Expression of Interest (EOI)
for Strengthening of all Adolescent Intervention programs across the district of Purulia (in 10 blocks) and 3 Municipality (provisionally if approved)

The District administration with assistance of UNICEF will implement the all encompassing adolescent program in ten (10) rural blocks of the Purulia district and (provisionally 3 Municipalities of Purulia districts, if approved by UNICEF).

Names of the blocks: Joypur, Balarampur, Manbazar II, Neturia, Raghunathpore II, Barabazar, Bagmundi, Purulia II, Hura and Kashipur

A suggestive but not exhaustive list of activities to be followed during the project period:

1. NGOs will be required to support the process of strengthening of all adolescent related interventions covering thematic areas of health, nutrition education, protection, and vocational skill development.

2. The program aims at strengthening schemes related to SABLA and Kanyashree Parakalpa as well as Rashtriya Kishore Swasthya Karikram (RKS), School Health Program, RBSK, Schemes for reducing the school dropout under SSM, Rashtriya Madhyamik Sikha Abhiyan (RMSA).

3. The NGOs will further provide feedback on the challenges faced in implementation of the schemes and identify needs of Adolescent groups (boys and girls) to the District level monitoring committee and conduct need assessments from time to time.

4. Sensitization of PRI Members and Block level concerned functionaries who may be crucial for adolescent interventions.

5. Strengthening and attending 3rd Saturday Meeting every month (Sub centre level) and sharing the observations as well as the minutes with DPAC Cell.

6. Strengthening and attending 4th Saturday Meeting every month (GP level) and sharing the observations as well as the minutes with DPAC Cell

7. Strengthening and attending ICDS Sector level Meeting and sharing the observations as well as the minutes with DPAC Cell.

8. Establishing linkages with health, education, livestock, horticulture, forestry and other line departments

9. Attending Monthly Cluster level Meeting
10. Strengthening and attending VHSNC Meeting and sharing the observations as well as the minutes with DPAC Cell
11. Developing block level proposal s for adolescent boys interventions involving stakeholders
12. Promote involvement of boys and girls under existing programmes such as Rashtriya Madhyamik Shiksha Abhiyan (RMSA), Rashtriya Kishor Swasthya Karyakram (RKS), Rajiv Gandhi Khel Abhiyan (RGKA)
13. Attending CBRM Committee Meetings and sharing the observations as well as the minutes with DPAC Cell
14. Establishing linkages with health, education, child protection, nutrition related adolescent schemes at block and GP levels and provide necessary feedback to the GP and block monitoring cell
15. Block resource mapping of facilities and schemes for adolescent and submitting report to BDOs
16. Identify areas for improvement and conduct trainings and events for advocacy as required
17. Organizing Sports based events for social mobilization through SHG federations and District Sports department
18. Needs assessment of adolescent groups for skill development programs
19. Identify existing skill development programs of departments and ensure linkages at block and GP level
20. Organizing workshops and conducting special observance days for social mobilization, media advocacy
21. Create linkage with existing services and follow up special cases like children/ adolescents with special needs
22. Maintaining coordination with BLCPC at block levels for the reporting and field level intervention on protection issues like preventing child marriage, child labour, child trafficking, identifying cases for sponsorship under ICPS
23. Training of govt grassroots level functionaries in reporting and other field level matters for effective strengthening of the program.
24. Organizing Media advocacy workshops, whenever required.
25. Planning and executing mid media and awareness campaigns as may be required to cover the adolescent issues.
26. Special areas of intervention may be:
   1. Developing programs for adolescent boys and strengthening the adolescent boys’ groups under different schemes.
   2. Creating linkages with Govt. departments for Skill development of adolescents
3. Using sports for empowerment of adolescents, through sports like Yoga, khoko, Kabadi etc particularly in areas with high tribal population.

