The ESIC, Employee Provident Fund, GST, if applicable would be on accounts of the contractor/agency. TDS as applicable will be deducted by HSSPP

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SECTION-9

SCOPE OF WORK

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Scope of Work

Haryana School Shiksha Pariyojna Parishad (HSSPP) is a society registered under Societies Registration Act, 2012 which is primarily responsible to implement Samagra Shiksha in Haryana State. **Samagra Shiksha** is an integrated Scheme on School Education envisages the 'school' as a continuum from pre-school, primary, upper primary, secondary to Senior Secondary levels. The vision of the Scheme is to ensure inclusive and equitable quality education from pre-school to senior secondary stage in accordance with the Sustainable Development Goal (SDG) for Education.

1. Preamble:

Empowering the girl student to fight back against crime is the aim of this training programme. Even in this modern era, violence against girl students is common. So girl students should practice the techniques of self- defence. Girl students need to learn practical defence techniques in a safe environment from experienced and friendly martial arts instructors under Haryana School Shiksha Pariyojna Parishad, Samagra Shiksha Abhiyan. This practical defence technique program for girl students will be a great way to relieve stress, get and stay in shape, and learn valuable self-defence skills at the same time.

This program blends a great physical workout with practical real-life self-defence techniques which are beneficial for girl students. Haryana School Shiksha Pariyojna Parishad intends to provide realistic, effective Self Defence Training under Samagra Shiksha Abhiyan for Girl Students of Govt. schools in Haryana State. The girl students will get awareness, prevention, risk reduction, risk avoidance and self-realization of their own physical power through this training. These self-defence techniques greatly increase personal protection options to combat crime. One can recognize and respond effectively to potentially dangerous situations and by doing this training they will be more confident in their everyday activities. The purpose of the training is to achieve short- term goals of self-protection that reinforce the long-term goal of earning the black belt in the field of martial-arts for self-defence.

At this backdrop, the school going girl students are the worst sufferers and

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they have every chance of being affected. Sometimes, the girls have to travel alone a long way from their homes to reach a Secondary or Higher Secondary School either on foot or by bicycle or by bus. The parents habitually stoop to this apprehension and restraint the girl children to attend schools regularly. Herein lays chances of dropout the girls from their secondary or higher secondary Schools.

Haryana School Shiksha Pariyojna Parishad is **keen to outsource the entire Training delivery to eligible organizations/firms** in the field of self-defence training programme as partners for the roll out. These partners should be able to provide training instructors to give training in Self-defence in the selected Govt. Schools of Haryana State.

Through this Expression of Interest, HSSPP is intended to shortlist the partners for providing Self-Defence Training Programme for 3 months under Samagra Shiksha for Girl Students of Govt. schools in Haryana State. The number of schools may vary at the time of final allocation as per the State decision.

2. Aims & Objectives of the Programme:

- Through self-defence training, girls are taught to make them strong psychologically, intellectually and physically enough to protect themselves in times of distress and vulnerability.
- To equip the girls with self-skills, so that they can avert any kind of awkward situation at the first instances.
- To spread a message to the violence-maker that girls are being ready for counter- and awareness is being developed among the girls in this regard.
- To empower the girl students in all aspects.
- To improve regular attendance of girl students to the secondary schools.
- To make the Physical Education teacher at each school aware of these skills for the future practice of them as a part of school curriculum.

The Self-Defence training programme for girl students will be conducted in total

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4047 Elementary and Sec/Sr. Sec schools (including 32 KGBVs) of all the districts of Haryana State.

S.N	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 (including KGBVs) =1062	30	Duration of programme: 3 months (approx. 75 working days) Duration for daily class: @1 hour&15 minutes daily for each school	1. A trainer, specialized/skilled in at least one of the style/form of martial art for self- defence as mentioned above in the qualification will impart training of that particular skill in one or more allocated schools (Max 3) . 2. PTI/DPE/PGT (Physical Education) will be the coordinator for this activity at school level under the guidance of Head of the school and will also participate in the training as trainee. 3. Block & district wise detail of schools is attached as Annexure-4 4. The State shall try to initiate the training as soon as possible. Further, the implementation of the training is subjected to the opening of schools under the shadow of Covid-19 pandemic. 5. After successful training of 75 days, a belt examination will be held at district level. The service provider agency shall ensure maximum participation of the trainees in belt examination. The successful belt earners may felicitate in a state level function.
2.	Secondary & Sr. Sec. Schools (including KGBVs) = 2985	30	Venue of Training: Campus of respective Schools	
Total	4047	-----		

Note:

- The selected firm/company/organization will provide sufficient number of trainers (as per district wise requirement) having above mentioned skills and qualifications (annexure-1) in at least one of the specialized forms of martial art for self-defence. **A specialized trainer will impart training in one or more allocated schools in a particular style/form of martial art for self-defence.**
- The company/agency/organization will have to submit district wise list of trainers having specialization in a particular form/forms of martial art along with bid submission as per Annexure-3. The list has to be submitted in the O/o DPCs before commencement of training.

