

Government of West Bengal
Office of the District Magistrate, Purba Medinipur
District ICDS Cell
Tamralipta

Memo No: 182/VI-49/ICDS

Dated: 02/08/2019

NOTICE

Inviting Expression of Interest (EOI) for the implementation of Scheme for Adolescent Girls (SAG) & Kanyashree Prakalpa Convergence Programme

Expression of Interest are invited from reputed NGOs/CBOs for the implementation of SAG-Kanyashree Convergence Programme in 27 ICDS Project area (25 Rural and 2 Urban) of the district during the period of 2019-2021. The NGOs are required to submit their EOI as per the attached Application Form, along with required documents. The selected NGOs will be engaged as per the guidelines mentioned below:

1. Each NGO/CBO may be engaged for maximum 5 to 6 ICDS Projects.
2. NGOs/CBOs with experience of working on the erstwhile Sabla-Kanyashree Convergence programme will be given preference. However, district administration may identify other NGOs/CBOs if they have at least 3-5 years of enriched experience of working on adolescent health, education, empowerment and social development issues.
3. The selected NGOs/CBOs will have to engage 1 (one) person at the ICDS Project (main) as Project Coordinator and 1-5 person(s) at the GP/ sector level as Field Facilitator as per point no 4 Each facilitator will work for 4-5 GPs. Female candidates will be given preference at the field level for better interaction with the Adolescent girls. Capable and trained ex-AG group leaders (Sakhi or Saheli/ K2 beneficiaries (above 18 years of age) may also be given preference during such selection by the respective NGOs/ CBOs.
4. Field facilitators will be engaged as per the following modalities:

No. of AWCs in a ICDS Project	Number of Field Facilitators to be engaged
Less than 100	NIL
100-150	1
150-300	2
300-450	3
450-600	4
600 and above	5
Any number of AWCs in an Urban/Municipality project with more than 100 AWCs	1

5. The NGOs/CBOs will be entitled to claim consolidated amount for remuneration of the manpower engaged and also for contingency support, as fixed by the government.
6. The NGO/CBOs should be able to support district administration to monitor and implement nutritional services under SAG, IFA Supplementation, Bi-annual de-worming, Health Check Ups, distribution and updating of Kishori Cards, Maintain and update all information related to the programme in the records/registers etc.
7. The NGOs/CBOs will participate in all the block/GP-level convergence meeting to discuss issues related to the adolescent girls.
8. The NGOs/CBOs will support any innovative strategy undertaken by the district administration for empowerment of adolescents in the district.

9. The NGOs/CBOs will support to create convergence among other adolescent related programmes.
10. Any other task assigned by the concerned nodal officer from time to time.
11. In course of the implementation, the modalities of the programme may be modified by the state government from time to time.

In this context, the interested NGOs are requested to submit their EOI as per the attached Application Form, along with the following documents. All the documents mentioned below should be duly signed/attested by the head of the organization with official stamp. Without due attestation, such document would not be considered during shortlisting and selection.

The following documents should be submitted, along with the application form:

1. Certificate of Registration
2. Last one year Audit Report
3. Last 1 year Annual Report
4. Bank Account Details along with available balance for the last six months.
5. A short report (Maximum two A4 pages) on the current and previous experience of the organization on working with adolescents and other social development issues.

The Expression of Interest (EOI) should be submitted in sealed envelope along with all the required documents at the following address:

Office of the District Magistrate, Purba Medinipur
District ICDS Cell,
District Administrative Building
Tamluk-721636, West Bengal

Last Date of Submission of EOI : 16th August, 2019 at 3 p.m.

Decision of selection will be taken by the District Administration in consultation with the District Level Core Committee (DLCC). The District Administration reserves the right to accept or reject any application. The decision of the District Administration will be final in this regard. The District Administration also reserves the right to take the final decision regarding the particular ICDS Project/s for which the NGO will be engaged.

10.08/19
Additional District Magistrate (Gen.)
Purba Medinipur

PROFORMA OF APPLICATION FORM ENGAGING NGOS IN SAG-KANYASHREE CONVERGENCE PROGRAMME

1. Name of the Organization:
2. Registration No:
3. Address (Registered Address & Local Address):
4. Contact details (email id & mobile number of the office bearer):
5. Whether the following documents have been submitted?
 - a) Certificate of Registration Yes/No
 - b) Last one (1) year's audit report yes/No
 - c) Last year's Annual Report Yes/No
 - d) Bank Account details and available balance for last 6 months Yes/No
 - e) Report of Experience of Working with Adolescents/
Social Development issues Yes/NO

We _____ do hereby solemnly declare that we will follow all the guidelines for engagement of NGOs/CBOs for the implementation of the programme. We are attaching all Possible documents in favour of our claim.

Date:

Signature of the Head of the Organization

Place:

Designation:

Office Stamp