

REQUEST FOR PROPOSAL (RFP)

Printing of Teacher Handbook (THB) & Student Handbook (SHB), Learning Enhancement Programme – TGTWREIS - Telangana For Transform Learning Programme Implementation

1. Introduction

People For Action (PFA) is a not for profit registered under Societies Act 1860 with the registration no. 21476/52. To date, we have reached 12.9M students across Odisha, Chhattisgarh, West Bengal, Haryana, Himachal Pradesh, West Bengal, Karnataka, Tripura and Telangana & Maharashtra and have set an audacious goal to reach 30 million students, which is 25% of all students in middle and secondary Government and Aided schools in the country by 2030.

2. Background

Transform Schools engages a broad community of students through Learning Enhancement Programme by providing (160 hours of annual structured, gender responsive learning model spanning Classes 6-9, designed to strengthen foundational and pre-requisite competencies, career readiness, and transition to higher secondary education will be implemented across all schools. It will integrate targeted instruction, teacher capacity building, and institutional support through annual co-creation and training, quality circles, and data-driven reviews and Palooza for adaptive learning and continuous assessment, will be employed to foster cumulative learning progress, equitable participation, and stronger transitions from secondary to higher secondary education.

3. Scope of Work

The selected vendor will:

- Print THB, (Teacher Hand Book), SHB (Student Hand Book), BL (Baseline Paper) and EL (Endline Papers) based on print-ready files provided by the organisation
- Support minor formatting adjustments (if required, especially for regional languages)
- Ensure high readability (fonts, spacing, contrast)
- Procure quality paper as specified
- Bind, package, and transport materials to designated location
- Provide sample proofs before bulk printing
- Replace defective/damaged copies at no additional cost

3.1 Printing Instructions

- Size: A4
- Pages: 1-130 (soft copy will be shared for THB & SHB)
- Pages: 1-12 (soft copy will be shared for BL & EL)
- Printing: 4-color (with illustrations & infographics) for THB & SHB
- Printing: Black & White for BL & EL
- Language: Telugu / English
- Inner Paper: 80 GSM Maplitho
- Cover: 170 GSM matte/gloss (Only for THB & SHB)
- Binding: Up to 100 Pages center pinned , beyond 100 perfect binding
- Quantity: as per attached annexures

4. Key Requirements & Deliverables

- Experience in printing books
- Ability to handle regional languages and fonts accurately
- Able to handle huge order with previous track record
- Pre-print digital proof
- Hard copy sample (1-2 sets) for approval
- Final printed materials (BL, EL, THB & SHB)

Registered Office:

G-203, Subhasri Villa, At: Kantilo, PO: Khua,
Sundarpada, Bhubaneswar: 751002,
Odisha, India.

Head Office:

CBR-II, First Floor, Khasra Number- 360
Sultanpur, New Delhi - 110030,
India.

Odisha Office:

OSEPA, Siksha Soudha, Unit V,
Bhubaneswar, Odisha- 751001, India

- Proper packaging (moisture resistant, transport safe)
- Delivery to Nine locations as followed
 - Location 1 - District Regional Coordinator Office- TGTWREIS Adilabad District
 - Location 2 - District Regional Coordinator Office - TGTWREIS Rangareddy District
 - Location 3 - District Regional Coordinator Office - TGTWREIS Mulugu District
 - Location 4 - District Regional Coordinator Office - TGTWREIS Mahabubabad District
 - Location 5 - District Regional Coordinator Office - TGTWREIS Mahabubnagar District
 - Location 6 - District Regional Coordinator Office - TGTWREIS Medak District
 - Location 7 - District Regional Coordinator Office - TGTWREIS Bhadradi Kothagudem District
 - Location 8 - District Regional Coordinator Office - TGTWREIS Nalgonda District
 - Location 9 - District Regional Coordinator Office - TGTWREIS Hanmakonda District

5. Timeline

- RFP Release Date: 13 August 2026
- Last Date for Submission: 19 August 2026
- Vendor Selection: 22 August 2026
- Proof Approval: 27 August 2026
- Final Delivery: SHBs and THBs shall be delivered to the Nine specified locations within 25 days of the Purchase Order (PO) being issued.
- Baseline papers to be delivered to the Nine specified locations within 10 days from the date of Purchase Order (PO) issued.
- Endline Papers to be delivered to the Nine specified locations by 25 February 2027

6. Eligibility Criteria

The agency must:

- Be registered (GST, PAN mandatory)
- Have minimum 3–5 years of experience in printing
- Have prior experience with bulk orders
- Provide at least 2–3 samples of similar work
- Have in-house or reliable printing infrastructure

7. Terms & Conditions

- All content & design remain property of People For Action
- Vendor must maintain confidentiality
- Rejection for poor-quality prints
- Penalty for delay in delivery (if impacting program rollout)
- Vendor must coordinate closely with local program team

8. Submission Details

- Mode: Email / Hard copy to Communication Office in sealed envelope
- Communication address: 1st Floor, 360, CBR building, Sultanpur, New Delhi - 110030
- Email: connect@peopleforaction.org, praveen@peopleforaction.org,
- Contact Person: Mr. Praveen Kumar, Sr. Project Officer & Phone - 9133433093
- Delivery address:

Location 1 - District Regional Coordinator Office- TGTWREIS Adilabad District,
 Location 2 -District Regional Coordinator Office - TGTWREIS Rangareddy District
 Location 3 -District Regional Coordinator Office - TGTWREIS Mulugu District
 Location 4 - District Regional Coordinator Office - TGTWREIS Mahabubabad District
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 Location 7 - District Regional Coordinator Office - TGTWREIS Bhadradi Kothagudem District
 Location 8 - District Regional Coordinator Office - TGTWREIS Nalgonda District
 Location 9 - District Regional Coordinator Office - TGTWREIS Hanmakonda District