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SECTION-10

FORMS

10.1 FORM-I FORM FOR FINANCIAL CAPACITY

10.2 FORM-II PERFORMANCE BANK GURANTEE

10.3 FORM-III ARTICLES OF AGREEMENT

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FORM-I

FORM FOR FINANCIAL CAPACITY

Description	Financial years		
	2019-20	2020-21	2021-22
Annual Turnover			
Net Worth			
Current Assets			
Current Liabilities			
Total Revenues			
Profit Before Taxes			
Profit After Taxes			

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FORM-II

PERFORMANCE BANK GUARANTEE

(To be executed on Non-Judicial stamped paper of an appropriate value)

Bank Guarantee No:

Amount of Guarantee:

Guarantee Period: From.....to.....

Guarantee Expiry Date:

Last date of Lodgment:

Date:

WHEREAS Office of the State Project Director, Haryana School Shiksha Pariyojna Parishad Shiksha Sadan, Sector -5, Panchkula having its office at Shiksha Sadan, Sector 5, Panchkula (here in after referred to as “**The Owner**” which expression shall unless repugnant to the context includes their legal representatives, successors and assigns) has executed a binding to the contract on [*Please insert date of acceptance of the letter of acceptance (LoA)*] (“**Contract**”) with [*insert name of the Successful Bidder*] (here in after referred to as the “**Contractor**” which expression shall unless repugnant to the context include its legal representatives, successors and permitted assigns)for the performance, execution and to impart training of Self-Defence to Girl Students in various schools of Haryana State shall have the meaning described to it in the Contract] based on the terms & conditions set out in the Tender Documents number [*insert reference number of the Tender Documents*] dated [*insert date of issue of Tender Documents*] And various other documents forming part thereof.

AND WHEREAS one of the conditions of the Contract is that the Contractor shall furnish to the Owner a Bank Guarantee from a scheduled bank in India having a branch at Panchkula for an amount equal to 3% of the work order awarded (the amount guaranteed under this bank guarantee shall herein after be referred to as the “**Guaranteed Amount**”) against due and faithful performance of the Contract including the performance bank guarantee obligation and other obligations of the Contractor for the supplies made and the services being provided and executed by under the Contract. This bank guarantee shall be valid from the date hereof..... till

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90 days after expiry of the contract any extension thereof.

AND WHEREAS the Contractor has approached [*insert the name of the scheduled bank*] (here in after referred to as the “**Bank**”) having its registered office at [*insert the address*] and at the request of the Contractor and in consideration of the promises made by the Contractor, the Bank has agreed to give such guarantee as here under:-

- (i) The Bank hereby undertakes to pay under this guarantee, the Guaranteed Amount claimed by the Owner without any further proof or conditions and without demur, reservation, contest, recourse or protest and without any enquiry or notification to the Contractor merely on a demand raised by the Owner stating that the amount claimed is due to the Owner under the Contract. Any such demand made on the Bank by the Owner shall be conclusive as regards the amount due and payable by the Bank under this bank guarantee and the Bank shall pay without any deductions or set-offs or counter claims whatsoever, the total sum claimed by the Owner in such Demand. The Owner shall have the right to make an unlimited number of Demands under this bank guarantee provided that the aggregate of all sums paid to the Owner by the Bank under this bank guarantee shall not exceed the Guaranteed Amount. In each case of demand, resulting to change of PBG values, the Owner shall surrender the current PGB to the bank for amendment in price.
- (ii) However, the Bank’s liability under this bank guarantee shall be restricted to an amount not exceeding [*figure of Guaranteed Amount to be inserted here*] _____ Only).
- (iii) The Owner will have the full liberty without reference to the Bank and without affecting the bank guarantee to postpone for any time or from time to time the exercise of any powers and rights conferred on the Owner under the Contract and to enforce or to for bear endorsing any powers or rights or by reasons of time being given to the contractor which under law relating the Surety would but for the provisions have the effect of releasing the surety.
- (iv) The rights of the Owner to recover the Guaranteed Amount from the Bank in the manner aforesaid will not be affected or suspended by reasons of the fact that any dispute or disputes have been raised by the Contractor and/or that any dispute(s) are pending before any office, tribunal or court in respect of

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such Guaranteed Amount and/or the Contract.

