

FINANCIAL PROPOSAL

Pachtara Yuwa Samrakshak Manch (PTYSM)



Name of activity : Street drama conduction and video documentary develop (audio, video)

REF :

SN	Details	Unit	Qty	Rate	Total
1	<u>Consultancy Fees</u>				-
1.1	Preparation and reporting	Day	2		-
1.2	Conduction the street drama in the field	Day	13		-
1.3	Vedio documentary develop and submission to PTYSM-15 minutes with quality (audio, vedio)	Times	1		-
2	<u>If Any (Out of pocket expenses)</u>				-
2.1	Accomodation (13 working days)	Lumsum	1		-
2.2					-
2.3					-
2.4					-
3	<u>Transportation costs</u>				-
3.1	Local travel (13 working days)	Lumsum	1		-
					-
					-
					-
4	<u>Meeting/workshop costs</u>				-
4.1	Please specify				-
	Sub-total				-
	Tax/VAT				
	Grand Total				-

Note 1 Please note to mention if the lumpsum costs are

Note 2 Please mention the validity period.....

Note 3 Please be advised that consultant themselves will be responsible for arranging the equipments

Name:

Designation:

Signed:

Date:

Stamp (applies for companies/firms):

World Vision Supplier Code of Conduct

Last updated February 2020

World Vision is a Christian relief, development and advocacy organization dedicated to working with children, families and communities to overcome poverty and injustice. Inspired by our Christian values, we are dedicated to working with the world's most vulnerable people. We serve all people regardless of religion, race, ethnicity or gender.

World Vision is strongly committed to observe the highest ethical and moral standards in all its procurement activities including safeguarding of children and adults in our programmes. This Code of Conduct provides a set of principles and behaviours in our everyday conduct of business, ensuring internationally recognized procurement ethics are followed. Standard elements of good business practice should also be applied. The Code of Conduct is applicable to staff from all World Vision entities, and extends to suppliers, contractors, volunteers, and Board Members. To ensure World Vision is donor complaint, we will adhere to donor procurement requirements, where applicable. Suppliers and their sub-contractors must sign the Code of Conduct, acknowledging agreement to abide by the principles herein.

World Vision expects its suppliers to:

- 1) Improve value for money –
 - a) Actively seek to demonstrate and improve results, and reduce costs through the life of the Long Term Agreement, and/or Purchase Orders.
 - b) Price appropriately and honestly to reflect requirements and risks.
 - c) Proactively pursuing continuous improvement to reduce waste and improve efficiency across the organization and wider supply chain
 - d) Earn fair but not excessive rewards
- 2) Act with Professionalism and integrity –
 - a) Be honest and realistic about capacity and capability when bidding.
 - b) World Vision expects that its suppliers encourage and work with their own suppliers and subcontractors to ensure that they strive to meet the principles of this Code of Conduct, and be able to demonstrate this as and when required.
 - c) Work collaboratively to build professional business relationships, including with World Vision staff.
 - d) Act in a manner that supports the development of a mature and ethical business relationship with World Vision.
 - e) Demonstrate clear, active commitment to Corporate Social Responsibility.
 - f) Be cleared of any outstanding legal judgements filed within the past three years.
- 3) Be accountable –
 - a) Apply pricing structures that align payments to results and reflect a more balanced sharing of performance risk.
 - b) Expect to be held accountable for delivery and accept responsibility for their role, including being honest when things go wrong so that lessons can be learned.
- 4) Align with World Vision –
 - a) Apply a strong emphasis on building local capacity by seeking ways to develop local markets and institutions, and avoid the use of restrictive exclusivity agreements.
 - b) Be able to operate across all World Vision offices, including in fragile and conflict affected areas.
 - c) Share and transfer innovation and knowledge of best practices to maximize overall development impact.
 - d) Accept we work in challenging environments and act to manage uncertainty and change in a way which protects value for money.
 - e) Reflect World Visions international development goals and demonstrate their commitment to poverty reduction.

