

**DIRECTORATE OF EDUCATION  
GOVT. OF NCT OF DELHI**

**EXPRESSION OF INTEREST**

The Directorate of Education, Govt. of NCT of Delhi invites expression of interest and technical presentation from the reputed voluntary organizations/ NGOs, possessing requisite experience, pre-qualifications, to partner in its initiative to reach out to the therapeutic needs of Children with Special Needs studying in its schools. The organizations will be required to provide the services of Physio-therapists, Occupational Therapists, Speech Therapists and Psychologists to the Children with Special Needs who are in need of services of these professionals.

Details may be downloaded from <http://www.edudel.nic.in>. The Expression of Interest should be submitted on any working day during office hours but not later than 15/01/2018 by 05:00 PM to office of Deputy Director of Education (IEDSS & IE-SSA), Directorate of Education, GNCTD, Amrita Shergil School Building, Lajpat Nagar IV, Delhi-24.



**DDE (IEDSS)**  
**Directorate of Education**  
**Govt. of NCT of Delhi**

**OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION (IEDSS & IE-SSA),  
(ADMINISTRATIVE CELL), DIRECTORATE OF EDUCATION, GNCT OF DELHI  
AMRITA SHERGIL SCHOOL BLDG, LAJPAT NAGAR-IV,  
NEW DELHI-110024, PH. NO.26219207**

**Expression of interest for Resource Centres**

Directorate of Education, GNCT of Delhi is committed to provide appropriate Inclusive Education to Children with Special Needs (CWSN) enrolled in its schools. Approximately 12000 CWSN are studying in the schools of Directorate of Education from class I-XII. Directorate of Education has taken various steps to ensure that effective inclusive education is imparted to these children. Currently, department has 764 Special Education Teachers, including regular and guest, working with CWSN on the educational aspects. However, in addition to education CWSN have needs in other areas like Activities of Daily Living (ADL), Motor Functioning, Communication and Behavioural Management. Success of any inclusive education programme depends on how well these needs of CWSN are catered. As part of continuous efforts towards appropriate education to CWSN, the IEDSS Branch, DoE, GNCT of Delhi is in the process of establishment of Resource Centres to provide services like Physio-therapy, Occupational Therapy, Speech Therapy and Behaviour Modification to Children with Special Needs (CWSN) studying in its schools. Currently 14 Resource Centres (RCs) are being established, 12 at district level and 2 at Head Quarter level. The address of the Resource Centres are given as **Annexure-A**. A list of equipments already available with Resource Centres is annexed as **Annexure-B**.

**Expression of Interest**

The Directorate of Education invites expression of interest and technical presentation from the reputed voluntary organizations/ NGOs, possessing the below mentioned experience and pre-qualifications, to partner in its initiative to reach out to the needs of CWSN studying in its schools. The organizations will be required to provide the services of Physio-therapists, Occupational Therapists, Speech Therapists and Psychologists to the Children with Special Needs who are in need of services of these professionals. The department will consider payment on competitive basis for providing services of different therapists namely Physio-therapists, Occupational therapists, Speech Therapists, and Clinical/Rehabilitation Psychologists. The IEDSS Branch will arrange space, equipments (as per Annexure –B) and rest of the equipments needed shall be arranged by the organisation / NGO submitting its intent to run the RCs.

**Eligibility Criteria**

1. The organization should be registered under the Society's Registration Act, 1860 or as Trust for a minimum of 5 years.

2. The organization should be working in the field of disability rehabilitation in the NCT of Delhi.
3. Credible and demonstrable experience of, at least, five years in running multidisciplinary services for Children with Disabilities/ Early Intervention Services/ Special School along with related services like Physiotherapy, Occupational Therapy, Speech Therapy and Behaviour Modification services.

### **Instructions to the applicants**

1. Resource centres envisage to cater to the needs of all Children with Special Needs studying in Govt. schools of Directorate of Education.
2. The partnering organisations/NGOs are expected to provide the services of Physiotherapy, Occupational Therapy, Speech Therapy and Clinical/Rehabilitation Psychologists in the RC to cater the needs of CWSN.
3. The professionals must possess qualification approved by Rehabilitation Council of India (RCI) in their respective field.
4. The number of CWSN who need to be covered with these services can vary according to the enrolment in the schools of Directorate of Education.
5. The purpose of EoI is to identify interested private partners and to get their inputs for firming up the contours of Resource Centre Projects.
6. The resource centres shall work six days in a week, except Gazetted Holidays, second Saturdays and Sundays from 9.30 AM to 4.30 PM.
7. These Resource Centres will cater to students of morning and evening shift schools in the concerned district.
8. The period of service will be for one year initially, extendable up to five years on yearly basis subject to review of performance by a committee constituted by Director (Education) for the purpose.
9. Directorate of Education may terminate the contract with the service provider anytime, if the services are not up to the mark.
10. If an organization wishes to terminate the contract, three months advance notice needs to be given to Directorate of Education.
11. The Directorate of Education intends to open RCs at Head Quarters and North East & South East Districts to begin with, which will be further extended to RCs at other districts.