- (v) The guarantee here in contained shall not be affected by the liquidation or winding up, dissolution, change of constitution or insolvency of the Contractor but shall in all respects and for all purposes be binding and operative until payment of all money due to the Owner in respect of such liability or liabilities is affected.
- (vi) This bank guarantee shall be governed by and construed in accordance with the laws of the Republic of India and the parties to this bank guarantee hereby submit to the jurisdiction of the Courts of Panchkula/ Chandigarh for the purposes of settling any disputes or differences which may arise out of or in connection with this bank guarantee and for the purposes of enforcement under this bank guarantee.
- (vii) All capitalized words used but not defined herein shall have the meanings assigned under the Contract.
NOT WITH STANDING anything stated above, the liability of the Bank under this bank guarantee is restricted to the Guaranteed Amount and this bank guarantee shall expire after the 90 days of the expiry of the contract period.
- (viii) Unless a Demand under this bank guarantee is filed against the Bank within six (6) months from the date of expiry of this bank guarantee all the rights of the Owner under this bank guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities here under.
- (ix) However, in the opinion of the Owner, if the Contractor's obligations against which this bank guarantee is given are not completed or fully performed by the Contractor with in the period prescribed under the Contract, on request of the Contractor, the Bank here by agrees to further extend the bank guarantee, till the Contractor fulfills its obligations under the Contract.
- (x) We have the power to issue this bank guarantee in your favour under Memorandum and Article of Association and the Undersigned has full power to do so under the Power of Attorney dated [*date of power of attorney to be inserted*] granted to him by the Bank.

Date:

Bank

Corporate Seal of the Bank

By its constituted Attorney Signature of a person duly authorized to sign on behalf of the Bank.

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**FORM-III
(Articles of Agreement)**

CONTRACT/AGREEMENT No. SS/SD/2022-23

DATED _____

THIS AGREEMENT is made on this.....day of.....2022, at Panchkula, Haryana.

Between

State Project Director, Haryana School Shiksha Pariyojna Parishad, Panchkula (here in after referred to as "Client" which expression unless excluded or repugnant to the context otherwise be deemed to include his successors and assigns), having its office at plot no. 1B, Shiksha Sadan, Sector-5, Panchkula, Haryana-134109.

AND

..... having its registered office at (here in after referred to as "the Agency") which expression shall unless excluded by or repugnant to the context be deemed to include his successors, heirs, executors, administrators, representatives and assigns of the other part for imparting training of Self-Defence to Girl Students in various schools of Haryana State.

NOW THIS AGREEMENT WITNESS has follows:

- I. WHEREAS** the Client invited bids through open tender, vide Notice Inviting Tender dated from "Agency" to impart training of Self-Defence to Girl Students in various schools of Haryana State under Tender No.
- II. AND WHEREAS** the Agency submitted his bid vide letter dated..... in accordance with the procedure mentioned along with the bid documents and represented therein that it fulfils all the requirements and has resources and competence to provide the requisite services to the Client.
- III. AND WHEREAS** the Client has Selected, the successful bidder ("the Agency") pursuant to the bidding process and negotiation of contract prices, awarded the **Letter of Acceptance (LoA) No.**, to the Agency on.....
- IV. AND WHEREAS** the Client desires that the Agency imparts Training of Self-defence to Girl Students in various schools (allotted to be added/deleted from time to time)

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in the State of Haryana under Samagra Shiksha (as defined in the Bidding Document) and the clarifications as followed/ communicated vide Parishad letter no. Dated be provider, performed, executed and completed by the Agency and wishes to appoint the Agency for carrying out such services.

- V. AND WHEREAS** the Agency acknowledges that the client shall enter into contracts with other Agency/ Parties for imparting training of Self-Defence to Girl Students in various schools (allotted to be added/deleted from time to time) of Haryana, if the Agency fails into breach of the terms and conditions as stipulated in the Tender Document and shall waive its claim whatsoever in this regard.
- VI. AND WHEREAS** the terms and conditions of this Contract have been fully negotiated between the Client and the Agency as parties of competent capacity and equal standing.
- VII. AND WHEREAS** the Agency has fully read, understood and shall abide by all the terms and conditions as stipulated in the Tender Document and the clarifications as followed/communicated vide Parishad letter no. dated for imparting training of Self-Defence to Girl Students in various schools (allotted/to be added/deleted from time to time) in the State of Haryana under Samagra Shiksha in the Client premises, failing which the Agency is liable to be terminated at anytime, without assigning any reason by the Client.
- VIII. AND WHEREAS** the Agency shall be responsible if applicable for payment of Goods & Service Tax (GST) with Central Excise and Taxation Department. The documentary proof of the same must be submitted.
- IX. AND WHEREAS** the validity period of the contract agreement is for a period of 6 months i.e. from the date of signing of this agreement. The contract/ agreement may be further renewed for further period of term/year(s) subject to satisfactory services and at the sole discretion of the client.
- X. AND WHEREAS** Agency shall ensure to impart training of Self-Defence to Girl Students in various schools of Haryana State **as per Section-9 Scope of Work.**
- XI. AND WHEREAS** the Client and the Agency agree as follows:

**OFFICE OF THE STATE PROJECT DIRECTOR,
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SHIKSHA SADAN, SECTOR 5, PANCHKULA**

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1. In this Agreement (including the recitals) capitalized words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement:-
 - a. The Letter of Acceptance (LoA) issued by the Client.
 - b. Notice to Proceed (NTP) issued by the Client.
 - c. The complete Bid, as submitted by the Contractor/ Agency.
 - d. The Addenda, if any, issued by the Client.
 - e. Any other documents forming part of this Contract Agreement till date.
 - f. Supplementary Agreements (if any) executed from time to time.
3. The Contractor shall abide all the Instructions/letters/orders issued by the Client or Govt. from time to time before and during the contract period.
4. Any changes/ modifications/ amendments required to be incorporated in the Contract /Agreement at a later stage shall be discussed and the decision taken by the State Project Director, HSSPP shall be binding upon the contractor/ AGENCY. Such decision shall form the part of this contract/ agreement.
5. The contractor shall abide any other directions or guidelines issued by the client or Government from time to time.
6. This Contract shall be governed by and construed in accordance with the laws of India. Each Party hereby submits to resolve the dispute as set out in the Dispute Resolution Procedure in the Conditions of Contract.
7. The payment of the services given by the agency will be made to the agency as per clause – 12 of Section – 8 (SCC) of the tender document.

XII. IN WITNESS WHERE OF the parties here to have set their hands to this Agreement to be executed on the day, month and year indicated above.

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Signed on behalf of the
Contractor / AGENCY

Signed on Behalf of
**State Project Director
HSSPP, Panchkula**

(Authorized Signatory)

(Authorized Signatory)

Witnesses

1. Signature:-
Name:
Address:
Mobile:-
2. Signature:-
Name:
Address:
Mobile:-

Witnesses

1. Signature:-
Name:
Address:
Mobile:-
2. Signature:-
Name:
Address:
Mobile:-

**OFFICE OF THE STATE PROJECT DIRECTOR,
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SECTION-11

CHECK-LIST FOR PREPARATION OF TECHNICAL BIDS

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CHECK-LIST FOR PREPARATION OF TECHNICAL BIDS

Sr. No.	Particulars	YES /NO	Page No of Enclosure
1	Have you taken uploaded signed copy of all the Sections of the DNIT?		
2	Have you filled & uploaded the signed Copy of Bid Submission Form on Company's Letter Head (as per Section - 3)?		
3	Have you filled & uploaded signed Bidder Profile (as per Section - 4)?		
4	Have you uploaded the signed copy of undertaking on Company's Letter Head (as per Section - 4)?		
5	Have you filled & uploaded the signed copy of Certificate on Company's Letter Head (as per Section - 5)?		
6	Have you read and understood various conditions of the Contract and shall abide by them?		NA
7	Have you uploaded the proof of Office/Branch Address of Haryana?		
8	Have you uploaded the proof of Operational Bank Account in any Bank Branch of Haryana State?		
9	Have you uploaded proof of Supporting Documents as per DNIT?		
	9.1 Have you uploaded attested Certificate issued by the Registrar of Companies?		
	9.2 Have you uploaded CA Audited Balance Sheets, Audit Reports and Turnover certificate for last three Financial Years?		
	9.3 Have you uploaded attested copies of TAN Number, GST Number, EPFO Number and ESIC Number?		
	9.4 Have you uploaded the attested copy of Annexure-3 issued by the concerned Organisation?		
10	Have you attached the proof of authorization to sign on behalf of the bidder in the Technical Bid ?		

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SECTION-12

Annexures

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HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD,
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Annexure- 1

Qualification of Master Trainers & tentative syllabus to be covered

a. Qualification of Master Trainers whose services shall be provided to HSSPP

- At least 6 months' certificate course in any form of Martial art
OR
- 6 month Training experience certificate
OR
- At least Yellow Belt holder or above

In at least one of the following Styles/Forms of Martial Arts for self-defence, from a certified/ registered- National/ International organization.

1. **Taekwondo**
2. **Wushu**
3. **Karate**
4. **Judo**
5. **Kickboxing**
6. **Muai Thai**
7. **Jiu-Jitsu (or Jujutsu)**
8. **Krav Maga**
9. **Aikido**
10. **Jeet Kune Do**
11. **Shashtrang Indian Modern Martial Art**
12. **Kungfu**
13. **Western boxing etc.**

- Age 18 years or above.
- Well versed with at least one of above mentioned skills of Martial Arts for Self-Defence.
- Good physical and mental health.
- Should not be addicted to drugs, alcohol and smoking etc.
- Good moral conduct and there should not be any criminal case/ sexual harassment case against the master trainer.

