

Request for Proposal – Need Assessment Survey
Shiv Nadar University - Dadri Development Project (DDP)

Date of RFP:

21st June, 2021

Last Date of Submission:

07th July, 2021

About Shiv Nadar Foundation

The Shiv Nadar Foundation was established in 1994 by Shiv Nadar, Founder, HCL - a US\$ 10 billion leading global enterprise. The Foundation is committed to the creation of a more equitable, merit-based society by empowering individuals through transformational education to bridge the socio-economic divide. To that purpose the Foundation has established institutions and programs in the underdeveloped disciplinary areas in India related to rural and urban education and art.

The Shiv Nadar Foundation pursues philosophy of 'Creative Philanthropy'. It is a powerful model which envisages creation of institutions that go beyond the lifetime of its founders and continue to impact future generations for many centuries to come. It is an approach that allows sustained institutionalized philanthropy for long-term, high impact, socio-economic transformation.

For the last 25 years Shiv Nadar Foundation has striven to promote inclusive education, make higher education more effective and quality-oriented catering to the specific needs of the job market, enhance the focus on research and contribute to areas of global and national relevance. The aim has been to create leaders in every field from the most underprivileged sections of the society.

About Shiv Nadar University

Shiv Nadar University is a philanthropic **multi-disciplinary research institution** established in 2011, in Greater Noida, Delhi-NCR. With a **student-centric model of education**, it offers a range of undergraduate, post-graduate and doctoral programs that inculcate **an inter-disciplinary research approach** to transform students into well-rounded professionals, primed up to succeed in the careers of the 21st century.

Shiv Nadar University's vision is to nurture the leaders of tomorrow, by giving equal weightage to the infusion of leadership values, social responsibility and by cultivating a commitment to serve the community –to create efficient professionals, and responsible citizens. The underlying endeavor behind the approach to education is to support, foster, encourage and generate research so as to widen the horizons of knowledge. **The focus, at Shiv Nadar University, therefore, shifts from mere dissemination of knowledge to affording students an intellectually stimulating platform to create novel forms of knowledge and creative expression.**

Shiv Nadar University has contributed to the holistic development of the nearby villages through various interventions like placement drives for local youth, cleanliness drives in various villages and other impactful solutions for overall development of the semi urban localities in Dadri region.

Objective of the RFP

Through this RFP, Shiv Nadar University invites proposals from competent firms for needs assessment in the educational facilities available in the selected geographies under Dadri Development Project. The project also complies with the indicators mentioned in the Sustainable Development Goal (SDG)-4, related to inclusive and equitable quality education and promote lifelong learning opportunities for all.

Detailed Activities

Scope of Work

- Understand the current scenarios in educational facilities and provide analysis of variations and challenges in a need assessment framework.
- Conduct a needs assessment study to understand gaps in educational institutions in 8 villages of Dadri region in Gautam Buddha Nagar
 - The education institutions to include: Anganwadis, Primary Schools, Upper Primary Schools, Secondary Schools, Senior Secondary Schools (Govt and Private), government and private colleges, ITIs etc.
- The needs assessment study should include assessment of
 - Infrastructure availability, and condition of the same
 - Including seating facility, playground equipment, and other necessary equipment
 - Condition and adequacy of physical infrastructure
 - Sanitation facility
 - Educational material availability
 - Usage of ICT
 - HR availability
 - Capacity of HR including teachers
 - Processes followed
 - Student enrolment, attendance, dropout rate, gender wise enrolment
- Compare and benchmark the above list of assessment parameters against government regulations including RTE, building codes, and other benchmarks

Deliverables

- Prepare a needs assessment framework and suggest interventions to include the areas of gaps to be assessed in educational institutions
- Submit phase wise detailed work plan along with timeframe and responsible parties for this need assessment survey
- Approvals from government and administration of educational facilities to conduct the needs assessment study
- Finalize study methodology and approach including data collection methods and sampling strategy.
- Finalize data collection tools (questionnaire, checklist, guidelines etc) for the study in consultation with Shiv Nadar University team. The team will be responsible for pre-test and finalization of tools and techniques for the survey. The data collection tools will be in Hindi and English language.

