



ସମଗ୍ର ଶିକ୍ଷା
समग्र शिक्षा
Samagra Shiksha

Bidding Document

FOR

**Printing & Supply of Holistic Progress Card
for Class-I to VIII (2024-25)**

Notice Inviting Tender No. 2227/Dated 03.10.2024

**OFFICE OF THE DISTRICT EDUCATION OFFICER CUM D.P. C
SAMAGRA SHIKSHA, ANGUL**



ସମଗ୍ର ଶିକ୍ଷା
ସମଗ୍ର ଶିକ୍ଷା
Samagra Shiksha



**DISTRICT PROJECT OFFICE
SAMAGRA SHIKSHA: ANGUL (ODISHA)**

Phone & Fax: 06764-232412

E-mail: dpcangulssa.opepa@nic.in

No. 2227/10/2024

Date **03.10.2024**

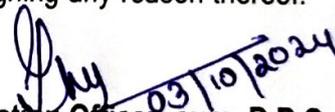
NOTICE INVITING TENDER (NIT)

Sealed tenders are invited from the reputed & credible printers / firms / agencies for **printing & supply of "Holistic Progress Card for Class-I to VIII Students in two bid systems(Technical & Commercial Bid) as detailed below.**

Name of the Tender	Bid processing fees	Amount of EMD	Last Date & time of receipt of Bid	Date & time of opening of Technical Bid
Printing & Supply of Holistic Progress Card 2024-25 for Class-I to VIII Students	Rs. 2,000/-	Rs. 30,000/-	18.10.2024 at 5.00 PM	19.10.2024 at 3.30 P.M

The detailed BID document is available in the website www.osepa.odisha.gov.in and angul.odisha.gov.in . Interested and eligible agency / firm may download BID DOCUMENT from the above website and apply accordingly. Corrigendum / addendum, if required, will be uploaded in the above web site. Hence potential bidders are requested to be in continuous touch with the aboveweb site.

The Tender Inviting Authority (TIA) reserves the right to accept / reject any full or part / all BID/ cancel the entire selection process at any stage without assigning any reason thereof.


District Education Officer- cum- D.P.C
Samagra Sikhya Angul

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IMPORTANT INFORMATION TO THE BIDDER.

S. No.	Particular	Details
1.	Tender Inviting Authority (TIA)	District Education Officer- cum- DPC , Samagra Sikhya ANGUL
2.	Availability of the Bid document	www.osepa.odisha.gov.in and angul.odisha.gov.in
3.	Date of Issue of the Bid	04.10.2024
4	Last date and time of receipt of the Bid only through speed post/ registered post / courier.	18.10.2024 at 5.00 PM
5	Date & time for opening of Technical BID.	19.10.2024 at 3.30 PM
6	Date of opening of Financial BID	19.10.2024 at 4.30 PM.
7	Bid Processing Fee (Non-Refundable)	Rs.2,000/- (Rupees <u>Two Thousand Only</u>) in shape of DD /Banker's Cheque drawn in any nationalized/schedule bank favoring <u>DPC, RTE-SSA Angul ,Tribal (General)</u> payable at Angul
8	Earnest Money Deposit (EMD) *(Refundable without interest)	Rs.30,000/- (Rupees <u>Thirty Thousand Only</u>) in shape of Banker Cheque / Demand Draft / Bank Guarantee
9	Address & mode of submission of proposal	District Education Office, Angul Samagra Sikhya ,Angul , AT- Amlapada, 6 th Lane Po/ Dist ANGUL(ODISHA) PIN-759122. Mode of Submission: Speed Post / Registered Post / Courier only to the address as specified above during the office hour only). Submission of proposal through other mode and late bid will be rejected.
10	Place of Opening of Proposal:	DISTRICT EDUCATION OFFICE, ANGUL AT- Amlapada, 6 th Lane Po/Dist. ANGUL (ODISHA) PIN-759122.
11	Point of Delivery & Completion of supply	At the block point within <u>10 days</u> from the date of work order
12	Submission of Performance security & Signing of agreement.	Within <u>03</u> days of issue of work order

*2% of the Estimated cost.

BID DOCUMENT

FOR PRINTING & SUPPLY OF HOLISTIC PROGRESS CARD

The District Education officer-cum-D.P.C, Samagra Shiksha ,Angul invites bids from the reputed & credible printers / firms/ agencies for printing & supply of "Holist Progress Card" for 2024-25. The detailed terms & conditions of the above bid are as under

SCOPE OF WORK AND GENERAL INSTRUCTIONS FOR BIDDERS

1. Eligibility Criteria :

The Printers /firms /agencies must have:

- (a) Valid Aadhar Udyog Registration for printing works.
- (b) Office as well as printing setup in the State of Odisha
- (c) valid PAN
- (d) valid GST Registration under Odisha GST (OGST) Act.

2. Application Procedure:

- (a) The Bid has been invited under two bid system i.e. **Technical Bid and Financial Bid**. The interested bidders are advised to submit two separate sealed envelopes super scribed "Technical Bid for Printing & supply of Holistic Progress Card & "Financial Bid for printing & Supply of Holistic Progress Card"". Both sealed envelopes should be kept in another sealed envelope super scribed "Tender for printing & Supply of Holistic Progress Card".

- (b) **Technical Bid & Financial Bid.**

The Bidder has to fill up the Technical bid Form (**Tech-1,Tech-2,Tech-3,Tech-04**) & submit it with a separate envelope with all self-attested documents / papers as mentioned in para-2 (f) .Similarity, the Financial Bid form has to be filled up as per prescribed form (**Fin-1 & Fin-2**) and to be submitted in separate sealed envelope. Thebidder is to quote **rate per A5 size Holistic Progress Card having 04 sheets in both side printing** in the prescribed format (FIN-2). The per **A5 size Holistic Progress Card having 04 sheets in both side printing** rate shall include cost of paper, printing, scanning & planning, DTP, designing, all pre-press expenses, composing, editing, binding, Class-wise / School- wise /CRC- wise / Block- wise packing, all other charges/levies/duties, transportation cost &delivery of the complete material at block point. **Only GST as applicable shall be claimed extra. Accordingly, the bidder has to calculate the per A5 size Holistic Progress Card having 04 sheets in both side printing rate after taking into account all of the above factors.**

- (c) The tender should be addressed to the District Education Office Angul, Samagra Sikhya, Amlapada 6th Lane. Po/Dist.- ANGUL.Pin-759122 (ODISHA)". The Bid document shall be available in website www.osepa.odisha.gov.in and www.angul.osepa.odisha.gov.in and the cost of the tender paper is to be enclosed in shape of crossed DemandDraft / banker's Cheque in favour of "**DPC,RTE-SSA Angul Tribal (General)**" payable at Angul along with the **Technical BID**.

(d) **Earnest Money Deposit (EMD):** The bidder is to submit EMD amounting to **Rs.30000.00/- (Rs Thirty Thousand Only)** .The EMD (refundable - without interest), may be submitted in shape of Demand Draft / Banker's cheque/ Bank Guarantee **(Format A)** from any Nationalized or scheduled bank drawn in favour of **"DPC,RTE-SSA Angul Tribal (General)"** Payable at Angul, failing which the tender shall be rejected summarily .In case of bank guarantee, it should be valid up to at least 90 days beyond the date of opening of Financial bid. The instrument in original should be necessarily accompanied with the Technical Bid. The EMD of the un-successful bidders shall be refunded within 30 days after award of contract. The EMD shall be forfeited in the event of withdrawal of the tender once submitted OR in case of a successful bidder who (i) fails to execute the agreement within specified period & (ii) not submitted performance security and/or express its inability to supply the finished material within the stipulated period. The EMD of successful bidder shall be refunded after receipt of Performance security.