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Note: Master trainer should not be employee of Haryana School Education Department and HSSPP.

b. Tentative syllabus for each form of Martial Art

Tentative syllabus/number of moves to be covered in 3 months (approx 75 days) training:

Taekwondo

i. Narani Sog, **ii.** Gunnun Sogi, **iii.** Niunja Sogi, **iv.** Annun Sog, **v.** Ap Joomuk Jirugi, **vi.** Jirugi, **vii.** Sonkal, **viii.** Makgi, **ix.** Nadjunde Sonkal Makgi, **x.** Palmok, **xi.** Chagi, **xii.** Ap Cahgi, **xiii.** Dollyo Chagi, **xiv.** Yop Chagi, **xv.** Naeryo Chagi, **xvi.** Dwit Chagi, **xvii.** Yop Cha Olligi, **xviii.** An Palmok Makgi, **xix.** Kaunde Ap Joouk Jirugi

Wushu

i. Ma Bu (horse stance) The horse stance is a basic stance used in almost all Wushu routines, **ii.** Gong Bu (bow stance) Stand in a forward lunge position, with one foot in front of another in a straight line, **iii.** Xie Bu (rest stance), **iv.** Ce Chuai Tui (side kick), **v.** Tan Tui (sharp kick), **vi.** Chang Quan, **vii.** Nor Nan Du, **viii.** Ma Bu, **ix.** Zheng Ti Tui, **x.** Pu Bu to Gong Bu Zheng Ti Tui, **xi.** Pu Bu, **xii.** Wu Long Pai Di, **xiii.** Xing Bu, **xiv.** Zhuan Yao, **xv.** Dan Pai Jiao, **xvi.** Zhuan Yao.

Karate

1. Kicks

a. Mae Geri = Stopping Kick, **b.** Yoga Geri = Side Kick, **c.** Mawashi Geri = Swing Kick, **d.** Ura Mawashi Geri = Reverse Swing Kick, **e.** Hiza Geri = Knee Strick, **f.** Mawashi Hiza Geri = Swing Knee Strick, **g.** Kakato Geri = Straight Kick

2. Blocks

a. Age Uke = Upper Block, **b.** Shuto Uke = Out To In Block, **c.** Gedan Barai = Downer Block, **d.** Gedan Juji Uke = Double Hand Block Of Growing Area & Stomach, **e.** Jodan Juji Uke = Double Hand Block Of Face & Head Area

3. Punches

a. Jodan Zugi = Face Punch, **b.** Chudan Zugi = Chest Level Punch, **c.** Gedan Zugi = Stomach Punch, **d.** Choko Zuki = Straight Punch, **e.** Ura Zuki = Back Face Strick,

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f. Guyaku Zuki = Back Hand Punch, **g.** Mawashi Zuki = Round Punch

Judo

i. Seoi – Nage, **ii.** Ippon – Seoi – Nage, **iii.** Seoi – Otoshi, **iv.** Tai – Otoshi, **v.** Kata – Guruma, **vi.** Sukui – Nage, **vii.** Obi – Otoshi, **viii.** Uki – Otoshi, **ix.** Sumi – Otoshi, **x.** Yama – Arashi, **xi.** Obi – Tori – Gaeshi, **xii.** Morote – Gari, **xiii.** Kuchiki – Taoshi, **xiii.** Kibisu – Gaeshi, **xiv.** Uchi – Mata – Sukashi, **xv.** Ko –Uchi – Gaeshi

Kickboxing

1. Punching there are four primary punches

i. The Jab Punch, **ii.** The Cross Punch, **iii.** The Hook Punch, **iv.** The Uppercut Punch

2. The Jab The Four Essentials

i. Chin Down, **ii.** Right Arm Guarding, **iii.** Left Shoulder Touching The Cheek, **iv.** Look Along The Arm Like A Gun sight.

3. Here Are Eight Primary Kicks

i. Lead Front Kick, **ii.** Lead Roundhouse Kick, **iii.** Rear Roundhouse Kick, **iv.** Back Thrust Kick, **v.** The Spinning Back fist, **vi.** The Front Leg Hook Kick, **vii.** The Straight Leg Hook Kick, **vii.** The Rear Leg Hook Kick.

