

GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE & COLLECTOR
ALIPURDUAR
NCLP-SECTION
DOOARS KANYA
EMAIL- nclpalipurduar@gmail.com
damapdnclp@gmail.com

NOTICE

1. National Child Labour Project Society Alipurduar, Office of the District Magistrate & Collector invites 'Expression of Interest Cum Proposal' from Non-government Organizations (NGOs) for operating and running 2 'Special training Centers (STCs)' in the Alipurduar district, West Bengal as per revised National Child Labour Project guidelines for the month of November 2022.
2. The NGO's expressing interest must have sound experience of working with such projects .
3. The interested NGO's must submit the proposal in the prescribed format 'Annexure-A' ,through registered post/speed post in a closed envelope superscripted as 'Expression of Interest cum proposal for Running NCLP STC' to the Project Director, NCLP, National Child Labour Project Society Alipurduar, NCLP-Section, Dooars Kanya, Room No-511, Office Of the District Magistrate & Collector.
4. The EOI cum proposal along with Letter of Intent must be submitted to the above address not later than 19:00 Hours on 1st December ,2022.
5. All EOI cum Proposal can be submitted in either Bengali or English.
6. Applicant organizations must submit an undertaking stating that the said organization has not been blacklisted by the Central Government, State Government, PSU, and Government Bodies.
7. Terms and Conditions : -

The NGOs will have to follow the following terms and conditions for running the special schools (Rehabilitation cum welfare centre) for child labours.

- i) The selection of NGOs for running the special schools (Rehabilitation Cum Welfare Centre) for child labours is provisional and subject to discretion of the Alipurduar district National Child Labour Project Society (here in after called as "Project Society");
- ii) The NGOs will function under the direction and control of the project Society;
- iii) The project Society will provide Rs. 3000 per month to each school for rent, water and electricity purposes;
- iv) There should be a minimum of 15 and a maximum of 50 children in each school;
- v) Duration of such schools will be 5 hours a day. Each school should be started 9 A.M daily;
- vi) In each school formal and vocational education will be rendered with the aim of mainstreaming them within the age of 14 years;
- vii) It should also be ensured that the attendance of all the children enrolled in the STCs should be marked online on the pencil portal. The name of the


children on index card should be same as in the Adhar Card and Adhar linked bank accounts.

- vii) The curriculum as followed by the district primary school council will be maintained;
- ix) The education imparted to the student should be of high standard;
- x) Vocational training will be given in such a way that helps them in future;
- xi) Two volunteer teachers should be engaged or deployed in STCs having more than 20 children .If the number of children in such STCs does fall to 20 but above 15, remuneration shall be given for only one volunteer.
- xii) One volunteer teacher should be engaged or deployed if the number of children enrolled in an STC is from 15 to 20.If the number of children falls below 15, the concerned STC should be merged to the nearby STC and remuneration shall be given for only one STC.
- xiii) Each student will be provided with substantial nutrition under cooked mid day meal scheme.
- xiv) The NGO's shall have to engage instructor and staffs for each school. The instructors and staffs should be engaged with the clear understanding that they will be paid only a consolidated amount of honorarium for their services, which are more or less voluntary in nature and in no case considered to be permanent .The number, qualification and monthly honorarium of the staffs for each such school will be as follows :-

Name of the Post	No. Of Staffs	Minimum Qualifications	Monthly Honorarium
1.Educational Instructor	2(>20 child per STC)	H.S	Rs. 7000 per staff.
2. Clerk Cum Accountant	1	M.P	Rs. 5000
3.Peon/Helper	1	VIII Pass	Rs. 3700

- xv) Any change in the engagement of any staff of the school shall be brought to the notice of the Project Director immediately.
- xvi) For contingent expenditure a maximum of sum of Rs. 6000 will be given each school per year;
- xvii) A Block level Monitoring Committee will be formed to evaluate the functioning of schools. The committee will consist BDO, Inspector Minimum wage, representative of the concerned NGO and the Teacher- IN-Charge of the School.
- xviii) There shall be proper accommodation for school rooms with portable drinking water and toilet facilities to all the students.
- xix) Grant-in-aid will be given in a phased manner. Project Society will not be responsible for any delay of payment made by Govt. Of India. The normal activities of school must not be hampered on the ground of delay or non receiving fund from the project society.
- xx) Utilization certificate of released grant for each quarter should be submitted within 7 days of next quarter, failing which no further grant will be sanctioned to the concerned NGO.
- xxi) A monthly report in the prescribed format along with the financial statement shall have to be submitted within 7th date of the next month.

- xxii) Project Society shall possess every right to discontinue the engagement of any of all NGOs at any point of time without giving any prior notice.
- xxiii) Engagement of any or all NGOs will be cancelled on any of the following activities :-
- Non-compliance of the directives of the Project Society,
 - Any fraudulent activity,
 - Misappropriation of funds released by the project Society,
 - By not providing substantial foodstuff to the students,
 - Unsatisfactory teaching to the students
 - Any other reasons which the project society considers sufficient.
- xxiv) The engagement will be valid for one year (w.e.f.....) subject to satisfactory performance and which will be extended subject to satisfactory performance. NCLP, Alipurduar shall have the right to cancel/terminate/reject the engagement without assigning any reason.
- xxv) NCLP Alipurduar will have sole discretion to decide the eligibility of the NGOs on the basis of their submitted documents and reserves the right to reject the engagement without assigning any reason thereof and the decision of the NCLP, Alipurduar authority will be final in this respect. All papers will be verified with original papers as and when required .
- xxvi) The selected NGOs will have to execute an agreement on a Non Judicial stamp Rs. 10/- only within of 7 days of selection.



Project Director
NCLP Society Alipurduar

Memo No :- 95/NCLP/Alpd

Date :- 23/11/2022

Copy forwarded for information and wide publicity :-

- 1) PA to DM Alipurduar
- 2) CA to ADM(G) Alipurduar
- 3) SDO, Alipurduar
- 4) DPO, SSM
- 5) ALL BDOS
- 6) O/C Mid Day Meal
- 7) DIO NIC For Display On the District Website
- 8) DI(SE)
- 9) DI(Primary)
- 10) NDC with request to put up on the Notice Board


Project Director
NCLP Society Alipurduar