### **General Instructions**

1. Incomplete applications or applications received after last date will not be considered and shall be summarily rejected.
2. Only short listed organizations shall be invited for presentation.

3. DOE reserves the right to reject or accept the EOI from any applicant without assigning any reason whatsoever. The decision of Directorate of Education shall be final.
4. The Expression of Interest submitted by the proposer shall be valid for a minimum period of 180 days.
5. DOE may ask for any other information/documents from the proposers during the process of screening/presentation.
6. Any amendments/addition/correction to the Eoi will be published through the website which will be binding as if it is contained in this Eoi.

### **Documents to be submitted**

The eligible organizations willing to collaborate may apply with following documents:

1. Write-up not exceeding 1500 words - Why they consider themselves suitable for running the Resource Centre to provide therapeutic services to children with benchmark disabilities who are studying in regular schools.
2. Copy of Society Registration Certificate under the Societies Registration Act, 1860 or registration certificate under Rights of Persons with Disabilities Act, 2016.
3. Annual Report including audited Financial Report for the last 5 years.
4. Experience details:
  - a. Details of projects undertaken in the education, special education and disability rehabilitation sectors.
  - b. Documented success stories
  - c. 3<sup>rd</sup> party evaluations/reports/research paper published, if any.
5. Professional strength to provide services like Physiotherapy, Occupational Therapy, Speech Therapy and Behaviour modification services to children with benchmark disabilities.
6. List of equipments and materials required for services to be rendered in RC and the list of equipments materials which the organizations will be able to provide.
7. Details of successfully completed projects in Education, Special Education, and Disability Rehabilitation.
8. Proof of innovative activities undertaken in Disability Rehabilitation.
9. Documents related to existing linkages with other organisations which may be useful in running RC.
10. List of Human Resources (including quantity) proposed to be rendered out of physio-therapists, speech therapists, occupational therapists, and psychologists.
11. A Power of Attorney / Society or Trust's resolution in favour of the person signing the Expression of Interest (Eoi) (partnership) on behalf of organisation.
12. Complete application format without leaving any column blank.

### **Submission of application**

The eligible and willing to collaborate organizations may apply separately for each resource centre in the prescribed application format along with other documents (signed by authorized signatory and stamped on all pages) and send separate application forms for each RC in a sealed envelope to the below mentioned address:

To,

Deputy Director of Education (IEDSS & IE-SSA),  
Office of the Deputy Director of Education (IEDSS & IE-SSA),  
Directorate of Education, GNCTD  
Amrita Shergil School Building,  
Behind Lady Sri Ram College,  
Lajpat Nagar IV, Delhi-24.

The envelope should be super scribed as: "Expression of Interest (EoI) for Resource Centres at \_\_\_\_\_ (District Name)".

### **Evaluation process**

The proposals, so received, will be evaluated by the Directorate of Education, Delhi. The shortlisted organisations will be invited for presentation.

### **Presentation**

Presentation may include the following:

- i. Detailed proposal on the modalities to run Resource Centre.
- ii. The suitable manpower categories-wise indicating qualifications etc.
- iii. Experience (may enclose note on good practices, if any) in early intervention, multidisciplinary services, running special schools etc.
- iv. Existing linkages, if any, with other NGOs, Organizations, Govt. Department/Institutions whose partnership/association would be relevant to run Resource Centre.
- v. Detailed proposal on the services that can be efficiently rendered to the CWSN studying Govt. schools along with other administrative services.
- vi. Cost estimates for one resource centre, in respect of fixed cost and also variable costs per CWSN if the number of CWSN exceeds.
- vii. Any other credentials/details relevant to run the Resource Centre.

### **Contact person**

For any further details or clarifications, please contact:

**Dr. Ajay Kumar Singh, State Co-ordinator,  
Office of Deputy Director of Education (IEDSS & IE-SSA)  
Directorate of Education, GNCTD  
Tel. 011-26219207, 26460828 Email:iedc09@gmail.com**

**ANNEXURE-A**

**OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION (IEDSS & IE-SSA),  
(ADMINISTRATIVE CELL), DIRECTORATE OF EDUCATION, GNCT OF DELHI  
AMRITA SHERGIL SCHOOL BLDG, LAJPAT NAGAR-IV,  
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**ADDRESS OF RESOURCE CENTERS**