Muai Thai

i. Sod Soi Mala, **ii.** Phra Rama Plang Sorn, **iii.** Payak Dom Kwang, **iv.** Yang Sam Khum, **v.** The Sua Lak Hang, **vi.** Sow Noy Pra Pang, **vii.** Kru Muay, **viii.** Dtae, **ix.** Bat, **x.** Dtee Mat, **xi.** Hook, **xii.** Mat At, **xiii.** Sawk Or Sok, **xiv.** Sawk Tad, **xv.** Sawk Hud, **xvi.** Sawk Ton, **xvii.** Sawk Chieng

Jiu-Jitsu (or Jujutsu)

i. Ouchi Gari, **ii.** Oushi Gari, **iii.** Kibisu Gaeshi, **iv.** Sukui Nage, **v.** Kibisu Gaeshi, **vi.** Hip Escape, **vii.** Triangle Choke, **viii.** Cross Collar Choke From Guard, **ix.** Upa” /Bridge And Roll Escape, **x.** Elbow To Knee Escape, **xi.** Straight Arm Lock, **xii.** Rear Naked Choke, **xiii.** Over-Under Guard Pass, **xiv.** Bullfighter Guard Pass,

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xv. Hip Bump Sweep, **xiv.** Headlock Escape, **xv.** Guillotine Choke, **xvi.** Double Leg Takedown, **xvii.** Straight Armbar

Krav Maga

i. Stance, **ii.** Neutral Stance, **iii.** Fighting Stance, **iv.** Punches, **v.** Straight Punch, **vi.** Straight Punch, **vii.** Hook Punch, **viii.** Uppercut Punch, **ix.** Focus Mitt Combinations (punches and elbows), **x.** Palm Heel Strike, **xi.** Eye Strike/ Throat Strike, **xii.** Straight Punch with Advance, **xiii.** Straight Punch with Retreat, **xiv.** Straight Punch Low, **xv.** Hammer – fist – strikes (all directions). **xvi.** Elbows all angles (Dia, Horz, Vert, Dropping), **xvii.** Front Kick, **xviii.** Front Kick – with advance, **xix.** Round Kick (vertical, diagonal, horizontal), **xx.** Front Kick – Defensive, **xxi.** Side Kick

Aikido

i. Aikido Ikkyo – First Teaching (Elbow Control), **ii.** Aikido Nikyo – Second Teaching (Wrist Control), **iii.** Aikido Sankyo – Third Teaching (Wrist Control), **iv.** Aikido Yonkyo – Fourth Teaching (Wrist Control & Pressure Point), **v.** Aikido Gokyo – Fifth Teaching (Elbow Control), **vi.** Aikido Rokkyo – Sixth Teaching (Arm Control)

Nage Waza – Aikido Throws

i. Aikido Irimi Nage – Entering Throw, **ii.** Aikido Juji Nage – Arms Crossed Throw, **iii.** Aikido Kaiten Nage – Wheel Throw, **iv.** Aikido Kokyu Nage – Breath Throw, **v.** Aikido Koshi Nage – Hip Throw, **vi.** Aikido Shiho Nage – Four Corner Throw, **vii.** Aikido Tenchi Nage – Heaven And Earth Throw, **viii.** Aikido Ude Kime Nage – Arm Extension Throw

Tekubi Waza – Aikido Wrist Techniques

i. Aikido Kote – Hineri – Wrist Twist, **ii.** Aikido Kote – Gaeshi – Wrist Turn, **iii.** Aikido Munetsuki Kote – Gaeshi – Punch Counter Wrist Turn, **iv.** Aikido Tenkai – Kote – Hineri – Rotating Wrist Twist

Jeet Kune Do

i. Fighting Stance, **ii.** Guard Position, **iii.** Footwork, **iv.** Footwork Drill, **v.** Punch, **vi.** Straight Punch, **vii.** Cross Punch, **viii.** Hook Punch, **ix.** High Parry, **x.** Low

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Parry, **xi.** Outside High Parry, **xii.** Outside Low Parry, **xiii.** Side Kick, **xiv.** Front Kick, **xv.** Front Kick To The Groin, **xvi.** Arms Down, **xvii.** Hook Kicks

Shastrang Indian Modern Martial Art

1. Hand technique (Defensive)

i. Front hand outward block, **ii.** Front hands inward block, **iii.** Front hand low block

2. Hand technique (offensive)

i. Front hand vertical inward punch, **ii.** Rear hand vertical inward punch, **iii.** Front hand turning punch, **iv.** Rear hand stepping punch

3. Foot technique

i. Front leg straight knee strike, **ii.** Rear leg straight knee strike, **iii.** Front leg turning straight knee strike, **iv.** Rear leg stepping straight knee strike, **v.** Front leg stepping/ jump straight knee strike, **vi.** Rear leg stepping/ jump straight knee strike.

4. Dodging technique

i. Front to back dodge, **ii.** Back to front dodge.

5. White belt combinations

Combination-1

i. Front hand outer block, **ii.** Rear hand vertical inward punch, **iii.** Rear leg straight knee strike.

Combination-2

i. Front hand inward block, **ii.** Rear hand vertical inward punch, **iii.** Front leg straight knee strike.

Combination-3

i. Front hand lower block, **ii.** Rear hand vertical inward punch, **iii.** Front leg stepping straight knee strike.