(e) The interested Bidders are to enclose self-attested photocopies of the following valid documents /papers in the **Technical Bid envelope**. The proposal submitted without the following documents/papers shall not be considered.

- (a) Valid Aadhar Udyog Registration for printing works.
- (b) Proof of Office as well as printing setup in the State of Odisha
- (c) Valid PAN
- (d) Valid GST Registration Certificate under Odisha GST (OGST) Act.
- (e) DD/Bankers Cheque amounting to Rs.2000/- as bid processing fee.
- (f) EMD in shape of Demand Draft / Bankers Cheque / Bank Guarantee
- (g) Income Tax Return for the Financial Year 2020-21,2021-22,2022-23 i.e Assessment Year 2021-22,2022-23 & 2023-24.
- (h) Duly filled in, signed & sealed Tech-1, Tech-2, Tech-3 & Tech-4 formats.
- (i) Sample papers duly signed & sealed mentioning the GSM as well as name of the manufacturer.

3. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be considered & opened.

4. **Submission & Opening of Tender:**

- (a) The interested Bidders may submit the tender document complete in all respects along with EMD, bid processing fee and other requisite documents on or before **18.10.2024** (in all working days) addressed to District Education office , Samagra Sikhya Angul. At- Amlapada 6th Lane, Angul.Pin-759122 only by **registered Post / Speed Post / Courier**. The Authority is not responsible for any postal delay. No other mode of submission of bid shall be entertained.
- (b) **Late Bidders:** Any bid received by the authority after the prescribed time and dateline for submission of bids will not be considered and opened .Thus the same is deemed to be rejected.
- (c) The Technical bids shall be opened on the scheduled date and time at **3.30 P.M** in the District Education office, Angul in the presence of the representatives of the bidders, if any, who wish to be present on the spot at that time.
- (d) The Financial Bid of only those bidders will be opened whose Technical bids are found in order. The date, time & place of opening of Financial BID will be communicated after evaluation of Technical BID.

5. **Specifications :**

- | | |
|----------------------|--|
| (a) Class | - I to VIII |
| (b) Quality of Paper | - 170 GSM (Matt Art Paper) |
| (c) Size | - A-5 (Stiching) |
| (d) No. of pages | - 8 pages per card |
| (e) Colour | - Multi colour |
| (f) Ink | - Eco-friendly ink of ISO/ISI standard |

6. **Evaluation of BID:**

- a) The Purchase Committee of the District Project Office will evaluate the Technical & Financial BID. The Bidder who meets the requirements specified in the Technical Bid will only be considered for participating in the Financial Bid. Financial Bid of the technically disqualified bidders will not be opened.
- b) The technically qualified bidder quoting lowest price in the Financial bid shall be considered for award of contract.

7. **Acceptance or Rejection of the Bids:**

- (a) The Tender Inviting Authority (TIA) reserves the right to accept / reject any / all bids / cancel the entire selection process at any stage without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidder/s on account of such rejections.
- (b) Any bid with incomplete information is liable for rejection.

8. **Award of Contract :**

The contract will be awarded to the Bidder/s substantially responsive to the Biddocument & offered lowest evaluated cost.

9. **Signing of Contract :**

- (a) The successful bidder/s whose bid has been accepted will sign an agreement with the TIA within 03 days of issue of the work order.
- (b) Failure by the tenderer to comply with the requirement of above mentioned clause, the offer shall be rejected and the tenderer shall have no claim further.

10. **Performance Security Deposit:**

The selected bidder shall have to submit Performance Security Deposit of 05% of contract value in shape of bank draft / Bank Guarantee (BG) drawn on any Nationalized / Scheduled Bank in favour of the "DPC,RTE-SSA Angul Tribal (General)" payable at Angul only within 15 days from issue of the work order. In case of BG, the same shall be as per the **FORMAT-B** & its validity will be at least 30 days from the date of expiry of defect liability period.

11. **Post Delivery Inspection (PDI):**

The TIA shall do the PDI of the quality of paper as well as printing through O/o Text Book Production & Marketing (TBP&M) , Odisha Bhubaneswar

12. **Requirement & Delivery Schedule :**

The selected firm shall supply the Holistic Progress Card at Block point with Class-

wise / School wise / CRC- wise/ Block wise packets within days from the date of issue of the work order. Approximately **1,15,000** number of Holistic Report card (Per card 8 Pages) are required to be printed for the purpose. The above requirement may increase or decrease as per need. The total cost will be decided on the basis of actual nos. of pages printed & supplied.

NB: The District shall calculate Class-wise / School- wise / CRC- wise / Block -wise requirement of HPC and indicate the same in the bid document for information of the bidder/s. The denomination of number of HPC to be contained in a packet as well as detailed information to be printed on the packet cover, if any , shall also be provided by the District for information of the bidder.

13. Payment terms:

- (i) **On completion of delivery at Block point**, 80% cost of the supplied quantity shall be paid within 30 days after receipt of the required reports / Papers/ documents as under:
 - a. Challans towards satisfactory completion of supply of quantity to concerned block point as per supply order.
 - b. Receipt of "receive & stock entry certificate" from concerned BEO.
 - c. On fulfillment of conditions of the agreement.
 - d. Four self-inking carbon copies of the GSTIN invoice as well as bank details for payment purpose.
- (ii) **On Final Acceptance** : Rest 20% cost of the total supplied quantity shall be paid after deduction of penalty, if any, within 30 days of :
 - a. Receipt & outcome of Post Delivery Inspection (PDI) Report.
 - b. On fulfillment of conditions of the agreement
 - c. Four self-inking carbon copies of the GSTIN invoice as well as bank details for payment purpose.
- (iii) No advance payment shall be made, or no payment shall be entertained on negotiation through Bank.
- (iv) Deduction of tax at source shall be made at the appropriate rate as per prevailing law.

14. Penalty :

- (a) If the work is delayed for any reason for which the TIA is not responsible, penalty @ 0.5 % per week or part thereof on the total cost maximum up to 10% of the contract value will be imposed on the firm under orders of appropriate Authority. The TIA reserves the right to forfeit the Performance Security & debar the bidder from participating in any other bid of his/her office. In such cases the TIA may write Govt. for blacklisting the firm.
- (b) If the Post Delivery Inspection of the quality of paper (GSM) testing report shows negative results, then penalty will be imposed proportionately on the total cost after deduction of tolerance limit prescribed by Govt., if any.
- (c) If the quality of printing is found to be dissatisfactory, penalty as suggested by the purchase committee will be imposed.