In this regard the Expression of Interest (EOI) are invited from organizations with 3-5 years of experience in the fields of Adolescent Reproductive and Sexual Health (ARSH), Life Skill Education training, Adolescent Programs, Family and Child Care, Nutritional and health education, Vocational and other skill development trainings, Education etc. After scrutiny of applications, technical and financial bids, suitable organization would be directed to work with the approval of District Cell and in consultation with UNICEF. Interested parties may submit the duly filled in application form with name of the Block or Municipalities opted for along with the following supporting documents:

a. Memorandum of association
b. Certificate of registration
c. Last 3 years’ audit report and a declaration of Source of fund.
d. 3 years’ annual report.
e. Related experience in the field of with photographs in 2 pages only.
f. Available infrastructure and ongoing activities in the district proposed.
g. Bank Account detail along with available balance for last six months

It should be noted that each NGO/CBO may be engaged for 2-3 blocks

The project tenure: **July 2015 to 31st March 2016.**

EOI along with detailed budget to be submitted in hard copy superscripted as “Application for engagement of NGO for **Strengthening of all Adolescent Intervention**”, to be dropped in Drop Box at the following address: **District Social Welfare Section (DM Office, Purulia)**

**Ground Floor, New Administrative Building**

The soft copy to be submitted at the email id consultantadolescentp@gmail.com, after mentioning in the subject line “Application for engagement of NGO for **Strengthening of all Adolescent Intervention**”.

NGOs applied will have to be present before District Core Committee on 16.07.2015 at 11 a.m. in the Chamber of the undersigned for presenting their respective proposal. Wherefrom the list of finally selected NGOs be prepared and informed. Canvassing in any form would disqualify the applicant.

Additional District Magistrate (Gen), Purulia
Memo No. /DPAC/PRL

Copy forwarded for information to:-

1. The Sub-divisional Officer, Raghunathpur/Sadar (East), Purulia & Sadar (West), Purulia.
2. The District Programme Officer (ICDS), Purulia.
3. The Officer-In-Charge, Kanyashree, Purulia.
4. The District Information & Cultural Officer, Purulia with a request to publish the short notice enclosed herewith in two (one Bengali & one English) daily news papers.
5. The DIO, NIC, Purulia with a request to upload the EOI notice in the district website of Purulia.
6. The Child Development Project Officer, Joypur, Balarampur, Manbazar II, Neturia, Raghunathpur-II, Barabazar, Bagmundi, Purulia II, Hura, Kashipur
7. The Director, CINI, Pailan, Kolkata.
8. The Director, LANDESA, Kolkata.
9. The CA to the District Magistrate, Purulia.
10. PA to the Addl. District Magistrate (Gen), Purulia.
11. Paromita Neogi, Child Protection Specialist, UNICEF, Kolkata

Additional District Magistrate (Gen)

Purulia
Pro-forma for Submission of the Proposal (in only 20-25 pages)

1) Title of the Project:
   a. Blocks applied for:
   b. Detailed demographic details of the blocks like GPs, villages, population.

2) Executive Summary: (1 page)

3) Brief Introduction of the Project Implementation (Addresses of Head Office and field offices along with phone no. e-mail ID and Contact Person details. It should cover experience in the desired fields, brief account of existing or previous project/ projects in the proposed District (s), kind of working relation with the EWCD& SW and DH&FW established): (1 page)

4) Existing Infrastructure and staff in the implementing location (1 page)

5) Proposed staff structure with rationale: (1 page)

6) Rational /Conceptual framework of working in such project: (1 page)

7) Objectives (it should be specific and measurable, and based on the project goal) (half pages)

8) Strategies (different strategies to be mentioned for implementing different activities) (1 page)

9) Map of the project area to be implemented:

10) Project Duration (it should not exceed a calendar year.)

11) Implementation Plan (in Narrative): (along with a detailed activities and sub activities according to objectives in a Log frame mentioning outputs and outcomes and also time plan): (not more than 2pages)

12) Project infrastructure required and how that will be mobilized (1/2 page)

13) Project Monitoring mechanism (it should capture both internal and external monitoring mechanism. It should also mention the reporting and documentation plans)

14) Budget / Project cost (detailed activity wise with unit costs )

15) Networking, Dissemination and Advocacy (within district and beyond)

16) Special Innovations

I do hereby solemnly declare that I will abide all Govt guidelines regarding the scheme and terms & conditions for implementation of the programme. I am attaching required documents in favour of my claim.

Signature __________________________

Designation __________________________
Note:

**Attachments** (Memorandum of Association, Certificate of Registration, Last 3 years Audit Report, 3 years Annual Report, Credentials of related experiences in same field and any other important document).

Each page should be duly signed by the Head of the NGO with office seal.