

TECHNICAL CUM TENDER DOCUMENT

INVITING OF APPLICATION FOR PANJAB UNIVERSITY BADMINTON TRAINING CENTRE, CHANDIGARH

The Directorate of Sports, Panjab University Chandigarh, hereby calls applications from Agency/Coach for providing badminton coaching at Gymnasium Hall consisting of 4 badminton courts situated at Panjab University, Gymnasium Hall, Chandigarh.

The coach/agency should have a coaching experience in the game Badminton. Only those coaches are eligible who are having Diploma in Coaching (Badminton) from Sports Authority of India, National Institute of Sports in India or its wings, Similarly, in case of agency only those agencies will be eligible to apply for the Panjab University badminton training center should have qualified coaches i.e. Diploma in Coaching (Badminton) from Sports Authority of India, National Institute of Sports in India or its wings. The coaches or coaches appointed by agencies must have at least five years of Coaching experience of imparting training to International/National/ Inter university level players (Documentary proof are required in support)

The minimum sharing of coaching charges would be at the ratio of 50:50 for coach/agency and Directorate of Sports, Panjab University, Chandigarh respectively

The last date of submission of application (technical cum tender document) complete in all respect is 04-10-17 up to 5.00 p.m. in the office of Director Physical Education and Sports, Directorate of Sports, Panjab University, Chandigarh

The detailed terms and conditions can be seen at Web site www.sportspuchd.com and www.sports.puchd.ac.in

Director Physical Education and Sports
Directorate of Sports
Panjab University,

APPLICATION FORM FOR PANJAB UNIVERSITY BADMINTON TRAINING CENTRE, CHANDIGARH

Sr.No	Particulars	
1.	Name of Coach/Agency	
2.	Type of Ownership(Whether sole/proprietor-ship firm/Pvt. Ltd Company Attach Documentary Proof	
3.	In case of firm/Pvt. Ltd Company, Give detail of Proprietors/Directors/Head along with documentary proof	
4.	Complete Address	
5.	Service Tax No.(if applicable)	
6.	Income Tax/Pan No.	
7.	Labour License No. (If applicable)	
8.	Registration No. of EPF/ESI (If applicable)	
9.	Copy of Income Tax Returns for the last 2 Assessment Years (2015-16 and 2016-17)	
10.	Copy of Last 2 Years Balance Sheets Duly audited(F.Y 2015-16 and 2016-17), If Applicable	
11.	Detail of complete previous experience (Attach Document)	
12.	Profile of coaches/Agency/Supporting staff of Agency(Attach Document)	
13.	Detail of qualification of Coaches/Assistant coaches (Only Diploma of Coaching in badminton are eligible)/supporting staff(National/International/Awards won by coaches/Achievement of trainees etc)	
14.	National/International/Awards won by coaches and Achievement of trainees etc at only International Level/ Inter university level	
15.	Amount of Fee proposed to be fixed for coaching -Per Student member -Per Non student member for Recreation or Fitness -Per Player member	
16.	Ratio of coaching fee offered for sharing basis between Coach/Agency and Chandigarh Sports council	
		Signature of Applicant with Seal of Establishment
Date		Full name of applicant
		Phone No:-
	I/We accept all the above terms and conditions attached with	
		Signature of Applicant with Seal of Establishment

GENERAL RULES & DIRECTIONS FOR PANJAB UNIVERSITY BADMINTON TRAINING CENTRE

1. Coaching would be provided at facilities available at the Badminton courts in the Panjab University Gymnasium Hall for student/non-student/Players members. Directorate of Sports, Panjab University will provide the infrastructure and maintenance whereas, professional coaches/coaching agencies will provide the coaching.
2. Coaching is provided on revenue sharing basis. The minimum share of coaching charges would be 50:50 between the coaches/agency and Directorate of Sports, Panjab University, Chandigarh respectively.
3. Free coaching would be provided by the coaches/coaching agencies to the players of Panjab University badminton team (Men and women) during Inter University camps, Panjab university Summer coaching camps and World University Games and World University Championships camps
4. The contract of the coach/agency would be for the period of three years which will be counted from the date of execution of agreement and shall be renewed /extended as per satisfactory report/performance.
5. The three type of membership is to be provided to :
 - A) Students (Only Panjab University Campus / constituent's colleges / Regional centers Students)
 - B) Non-Students (for fitness and recreation) and
 - C) Players (players in present session having first three position in State Championship / Participation or position in National or Inter University competition/ Participation or position in International competitions). The proposed fee structure will be approved by the competent authority.
6. Badminton facilities at the Gymnasium Hall would be available during 5.00 AM to 9.00 AM, 11.00 am to 2.00 pm and 4.00 pm to 8.00 pm. Coaching hours/duration for players and other members will be decided by the Directorate of Sports with consultancy of coach/Agency to whom training center will be allotted.
7. Coach/coaching agencies should submit the details consisting the names of the coaches/assistant coaches who would be involved personally in imparting coaching in badminton along with their qualification and experience as coaches. Details of award for recognition in coaching and achievement of trainees should also be furnished.