15. Amendments to BID terms ,conditions and issue of Corrigendum/addendum:

- (a) Seven (07) days before the last date of submission of Bids, the TIA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder/s, modify the Bidding Documents by amendment /corrigendum.
- (b) The amendment in shape of corrigendum/addendum will be notified on the websites www.osepa.odisha.gov.in and www.angul.nic.in and the prospective bidder/s are requested to take cognizance of such

- (c) In order to allow prospective Bidder/s reasonable time in which to take the amendment into account in preparing their bid, the TIA may, at its discretion, extend the deadline for the submission of bids
16. Only one tender should be submitted by one party. Submission of more than one tender will lead to rejection of all proposal of the bidder.
 17. The bidder/s may use separate piece of paper, where the space provided in the formats in this tender document for submission of information, is not sufficient. The information in the separate sheet of paper shall be in prescribed format and its page should be serially numbered and duly authenticated.
 18. All the information uploaded & submitted or supplied in the formats of this tender document shall be presumed to be true to the best of the knowledge of the bidder/s.
 19. No document as required and mentioned in the Bid shall be submitted in the Technical bid / Financial bid documents unless otherwise specifically mentioned therein. All required documents shall be uploaded with serial number and page mark.
 20. The TIA reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
 21. The bid validity period is 90 days from the date of opening of the Financial bid. Accordingly the bidder shall submit the Bid.
 22. The TIA reserves the right to reject any or all the bids without assigning any reason thereof. The TIA also reserves the right to modify any term in the bid document at the time of execution of contract, if felt necessary.
 23. **Resolution of Disputes:**
 - (a) Any dispute between the Tender Inviting Authority and the successful bidder/s should be addressed to the other party only in writing in their respective letter heads signed only by the designated signatories as in contract agreement. Both the parties shall make every effort to resolve the same amicably by mutual consultations.
 - (b) If both the parties fail to resolve their dispute or difference by such mutual consultation within twenty-one days of its occurrence, the same will be referred to by either party for conciliation to the conciliation panel. For that purpose, both the parties, shall nominate each one member, and both the nominated members shall form the Conciliation panel. In case the panel members report failure of conciliation, the matter shall be referred to arbitration, by the Arbitrator, to be nominated by the Collector cum Chairman SS. The Collector cum Chairman SS shall nominate an Arbitrator, whenever required or when a request is made by the successful bidder/s, after the failure of conciliation, to nominate an Arbitrator. The arbitration proceeding shall be as per the provisions of the Arbitration and Conciliation Act 1996 of India.
 24. **Applicable Law and Jurisdiction of Courts:**
 - (a) The Contract shall be governed by and interpreted in accordance with the existing law of India in force.
 - (b) All disputes relating to the contract is subject to the pecuniary jurisdiction of the Court at Angul

COVERING LETTER
(ON BIDDER/S'S LETTER HEAD)

[Location, Date]

To:
The District Project Coordinator
SS _____

Subject: Printing & supply of Holistic Progress Card 2024-25 of Class-I to VIII.

Madam/Sir,

I/We, the undersigned, request you to participate in the selection process towards Printing & supply of Holistic Progress Card 2024-25 of Class-I to VIII in accordance with Tender Call Notice No. _____ dated _____. I/We are hereby submitting our proposal, which includes Technical Bid and Financial Bid separately.

I/We, hereby declare that all the information and statements made in this Technical BID are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our Bid. Our Bid will be valid for acceptance up to **90 Days** from the date of opening of the financial BID and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

I/We, hereby unconditionally undertake to accept all the terms and conditions as stipulated in the BID document. In case any provision of this BID document are found violated, then TIA shall without prejudice to any other right or remedy be at liberty to reject our Bid including legal action as per law.

I/We remain,

Yours faithfully,

Place:

BIDDER/S'S OFFICIAL SIGNATORY

Date:

Name & Designation with Rubber Stamp

Bidder/s's Organisation (General Details)

Sl No.	Description	Full Details
1	Name of the Bidder/s	
2	Address for Communication Tel : Fax: Email id :	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder/s: Mobile No. : Email id :	
4	Registration / Incorporation Details Registration No: Date & Year. :	
5	Local office in Odisha If Yes, Please furnish contact details	Yes / No
6	Bid processing fee Details Amount :Rs. _____/-	
7	EMD details	
8	GSTIN under Odisha GST (OGST) Act	
9	PAN	
10	Confirm to carry out assignments as per the scope of work of the Bid Document	YES
11	Confirm to accept all the terms and conditions as specified in the Bid Document	YES

Place:

Date:

BIDDER/S'S OFFICIAL SIGNATORY

Name & Designation with Rubber Stamp

Check list of documents & Items to be enclosed with Technical Bid

Sl. No	Nature and Type of Document/Items	Whether enclosed (with page reference)	
		Yes / No	Page no.
1	Valid AadharUdyog Registration for printing works.		
2	Proof of Office as well as printing setup in the State of Odisha		
3	valid PAN		
4	valid GST Registration Certificate under Odisha GST (OGST) Act		
5	Filed Income Tax Return for the Financial Year 2020-21, 2021-22, 2022-23 i.e. Assessment Year 2021-22, 2022-23 & 2023-24.		
6	DD/Banker's cheque amounting to Rs. _____/- as bid processing fee		
7	EMD in shape of Demand Draft / Banker's cheque / Bank Guarantee		
8	Duly filled in signed & sealed Tech-1, Tech-2, Tech-3 & Tech-4 formats.		
9	Sample papers duly signed & sealed mentioning the GSM as well as name of the manufacturer.		
10	Duly filled in FIN-1 & FIN-2 Form		

Place:
Date:

BIDDER/S'S OFFICIAL SIGNATORY
Name & Designation with Rubber Stamp/
Official Seal of the Firm.

10
document

Tech-4

(In Bidder's letter Head)

[Location, Date]

To:

The District Project Coordinator
SS _____

Undertaking / Declaration

1. I, _____ Son / Daughter / Wife of Shri
_____ Proprietor / Director / Authorized Signatory of the
bidder, mentioned above, am competent to sign this declaration and execute this bid document;
2. I/we certified that I have not committed any offense -
 - (a) Under the Prevention of Corruption Act, 1988; or
 - (b) the Indian Penal Code or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
 - (c) I have not been debarred by any Central / State Government Organization/Bodies for the last 03 years."
3. I/we have carefully read and understood all the terms and conditions of the BID document and undertake to abide by them.
4. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I /We, am / are well aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my BID at any stage besides liabilities towards prosecution under appropriate law.
5. I/we also certify that our firm has not been blacklisted / debarred / banned by any State Govt. / UT / Central Govt. / Govt. organization / Govt. Institution / PSU / Govt. run autonomous body, Society / OSEPA and or convicted by any court of law due to (a) Service or quality supplied (b) submission of fake or forged documents (c) submission of incorrect information/ suppression of vital information and facts / misrepresentation of quality certificates (d) non-performance or non-supply (e) any other reasons.
6. This is also certified that neither my-self nor my organization will be indulged in any corrupt practices so far as this bidding is concerned.

**Authorized Signatory [In full and
initials] Name and Designation of Signatory with Date
and Seal: Address of the Bidder**

COVERING LETTER
(In Bidder's Letter Head)

[Location, Date]

To

The District Project Co-ordinator, SS_

**Subject: Printing & supply of Holistic Progress Card 2024-25 for Class-I to VIII. –
FINANCIAL PROPOSAL**

Madam/Sir

I, the undersigned, offer to print & supply of Holistic Progress Card 2024-25 of Class-I to VIII in accordance with your Tender Call Notice No.____, Dated:_____. Our attached Financial Proposal is for the sum of Rs._____ [*Insert amount(s) in words and figures*].

The quoted rate is inclusive of cost of paper, printing, scanning & planning, DTP, designing, all pre-press expenses, composing, editing, binding, Class-wise / School- wise / CRC-wise / Block- wise packing, all other charges/levies/duties, transportation cost & delivery of the complete material at block point. I do hereby undertake that, in the event of acceptance of our bid, the supply shall be made in respect to the terms and conditions as stipulated in the BID document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the proposal of <90.> days from the date of opening of the Financial bid. I have carefully read and understood the terms and conditions of the Bid document and do hereby undertake to provide the article accordingly.

I understand that you are not bound to accept any proposal you receive. I remain,

Yours faithfully,

Authorized Signatory [*In full and initials*]

Name and Designation of Signatory with Date and Seal:

Address of the Bidder :

- Amount must match with the one indicated in FIN-2.

(In Bidder's Letter Head)

Particulars	Rate Quoted per Holistic progress Card (A5 size having 4 sheets in both side printing) (in Rs.)	Quantity	Total (in Rs.)
1	2	3	4= 2X3
Holistic Progress Card		1,15,000 (One Lakh fifteen Thousand Holistic Progress Card)	

The rate per A5 size Holistic Progress card(A5 size having 4 sheets in both side printing) is inclusive of cost of paper, printing, scanning & planning, DTP, designing, all pre-press expenses, composing, editing, binding, Class-wise / School- wise / CRC- wise /Block- wise packing, all other charges/levies/duties, transportation cost &delivery of the complete material at block point. **Only GST as applicable shall be claimed extra.**

NB: The rate per A5 size Holistic Progress Card may be quoted up to two decimal points.

Place:

Date:

BIDDER'S OFFICIAL SIGNATORY
Name & Designation with Rubber Stamp/
Official Seal of the Firm.



Bank Guarantee Format for Furnishing EMD

To,
The District project Coordinator, SS _____

WHEREAS _____ (Name and address of the tenderer) (hereinafter called "the Tenderer") has submitted their offer dated _____ for Printing & Supply of Holistic Progress Card 2024-25 for Class-I to VIII against the purchaser's Notice inviting tender No _____ dated _____

KNOW ALL MEAN by these presents that We _____ of _____ having our registered office at _____ (hereinafter called the "Bank") are bound unto the District Project Coordinator Samagra Shiksha _____ (hereinafter called "purchaser") in the sum of **Rs. ___/-** for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the Common Seal of the said Bank this _____ day of _____ 2024

THE CONDITIONS OF THIS OBLIGATION ARE:

1. If the Tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this Tender.
2. If the tenderer having been notified of the acceptance of its tender by the Purchaser during the period of its validity :-
 - a) If the tenderer fails to furnish the performance security for the due performance of the contract
 - b) Fails or refuses to accept / execute the Contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser have to substantiate its demand, provided that, in it's demand the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to _____ and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

Our _____ *branch at _____ (name and address of the _____ *branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this bank guarantee only and only if you serve upon us at our _____ *branch. A written claim or demand and received by us at our _____ * branch on or before dated _____ otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature of the authorized officer of the Bank)

(Name & designation of the officer)

Seal, name, date & address of the bank
and address of the branch

*Preferably at district head quarter.

PERFORMANCE BANK GUARANTEE FORMAT

To,

The District project Coordinator,
SS _____

WHEREAS _____ (Name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract No. dated _____ for printing and supply of Holistic Progress Card 2024- 25 for Class-I to Class-VIII (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of _____ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified there in.

We hereby waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the _____ day of _____, <Year>

Our branch at * _____ (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our _____ *branch a written claim or demand and received by us at our _____ *branch on or before Dt. _____ Otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

.....

(Signature of the authorized officer of the Bank)

Name and designation of the officer

.....
Seal, name & address of the Bank & Branch

*Preferably at district head quarter.





ସାମଗ୍ରିକ ପ୍ରଗତି ପତ୍ର

(ଓଡ଼ିଶା ସରକାରଙ୍କ ବିଦ୍ୟାଳୟ ଓ ଗଣଶିକ୍ଷା ବିଭାଗ ଦ୍ୱାରା ପ୍ରସ୍ତୁତ)
ଶିକ୍ଷାବର୍ଷ: ୨୦୨୪-୨୫

ମଧ୍ୟମ ସ୍କୁଲ
(ଶକ୍ତ, ସ୍ୱଚ୍ଛ ଓ ଅଷ୍ଟମ ଶ୍ରେଣୀ)

ଭାଗ-୧ : ସାଧାରଣ ତଥ୍ୟ

(ଆବଶ୍ୟକ ସ୍ଥଳେ ପିତା ମାତା/ଅଭିଭାବକଙ୍କ ସହିତ ପରାମର୍ଶ କରିପାରିବେ।)

କିଲ୍ଲା :	ବ୍ଲକ :	ଫଟୋଗ୍ରାଫ
ବିଦ୍ୟାଳୟର ନାମ :	UDISE Code:	
ଅବସ୍ଥିତି : ସହରାଞ୍ଚଳ / ଗ୍ରାମାଞ୍ଚଳ	ମାତୃଭାଷା :	
ଶିକ୍ଷାର୍ଥୀଙ୍କ ନାମ :	ଶ୍ରେଣୀ :	

ବାପାଙ୍କ ସମ୍ପର୍କିତ ତଥ୍ୟ

ନାମ :	ବୟସ :
ଶିକ୍ଷାଗତ ଯୋଗ୍ୟତା:	ବୃତ୍ତି :

ମାଆଙ୍କ ସମ୍ପର୍କିତ ତଥ୍ୟ

ନାମ :	ବୟସ :
ଶିକ୍ଷାଗତ ଯୋଗ୍ୟତା:	ବୃତ୍ତି :

ଭାଇ ଭଉଣୀଙ୍କ ସମ୍ପର୍କିତ ତଥ୍ୟ

ନାମ	ପଢୁଥିବା ଶ୍ରେଣୀ
୧	
୨	

ସାମ୍ପ୍ରଦାୟିକ ତଥ୍ୟ

ଉଚ୍ଚତା: ଓଜନ : ସ୍ୱାସ୍ଥ୍ୟଗତ ସମସ୍ୟା (ଯଦି କିଛି ଥାଏ):
ସମସ୍ୟାର ବିଶଦ ବିବରଣୀ:

ଉପସ୍ଥାନ

ନାମ	ଏପ୍ରିଲ	ମେ	ଜୁନ	ଜୁଲାଇ	ଅଗଷ୍ଟ	ସେପ୍ଟେମ୍ବର	ଅକ୍ଟୋବର	ନଭେମ୍ବର	ଡିସେମ୍ବର	ଜାନୁଆରୀ	ଫେବ୍ରୁଆରୀ	ମାର୍ଚ୍ଚ	ମେ
କାର୍ଯ୍ୟ ଦିବସ													
ଉପସ୍ଥିତ ଦିବସ													

