



REFERENCE FOR PROPOSAL

Review of existing Life Skills Education (LSE) Content of THF and refinement as per NEP 20-20 and development of LSE workbooks

The Hans Foundation

45, Indira Nagar, Phase- I, Dehradun, Uttarakhand -248006

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1. Introduction and Background

1.1 About The Hans Foundation

THF, established in 2009, is a registered public Charitable Trust that works towards creating an equitable society to enhance the quality of life for all through the empowerment of marginalized and underprivileged communities in India. THF working to create equitable access to health, education, livelihoods, disability inclusion, and climate action across India. Guided by the belief that compassion must translate into measurable impact, THF designs and supports interventions that address both immediate needs and long-term systemic change.

1.2 Background of The Project - Hans Vriksh Education project

The Hans Vriksh Education Program is a holistic initiative focused on improving educational outcomes, aspirations, and future opportunities for children and adolescents studying in government schools across underserved geographies. The program strengthens access to quality education, life skills, career guidance, STEAM and digital learning, and socio-emotional development to support students in making informed decisions about their education and future livelihoods.

The program is currently being implemented in Baran in Rajasthan; Khunti in Jharkhand; Shravasti and Bahraich in Uttar Pradesh; Haridwar and Udham Singh Nagar in Uttarakhand; and tea garden state schools in 9 different districts in Assam. Details of schools and students in given below-

State	District	6-8	9-12	Total
Uttarakhand	U. S. Nagar	1241	2750	3991
	Haridwar	1428	2250	3678
Uttar Pradesh	Bahraich	2152	5190	7342
	Shrawasti	1875	1764	3639
Rajasthan	Baran	537	1188	1725
	Jaipur	1600		1600
Jharkhand	Khunti	1317	1652	2969
	Ranchi	330	1454	1784
Assam	Dibrugarh	7333	3381	10714
	Tinsukia	3855	1928	5783
	Sonitpur	2520	1246	3766
	Sivsagar	431	298	729
	Charaideo	433	432	865
	Jorhat	733	608	1341
	Golaghat	870	600	1470
	Karbi Anglong	344	202	546
	Nogaon	336	264	600
	Biswanath	1329	871	2200
	Kamrup Metro	127	88	215
	Morigaon	127	113	240
	Udalguri	613	477	1090
	Darrang	153	117	270
		29684	26873	56557

The program has been designed in alignment with the National Education Policy 2020 and PM SHRI Schools Scheme, with a focus on holistic and experiential learning. Most students enrolled in the program are first-generation learners and have limited access to guidance or support systems at home for career planning, higher education, and future opportunities. Therefore, the program aims to provide structured mentoring, career awareness, and exposure to help students build confidence and make informed career choices.

1.3 Goal of the assignment:

The goal of this assignment is “to review, strengthen, and redesign THF’s existing Life Skills Education (LSE) curriculum in alignment with the principles of National Education Policy 2020 and the vision of PM SHRI Schools to create an engaging, age-appropriate, activity-based, and measurable Life Skills Education program for students of Classes 6–12”. The assignment aims to equip adolescents with critical life skills, socio-emotional competencies, self-awareness, communication, problem-solving, leadership, and responsible decision-making abilities through interactive and experiential learning approaches.

The revised curriculum and tools should enable effective implementation in schools within approximately 10 hours of student engagement during the academic year, while also establishing a robust framework to measure learning outcomes and behavioural impact among students.

2. Scope of Work

Scope of Work: The selected agency will be responsible for the following activities:

2.1.1 Review and assessment of THF’s existing content of Life Skills Education (LSE)

The selected agency shall undertake a comprehensive desk research, review, revision, redesign, and strengthening of THF’s existing Life Skills Education (LSE) content in alignment with the principles of the National Education Policy 2020 and the objectives/framework of PM SHRI Schools. The revised content should be experiential, age-appropriate, activity-based, interactive, and practical for implementation in schools.

Key Objectives

- Review the existing LSE curriculum and pedagogy currently used by THF.
- Align the content with NEP 2020 recommendations, competency-based learning approaches, and PM SHRI school expectations.
- Ensure that the LSE curriculum promotes socio-emotional learning, communication, critical thinking, problem-solving, self-awareness, gender sensitivity, leadership, digital literacy, financial literacy and climate justice.
- Design the curriculum in a manner that each student receives approximately 10 hours of structured Life Skills Education during the academic year.

Review and Gap Assessment of Existing LSE Content. Grade wise topics are given below in the table-1

Table -1

Life Skills Matrix - Hans Vriksh Program, The Hans Foundation								
Class	Module 1	Module 2	Module 3	Module 4	Module 5	Module 6	Module 7	Module 8

6	Healthy Habits	Things That Make Me Happy	Understanding Safe and Unsafe touch	Coping with Body Changes	Emotional Awareness in Cyberspace	Empathy in Cyberspace & Cyberbullying	Who Am I?	Analysing Stories Using Life Skills
7	Eat Healthy Food	Dealing with Risky Situations	Menstrual Hygiene Management	Understanding and expressing Emotions	Importance of Education and Helping others to Succeed	Emotional Regulation/ management in cyberspace	Empathy in Cyberspace & Cyberbullying	Building Confidence and Self Esteem
8	Building Healthy Inter-Personal Relationships	Understanding Reproductive Health	Time Management and Increasing Scholastic Abilities	Mapping Community Resources and Initiating Community Activities	Digital Well-Being	Role of Optimism in Virtual and Real-Life	Inculcating Non-Judgemental Attitude	Building Trust
9	Understanding Peer Pressure	Understanding and Reporting Violence	Self-Image & social media	Digital Well-Being	Cyber-bullying	Myths Related to Menstruation	Myths Related to Sexual assault	Effective Communication
10	Balanced Diet and Handling Anemia	Goal Setting, Choice of Subjects and career	Digital Well-Being	Online Identity & Cyber profiling	Privacy in Cyberspace	Conflict Resolution	Decision making	Understanding Gender Issue
11	Consequences of Early Sex and Readiness for Marriage	Importance of Savings and Preparing Household Budget	Online Relationships	Self-Image & social media	Cyber-bullying	Preparing a C. V	Differentiating between Wants and Needs	Developing Public Speaking Skills
12	Consequences of Early Marriage and Understanding the POCSO Act	Substance Abuse and Its Impact	Privacy in Cyberspace	Cyber Safety	Important Tips for Communication in Public Sphere	Understanding about HIV/AIDS	Developing Leadership	Questioning Certain Harmful Customs and Traditions

The agency shall:

- Conduct a detailed review of THF's existing Life Skills Education modules, session plans, activities, and teaching-learning materials.
- Assess the relevance, effectiveness, age appropriateness, and contextual suitability of the existing sessions.
- Map the existing content against:
 - NEP 2020 competencies and recommendations
 - PM SHRI school priorities
 - Adolescent development needs
- Identify:
 - Sessions/content to be retained
 - Sessions requiring revision or simplification
 - Low-impact or repetitive sessions that may be eliminated
 - Critical themes/topics that should be newly added

The agency shall submit a review report clearly outlining recommendations on what to:

- Keep
- Reduce
- Eliminate
- Add

with proper rationale and implementation considerations.

2.1.2 Revision and Development of LSE Curriculum

Based on the review findings, the agency shall:

- Revise and strengthen the existing curriculum framework and session flow.
- Develop engaging, student-centric, and activity-based content for Classes 6–12.
- Ensure the content is:
 - Age-appropriate and grade-appropriate
 - Gender-sensitive and inclusive
 - Practical and relatable to adolescents
 - Interactive and experiential in nature
 - Easy for facilitators/teachers to implement in classrooms
 - Approximately 8 modules/sessions per grade, ensuring around 10 -12 hours of Life Skills Education engagement for each student during the academic year

The revised curriculum should include:

- Facilitator guides/session plans
- Student activities and exercises at the end of each session
- Reflection-based learning methods
- Group activities, games, role plays, case studies, discussions, and experiential exercises
- Real-life application and action-oriented learning

2.1.3 Design and Development of Student Workbooks

The agency shall design visually engaging and user-friendly student workbooks that enable students to record and reflect upon their learning journey of life skills education.

The workbooks should include:

- Session-wise activities

- Reflection exercises
- Self-assessment and personal learning section
- Experience-sharing sections
- Journaling and action points

The workbook design should:

- Use appropriate graphics, illustrations, icons, and layouts
- Be engaging and adolescent-friendly
- Encourage participation and self-expression
- Be printable and classroom-friendly
- Free from any prejudices
- Print ready, formatted version in both word and pdf doc.

2.1.4 Development of LSE Impact Measurement Tool

The agency shall develop a comprehensive methodology and tools to measure the effectiveness and impact of the LSE intervention among students.

This should include:

- Theory of Change/Impact
- Learning outcome indicators and their measuring mechanisms
- Behavioural and socio-emotional indicators and their measuring mechanisms
- Pre- and post-session assessment formats
- Student self-reflection tools
- Quantitative and qualitative measurement approaches

The impact measurement tool should enable THF to assess:

- Changes in student awareness, attitudes, and behaviours
- Improvement in life skills competencies
- Student engagement and participation
- Practical application of learning in school and daily life

2.1.5 Training of Trainers (ToT)

The agency shall design and conduct a 4 days Training of Trainers (ToT) sessions for THF's facilitators/counsellors/project team to ensure effective understanding and implementation of the revised Life Skills Education (LSE) curriculum and materials.

The ToT should focus on:

- Orientation to the revised LSE curriculum framework and objectives
- Understanding of session flow, pedagogy, and facilitation methods
- Effective use of facilitator manuals, student workbooks, and activity materials
- Techniques for conducting interactive, experiential, and activity-based sessions
- Use of reflection tools, assessments, and impact measurement mechanisms

The training methodology should be highly participatory and practice-oriented, including:

- Mock sessions and demonstrations
- Role plays and group activities
- Practice facilitation by participants

The agency shall also provide:

- Training agenda and session plans
- Training materials and presentations
- Facilitator handbooks/manuals
- Pre- and post-training assessment tools
- Training report with participant feedback and recommendations

The ideal batch size for each training shall be 30–40 participants. Trainings will be conducted at centralized locations in Dehradun or Lucknow or Delhi, as finalized by THF.

THF will bear all expenses related to its participants, including venue, food, travel, accommodation, and stationery/materials. The selected agency shall only provision for expenses related to its own trainers, facilitators, and resource persons engaged for conducting the training.

Expected Deliverables

The agency shall submit the following deliverables:

1. Review and Gap Assessment Report
2. Recommendations Report (Keep/Reduce/Eliminate/Add)
3. Revised LSE Curriculum content to be used by facilitators in Hindi, English and Assamese
4. Student Workbooks/ Reflection Journals in Hindi, English and Assamese
5. Designed and formatted printable content
6. Graphic and visual assets integrated into content
7. LSE Impact Measurement Tool and Methodology
8. **All modules/content shall be provided in printable and professionally formatted Word and PDF versions in Hindi, English, and Assamese.** The content should incorporate appropriate graphics, illustrations, and design elements to ensure it is engaging, user-friendly, and visually appealing.
9. Training of trainers
10. Training report

3 Assignment Period

3.1 Assignment Period

The assignment may be completed within 75 days from the day of the signing of the contract with finalised agency, including:

- Inception meeting
- Comprehensive review of existing content along with recommendations for revision, addition, reduction, or elimination of sessions/topics
- Incorporation of feedback and inputs from THF for finalization of content
- Development, design, and formatting of content in Hindi, English, and Assamese
- Training delivery/Training of Trainers (ToT)
- Finalization and submission of all deliverables

4 Deliverables

- Inception meeting
- Comprehensive review of existing content along with recommendations for revision, addition, reduction, or elimination of sessions/topics
- Incorporation of feedback and inputs from THF for finalization of content
- Development, design, and formatting of content in Hindi, English, and Assamese
- Training delivery/Training of Trainers (ToT)

- Finalization and submission of all deliverables

Deliverables:

4.1 Inception Report

Submission of an inception report detailing the agency's understanding of the assignment, methodology, work plan, timelines, stakeholder consultation approach, content review framework, impact assessment approach, and training strategy for revision and strengthening of the Life Skills Education (LSE) curriculum.

