

## TEXT OF ADVERTISEMENT

**Administration of  
Dadra Nagar Haveli and Daman & Diu  
Directorate of Education  
Daman-396220**

### INVITATION FOR EXPRESSION OF INTEREST


The Directorate of Education, DNH & DD invites sealed Expression of Interest (EOI) from Firms/NGOs/Organizations/Trusts/Institutions/Foundations for building capacities of its teachers to deliver quality Education on behalf of President of India.

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and evaluation criteria etc. can be downloaded from the website [www.ddd.gov.in](http://www.ddd.gov.in).

Further details, if any, may be obtained from Directorate of Education, Tribal Bhawan, Behind Collectorate, Dholar, Daman-396220, during working hours.

Last date for submission of EOI is on or before 12/1/2023 Sealed envelope marked to the captioned address, containing EOI.

No.DOE/DNHDD/SS/In-Service Training of Teachers/10621  
Date:-22/12/2022.

  
**(Jatin Goyal)**  
**Director of Education**  
**Daman**

**EXPRESSION OF INTEREST (EoI)**

**for**

**CAPACITY BUILDING OF TEACHERS**

## 1. INTRODUCTION

- a. The UT Administration of Dadra Nagar Haveli and Daman & Diu desires provide quality education to the students enrolled under the Govt. Schools run under its jurisdiction. The Department of Education recognizes that a number of Firms/NGOs/Organizations/Trusts/Institutions/Foundations are working in the field of education sector on non-commercial basis, striving to meet the same ends.
- b. UT Administration of Dadra Nagar Haveli and Daman & Diu desires to partner with such Firms/NGOs/Organizations/Trusts/Institutions/Foundations (herein after referred to as 'Partner Agency') in order to build capacities of its teachers to deliver quality education. This includes teachers working in Pre-Primary, Primary, Upper primary, Secondary and Higher secondary schools teaching different subjects, as well as Headmaster/Principals leading these schools.

## 2. PROPOSED TRAINING MODEL

- a. **Developing a permanent pool of Master trainers:** It is proposed that in one to build long term capacities within the government system, a pool of up to 50 Master trainers will be trained on each subject/theme, in partnership with partner agency. These Master trainers will be drawn from the existing cadres of teachers, and will thereafter impart training to required number of teachers in cascade model. However, necessary changes can be made in the model, considering the subject/theme and the cadre of teachers to be trained. For e.g. If no. of art teachers are less, training can be given directly, instead of adopting the cascade model.
- b. **Subjects/Themes:** The Subjects/Themes on which pool of Master Trainers has to be developed, are as mentioned below:
  - Early Childhood Care and Education for Pre-School Teachers
  - Foundational Literacy and Numeracy for Primary School teachers

- For Primary (I-V) School Teachers
  - Teaching of English as second language
  - First Language pedagogy
  - Mathematics for Primary children
  - EVS for Primary children
  
- For Upper Primary (VI – VIII) School teachers
  - Teaching of English as second language
  - First Language pedagogy
  - Mathematics for Upper Primary
  - Science for Upper Primary
  - Social Science for Upper Primary
  
- Leadership training for Heads of Schools
- Teaching of Children with Special Needs (CWSN) for Special educators and other teachers.
- Counselling
- Library management
- Computer Teaching in schools
- Art and Craft pedagogy
- Teaching of Music
- Sports Education
- Life Skills Education
- Education in Human Values
- Training of SMC Members
- Training of Volunteers for Adult literacy/Remedial Education
- Any other topic/theme may also be proposed

**c. Duration of Training:**

The training to Master trainers will be done for 8-15 days per annum, depending on requirement of particular subject/theme. This training of 8-15 days may be spread over

the academic year, instead of giving training in one go, in order to build Action-Reflection processes within the training model.

**d. Mode of Training:**

The training of master trainers shall necessarily be done in physical/offline mode for at least 8 days by the partner agency, in order to have personal connection and better delivery of content.

**3. ELIGIBILITY CRITERIA:**

- a. The Training Firm/NGO/Organization/Trust/Institution should have atleast one existing Contract/MoU/Work Order with any other State/UT government regarding capacity building of Teachers, Anganwadi workers or staff in leadership positions.
- b. The team of Training Firm/NGO/Organization/Trust/Institution should have experience of training of at least 500 Teachers, Anganwadi workers or 200 staff in leadership positions in last 3 years.
- c. The Firm/NGO/Organization/Trust/Institution/Foundation should have at least 5 professionally qualified staffwith experience of more than 5 years in the field of Education/training to design and execute training workshops in the field of Education/Leadership.