ଭାଗ-୨ : ବିଭିନ୍ନ ବିଭାଗରେ ଶିକ୍ଷାର୍ଥୀଙ୍କ ଦକ୍ଷତାର ମାନନିର୍ଦ୍ଧାରଣ

ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ ବିଭିନ୍ନ କାର୍ଯ୍ୟ ମାଧ୍ୟମରେ ଶିକ୍ଷାର୍ଥୀଙ୍କୁ ନିୟମିତ ପର୍ଯ୍ୟବେକ୍ଷଣ କରି ନିମ୍ନଲିଖିତ ୧୧ଟି ବିଭାଗରେ ଦିଆଯାଇଥିବା ସମସ୍ତ ଦକ୍ଷତାରେ ଶିକ୍ଷାର୍ଥୀଙ୍କ ସାମର୍ଥ୍ୟର ମାନ ନିର୍ଦ୍ଧାରଣ କରିବେ । ସମସ୍ତ ମାନ ନିର୍ଦ୍ଧାରଣ A, B, C, D, E ଗ୍ରେଡ୍‌ରେ ଦିଆଯିବ ।

* ପ୍ରତ୍ୟେକ ବିଭାଗରେ ଶିକ୍ଷକ / ଶିକ୍ଷୟିତ୍ରୀ ଅନ୍ୟ କୌଣସି ଦକ୍ଷତାକୁ ଯୋଡ଼ିବାକୁ ଚାହଁଲେ ତାହା ଲେଖି ସେହି ଦକ୍ଷତାରେ ଶିକ୍ଷାର୍ଥୀର ମାନ ନିର୍ଦ୍ଧାରଣ କରିବେ ।

ବିଭାଗ	ଦକ୍ଷତା	ମାନ ନିର୍ଦ୍ଧାରଣ				ମତବ୍ୟ
		ଗଠନ ମୂଳକ ୧	ସମାପ୍ତି ସୂଚକ ୧	ଗଠନ ମୂଳକ ୨	ସମାପ୍ତି ସୂଚକ ୨	
ସ୍ଵାସ୍ଵ୍ୟଗତ ବିଭାଗ	ଖାଦ୍ୟର ପୌଷ୍ଟିକତା ଆଧାରରେ ବୟସ ଆନୁପାତିକ ସବୁଜିତ ଖାଦ୍ୟ ଗ୍ରହଣ କରିବା					
	ଡ୍ରୀଲ୍ ଓ ମାର୍ଚ୍ଚିଙ୍ଗ ସମୟରେ ନିୟମ ମାର୍ଚ୍ଚି କାର୍ଯ୍ୟ ସମାପନ କରିବା					
	ସଂକ୍ରାମକ ରୋଗରୁ ନିଜକୁ ରକ୍ଷା କରିବା ପାଇଁ ଉପଯୁକ୍ତ ପଦକ୍ଷେପ ଗ୍ରହଣ କରିବା					
	ବିଭିନ୍ନ ଶାରୀରିକ କୌଶଳ ପ୍ରଦର୍ଶନ କରିବା					
	ଭୁଜଙ୍ଗାସନ, ଧନୁରାସନ, ଯୋଗମୁଦ୍ରା, ସୂର୍ଯ୍ୟ ନମସ୍କାର ଆଦି ଆସନ ଓ ପ୍ରାଣାୟାମ କରିବା					
	କ୍ରିକେଟ, ଭଲିବଲ୍, ଖୋ ଖୋ, କବାଡ଼ି, ଫୁଟବଲ୍, ହକି ଆଦି ଖେଳରେ ଭାଗ ନେବା, ଖେଳର ନିୟମ ଚିଆରି କରିବା ଓ ଜିତିବା ପାଇଁ ନୂଆ ଉପାୟ ସ୍ଥିର କରିବା					
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା					
ସାମାଜିକ ଓ ଆବେଶିକ ବିଭାଗ	ବିଭିନ୍ନ ପ୍ରକାର ଆବେଗ ଚିହ୍ନଟ କରି ପରିସ୍ଥିତି ଅନୁଯାୟୀ ଆବେଗ ନିୟନ୍ତ୍ରଣ କରିବା					
	ସମାଜର ବିଭିନ୍ନ ବ୍ୟକ୍ତି ବିଶେଷଙ୍କୁ ଉଚିତ୍ ସମ୍ମାନ ଦେଇ ଭଲରେ କଥାବାର୍ତ୍ତା କରିବା					

	ସ୍ୱତନ୍ତ୍ର ଭାବରେ ସମ୍ପୂର୍ଣ୍ଣ ହୋଇ ବିଭିନ୍ନ କାର୍ଯ୍ୟ ସମ୍ପାଦନ କରିବା					
	ସେବା ମନୋଭାବ ପ୍ରଦର୍ଶନ କରିବା					
	ଅନ୍ୟର ଆବେଗ ଓ ଚିନ୍ତାଧାରାକୁ ସମ୍ମାନ ପ୍ରଦର୍ଶନ କରି କାର୍ଯ୍ୟ ସମ୍ପାଦନ କରିବା					
	ସମସ୍ତ ଜୀବମାନଙ୍କ ରକ୍ଷଣାବେକ୍ଷଣ ପାଇଁ କାର୍ଯ୍ୟ କରିବା ଓ ସେମାନଙ୍କ ପ୍ରତି ସମ୍ବେଦନଶୀଳତା ପ୍ରଦର୍ଶନ କରିବା					
	* ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା					
କଳା ଓ ସୌନ୍ଦର୍ଯ୍ୟବୋଧ ବିକାଶ	ଅଦରକାରୀ ଜିନିଷକୁ ନେଇ କଳାତ୍ମକ ଜିନିଷ / ଖେଳଣା କଳାକୃତି ତିଆରି କରିବା					
	ବିଭିନ୍ନ ଘଟଣା, ଅବସ୍ଥା, ବିଷୟବସ୍ତୁ ବିଶ୍ଳେଷଣ କରି ତୃଳୀ ଓ ରଙ୍ଗ ସାହାଯ୍ୟରେ ଚିତ୍ର ଅଙ୍କନ କରିବା					
	ବିଦ୍ୟାଳୟ ପରିବେଶର ବିଭିନ୍ନ ସ୍ଥାନକୁ ନିଜ ରୁଚି ଅନୁସାରେ ସଜାଇବା					
	ନିଜ ଅଞ୍ଚଳର ଗୀତ, ନାଟକୁ ଡାଳ ଓ ବାଦ୍ୟ ଅନୁସାରେ ପରିବେଷଣ କରିବା					
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା					
ବୌଦ୍ଧିକ ବିକାଶ (ଭାଷା-୧ ଓଡ଼ିଆ)	ଆତ୍ମବିଶ୍ୱାସର ସହ ଭାବବିନିମୟ/ କଥାବାର୍ତ୍ତା କରିବା					
	କବିତା/ଗଳ୍ପ/ଅନୁଚ୍ଛେଦ ପଢ଼ି ବୁଝି ପାରିବା					
	ଉପଯୁକ୍ତ ଓ ସୃଜନାତ୍ମକ ଶୈଳୀରେ ଲେଖି ପାରିବା					
	ବ୍ୟବହାରିକ ବ୍ୟାକରଣର ପ୍ରୟୋଗ କରିବା					
	* ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା					
ବୌଦ୍ଧିକ ବିକାଶ (ଭାଷା-୨) English	Communicates with confidence					
	Reads with fluency					
	Comprehends while reading					
	Writes appropriately and creatively					
	Uses Functional Grammar appropriately					
* Any other new competency						
ବୌଦ୍ଧିକ ବିକାଶ (ଗଣିତ)	ସଂଖ୍ୟା ଓ ଗଣିତ ସମ୍ପର୍କିତ ଧାରଣାକୁ ବୁଝିବା					
	ପରିମାଣ/ମାପକୁ ଚିହ୍ନଟ କରିବା					
	ବିଭିନ୍ନ ଜ୍ୟାମିତିକ ଆକୃତିକୁ ଚିହ୍ନଟ କରିବା					

	ଗାଣିତିକ ସଂରଚନାକୁ ବୁଝିବା				
	ଗାଣିତିକ ସମସ୍ୟାର ସମାଧାନ କରିବା				
	ଜ୍ୟାମିତିକ ଧାରଣାକୁ ବୁଝି ସମସ୍ୟା ସମାଧାନ କରିବା				
	ବାଜଗାଣିତିକ ପ୍ରକ୍ରିୟା ଓ ଧାରଣାକୁ ବୁଝି ପ୍ରକାଶ କରିବା				
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା				
ବୌଦ୍ଧିକ ବିକାଶ (ସାମାଜିକ ବିଜ୍ଞାନ- ଇତିହାସ ଓ ଭୂଗୋଳ)	ପରିବେଶ ପର୍ଯ୍ୟବେକ୍ଷଣରୁ ଶିଖିବା				
	ଯୁକ୍ତିସଙ୍ଗତ ଚିନ୍ତା କରି ବିଷୟର ମୋଟାମୋଟି ଭାବକୁ ବୁଝିବା				
	ପରିବେଶ ପ୍ରତି ନିଜ କାର୍ଯ୍ୟର ଫଳାଫଳକୁ ଜାଣି ନିଜର ମତାମତ ଦେବା				
	ଭୌଗୋଳିକ ପରିସ୍ଥିତିକୁ ଆଧାର କରି ପାର୍ଥକ୍ୟ ଦର୍ଶାଇବା, ଯୁକ୍ତି ଉପସ୍ଥାପନ କରିବା ଓ ବିଶ୍ଳେଷଣ କରି ବ୍ୟାଖ୍ୟା କରିବା				
	ନ୍ୟାୟ ଓ ସମାନତା ପାଇଁ ସଚେତନତା ପ୍ରଦର୍ଶନ କରିବା				
	ଭାରତୀୟ ସାହିତ୍ୟ, କଳା, ସ୍ଥାପତ୍ୟ, ସଂସ୍କୃତିକୁ ବିଶ୍ଳେଷଣ କରି ଏହାର ଗୁରୁତ୍ୱକୁ ବର୍ଣ୍ଣନା କରିବା				
	ସମ୍ବିଧାନ ଓ ଶାସନ ବ୍ୟବସ୍ଥାକୁ ବୁଝି ଦୈନନ୍ଦିନ ଜୀବନରେ ବ୍ୟବହାର କରିବା				
	* ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା				
ବୌଦ୍ଧିକ ବିକାଶ (ବିଜ୍ଞାନ)	ପରିବେଶ ପର୍ଯ୍ୟବେକ୍ଷଣ କରି ବସ୍ତୁ/ଘଟଣାକୁ ପୃଥକୀକରଣ କରିବା ଓ ପାର୍ଥକ୍ୟ ଦର୍ଶାଇବା				
	ବୈଜ୍ଞାନିକ ତଥ୍ୟ, ପ୍ରକ୍ରିୟା ଓ ଘଟଣାବଳୀକୁ ବିଶ୍ଳେଷଣ କରି ବ୍ୟାଖ୍ୟା କରିବା				
	ବିଜ୍ଞାନ ଶିକ୍ଷଣ ସମ୍ପର୍କିତ ବିଭିନ୍ନ କାର୍ଯ୍ୟ ସମ୍ପାଦନ କରିବା				
	ବୈଜ୍ଞାନିକ ମନୋବୃତ୍ତି ଓ ମୂଲ୍ୟବୋଧକୁ ସମ୍ମାନ ପ୍ରଦର୍ଶନ କରିବା				
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା				
ବୌଦ୍ଧିକ ବିକାଶ (ହିନ୍ଦୀ)	ଆତ୍ମବିଶ୍ୱାସର ସହ ଭାବବିନିମୟ/ କଥାବାର୍ତ୍ତା କରିବା				
	ମୌଖିକ ଭାଷାରେ ପଢ଼ୁତା/ଦକ୍ଷତା ପ୍ରଦର୍ଶନ କରିବା				
	କବିତା/ଗଳ୍ପ/ଅନୁଚ୍ଛେଦ ପଢ଼ି ବୁଝି ପାରିବା				

	ଉପଯୁକ୍ତ ଓ ସୃଜନାତ୍ମକ ଶୈଳୀରେ ଲେଖି ପାରିବା				
	ବ୍ୟବହାରିକ ବ୍ୟାକରଣର ପ୍ରୟୋଗ କରିବା				
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା				
ବୌଦ୍ଧିକ ବିକାଶ (ସଂସ୍କୃତ)	ଆତ୍ମବିଶ୍ୱାସର ସହ ଭାବବିନିମୟ/ କଥାବାର୍ତ୍ତା କରିବା				
	ମୌଖିକ ଭାଷାରେ ପଠୁଡ଼ା/ଦକ୍ଷତା ପ୍ରଦର୍ଶନ କରିବା				
	କବିତା/ଗଳ୍ପ/ଅନୁଛେଦ ପଢ଼ି ବୁଝି ପାରିବା				
	ଉପଯୁକ୍ତ ଓ ସୃଜନାତ୍ମକ ଶୈଳୀରେ ଲେଖି ପାରିବା				
	ବ୍ୟବହାରିକ ବ୍ୟାକରଣର ପ୍ରୟୋଗ କରିବା				
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା				
ଧର୍ମା ମୂଳକ ଶିକ୍ଷା	ବିଦ୍ୟାଳୟର ଦୈନନ୍ଦିନ କାର୍ଯ୍ୟରେ ସ୍ୱଚ୍ଛାନ୍ଦରେ ଯୋଗଦାନ କରିବା				
	ବିଭିନ୍ନ ଯନ୍ତ୍ରପାତିକୁ କାର୍ଯ୍ୟରେ ବ୍ୟବହାର ଓ ରକ୍ଷଣାବେକ୍ଷଣ କରିବା				
	ପ୍ରତ୍ୟେକ କାର୍ଯ୍ୟକୁ ଆରମ୍ଭ କରିବା ସହ ସଫଳତାର ସହ ସମାପନ କରିବା				
	କାର୍ଯ୍ୟ ପରେ ନିଜେ ପରିଷ୍କାର ହେବା ସହ ସେହି ସ୍ଥାନକୁ ପରିଷ୍କାର କରିବା ପ୍ରତି ସଚେତନ ହେବା				
	ଚାଷକାମ/ଅନ୍ୟାନ୍ୟ ଧର୍ମାତ୍ମକ କାର୍ଯ୍ୟରେ ସମ୍ମୁଖ ହେବା				
	ନିଜର ପୋଷାକକୁ ସିଲେଇ କରିବା, ସାଇକେଲ ସଜାଡ଼ିବା ଆଦି କାର୍ଯ୍ୟ କରିବା				
	*ଅନ୍ୟ କୌଣସି ନୂତନ ଦକ୍ଷତା				

