**Financial Bid**

**INDIVIDUAL CONSULTANT FOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- |
| **Major Tasks** | **Deliverable (s)** | **UNICEF Estimate** | **Consultant's Proposal** |
| **Estimated deadline for completion of deliverable (please mention as days/months)** | **Estimated travel required for completion of deliverable (please mention destination/ number of days)** | **Complete timeframe for deliverable** | **Cost (INR)**(. professional fee only) |
| Assist state governments and partners, to implement Physical Education and Sports programme in Upper Primary Schools. Support state governments to design and implement Physical Education and Sports programme in conditions of civil strife, particularly in J&K. Support consolidation and expansion of child-friendly schools in J&K, in partnership with implementing partners. Document lessons learned and best practices as advocacy tools for mainstreaming and up scaling physical education and child friendly schools.  | * Organize and conduct one-day state level workshop with education functionaries of Assam to initiate Physical Education and Sports programme. Report of workshop submitted.
* Organize and conduct one-day state level workshop with education functionaries of Bihar to initiate Physical Education and Sports programme. Report of workshop submitted.
* Organize and conduct two-day training workshop for key district education officials on Physical Education and Sports programmes in Assam. Report of workshop submitted.
* Organize and conduct two-day training workshop for key district education officials on Physical Education and Sports programmes in Bihar. Report of workshop submitted.
* Organize and conduct three-days training programme on Physical Education Card (PEC) for teachers of selected schools in one programming district of J&K. Training report submitted.
 | 1st Month | Assam 3-4 daysBihar 3-4 daysJ&K 4 days |  |  |
| * Organize master trainer’s training on Physical Education and Sports in Assam. Training report submitted.
* Organize and impart master trainer’s training on Physical Education and Sports in Bihar. Training report submitted.
* Organize meeting with state government officials of Gujarat, to initiate Physical Education and Sports programme. Provide support to UNICEF Gujarat for initiating PE, sports and life skill programme. Minutes of meeting submitted.
* Visit J&K and monitor implementation of child-friendly schools. Progress report submitted.
 |  2nd Month | Assam 2 daysBihar 2 daysGujarat 2 days J&K 3 days  |  |  |
| * Visit project district of Assam, coordinate and provide hand hold support to master trainers in training teachers on Physical Education and Sports. Training report submitted.
* Visit project district of Bihar, coordinate and provide hand hold support to master trainers in training teachers on Physical Education and Sports. Training report submitted.
* Organize and conduct training on Physical Education and Sports for master trainers of Gujarat. Training report submitted.
 |  3rd Month | Assam 3 daysBihar 3 days Gujarat 2 days  |  |  |
| * Visit project district of Assam, coordinate and provide hand hold support master trainers in training teachers on Physical Education and Sports. Training report submitted.
* Organize three days training programme on PEC for teachers of selected schools in one programming district of J&K. Training report submitted.
* Organize and provide support to UNICEF Gujarat in conducting teacher’s training on Physical Education and sports. Training report submitted.
* Visit J&K and prepare action plan for expansion of child-friendly schools, in coordination with implementing partners. Action plan prepared and submitted.
 | 4th Month | Assam 3 days J&K 4 days Gujarat 3 daysJ&K 2 days  |  |  |
| * Organize and facilitate district level orientation workshop for School Management Committees (SMC) of programme districts of Assam on Physical Education and Sports initiatives. Report of workshop submitted.
* Organize and facilitate district level orientation workshop for School Management Committees (SMC) of programme districts of Bihar on PE and sports initiatives. Report of workshop submitted.
* Visit Madhya Pradesh (M.P) to provide support to UNICEF M.P in developing state training plan for Physical Education and Sports. State training plan submitted.
* Organize three days training programme on PEC for teachers of selected schools in one programming district of J&K. Training report submitted.
 | 5th Month | Assam 2 days Bihar 2 days Madhya Pradesh 2 days J&K 4 days  |  |  |
| * Develop reporting format for half yearly donor report and share it with the Assam and Bihar field office for initiating donor report on Physical Education and Sports programme.
* Document human interest stories for donor report on Physical Education and Sports programme. Human interest stories submitted.
* Organize and conduct Physical Education and Sports training programme for master trainers of Madhya Pradesh. Training report submitted.
 | 6th Month | Madhya Pradesh 3 days  |  |  |
| * Prepare mid-year donor report on Physical Education and Sports programme. Donor report submitted.
* Review the implementation of Physical Education and Sports programme in one programming districts of J&K and prepare a report on status of implementation. Report submitted.
 | 7th Month | J&K 2 days  |  |  |
| **TOTAL AMOUNT IN RUPEES** |

*Note:*

*Shaded area to be filled in by consultant*

*The consultant will be expected to travel to states and submit a detailed trip report. Travel cost will be reimbursed on actual on receipt of a Travel Claim with supporting documents and invoices.*

*Per diem will be reimbursed at UNICEF consultant rates*

*The consultant is required to make own arrangements for travel and stay*

*Payment will be made against receipt and acceptance of deliverables on a monthly basis.*

*Name of the Bidder:*

*Address:*

*Contact no.:*

*Email address:*

*Date :*