4.2 Review, Revision, and Field Testing of LSE Content

Review and revise the existing LSE curriculum in alignment with the National Education Policy 2020 and PM SHRI Schools framework. The agency shall recommend sessions/topics to retain, revise, reduce, eliminate, or add.

The revised content should be activity-based, interactive, age-appropriate, and designed for Classes 6–12, ensuring approximately 10 hours of LSE engagement per student during the academic year.

The assignment will also include:

- Development of student workbooks/reflection journals
- Integration of graphics, illustrations, and visual design elements
- Development of LSE impact assessment and measurement tools
- Pilot testing/field testing of revised content and tools
- Submission of review findings, pilot testing reports, and finalized content

4.3 Submission of Final Content and Training Plan

Submission of finalized, editable, digital, and print-ready LSE modules, facilitator manuals, student workbooks, assessment tools, and impact measurement frameworks in English, Hindi, and Assamese, wherever applicable.

The agency shall also submit a detailed Training of Trainers (ToT) plan, including methodology, session plans, timelines, training materials, and assessment approach for capacity building of THF teams.

4.4 Training Completion Report

Submission of a training completion report covering details of trainings conducted, participant profiles, training methodology, pre- and post-assessment findings, feedback analysis, key outcomes, challenges, lessons learned, and recommendations for effective implementation of the revised LSE curriculum.

5 Agency/Consultant's Requirements

Suggested requirements are mentioned below:

- Proven experience in Life Skills Education (LSE), adolescent education, socio-emotional learning, youth development, or school-based behavioural change programs.
- A technically qualified team with a Team Leader having at least 10 years of relevant experience in Life Skills Education, curriculum/content development, adolescent engagement, teacher/facilitator training, or school education programs, preferably with government or similar category schools. The proposed team should include subject matter experts, trainers, researchers, psychologists, or counsellors with relevant domain expertise.
- Experience in reviewing, designing, and developing activity-based, interactive, and age-appropriate curriculum/content for adolescents.
- Expertise in development of assessment frameworks, behavioural tools, impact measurement tools, and learning outcome assessment methodologies for Life Skills Education or similar programs.

- Experience of working with government schools, public education systems, and school-based interventions at scale.
- Experience in multilingual content development and adaptation, preferably in English, Hindi, and regional languages.
- Strong understanding of gender, inclusion, adolescent development, and socio-cultural diversity in school education contexts.
- Prior experience in conducting large-scale trainings, Training of Trainers (ToT), and capacity-building programs for educators, facilitators, or project teams.
- Demonstrated ability to produce high-quality, well-structured, and concise reports and deliverables in English.

6 Payment Schedule

6.1 Payment Terms

{Mention about the proposed payment schedule and payment requirements for the study.}

Suggested:

- In consideration of the Services being provided by the Agency, THF shall pay to the Agency a fixed consolidated service fee of all inclusive (Including 18% GST as applicable) as agreed and follow below mentioned payment schedule.
- Invoices should be raised only after satisfactory completion of the planned schedule of the deliverables.
- All the payments will be subject to the deduction of TDS, or any other statutory deduction as may be applicable.

6.2 Payment Schedule for the study (it may change based on the study)

S. No.	Deliverables to be verified approved by The Hans Foundation	Percentage
1	Advance payment on Signing of Contract and Inception meeting.	20%
2	Submission of first draft of content/modules and detailed training plan along with invoice	20%
3	Submission of Final Resource Materials and final calendar for trainings (Digital) along with invoice	10%
4	Completion of the trainings and final report along with invoice	50%

7 Terms and Conditions

7.1 Confidentiality

All documents, survey design, data and information shall be treated as confidential and shall not without the written approval of THF be made available to any third party. In addition, the agency formally undertakes not to disclose any parts of the confidential information and shall not, without

the written approval of THF be made available to any third party. The utilization of the report is solely at the decision and discretion of THF. All the documents containing both raw data/materials provided by THF and final report, both soft and hard copies are to be returned to THF upon completion of the assignment.

7.2 Intellectual property rights

All documentation and reports written as, and as a result of the research or otherwise related to it, shall remain the property of THF. No part of the report shall be reproduced except with the prior, expressed, and specific written permission of THF. Any Intellectual Property shall vest with THF, and the Consultant shall not have any claim over such Intellectual Property. Further, rights and ownership of any new Intellectual developed during the term of the agreement shall belong to THF.