**ଭାଗ-୩ : ଶିକ୍ଷାର୍ଥୀର ବିଶେଷ ଦକ୍ଷତା / ପ୍ରତିଭା ଏବଂ ବିଶେଷ ସହାୟତା ଆବଶ୍ୟକ
କରୁଥିବା ଦିଗ ସମ୍ବନ୍ଧୀୟ ସୂଚନା**

ଶିକ୍ଷା ବର୍ଷ ଭିତରେ ଯେ କୌଣସି ସମୟରେ ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ ଯଦି ଶିକ୍ଷାର୍ଥୀ ପାଖରେ ବିଶେଷ ଦକ୍ଷତା/ ପ୍ରତିଭା କିମ୍ବା କିଛି ବିଶେଷ କାର୍ଯ୍ୟରେ ଆଗ୍ରହ ଲକ୍ଷ୍ୟ କରୁଥାନ୍ତି, ତେବେ ସେ ବିଷୟରେ ନିମ୍ନ ସାରଣୀରେ ସୂଚନା ଦେବେ । ସେହିପରି ଶିକ୍ଷକ / ଶିକ୍ଷୟିତ୍ରୀ ଯଦି ଏପରି କିଛି ଦିଗ ଲକ୍ଷ୍ୟ କରୁଛନ୍ତି, ଯେଉଁଥିରେ ଶିକ୍ଷାର୍ଥୀର ଦକ୍ଷତାରେ ଉନ୍ନତି ଆଣିବା ପାଇଁ ସ୍ୱତନ୍ତ୍ର ସହାୟତା ଆବଶ୍ୟକ, ସେ ବିଷୟରେ ମଧ୍ୟ ନିର୍ଦ୍ଦିଷ୍ଟ ଭାବରେ ସୂଚନା ଦେବେ ।

ବିଭାଗ	ଶିକ୍ଷାର୍ଥୀ ପାଖରେ ଲକ୍ଷ୍ୟ କରାଯାଇଥିବା ସ୍ୱଚ୍ଛ ଦକ୍ଷତା / ପ୍ରତିଭା	ଶିକ୍ଷାର୍ଥୀ ପାଇଁ ଆବଶ୍ୟକ ଥିବା ସ୍ୱଚ୍ଛ ଧ୍ୟାନ ଓ ସମାୟତା
ସ୍ୱାସ୍ଥ୍ୟଗତ ବିଭାଗ		
ସାମାଜିକ ଓ ଆବେଗିକ ବିଭାଗ		
କଳା ଓ ସୌନ୍ଦର୍ଯ୍ୟବୋଧ ବିଭାଗ		
ବୌଦ୍ଧିକ ବିଭାଗ (ଭାଷା-୧-ଓଡ଼ିଆ)		
ବୌଦ୍ଧିକ ବିଭାଗ (ଭାଷା-୨-ଇଂରାଜୀ)		
ବୌଦ୍ଧିକ ବିଭାଗ (ଗଣିତ)		
ବୌଦ୍ଧିକ ବିଭାଗ (ଇତିହାସ ଓ ଭୂଗୋଳ)		
ବୌଦ୍ଧିକ ବିଭାଗ (ବିଜ୍ଞାନ)		
ବୌଦ୍ଧିକ ବିଭାଗ (ହିନ୍ଦୀ)		
ବୌଦ୍ଧିକ ବିଭାଗ (ସଂସ୍କୃତ)		
ଧ୍ୟାନମୂଳକ ଶିକ୍ଷା		

ଭାଗ-୪ : ଶିକ୍ଷାର୍ଥୀର ସ୍ୱ-ମାନ ନିର୍ଦ୍ଧାରଣ

ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ ଗଠନମୂଳକ ମାନ ନିର୍ଦ୍ଧାରଣ ୧ ଓ ୨ ପର୍ଯ୍ୟାୟରେ ଶିକ୍ଷାର୍ଥୀକୁ ସ୍ୱ-ମାନ ନିର୍ଦ୍ଧାରଣ କରିବା ପାଇଁ ସୁଯୋଗ ଦେବେ । କାର୍ଯ୍ୟକ୍ରମ ପ୍ରତି ନିଜର ଭୂତି, ଆଗ୍ରହ, ଦକ୍ଷତା ଓ ପସନ୍ଦ ବିଷୟରେ କେତେ ଗୁଡ଼ିଏ ଉଚ୍ଛି ଦିଆଯାଇଛି । ଶିକ୍ଷାର୍ଥୀ, ଶିକ୍ଷକ/ ଶିକ୍ଷୟିତ୍ରୀଙ୍କ ସହାୟତାରେ ତା'ର ମତାମତକୁ ଲେଖିବ । ଆବଶ୍ୟକ ସ୍ତଳେ ଶିକ୍ଷକ / ଶିକ୍ଷୟିତ୍ରୀ ପଢ଼ି ଓ ଲେଖି ପାରୁନଥିବା ଶିକ୍ଷାର୍ଥୀଙ୍କୁ ପତାରି ତାଙ୍କର ମତାମତ ଲେଖିବେ । ପ୍ରତ୍ୟେକ ଉଚ୍ଛି ପାଇଁ ଯେଉଁ ବିକଳଟି ପ୍ରମୁଖ୍ୟ ସେଥିରେ ଠିକ୍ ଚିହ୍ନ (✓) ଦେବେ ।

ସ୍ୱଚ୍ଛ	ଗଠନମୂଳକ ମାନ ନିର୍ଦ୍ଧାରଣ-୧			ଗଠନମୂଳକ ମାନ ନିର୍ଦ୍ଧାରଣ-୨		
ମୁଁ ହାତ ଧୋଇ ଖାଦ୍ୟ ଖାଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୁଁ ନିଜକୁ ନିଜେ ପରିଷ୍କାର ରଖେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ସହିତ ମୋର ସାଙ୍ଗମାନେ ମିଶିବାକୁ ଚାହାନ୍ତି	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୁଁ ଗଳପତ୍ର ଓ ଜୀବଜନ୍ତୁଙ୍କର ଅସୁବିଧା/ କ୍ଷତି ହେଲା ଭଳି ଜାମ କରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୁଁ ମୋର ଜିନିଷ ପତ୍ର ସଜାଡ଼ି ରଖେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୁଁ ଯାହା ଭାବେ ଚାହା ଅନ୍ୟକୁ ବୁଝାଇ କହି ପାରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ

ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ କହୁଥିବା ଭାଷା ବୁଝିପାରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ଶ୍ରେଣୀରେ ଶିଖିବା ପାଇଁ ହେଉଥିବା କାର୍ଯ୍ୟଗୁଡ଼ିକ ମୋତେ ଭଲ ଲାଗେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ଶ୍ରେଣୀରେ କାର୍ଯ୍ୟଗୁଡ଼ିକ କରିବା ପାଇଁ ମୁଁ ସାଜ ମାନଙ୍କ ସାହାଯ୍ୟ ନିଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ

ଭାଗ-୪: ସହପାଠୀଙ୍କ ଦ୍ୱାରା ଶିକ୍ଷାର୍ଥୀର ମାନ ନିର୍ଦ୍ଧାରଣ

ଶିକ୍ଷାର୍ଥୀର ସହପାଠୀମାନଙ୍କ ସହିତ ଅନୌପଚାରିକ ଭାବରେ ଆଲୋଚନା କରି ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ ନିମ୍ନ ସାରଣୀରେ ଥିବା ତଥ୍ୟ ପୂରଣ କରିବେ । ପ୍ରତ୍ୟେକ ଉକ୍ତି ପାଇଁ ଯେଉଁ ବିକଳ୍ପଟି ପ୍ରଯୁଜ୍ୟ ସେଥିରେ ଠିକ୍ ଚିହ୍ନ (✓) ଦେବେ ।