5) Agree to avoid any Conflict of Interest—

In order to avoid a conflict of interest, Suppliers or contractors agree to disclose the following to WV:

- a) whether the Supplier or Contractor, or a relative of the Supplier or Contractor, receive(s) financial benefits from WV/VF. (This would include such things as serving as an employee, agent or independent contractor of WV/VF).
- b) whether the Supplier or Contractor has existing business dealings with WV/VF. (This would include such things as being a consultant, a service provider, or is a supplier for WV/VF)
- c) whether the Supplier or Contractor has a family or business relationship (outside of WV/VF) with a member of the WVI or VFI board, or with a member of the WVI or VFI senior management team.

In addition, the Supplier or Contractor confirm(s) that they have no relationship, business affiliation, involvement, association, position, financial interest, and haven't received any gift, loan, or have engaged in any other transaction requiring disclosure under the World Vision or VisionFund Conflict of Interest Policy.

6) Observe International Labour Conventions –

- a) World Vision expects its suppliers, and their sub-contractors to observe International Labour Conventions
- b) Prohibit any use of forced, bonded, or indentured labour or involuntary detention labour
- c) Prohibit the use of child labour
- d) Prohibit any form of discrimination in hiring and employment practices on the ground of race, colour, religion, gender, ethnicity, age, physical disability
- e) Comply with local law in terms, of wages, working hours, and freedom to association and right to organize and bargain collectively
- f) Support and respect the protection of human rights and to ensure that they are not complicit in the abuse of human rights
- g) Ensure that they operate a safe and healthy workplace or any other place where production or work is undertaken.

7) Comply with WV's Child and Adult Safeguarding Policy -

- a) Suppliers or Contractors engaged in situations where they—or their employees or subcontractors—may have access to children or adult beneficiaries in WV programmes or to personal data about such children or adult beneficiaries, must comply with the Safeguarding Behaviour Protocol (see page 4 below)
- b) Any incidents of harm or risk of harm to children or to adult beneficiaries will be reported immediately to WV
- c) Any individuals with access to children or adult beneficiaries, or to personal data about such persons, will have a current clean criminal background check for offenses against children or abuse of adults, to the extent permitted by law (evidence of which will be provided to WV upon request)

8) Have a strong Environmental Policy –

- a) World Vision expects its suppliers to have an effective environmental policy and comply with existing legislation and regulations to protect the environment.
- b) Suppliers are expected to undertake initiatives to promote greater environmental responsibility and encourage the use of environmental friendly technologies.
- c) Suppliers should obtain wherever possible, a certified quality management system.

9) Anti-corruption and Bribery –

- a) World Vision expects its suppliers to adhere to the highest standards of moral and ethical conduct, including extortion, fraud, and bribery.
- b) Apply a zero tolerance approach to corruption and fraud, with top-quality risk management.
- c) Disclose any situation that may appear as a conflict of interest. Complete disclosure form on page 3 below.

CONFLICT OF INTEREST DISCLOSURE LETTER
World Vision standard form, enhanced for Suppliers
--February 2020 version--

Having read the World Vision(WV) Code of Conduct and examined my(our) relationships with World Vision or Vision Fund (VF), and noting that if in doubt a relationship should be disclosed for further discussion, I have carefully reviewed each of the four statements below and marked either “yes” or “no” for each.

Note that “WV/VF” as used below refers to any World Vision or VisionFund entity, including affiliated microfinance institutions. “A relative” refers to any individual related by blood or marriage. Circle the appropriate answer for each statement below:

1. Yes / No I/my company/business (or a relative of mine) receive(s) financial benefits from WV/VF. (This would include such things as serving as a volunteer or a beneficiary of WV/VF). *[If answer yes, please provide details at the end of this form.]*
2. Yes / No I or a relative of mine is a current employee for WV/VF. *[If answer yes, please provide details at the end of this form.]*
3. Yes / No I/my company (or a relative of mine) has existing business dealings with WV/VF. (This would include such things as being a consultant, a service provider, or is a supplier for WV/VF) *[If answer yes, please provide details at the end of this form.]*
4. Yes / No I/my company has a family or business relationship (outside of WV/VF) with a member of the WVI or VFI board, or with a member of the WVI or VFI senior management team. *[If answer yes, please provide details at the end of this form.]*

Please describe below the details of any positive response for items 1 – 4 above, and/or any other potential conflicts of interest, or any comments you may wish to make on the matters disclosed above. If more space is needed, kindly attach an additional sheet.

