



EXPRESSION OF INTEREST (EOI)

FOR

**ENGAGEMENT OF INDIVIDUAL CONSULTANT ON PRO BONO BASIS FOR
EDUCATIONAL REFORMS IN MIRA BHAYANDAR MUNICIPAL CORPORATION
(MBMC) SCHOOLS**

Education Department

Mira Bhayandar Municipal Corporation

Indira Gandhi Bhawan Chhatrapati Shivaji Maharaj Marg,

Station Road, Bhaindar (W), 401101

6th March 2024

Letter of Invitation

No. MBMC/Education/1622/2023-24

Dated: 6th March 2024

Dear Sir/Madam,

The Mira Bhayandar Municipal Corporation (MBMC) is seeking Expressions of Interest (EOI) from individual consultants committed to the cause of educational reform within the MBMC jurisdiction. We are initiating a comprehensive project aimed at enhancing the quality of education across our 36 municipal schools.

This project involves a pivotal role for an individual consultant who will lead in designing, implementing, and fundraising for targeted educational reform programs. The areas of focus will include school infrastructure assessment, foundational literacy and numeracy (FLN), social emotional learning (SEL), integration of educational technology, and vocational career and guidance.

The enclosed EOI Document provides detailed information regarding the qualification criteria, submission requirements, objectives, scope of work, and evaluation methods.

We invite you to submit your response in the prescribed format by 13/03/2024. Your submission should be a single Password Protected PDF document, attached to an email sent to education@mbmc.gov.in. The covering email must include the Name, Email, and Mobile Number of the individual authorized to disclose the password when the EOIs are evaluated by a committee constituted by MBMC. Please ensure the email subject line reads "Expression of Interest (EOI) for Engaging an Individual Consultant for Educational Reforms in MBMC Schools."

Should you have any queries, please direct them in writing to the undersigned.

Yours faithfully,

(Sanjay Shinde)
Dy. Commissioner (Education)
Mira Bhaindar Municipal Corporation

Enclosure: EOI Document.

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Timeline

Date of Issuance of EOI	06/03/2024
Last Date & Time for Bid Submission	14/03/2024 at 1.00 p.m.
Date of EOI Opening (Stage-1 Pre-Qualification Stage)	15/03/2024 at 1.00 p.m.
Date of EOI Opening (Stage-2A Technical Evaluation Framework)	-
Date of EOI Opening (Stage-2B Demonstration/Presentation)	-

1. Introduction:

Mira Bhayandar Municipal Corporation (MBMC) is committed to transforming the educational landscape of its jurisdiction by enhancing the quality of education across 36 municipal schools. MBMC seeks to engage an individual consultant on a pro bono basis to spearhead this initiative. The consultant will play a pivotal role in designing, implementing, and fundraising for targeted educational reform programs.

2. Scope of Work:

- **School Infrastructure Assessment:** Conduct comprehensive surveys to evaluate the current state of school education & programs and identify areas for improvement.
- **Foundational Literacy and Numeracy (FLN):** Design and implement strategies to enhance FLN skills among students, ensuring a solid foundation for future learning.
- **Social Emotional Learning (SEL):** Develop and deploy programs aimed at improving SEL (Social Emotional Learning) competencies, fostering a supportive and inclusive school environment.
- **Educational Technology Integration:** Propose and facilitate the adoption of educational technology solutions to enrich teaching and learning experiences.
- **Vocational Career and Guidance:** Create vocational and career guidance programs to equip students with essential skills and knowledge for their future careers.

3. Responsibilities:

- Conduct detailed surveys to ascertain the existing status of educational facilities and programs in MBMC schools.
- Design tailored programs addressing the unique needs of each school, focusing on the proposed areas of reform.
- Oversee the implementation of these programs, ensuring they are effectively delivered and achieve the desired outcomes.
- Collaborate with NGOs, expert organizations, and other stakeholders to leverage additional expertise and resources.
- Lead fundraising efforts to secure necessary funds for the implementation of educational reforms.

4. Eligibility Criteria:

- At least 10 years of proven experience in program design, and implementation across areas of FLN, SEL, Vocational, Teacher Training, Educational Technology.
- Track record collaborating with NGOs, expert organizations, and other stakeholders in the educational sector.

- Proficient in utilizing advanced digital technologies to enhance the effectiveness of teaching and learning processes.
- Proficient in donor management, adept at fulfilling reporting requirements, and ensuring alignment of programs with donor expectations and needs.
- Extensive experience in guiding disadvantaged adolescents and youth towards selecting vocational paths that align with their knowledge and background limitations.
- Proficient in utilizing advanced digital technologies to enhance the effectiveness of teaching and learning processes.