ସୂଚକ	ଗଠନମୂଳକ ମାନ ନିର୍ଦ୍ଧାରଣ-୧			ଗଠନମୂଳକ ମାନ ନିର୍ଦ୍ଧାରଣ-୨		
ମୋର ସାଜ ହାତ ଧୋଇ ଖାଦ୍ୟ ଖାଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋର ସାଜ ନିଜକୁ ପରିଷ୍କାର ରଖେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋର ସାଜ ସହିତ ଅନ୍ୟ ପିଲାମାନେ ମିଶିବାକୁ ଚାହାନ୍ତି	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋର ସାଜ ଗଛପତ୍ର ଓ ଜୀବଜନ୍ତୁଙ୍କର ଅସୁବିଧା/କ୍ଷତି ହେଲା ଭଳି କାମ କରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋର ସାଜ ଜିନିଷ ପତ୍ର ସଜାଡ଼ି ରଖେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋର ସାଜ ଯାହା ଭାବେ ତାହା ଅନ୍ୟକୁ ବୁଝାଇ କହିପାରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋର ସାଜ ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ କହୁଥିବା ଭାଷା ବୁଝିପାରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ଶ୍ରେଣୀରେ ଶିଖିବା ପାଇଁ ହେଉଥିବା କାର୍ଯ୍ୟଗୁଡ଼ିକ ମୋର ସାଜକୁ ଭଲ ଲାଗେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ଶ୍ରେଣୀରେ କାର୍ଯ୍ୟଗୁଡ଼ିକ କରିବା ପାଇଁ ମୋର ସାଜ ଅନ୍ୟ ମାନଙ୍କ ସାହାଯ୍ୟ ନିଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ

ଭାଗ-୫: ପିତା ମାତା/ ଅଭିଭାବକଙ୍କ ଦ୍ୱାରା ଶିକ୍ଷାର୍ଥୀର ମାନ ନିର୍ଦ୍ଧାରଣ

ଶିକ୍ଷାର୍ଥୀର ପିତା ମାତା/ଅଭିଭାବକଙ୍କ ସହିତ ଆଲୋଚନା କରି ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ ସାରଣୀରେ ଥିବା ତଥ୍ୟ ପୂରଣ କରିବେ । ପାଠ ପଢ଼ିଥିବା ପିତା ମାତା/ଅଭିଭାବକ ନିଜେ ସାରଣୀକୁ ପୂରଣ କରିପାରନ୍ତି । ପ୍ରତ୍ୟେକ ଉକ୍ତି ପାଇଁ ଯେଉଁ ବିକଳ୍ପଟି ପ୍ରଯୁଜ୍ୟ ସେଥିରେ ଠିକ୍ ଚିହ୍ନ (✓) ଦେବେ ।

ସୂଚକ	ଗଠନମୂଳକ ମାନ ନିର୍ଦ୍ଧାରଣ-୧			ଗଠନମୂଳକ ମାନ		
ନିର୍ଦ୍ଧାରଣ-୨						
ମୋ ପିଲା ନିୟମିତ ବ୍ୟବଧାନରେ ଓ ଠିକ୍ ଭାବେ ଖାଦ୍ୟ ଖାଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ପିଲା ନିଜକୁ ପରିଷ୍କାର ରଖେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ

ମୋ ପିଲା ତା'ର ସାଙ୍ଗମାନଙ୍କ ସହିତ ଭଲ ବ୍ୟବହାର କରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ପିଲା ଗଛପତ୍ର ଓ ଜୀବଜନ୍ତୁଙ୍କର ଅସୁବିଧା/କ୍ଷତି ହେଲା ଭଳି କାମ କରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ପିଲା ତା'ର ଜିନିଷଗୁଡ଼ିକୁ ସଜାଡ଼ି ରଖେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ପିଲା ବିଦ୍ୟାଳୟ ଯିବାକୁ ଭଲ ପାଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ପିଲା ପଢ଼ିବାକୁ ଓ ଲେଖିବାକୁ ଭଲ ପାଏ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ
ମୋ ପିଲା ଶିକ୍ଷକ କହୁଥିବା ଭାଷା ବୁଝିପାରେ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ	ସବୁବେଳେ	ବେଳେ ବେଳେ	ଆଦୌ ନୁହେଁ

ଭାଗ-୭: ସମାପ୍ତି ସୂଚକ ମାନ ନିର୍ଦ୍ଧାରଣରେ ଶିକ୍ଷାର ପ୍ରାପ୍ତତା

ଦୁଇଟି ସମାପ୍ତି ସୂଚକ ମାନ ନିର୍ଦ୍ଧାରଣରେ ଶିକ୍ଷାର୍ଥୀ ରଖୁଥିବା ନମ୍ବର/ମାର୍କକୁ ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ ନିମ୍ନ ସାରଣୀରେ ଲେଖିବେ ।

ମାନ ନିର୍ଦ୍ଧାରଣ	ଓଡ଼ିଆ	ଇଂରାଜୀ	ଗଣିତ	ଇତିହାସ	ଭୂଗୋଳ	ବିଜ୍ଞାନ	ହିନ୍ଦୀ	ସଂସ୍କୃତ	ଚିତ୍ରାଙ୍କନ
ସମାପ୍ତି ସୂଚକ-୧									
ସମାପ୍ତି ସୂଚକ-୨									

ଭାଗ -୮ : ଶିକ୍ଷାର୍ଥୀଙ୍କ ସମ୍ପର୍କରେ ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀଙ୍କ ସାମଗ୍ରିକ ମନ୍ତବ୍ୟ

ସମସ୍ତ ଦିଗର ମାନ ନିର୍ଦ୍ଧାରଣ ପରେ, ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀ, ଶିକ୍ଷାର୍ଥୀ ବିଷୟରେ ତାଙ୍କର ସାମଗ୍ରିକ ମନ୍ତବ୍ୟ ସଂକ୍ଷିପ୍ତରେ ଲେଖିବେ, ଯାହାକୁ ପଢ଼ିଲେ ଶିକ୍ଷାର୍ଥୀର ଦକ୍ଷତା ଓ ପ୍ରଗତି ବିଷୟରେ ଜାଣିବା ସଙ୍ଗେ ସଙ୍ଗେ ତା' ବିଷୟରେ, ତା'ର ନିଜର, ସହପାଠୀଙ୍କର ଓ ପିତାମାତାଙ୍କର ମତାମତ ବିଷୟରେ ଏକ ସାମଗ୍ରିକ ଧାରଣା ସୃଷ୍ଟି ହେବ । ଆବଶ୍ୟକ ସ୍ଥଳେ, ଶିକ୍ଷକ / ଶିକ୍ଷୟିତ୍ରୀ ଅଧିକ କାରଜ ବ୍ୟବହାର କରିପାରନ୍ତି ।

ଶିକ୍ଷକ/ଶିକ୍ଷୟିତ୍ରୀଙ୍କ ସ୍ୱାକ୍ଷର

ପ୍ରଧାନ ଶିକ୍ଷକଙ୍କ ସ୍ୱାକ୍ଷର

ପିତା/ମାତା/ଅଭିଭାବକଙ୍କ ସ୍ୱାକ୍ଷର