7.3 Publicity

The Consultant/Agency will not use any identification, reference, logo, trade name, trademark, service mark, service name or symbol for THF or any affiliate, in any advertising or promotional efforts for any other purposes and in any manner, without THFs' prior written consent which shall not be unreasonably withheld.

7.4 Indemnification

THF does hereby indemnify and hold harmless the Consultant/Agency against any loss, costs and expenses which the Consultant/Agency may suffer or incur as well as indemnify the Consultant/Agency for any claims or proceedings brought against the Consultant/Agency by any third party as a consequence of misleading information provided by THF.

To the fullest extent of the law, the Consultant/Agency shall indemnify, defend and hold harmless THF, its officers, employees, agents, representatives, consultants, and contractors from and against any and all loss, costs, penalties, fines, damages, claims, expenses (including attorney's fees) or liabilities arising out of, resulting from, or in connection with the services contemplated by the AGREEMENT of the study.

7.5 Sub-Contracting

The Consultant/Agency will not subcontract any of the Services to a third party without obtaining THF's prior written approval. In case such approval is given, the Consultant/Agency shall be responsible as per the terms of the AGREEMENT, for the Services provided by the said sub-contractor.

7.6 Governing Law and Arbitration

This AGREEMENT shall be governed by the law of India. For the purposes of this AGREEMENT, including respect of any matters regarding arbitration, the courts of law in Delhi will have exclusive jurisdiction. Any dispute arising between the parties shall be settled in accordance with the provisions of the Arbitration and Conciliation Act 1996. The place of arbitration shall be Delhi, and the arbitral procedure shall be conducted in English language. Any award shall be rendered in English and the Parties shall be bound by such arbitral award.

8 Proposal Submission Instructions

Interested Agencies and consultants are invited to submit the following application documents:

8.1 Technical Proposal

The Technical proposal should be sent on the mail id: sonal@thfmail.com and Dehradunadmin@thfmail.com with subject “ **Technical Proposal – name of the assignment: “Review of existing Life Skills Education (LSE) Content of THF and development of LSE workbooks ”** (financial budget/ quote for the study should not be provided in technical proposal. In case, the budget/quote is mentioned in the technical proposal, the agency will be disqualified).

- i. Last date for receiving the technical and financial proposal is **28th Aug 2026 (23:59 hrs IST)**
- ii. **Proposal received after the prescribed deadline will not be considered.**
- iii. Proposals should be submitted by the consultancy firm/Consultant in line with the content outlined below:
- iv. **Annex- 1 template for technical bid**

Content	Details
Details of the Agency/Consultant	Brief profile of the Agency/Consultant (1 page)
Relevant Experience in respective thematic area	Relevant project experience of the Agency/Consultancy firm in content development, resource materials for Life Skills Education. Project Data Sheets (PDS) for up to 5 most relevant assignments in last 3 years (Format is added as annexure 4 in the end of the proposal)
Consultancy Firm's Understanding	Understanding of the Agency/Consultant about the program, the scope of work in brief and incorporated in the proposal (2 pages).
Comments and Suggestion	Agency/Consultant need to indicate or list down its own observation on the SOW and comments/suggestions (if any) that are incorporated in the Technical Proposal (1 page)
Proposed Methodology for the Assignment	Agency need to specify the following in detail (8-10 pages) • Content development in Hindi, Assamese and English • Knowledge/Resource Materials • Plan for training of the team
Work Plan	Develop Week wise dates for deliverables submission. Develop the Gantt chart with all activities to be conducted under the assignment.
Competency of the Team	It is expected that the team will have: (i) Technically qualified team and team leader of more than 10 years of experience in content development, training, capacity building, knowledge materials. (ii) The team must include Program Manager/Officer/Coordinator, Subject Matter Expert and junior team members. Note: (i) The Technical Proposal must include profiles of technically qualified team and team leaders in no more than 2 pages. (ii) In the annexure the agency must include detailed CVs.
Sample of similar work - resource materials developed by the applicant agency/Consultant	Two recent example resource materials (digital copy) of similar assignment written by the Consultant/Agency