- Billing Address - G-203, Subhasri Villa, AT Kantilo, , PO Khua, Sundarpada, Bhubaneswar 751002

9. Annexures

9.1 Required Pages per Class and subject

Subject	Pages for SHBs as per the Grades							
	6th Grade	Pages	7th Grade	Pages	8th Grade	Pages	9th Grade	Pages
Telugu	1	72+Titte	1	72+Title	1	76+Title	1	80+Title
English	1	72+Title	1	76+Title	1	80+Title	1	80+Title
Maths	1	116+ Title	1	114+ Title	1	128+ Title	1	132+ Title
Science	1	96+Title	1	104+ Title	1	100+ Title	1	104+ Title
Total Pages		360		370		388		400
Subject	Pages for THBs as per the Grades							
	6th Grade	Pages	7th Grade	Pages	8th Grade	Pages	9th Grade	Pages
Telugu	1	64+Title	1	68+Title	1	76+Title	1	60+Title
English	1	64+Title	1	68+Title	1	60+Title	1	56+Title
Maths	1	116+Title	1	112+Title	1	118+Title	1	120+Title
Science	1	104+Title	1	106+Title	1	108+Title	1	108+Title
Total		352		358		366		348
Subject	Baseline Assessment Paper Set (Learning)							
	6th Grade	Pages	7th Grade	Pages	8th Grade	Pages	9th Grade	Pages
Telugu	1	12	1	12	1	12	1	12
English	1	12	1	12	1	12	1	12
Maths	1	12	1	12	1	12	1	12
Science	1	12	1	12	1	12	1	12
Total		48		48		48		48
Subject	Endline Assessment Paper Set (Learning)							
	6th Grade	Pages	7th Grade	Pages	8th Grade	Pages	9th Grade	Pages
Telugu	1	12	1	12	1	12	1	12
English	1	12	1	12	1	12	1	12
Maths	1	12	1	12	1	12	1	12

Science	1	12	1	12	1	12	1	12
Total		48		48		48		48

4 Subjects Students Hand Book- (Telugu, English, Maths, Science)

District	ADILABAD	RANGAREDDY	JSBPA LLY & MULUGU	MAHABUBABAD	MAHABUBNAGAR	MEDAK & NIZAMABAD	KHAMMAM	NALGONDA	WARANGAL & KARIMNAGAR
6th Class	960	1050	300	480	740	760	850	990	700
7th Class	980	1050	320	490	730	760	880	980	750
8th Class	940	1110	285	480	700	700	950	980	750
9th Class	950	1070	230	390	670	630	890	880	650

4 Subjects Teachers Hand Book- (Telugu, English, Maths, Science)

District	ADILABAD	HYD & RANGAREDDY	JSBPA LLY & MULUGU	MAHABUBABAD	MAHABUBNAGAR	MEDAK & NIZAMABAD	KHAMMAM	NALGONDA	WARANGAL & KARIMNAGAR
Telugu	48	56	16	24	36	44	48	48	40
English	48	56	16	24	36	44	48	48	40
Maths	48	56	16	24	36	44	48	48	40
Science	48	56	16	24	36	44	48	48	40

4 Subjects Baseline Assessment Paper Set (Learning)

District	ADILABAD	HYD & RANGAREDDY	JSBPA LLY & MULUGU	MAHABUBABAD	MAHABUBNAGAR	MEDAK & NIZAMABAD	KHAMMAM	NALGONDA	WARANGAL & KARIMNAGAR
6th Class	960	1050	300	480	740	760	850	990	700
7th Class	980	1050	320	490	730	760	880	980	750
8th Class	940	1110	285	480	700	700	950	980	750
9th Class	950	1070	230	390	670	630	890	880	650

4 Subjects Endline Assessment Paper Set (Learning)

District	ADILABAD	HYD & RANGAREDDY	JSBPA LLY & MULUGU	MAHABUBABAD	MAHABUBNAGAR	MEDAK & NIZAMABAD	KHAMMAM	NALGONDA	WARANGAL & KARIMNAGAR
6th Class	960	1050	300	480	740	760	850	990	700
7th Class	980	1050	320	490	730	760	880	980	750
8th Class	940	1110	285	480	700	700	950	980	750
9th Class	950	1070	230	390	670	630	890	880	650

9.2 Total Quantity Required

Subject	Student Hand Book for 90 Schools			
	6th Grade	7th Grade	8th Grade	9th Grade
Telugu	6830	6940	6895	6360
English	6830	6940	6895	6360
Maths	6830	6940	6895	6360
Science	6830	6940	6895	6360
Total	27320	27760	27580	25440
	Teacher Handbook for 90 Schools			
Subject	6th Grade	7th Grade	8th Grade	9th Grade
Telugu	90	90	90	90
English	90	90	90	90
Maths	90	90	90	90
Science	90	90	90	90
Total	360	360	360	360
	Learning Baseline Assessment Papers for 90 Schools			
Subject	6th Grade	7th Grade	8th Grade	9th Grade
Telugu	6830	6940	6895	6360
English	6830	6940	6895	6360
Maths	6830	6940	6895	6360
Science	6830	6940	6895	6360
Total	27320	27760	27580	25440
	Learning Endline Assessment Papers for 90 Schools			
Subject	6th Grade	7th Grade	8th Grade	9th Grade
Telugu	6830	6940	6895	6360
English	6830	6940	6895	6360
Maths	6830	6940	6895	6360
Science	6830	6940	6895	6360
Total	27320	27760	27580	25440

Transport to 9 Regional Coordinator Offices of TGTWREIS