5. Submission Requirements:

Interested applicants are invited to submit an Expression of Interest including:

- A comprehensive CV detailing relevant experience and accomplishments in the field of education reform.
- A proposal outlining the approach to the scope of work, including methodology, anticipated challenges, and strategies for engaging with partner organizations and fundraising.
- Supporting documents and references corroborating past experiences in similar projects.

6. Submission Deadline and Contact Information:

- Submissions must be sent by [Insert Deadline] to: [Insert Contact Information]
- For any queries or further information, please contact [Insert Contact Details].

7. Selection Process:

Submissions will be evaluated based on the relevance and quality of past experience, the innovativeness of the proposed approach, and the applicant's capacity for impactful collaboration and fundraising. Shortlisted candidates may be invited for interviews.

8. Other Relevant Information

- There is no fee for participating in this EOI.
- The evaluation of the EOI will be done by an Executive Committee constituted by MBMC, whose decision shall be final.
- MBMC reserves the right to accept or reject the EIO from any applicant without assigning any reason whatsoever.
- The Expression of Interest submitted by the proposer shall be valid for a minimum period of 30 days.

- MBMC may ask for any other information from the proposers during the process of screening.
- 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.

9. Contact Details:

- Email ID:
- Contact Person:
- Phone No.:

10. Annexures:

- EOI Application Form
- Non-Disclosure Agreement (NDA)
- Format for Project Experience of applicant.
- Self-Declaration Form for Not Being Blacklisted

Annexure A

EOI APPLICATION FORM FOR

ENGAGEMENT OF INDIVIDUAL CONSULTANT FOR EDUCATIONAL REFORMS IN MIRA BHAYANDAR MUNICIPAL CORPORATION (MBMC) SCHOOLS

Applicant's Name	
Education	
Contact Information	Email ID: _____ Contact Number: _____ Address: _____ City: _____ State: _____ Zip Code: _____
Criteria for consultant (Check the applicable points)	<ul style="list-style-type: none">• At least 10 years of experience in educational initiatives across FLN, SEL, EdTech, Vocational Guidance.• Collaborated with NGOs/Expert Organizations• Experience in Engaging community in Education initiatives• Proficient in Educational Digital Technologies• Expert in Donor Management & Reporting• Guided Disadvantaged Youth in Vocational Choices• CV Detailing Relevant Experience Attached• Proposal Outlining Work Approach Included• Supporting References and Documents Provided

Declaration: I hereby declare that the information provided is true and accurate to the best of my knowledge. I understand that any misrepresentation may disqualify my proposal.

Signature: _____ **Date:** _____

Name: _____

Annexure B

Non-Disclosure Agreement (NDA)

This Non-Disclosure Agreement ("Agreement") is made effective as of [Insert Date], by and between Mira Bhayandar Municipal Corporation ("Disclosing Party") and [Applicant's Name] ("Receiving Party").

1. **Confidential Information:** For the purposes of this Agreement, "Confidential Information" includes, but is not limited to, data, materials, products, technology, computer programs, specifications, manuals, business plans, software, marketing plans, financial information, and other information disclosed or submitted, orally, in writing, or by any other media, by MBMC.
2. **Obligations of Receiving Party:** The Receiving Party agrees to hold the Confidential Information in strict confidence and not to disclose it to any third parties without the prior written consent of the Disclosing Party. The Receiving Party further agrees to use the Confidential Information solely for evaluating or pursuing a business relationship with the Disclosing Party related to educational reforms.
3. **Term:** This Agreement shall remain in effect for a period of five (5) years from the Effective Date or until the Disclosing Party sends the Receiving Party written notice releasing it from this Agreement.

Signatures:

For MBMC: _____ Date: _____

[Applicant's Name]: _____ Date: _____

Annexure C

Format for Project Experience

Applicant's Name: _____

Please provide detailed information on previous experience with educational projects.

1. **Project Name:**
2. **Client Name:**
3. **Project Duration:**
4. **Project Description:**
5. **Your Role / Contribution:**
6. **Outcome / Impact:**

Attach additional sheets if necessary.

Annexure D

Self-Declaration Form for Not Being Blacklisted

To,
Deputy Commissioner (Education),
Mira Bhayandar Municipal Corporation,
Indira Gandhi Bhawan, Chhatrapati Shivaji Maharaj Marg,
Station Road, Bhayandar (w), Maharashtra 401101.

Subject: Declaration for Not Being Blacklisted

I, [Insert Name of Applicant], hereby declare that I have not been blacklisted or declared ineligible for corrupt or fraudulent practices by any government or public sector undertaking as of the date of this declaration.

Signature: _____

Name: _____

Designation: _____

Date: _____

This form, along with the EOI Application Form, the NDA, and the Format for Project Experience, constitutes the complete submission packet for individual interested in the EOI for the engagement of individual consultant for educational reforms in Mira Bhayandar municipal corporation (MBMC) schools.