**4. ROLES AND RESPONSIBILITIES**

**Partner Agency**

- a. The partner agency will design and execute quality training of master trainers for 8-15 days per annum. This would include development of training module, providing trainers (including their cost of travel and stay) etc. The training design will be finalized in consultation with the department.
- b. The partner agency will provide management support in data compilation, analysis, report etc. like preparing formats and processes for data collection and analysis.

- c. The partner agency will share the copyrights of materials required for training or taking classes, wherever required. The material soft copies should be provided well in advance so that the same can be printed by the department in time.
- d. The partner agency will participate in review of the implementation of the project 2 times in a year.

### **Department of Education**

- a. The department of education will plan and organize the training including calling of teachers, arrangements for venue, refreshments, etc.
- b. The department will provide material like stationery, handouts, printed material etc. for training and taking classes.
- c. The department will ensure compilation of data in mutually agreed formats for analysis of impact.

## **5. FINANCIAL MODEL**

A non-financial model is envisaged for this partnership, so that only committed and non-commercial agencies partner with the Department of Education.

Hence, no payment is proposed to be made to the agency, as the department will anyways be bearing the bulk of the cost of organizing the training, at its own end.

The Partner Agency is expected to raise its own resources for meeting the expenses for training design, travel and stay of trainers, material development from its own sources like CSR funding etc.

## **6. DURATION**

The partner agency will work with the UT Administration, DNH & DD for three years, in order to develop capacities of Master trainers. The partnership may be extended further on mutually agreed terms, if required.

## 7. HOW TO APPLY

All interested Firms/NGOs/Organizations/Trusts/Institutions/Foundations working in the field of education and desirous of partnering with the Department of Education are required to submit a proposal, which may include the following aspects:

- (a) Introduction of the agency, including its founders, aims and objectives, work done in the past, sources of funds etc. Necessary documents to be attached – Documents of Registration of the agency like Memorandum of Association.
- (b) Details of the Work done by the agency in the past, especially within the government system. Necessary Documents to be attached– MoUs/Contracts/Work Orders with other State/UT governments or their agencies.
- (c) Details of Team members including their professional qualifications and work experience. Necessary documents to be attached – Curriculum Vitae of the team members.
- (d) Proposal for Training including ideas on how the training will be structured, broad topics which will be covered, principles of training which will be used, training material that will be used etc. A power point presentation regarding this may be attached.

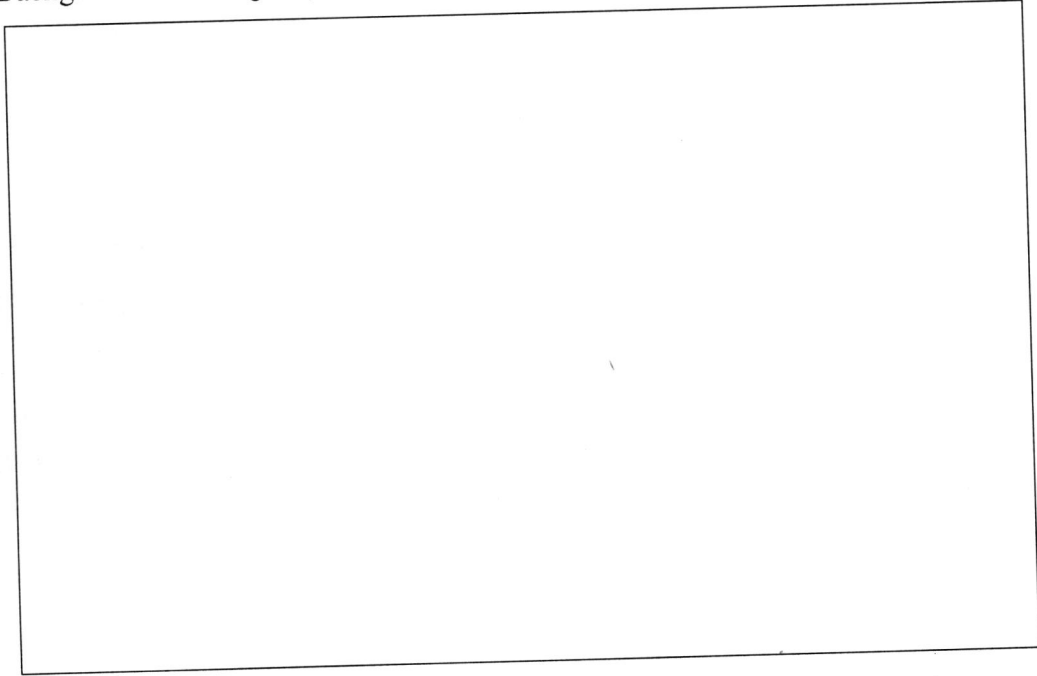
The proposal may be mailed to the email id [doe-dnh@nic.in](mailto:doe-dnh@nic.in) within 21 days of Issue of this Expression of Interest

## 8. SELECTION PROCEDURE

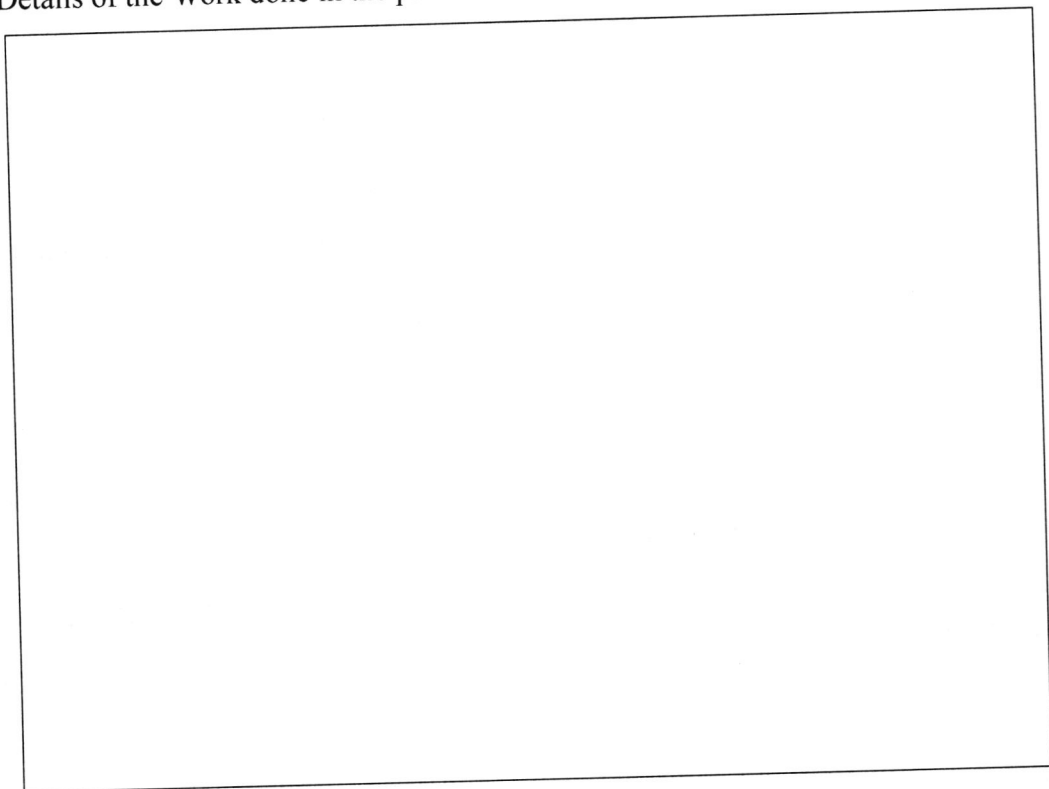
In case multiple agencies apply for the same theme/subject, selection of partner agency will need to be done. Since there is no financial payment/Financial payment involved from the UT Administration, the Evaluation Process will be done on parameters of quality only, and not on cost basis.

The selection, if required, will be done on the basis of the proposal and presentation, on the following parameters:

(a) Background of the agency: 20 marks



(b) Details of the Work done in the past: 20 marks






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(c) Qualifications and experience of Team members: 20 marks

(d) Proposal for Training: 40 Marks

Note: The agency may add necessary documents as Annexures

  
**(Jatin Goyal)**  
**Director of Education**  
**Daman**