<b>S. No.</b>	<b>Address of Resource Centre</b>	<b>District</b>
1	Sarvodaya (Co-ed.) SSS Patparganj, I.P. Extn., , Delhi (School ID-1002189)	East
2	SBV, Rani Jhansi Road, Delhi. (School ID-2128008)	Central/New Delhi
3	SKV, Adarsh Nagar, , Delhi-33, (School ID - 1309031)	North West -A
4	SKV, East of Loni Road, DDA Flats, Delhi (School ID - 1106024)	North East
5	Govt. Eo-Ed. SSS, Lakshmi Bai Nagar, New Delhi School ID -1719101	South West -A
6	SKV Pratap Nagar, Delhi School ID - 1208014	North
7	Govt. Co-Ed. SSS, Dwarka, Sec-22, Delhi School ID - 1821204	South West-B
8	GSKV, Uttam Nagar, New Delhi School ID - 1618057	West-B
9	GBSSS, Rajouri Garden Extn. New Delhi School ID - 1515006	West -A
10	Shaheed Hemu Kalani, SBV, Ring Road Lajpat Nagar, New Delhi-24 School ID - 1925059	South East
11	SKV, Pushp Vihar, M.B. Road, Delhi School ID - 1923071	South
12	SKV Prasant Vihar, Delhi School ID -1413067	North West-B
13	Office of the Deputy Director Of Education IEDSS & IE-SSA , Amrita Shergil School Bldg, Lajpat Nagar-IV, New Delhi- 110024	Head Quarter
14	Office of the Deputy Director Of Education IEDSS & IE-SSA , Amrita Shergil School Bldg, Lajpat Nagar-IV, New Delhi- 110024	Head Quarter

**ANNEXURE –B**

**OFFICE OF THE DEPUTY DIRECTOR OF EDUCATION (IEDSS & IE-SSA),  
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**LIST OF EQUIPMENTS ALREADY AVAILABLE WITH RESOURCE CNETRE**

<b>S. No.</b>	<b>Nomenclature</b>	<b>Qty (per RC)</b>
1.	BTE Digital Type Hearing Aid	2
2.	6 Pack of 13 Zinc- Air Battery	2
3.	MSIED Kit	1
4.	C.P. CHAIR	2
5.	SMART CANE	2
6.	ADL Kit	1
7.	Braille Kit	2
8.	CRUTCH ELBOW ADJUSTABLE SIZE (TD1N23)	1
9.	CRUTCH ELBOW ADJUSTABLE SIZE (TD1N24)	1
10.	Crutch Axilla (Extra Small)	1
11.	Crutch Axilla (Small)	1
12.	Crutch Axilla (Medium)	1
13.	Crutch Axilla (Large)	1
14.	Walking Stick	2
15.	Rolator size I (Child)	1
16.	Rolator size I (Adult)	1
17.	Wheel chair (child size)	2
18.	Wheel chair (Adult size)	2
19.	Folding Stick	10
20.	Long Cane	5
21.	Interpoint slate with stylus	10
22.	Braille slate large with stylus	10
23.	Braille slate small with stylus	5
24.	Bull head stylus	10
25.	Concave Head stylus	10
26.	Safety stylus plastic	10
27.	Pocket Frame 7 line with stylus	5
28.	Pocket frame 5 line with stylus	5
29.	Plastic Stylus	10
30.	Taylor frame large	10

31.	Taylor frame small	5
32.	Abacus	10
33.	Geometry kit rubber	10
34.	Tactile Diagram set	2
35.	Measuring tape	5
36.	Braille scale 12" steel	10
37.	Braille scale 6" steel	10
38.	Braille scale 12" Plastic	10
39.	Braille scale 6" plastic	10
40.	Chess board with coin	2
41.	Draught board with coin	2
42.	Peg board with coin	2
43.	Puzzle	2
44.	Scrabble board with coin	2
45.	Peg in Puzzle with coin	2
46.	Cricket ball	2
47.	Playing Cards	2
48.	Central Peg board with coins	2



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**FORMAT FOR EXPRESSION OF INTEREST**

1. Address (as per list in Annexure A) of Resource Centre for which Expression of Interest is being submitted:
  
2. Name of the NGO/Organisation :
  
3. Address
  - a. Regd./Head Office :
  
  
  - b. Delhi Office (if Regd./Head Office :  
is located outside Delhi)
  
4. Name of Contact person, telephone, Fax number & e-mail address :
  
  
5. Constitution of the firm/ Society
  - a. Month & Year of establishment :
  
  - b. Registration number of the firm/ Society under companies Act/Society act or  
any other relevant Act :
  
6. Experience in early intervention, multidisciplinary services, running special schools, inclusive schools, training in disability rehabilitation etc :
  
  
7. Services that proposed to be rendered, out of Physio-therapy, occupational therapy, Speech therapy, and psychological services :

8. Equipment and materials proposed to be provided for services to be rendered in RC:

9. Existing linkages with other organisations which are useful for running RC:

10. Innovations undertaken in Disability Rehabilitation :

11. Successfully completed projects in Education, Special Education and Disability Rehabilitation :

12. Calculated cost of services per year (May attach separate sheet, if required):

(Signature of Authorized Signatory)

Dated:

Stamp: