

NO. 40/10/2020-Prisons-Part-2(E-9881)
 Government of India
 Ministry of Home Affairs
 Bureau of Police Research & Development
 (Research & Correctional Administration Division)

Through Email Only

NII-08, Mahipalpur
 New Delhi-110037
 Date: May 18, 2021

WORK ORDER

Subject: Appointment as Individual Consultant in BPR&D for preparing Prison Training Manuals for Prison Personnel on fixed price contract basis – reg.

Madam,

Kindly refer to BPR&D's Offer Letter of even No., dated 03.05.2021, and your 'Acceptance of offer' received vide email, dated 5 May, 2021, for preparation of Prison Training Manuals for various categories of staff and officers in Jails, on fixed price contract basis.

2. The BPR&D is pleased to appoint you as an Individual Consultant, for a period of six (06) months, with effect from the date of award of contract for preparing Prison Training Manuals for Prison Personnel on fixed price contract basis.

3. Details of the assignment are as mentioned below-

Sl. No.	Name of the Course	Fixed amount @ per Manual	Total amount
1	In-Service Course for Dy. Supdt. to Supdt. of Central Prison (One Month)	80,000/-	Rs. 1,69,000/-
2	Principles of Prison Management (for Asst. Jailor to Superintendent of Prisons, Police, Lawyers, DLSA and NGOs) (One Week)	32,000/-	
3	Principles of Prison Administration (For Warder to Chief Head Warder, Police, Lawyers, DLSA and NGOs.) (One Week)	32,000/-	
4	Handbook for Board of Visitors-Non Official	25,000/-	

4. Terms of Payment –

Sl. No.	Phases	Key Deliverables	Time Frame	Terms of Payment
1	Preparation of Draft Outline	Preparation, Finalization and Submission of outline of Prison Training Manuals /Handbooks by the Consultant before the Monitoring Committee.	1 Month	-----
2	Preparation of Draft – I	Submission and Presentation of First Draft by the Consultant before the Monitoring Committee.	2 Months	10% of Contract, on recommendations of the Monitoring Committee

			the Monitoring Committee
4	Completion and Presentation of Draft and Work Execution Report to Monitoring Committee	<ul style="list-style-type: none"> Submission and Presentation of Proposed Final Draft and Work Execution Report by the Consultant along with all relevant data before the Monitoring Committee. With due recommendations of the Monitoring Committee. 	20% of Contract, on recommendations of the Monitoring Committee
5	Approval and acceptance of draft of Training Manuals/Handbooks and final report submitted by the Consultants.	Approval and Acceptance by the DG, BPR&D and clearance of all encumbrances by the respective Consultants.	60 % of Contract
Total – Six (06) Months			

5. The Terms & Conditions, as stated in BPR&D's Offer Letter, dated 03.05.2021, will be applicable till the submission and acceptance of the final report by the Competent Authority in BPR&D.

Digitally signed by ANUPAMA NILEKAR CHANDRA
Date: Tue May 18 12:02:00 IST 2021
Reason: Approved

(Anupama Nilekar Chandra, IPS)
IG/Director (R&CA)
Email id – dirrd.bprd@nic.in
Ph. No. – 011- 26781314

To,
Dr. Priyam Vadha
Professor
Department of Criminology, University of Madras
Chennai, Tamil Nadu

BPR&D (E-7380)
Government of India
Ministry of Home Affairs
Bureau of Police Research & Department
(Research & Correctional Administration Division)

NH-8, Mahipalpur,
New Delhi - 110037
Date: July 23, 2021

The Members of Monitoring Committee
The Individual Consultants

**Subject - Preparing 50 Prison Training Manuals for various Categories of Staff and Officers in Jails-
Reg.**

Madam/Sir,

Kindly refer to BPR&D letter of even No. dated 08.07.2021 on the subject cited above (Copy enclosed).

This mail may be read in pursuance of referred letter vide which "Members of the Sub-Groups are requested to study the draft/Outline of Prison Training Manuals and convey the observations/Comments for each manual by 15.07.2021. A discussion in details with respect to each draft will be done in the next meeting of the Monitoring Committee".

With reference to the above, a One day Consultative Meeting (Online) has been scheduled on 13.07.2021 at 10:30 Hrs. onwards, to discuss and finalize the first draft/outline of all the 50 drafts, in the presence of members of monitoring Committee and the Individual Consultants. The details of 04 (Four) Sub-Groups viz., Sub- Group on Institutional Courses, Sub- Group on Correctional Initiatives & After Care Services, Sub- Group on Prison Administration and Sub- Group on Prison Management is enclosed as Annexure-I. The Evaluation Reports of the four Sub-Groups are also enclosed with this mail, for ready reference.

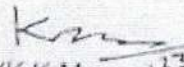
The details of timing is as mentioned below-

No.	Details of Individual Consultants	Time
SESSION - I		
1.	Dr. M.V. Prasad DIG (Prisons) Kadapa Range Department of Prison And Correctional Services, (Andhra Pradesh)	10:30-11:00
2.	Dr. S. Latha Assistant Professor Department of Criminology, University of Madras	11:00-11:30
3.	Prof. (Dr.) Beulah Emmanuel Academy of Prison And Correctional Administration (APCA), Vellore, Tamil Nadu	11:30-12:00
4.	Ms. G Priya R Assistant Professor, CHRIST, Bangalore	12:00-12:30
5.	Dr. M. Jayanthi Psychologist Central Prison Madurai Department of Prison Correctional Services, Tamil Nadu	12:30-13:00
6.	(Prof) Dr. Priyam Vadha Department Of Criminology, University of Madras	13:00-13:30

7	Deputy Director, Institute of Correctional Administration (ICA), Chandigarh	14.30-15.00
8	Shri N. Murali Babu DIG Prison Department Of Prison And Correctional Services, Telangana	15.00-15.30
9	Shri Dhanunjaya Sadhula Jailor Department of Prison And Correctional Services, Telangana	15.30-16.00
10	Shri M. Sampath Superintendent of Central Prison, Cherlapalli Department of prison and Correctional Services, Telangana	16.00-16.30
11	Ms. M Dhanuka, Programme Head, CHRI, NGO	16.30-17.00
12	Dr. Nagarathna A Associate Professor National Law School of India University, Bengaluru, India	17.00-17.30

It is therefore, requested that all members of the Monitoring Committee and the Individual Consultants may attend the meeting to discuss the inputs of the Monitoring Committee, for the preparation of various Prison Training Manuals.

Yours faithfully,


(K.K Meena) 23/7/21

Assistant Director (CA)
kamal@bprd.nic.in
011-26734845