- Engage qualified enumerators, train them on quantitative and qualitative data collection and quality control.
- Administer data collection in the study areas that includes supervision, cross validation, quality control and data transcription.
- Data management and analysis in terms of computer entry, cleaning, transcription, and analysis as per study themes in the objectives.
- Provide soft copy of data (both clean and unclean).
- Submit draft report of the study to Shiv Nadar University team prior to submission of final report.
- Shiv Nadar University will review the draft report and provide necessary feedback. The study team will submit the final report addressing the feedback received from Shiv Nadar University
- Prepare list of works to be carried out as per the identified infrastructural gaps

Project Duration

The project shall be completed within a time period of three months, **15 July 2021- 15 October 2021**

Geographical Location

The need assessment survey will be conducted in educational facilities which will be identified in 8 villages:

S. No	Name of Village
1	Nayi Basti
2	Datawali
3	Chithera
4	Dadri Semi Urban City
5	Kathhera
6	Palla
7	Bodaki
8	Beel Akbarpur

Timeline

The organisation shall submit a Gantt Chart indicating the detailed sequence of activities that will be undertaken and their corresponding timing.

Submission Details & Deadlines

- Please submit the complete proposals in the prescribed format latest by 07th July 2021 to surabhi.gupta@shivnadarfoundation.org, neerubavithip.swamy@shivnadarfoundation.org and lalit.b@shivnadarfoundation.org
- Please send in your submissions with Subject Line in the given format: Shiv Nadar University/RFP/DDP/
- Proposals must be submitted along with Budget and Gantt Chart
- Proposals received after the due date and time will not be considered.

Terms & Conditions

1. Deadline: Proposals received after the designated deadline may be subject to rejection by Shiv Nadar University

2. Validity: Your proposal must remain valid for a minimum of six (6) months from the date of receipt by Shiv Nadar University.

3. Negotiations: The most competitive proposal is requested. It is anticipated that the contract will be awarded on the basis of merit of proposal. However, Shiv Nadar University reserves the right to request responses to questions and conduct negotiations with any potential agency/consultant prior to awarding a contract.

4. Rejection of proposal: This document is a request for proposals only, and in no way binds Shiv Nadar University to make an award. Shiv Nadar University reserves the right to reject any and all offers received and/or to cancel the RFP. Shiv Nadar University will not be obliged to either inform or provide a justification for rejection of proposals.

5 Incurring costs: Shiv Nadar University will not be liable for any cost incurred during preparation, submission, or negotiation of an award for this RFP.

6. Financial responsibility: Proposals must certify the financial viability and adequacy of resources of the agency/organization to complete the proposed assignment within the agreed time frame and in conformity with the agreed terms of payment. Shiv Nadar University reserves the right to request and review up to the last three financial statements and audit reports including schedules and annexures, as part of the basis of the award if required.

7. Copyright and Patents: Shiv Nadar University shall be entitled to all copyrights, patents and other proprietary rights and trademarks with regard to the products or documents and other materials which bear a direct relation to or are produced or prepared or collected in consequences of or in the course of the execution of the contract. All plans, reports, recommendations, estimates, documents and data compiled by the service providers under the contract shall be the property of Shiv Nadar University and shall be treated as confidential. All confidential documents should be delivered to the relevant people within Shiv Nadar University during the project duration and upon completion.

Please fill in the details below:

Organization Profile

Organization Name (as per registration certificate)			
Registered Address (as per registration certificate)			
Correspondence Address			
Website			
Contact person			Designation
Mobile Number	+91		Alternate Mobile Number

Email Address	+91		Alternate Email address	
---------------	-----	--	-------------------------	--

Annexure B:

Legal and Registration Status: Please provide supporting documents for this section

Date of Registration (Attach Certificate)		
Registration Type		
Registration No.		
PAN		
TAN		
GST		
Tax Exemption Certificate (Please choose and provide supporting Document)	12A Yes/No	
	80G- Yes/No	
	<i>Any Other (example: 35AC)</i>	
Registration under FCRA 2010 (applicable to organizations receiving contribution from sources outside India)	<i>Applicable / Not Applicable</i>	
	<i>Date of Registration</i>	
	<i>Registration number</i>	
Niti Ayog Registration	<i>Date of Registration</i>	
	<i>Registration number</i>	

Organizational Background: Please provide a brief description on organization profile