Combination-4

i. Front hand outer block, **ii.** Rear hand vertical inward punch, **iii.** Rear leg stepping straight knee strike.

Combination-5

i. Rear stepping forward vertical inward punch, **ii.** Front straight knee strike.

Combination-6

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- i.** Front hand stepping vertical inward punch, **ii.** Rear hand vertical inward punch, **iii.** Rear straight knee strike.

Combination-7

- i.** Rear hand vertical inward punch, **ii.** Doge rear hand vertical punch, **iii.** Rear leg straight knee strike.

Combination-8

- i.** Front hand stepping vertical inward punch, **ii.** Doge front hand vertical inward punch, **iii.** Rear hand vertical inward punch, **iv.** Front leg straight knee strike.

6. Combination applications

Combinations-1 application

- i.** Rear hand vertical inward punch, **ii.** Front hand inward block face level, **iii.** Front hand lower block.

Combination-2 application

- i.** Front hand vertical inward punch, **ii.** Front hand outward block, **iii.** Front lower block.

Combination-3 application

- i.** Rear leg straight knee strike, **ii.** Front hand outward block, **iii.** Sliding backward front hand lower block.

Combination-4 application

- i.** Rear hand vertical inward punch, **ii.** Front hand outward block, **iii.** Sliding backward front hand lower block.

Combination -5 application

- i.** Front hand outward block, **ii.** Front hand lower block.

Combination-6 application

- i.** Front hand face level inward block, **ii.** Front hand outward block, **iii.** Front hand lower block.

Combination-7 application

- i.** Back to front doge front hand vertical inward punch, **ii.** Front hand lower block.

Combination-8 application

- i.** Front to back doge front hand vertical inward punch, **ii.** Front hand inward block face level, **iii.** Front hand outward block, **iv.** Front hand lower block

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Kungfu

i. The Jow Ga, **ii.** Gung Jeen Bo, **iii.** Dui Ma, **iv.** Gum Gai Dok Lup Ma, **v.** Lok Quie Ma, **vi.** Na Bo Ma, **vii.** Sei Ping Ma, **viii.** Gung Jeen Bo, **ix.** Diu Ma, **x.** Gum Gai Dok Lop Ma, **xi.** Sei Ping Ma, **xii.** Fung Ngam Choi, **xiii.** Biu Jee, **xiv.** Chop Choi, **xv.** Hok Yik, **xvi.** Fu Jow, **xvii.** Hok Joy, **xviii.** Sow Choi

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Annexure-2

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 31/03/2022 (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.		
<div style="display: flex; justify-content: space-between;"> <div> <ul style="list-style-type: none"> ❖ 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 as per requirement of clause-4(ii. b). </div> <div style="text-align: right;"> <p>Signature of the applicant Full name of applicant Stamp & Date</p> </div> </div>				

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Annexure-3

The service provider agency/agencies will have to submit district wise list of trainers having specialization in at least one particular form of Martial-Art as mention in **Annexure-1** along with bid submission. The compiled list for whole State may be given in below format;

Name of Agency: _____

District	S. No	Name of the available trainer/trainers	Expertise i.e. mention style/form/forms of Martial-Art (*Mandatory)	Qualification as per criteria in EOI	Relevant Experience (in years/months)	Mobile No. of the trainer
1. Ambala (and-so-on)	1					
	2					
	and-so-on					
2. Bhiwani (and-so-on)	1					
	2					
	and-so-on					

***Special Note:** The agencies are strongly advised not to offer services of unskilled/untrained master trainers otherwise they may be blacklisted by the HSSPP. **Preference will be given to agency/organization having large resource of genuine specialist trainers available with them in Haryana state.**

*** Sequence of District must be as follows:**

1. Ambala	12. Kurukshetra
2. Bhiwani	13. Mahendergarh
3. Charkha dadri	14. Nuh
4. Faridabad	15. Palwal
5. Fatehabad	16. Panchkula
6. Gurugram	17. Panipat
7. Hisar	18. Rewari
8. Jhajhar	19. Rohtak
9. Jind	20. Sirsa
10. Kaithal	21. Sonipat
11. Karnal	22. Yamunanagar

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Annexure-4

District wise/ Block wise No. of Schools wherein Self-Defence Training to be imparted