8. Fees will be charged on quarterly basis in advance from members like student/non-student/Players.
9. Coaches/Agencies would not be permitted to charge any refundable/non-refundable entry fee over and above the quarterly charges. Coaching charges would be collected by the Directorate of Sports and the share of the coach/agency would be paid by cheque by the Directorate of Sports, Panjab University, Chandigarh on or before the seventh day of the following month. Trainees would be charged coaching fee for only one quarter in advance at a time.
10. The coaches/agencies would not be allowed to sell any type of equipment/kit and other training accessories to the trainees in the premises of the Panjab University, Gymnasium hall.
11. All trainees would be required to fill up a under taking form with details of terms and conditions issued by Directorate of Sports, Panjab University, Chandigarh from time to time.
12. Technical cum tender documents would be evaluated by the Committee constituted by the Vice Chancellor who will consider qualification and experience of coaches and assistant coaches, coaching aids, technology and inputs proposed to be utilized etc.etc. Only after evaluation the coaches/agency would be awarded marks.
13. All proposals should contain detailed profiles of all coaches, assistant coaches and the supporting staff along with their passport size photographs, proof of identity, phone number, mobile number and residential address. All testimonials and performance certificates of coaches/agencies should be produced in original and self attested copy of all the relevant documents should be submitted for records, which would be verified by the committee.
14. In addition to regular coaching, Special coaching camps, especially during summer vacations for students can also be organized.
15. If storage space for training equipment is required, this should be clearly specified in the proposal. However this would be provided at the discretion of Director Physical Education and sports, Panjab University, Chandigarh.
16. All applicants are advised to visit the facility available at Panjab University Gymnasium hall for which they wish to submit the proposal for coaching and evaluate the potential before submitting their proposals. No representations will be entertained subsequently in this regards.

17. The technical cum tender document must be page numbered and total number of pages contained in the proposal should be indicated in the covering letter. Directorate of Sports, Panjab University, Chandigarh would not be responsible if any enclosure is not found attached.
18. If the coach, whose name is approved, is not present during the training hours, then a penalty of Rs. 500/- per day will be made on the coaching Agency/Coach. If the agency provides a substitute coach of equivalent experience / qualification duly approved by the competent authority then the penalty clause may be revoked.
19. Security money is to be kept of Rs. 1,00,000/- in the shape of bank Draft in favour of Director Physical Education and Sports, Panjab University, Chandigarh. The deposited security will be refunded after successful completion of the contract. If any ambiguity found during the contract the whole security shall be forfeited.
20. In case of any booking of the Gymnasium hall is made by the Directorate of Sports, Panjab University, Chandigarh for University purpose/ function (like Inter college/ Inter University competition, University convocation etc.,etc) then coach / agency will not be entitled for any type of claim for that period.
21. The eligible agency /coach who score maximum marks on the assessment sheet for award of coaching contract shall be allotted the Panjab University Badminton Training Center, if found eligible.
22. All the documents should be sent to the Director Phy. Edu. & Sports, Panjab University, Chandigarh in sealed covers and write on Cover **APPLICATION FOR PANJAB UNIVERSITY BADMINTON TRAINING CENTRE, CHANDIGARH**
23. The assessment sheet for award of coaching contract is placed at Annexure-I

Annexure-I**ASSESSMENT SHEET FOR AWARD OF COACHING CONTRACT**

Sr No	Criteria	Scoring Guide	Marks/Weight age	Coach/Agency No.1 Name	Coach/Agency No.2 Name	Coach/Agency No.3 Name
1.	Education Qualification in Coaching Coaches Grade: In Diploma in Coaching in the game of Badminton a) Grade A b) Grade B c) Grade C	Max 10 10 7 5				
2.	Experience of Coaching in Years	1 marks for each year Max 10				
3.	Achievement in Badminton as coach A.) International B.) National C.) State	Max 10 10 8 5				
4.	Member of Badminton Associations at A.) International B.) National C.) State	Max 10 10 7 5				
5.	Interaction regarding rule and regulations/management/skills/training methodology	Max 20				
	Total Marks	Max 60				