8.2 Financial Proposal

- i. The Financial Proposal should be submitted by the agency/consultancy firm in line with the content outlined below. The financial evaluation will be based on the proposed approach, methodology, deliverables, and budget details related to the development of Revision and Development of LSE Curriculum, design and development of student workbook, development of LSE measurement

Annex-2 Financial Proposal – summary	
Summary	Summary of the proposed budget in tabular form in line with the proposed Approach and Methodology and Work Plan with the broad budget heads such as: - Review of existing Life Skills Education (LSE) Content of THF. - Development of LSE workbooks - Design and development of student workbook - Development of LSE measurement Tool. - Training of Trainers. All costs quoted in the budget must be inclusive of applicable taxes. The proposed budget should be aligned with the assignment timeline and work plan proposed by the. For more clarity on assignment, please refer the section -2 scope of work” The ideal batch size for the training should be between 30 and 40 participants. Trainings shall be conducted at the central location decided by THF.
Details of content development	Please provide the financial proposal in a clear tabular format. The financial proposal should include detailed costing for the following components: - Content design, formatting, and print-ready layout preparation - Development of digital, interactive, and user-friendly learning content/modules in Hindi, Assamese, and English – for details please refer “scope of work – section 2 and 2.1” of RFP - Review, revisions, and incorporation of feedback from THF - Audio-visual and/or multimedia content development (if applicable) - Pilot testing and validation of training content - Expert/resource person-wise number of days - Per-day remuneration of resource person/technical team - Administrative and operational expenses - Applicable taxes All costs should be presented in a detailed and itemized manner
Details of training	Provide item-wise details of all expenses in the financial proposal, including but not limited to: - Travel, boarding/lodging, and per diem for the agency’s trainers/resource persons - Trainer/resource person per-day remuneration - Costs related to pre- and post-training assessment tools - Training efficacy measurement and evaluation tools - Training delivery and facilitation costs - Applicable taxes and any other operational expenses Trainings will be conducted at centralized locations in either Dehradun or Delhi, as finalized by THF and the total participants would be around 42. THF will bear all expenses related to its participants, including venue arrangements, food, travel, accommodation, and stationery/materials for participants. The selected agency shall only be required to budget for, and bear expenses related to its own team, including trainers, facilitators, and resource persons engaged for conducting the training

ii. Annex 3- Format for the financial Proposal:

S. no.	Particulars	Total Amount in INR (including applicable taxes). For details, please refer Table No. 1 under Section 3: Assignment Period and financial proposal summary in annex-2	Description
1	Module development		
1.1	Development of Life Skills Education curriculum and student modules		
1.2	Development of Life skills Measurement tools.		
2	Training		
2.1	Development of facilitator manuals and training resources		
2.2	Training of Trainers (ToT) and capacity building of project teams		

Note: In order to conduct the Trainings, the agency is required to cover the expenses related to its staff travel, meals, and lodging. However, all costs associated with THF's trainees (including food, travel, lodging, etc.) and stationary supplies will be covered by THF

Financial Proposal should be submitted separately to Dehradunadmin@thfmail.com and sonal@thfmail.com with the subject line on top of the document "Financial Proposal for- Name of the assignment". **The financial proposal must be submitted in a password-protected format. The password shall be shared by the concerned agency in the presence of its authorized representative(s), either through online or offline mode, on 7th Sep 2.30 PM IST. The meeting link for the online session will be shared with the technically qualified agencies prior to 7th Sep 2026.**

Last date for receiving the technical and financial proposal is **28th Aug 2026 (23:59 hrs IST)**

Note: Proposal received after the prescribed deadline will not be considered.

9 Annex-4 Project Data sheet template

Use the below template for mentioning about the previous completed projects/assignments

Section	Details
Name of the Study	Mention the name of the work
Client/Donor	Mention the name of the Client
Study Overview	Brief summary of the study's objectives and goals, brief research methodology, deliverables of the assignment, type of resource materials

Section	Details
Study location	Mention the location of the assignment.
Project Timeline	- Start Date to End Date
Budget	- Total Budget: [Insert total budget amount]
Stakeholders	List of key stakeholders
Deliverables	List of major deliverables like report, ppt, resource materials etc