S. No	Name of District	Name of Block	Total no. of Elementary schools	Total no. of Secondary schools	Total school of District
1	Ambala	AMBALA-I (CITY)	13	34	47
		AMBALA-II (CANTT.)	17	24	41
		SAHA	3	25	28
		BARARA	4	28	32
		NARAINGARH	5	21	26
		SHEHZADPUR	0	13	13
2	Bhiwani	BAWANI KHERA	3	22	25
		BEHAL	3	10	13
		BHIWANI	16	48	64
		LOHARU	3	17	20
		SIWANI	4	21	25
		TOSHAM	2	32	34
		KAIRU	0	21	21
3	CHARKHI DADRI	BADHRA	5	24	29
		BAUND KALAN	0	31	31
		DADRI	2	30	32
4	FARIDABAD	BALLABGARH	10	45	55
		FARIDABAD	18	40	58
5	Fatehabad	FATEHABAD	12	38	50
		BHUNA	5	22	27
		BHATTU KALAN	5	21	26
		RATIA	21	26	47
		TOHANA	11	22	33
		JAKHAL	3	10	13
6	GURUGRAM	GURGAON	19	49	68
		PATAUDI	4	25	29
		SOHNA	12	24	36
		F.NAGAR	4	19	23
7	HISAR	ADAMPUR	3	24	27
		AGROHA	5	22	27
		BARWALA	10	31	41
		HANSI-I	9	37	46
		HANSI-II	1	18	19
		HISAR-I	10	39	49
		HISAR-II	9	41	50
		NARNAUND	4	18	22
		UKLANA	2	18	20
8	JHAJJAR	JHAJJAR	3	35	38
		BAHADURGARH	1	45	46
		SALHAWAS	2	17	19
		BERI	1	19	20
		MATANHAIL	0	24	24
9	JIND	JIND	11	42	53
		JULANA	5	20	25
		SAFIDON	10	24	34
		PILLUKHERA	1	16	17
		ALEWA	2	17	19
		UCHANA	11	34	45
		NARWANA	11	35	46
10	KAITHAL	GUHLA	3	17	20
		KAITHAL	14	41	55
		KALAYAT	7	16	23

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S. No	Name of District	Name of Block	Total no. of Elementary schools	Total no. of Secondary schools	Total school of District
		PUNDRI	2	36	38
		RAJOUND	7	17	24
		SIWAN	9	13	22
11	KARNAL	GHARAUNDA	13	29	42
		NISSING	3	26	29
		NILOKHERI	9	30	39
		KARNAL	19	35	54
		INDRI	10	19	29
		ASSANDH	4	25	29
12	KURUKSHETRA	SHAHBAD	4	28	32
		PEHOWA	13	31	44
		THANESAR	27	37	64
		BABAIN	2	6	8
		LADWA	10	13	23
13	MAHENDRAGARH	ATELI	4	22	26
		MAHENDERGARH	4	38	42
		NANGAL CHOUDHARY	6	28	34
		KANINA	2	26	28
		NARNAUL	0	18	18
14	NUH	PUNHANA	40	31	71
		F.P.JHIRKA	41	16	57
		NAGINA	42	12	54
		NUH	52	29	81
		TAORU	32	22	54
15	PALWAL	HASSANPUR	16	12	28
		HATHIN	44	21	65
		PALWAL	22	41	63
		HODAL	13	22	35
16	PANCHKULA	PINJORE	24	29	53
		BARWALA	4	14	18
		Morni	0	9	9
		RAIPUR RANI	3	13	16
17	PANIPAT	PANIPAT	9	31	40
		ISRANA	5	17	22
		SAMALKHA	2	25	27
		MADLAUDA	7	22	29
		BAPOLI	12	16	28
18	REWARI	BAWAL	5	31	36
		JATUSANA	2	23	25
		KHOL	4	20	24
		REWARI	6	30	36
		NAHAR	0	23	23
19	ROHTAK	KALANAUR	2	24	26
		LAKHAN MAJRA	0	12	12
		MEHAM	4	22	26
		ROHTAK	9	44	53
		SAMPLA	1	24	25
20	SIRSA	BARAGUDHA	10	26	36
		DABWALI	17	30	47
		ELLENABAD	10	21	31
		NATHUSARI CHOPTA	15	33	48
		ODHAN	5	25	30
		RANIA	10	24	34
		SIRSA	8	32	40
21	SONIPAT	SONEPAT	13	34	47
		RAI	8	22	30
		GANAU	6	36	42
		KHARKHODA	1	23	24
		GOHANA	2	29	31

**OFFICE OF THE STATE PROJECT DIRECTOR,
HARYANA SCHOOL SHIKSHA PARIYOJNA PARISHAD,
SHIKSHA SADAN, SECTOR 5, PANCHKULA**

Tender No. SS/SD/2022-23

November 2022

S. No	Name of District	Name of Block	Total no. of Elementary schools	Total no. of Secondary schools	Total school of District
		MUNDLANA	4	22	26
		KATHURA	1	14	15
22	YAMUNANAGAR	BILASPUR	6	17	23
		RADAUR	6	15	21
		JAGADHRI	21	35	56
		CHHACHHRAULI	17	27	44
		MUSTAFABAD	5	10	15
		SADHAURA	9	6	15
Total			1062	2985	4047