- Check this box if you agree to the statement: I hereby certify that my answers to statements 1 – 4 above are accurate. If I have indicated “no” for all of statements 1- 4, I confirm that I have no relationships, business affiliations, involvements, associations, positions, financial interests, gifts, loans or other transactions requiring disclosure under the World Vision or VisionFund Conflict of Interest Policy.

CHILD AND ADULT SAFEGUARDING BEHAVIOUR PROTOCOL

The protection of vulnerable children and adults in World Vision's programs is essential to all aspects of our work. A core element of everything we do is our commitment of not harming beneficiary children and adults, respecting the beneficiaries' rights and defending their best interests as a major consideration in any actions and decisions.

Therefore, Suppliers and/or Affiliates and their staff (i.e. World Vision partners, suppliers, contractors, consultants, and/or volunteers), shall behave in ways that protect children or adult beneficiaries, prevent sexual exploitation and abuse, and prevent any other intentional or unintentional harm to the people WV serves or works amongst.

All Suppliers and Affiliates abide by these protocols in their activities with WV, for all children anywhere and for all adult beneficiaries. In regards to safeguarding, WV uses a broad, working definition of 'beneficiary' to include not only direct beneficiaries of a particular project, but also any child or adult who might suffer harm caused by Suppliers or Affiliates as part of conducting business with WV where WV has programme presence.

Acceptable Behaviour – Suppliers and Affiliates (and their staff):

- a) create and maintain an environment which prevents sexual exploitation and abuse of children and adult beneficiaries and promotes the implementation of these Behaviour Protocols;
- b) are careful about perception and appearance in their language, actions and relationships with children and vulnerable beneficiaries. Their behaviour—including in person and on digital platforms, both online and offline—demonstrates a respect for children and adult beneficiaries and their rights;
- c) ensure that all physical and online contact with children and beneficiaries is appropriate in the local culture;
- d) use positive, non-violent methods to manage children's behaviour;
- e) accept responsibility for personal behaviour and actions as a representative of the organisation;
- f) are always accountable for their response to a child's behaviour, even if a child behaves in a sexually inappropriate manner; adults avoid being placed in a compromising or vulnerable
- g) position with children;
- h) where possible and practical, follow the 'two-adult' rule while conducting WV work, wherein two or more adults supervise all activities that involve children, and are visible and present at all times;
- i) comply with safeguarding related investigations (internal and external) and make available any documentary or other information necessary for the completion of the investigation;
- j) comply with applicable data privacy laws and with relevant WV data privacy and information security policies, including WV digital child safeguarding protocols, when handling any personal data about individual children or adult beneficiaries, noting in general that collecting or using such data must be limited to the minimum necessary, and that such data must be maintained and transferred in a secure, confidential manner;
- k) immediately report through established reporting mechanisms any known or suspected safeguarding incident or breach of this Policy by a WV employee or affiliate, or a humanitarian aid worker from any other agency. 'Humanitarian aid worker' includes all paid employees, volunteers, contractors, and other affiliates of organisations providing emergency relief or development aid. Such organisations include UN agencies, INGOs, LNGOs, and CBOs.

Unacceptable Behaviour – Suppliers and Affiliates (and their staff) do not:

- a) behave in an inappropriate physical manner, or develop a sexual relationship with a child (under 18 years old), regardless of the country specific legal age of consent or age of majority. This also includes consenting or condoning the above behaviour (including fostering or condoning child marriage (under 18 years old));
- b) develop or seek a sexual relationship with any beneficiary of any age; such relationships are not acceptable and will not be tolerated since they are based on inherently unequal power dynamics. Such relationships undermine the credibility and integrity of WV's humanitarian aid or development work;
- c) sexually exploit or abuse any beneficiary (adult or child); such behaviour constitutes an act of gross misconduct;
- d) exchange money, employment, goods, or services for sex (including sexual favours, other forms of humiliating, degrading, or exploitative behaviour, or hiring sex workers) or other exploitative demands is strictly prohibited. This includes exchange of assistance that is already due to beneficiaries;
- e) fondle, hold, kiss, hug or touch children or adult beneficiaries in an inappropriate or culturally insensitive way;
- f) use language, make suggestions or offer advice to a child or adult beneficiary which is inappropriate or abusive, including language that causes shame or humiliation, or is belittling or degrading;
- g) spend excessive or unnecessary time alone with a child or adult beneficiary, away from others or behind closed doors or in a secluded area;
- h) condone or participate in behaviour with children or adult beneficiaries which is illegal, unsafe or abusive; including harmful traditional practices, spiritual or ritualistic abuse;
- i) hire children in any form of child labour (including as "house help") unless it is within the best interest of the child and in alignment with local law and international standards ('Child labour' is work that is mentally, physically, socially or morally dangerous and harmful to children, or that interferes with their schooling. 'Child work' in contrast may be beneficial if permitted by International Labour Organisation (ILO) Conventions and puts the child's interests ahead of any benefits gained by adults.);
- j) hit or use other corporal punishment against a child while the child is in WV care or the WV employee or affiliate is conducting WV work;
- k) take a child alone in a vehicle for WV work, unless it is absolutely necessary, and with parental/guardian and managerial consent;
- l) misuse or be careless with personal data about individual children or adult beneficiaries;
- m) communicate with a child in WV's program areas via digital platforms (e.g. Facebook, Twitter), via mobile technology (e.g. texting, Whatsapp, Skype), or online without consent and knowledge of his/her parents. Further, WV employees or affiliates never communicate on mobile, digital or online platforms with children or adult beneficiaries in ways that are inappropriate or sexual;
- n) stay silent, cover up, or enable any known or suspected safeguarding incident or breach of Safeguarding Policy by a WV employee or affiliate.

Check this box if you agree to the statement: I have read, fully understand, and agree to comply with World Vision's Child and Adult Safeguarding Behaviour Protocols above.

WV Supplier Code of Conduct Statement of Acknowledgement

My signature below confirms that I/we/supplier, have read, fully understand and agree to WV's Supplier Code of Conduct principles set forth above and authorizes WV to conduct all background checks as applicable. I understand that any action inconsistent with this Supplier Code of Conduct, including failure to take action mandated by these protocols may result in termination of the business relationship with World Vision.

Print name and Title of Supplier Representative

Signature

Company / Supplier Name

Date

Print name and Title of Supplier Representative

Signature

Company / Supplier Name

Date



पाँचतारा यूवा संरक्षक मञ्च, जाजरकोट

बालसंरक्षण नीति

यस दस्तावेजमा पाँचतारा यूवा संरक्षक मञ्च, जाजरकोटलाई बाल सुरक्षित संस्थाका रूपमा परिचित गराउन आवश्यक नीति तथा प्रक्रियाहरू उल्लेख गरिएका छन् । यस नीतिको प्रयोगद्वारा पाँचतारा यूवा संरक्षक मञ्चले यसको बाल संरक्षण प्रोटोकल तथा संयुक्त राष्ट्र संघीय महासचिवको २००३ को यौन शोषण र यौन दुर्व्यवहार बाट संरक्षणका लागि विशेष उपाय' बुलेटिनको समेत पालना हुने कुराको सुनिश्चितता गर्दछ ।

बालबालिका प्रतिको व्यवहार

कर्मचारी, साभेदारहरू र अन्य कुनै प्रतिनिधिहरूले कहिल्यै गर्न नहुने :

१. बालबालिकालाई पिट्ने वा शारीरिकरूपमा आक्रमण वा शारीरिक दुर्व्यवहार
२. १८ वर्षभन्दा मुनिको कसैसँग पनि, स्थानीयरूपमा परिपक्वता/सहमतिको उमेर वा चलन जे भएपनि, कुनै पनि प्रकारको यौनजन्य कार्यमा संलग्न हुने वा यौनसम्पर्क राख्ने
३. बालबालिकासँग कुनै पनि प्रकारले शोषणजन्य वा दुर्व्यवहार ठहर हुन सक्ने कुनै पनि सम्बन्धको विकास
४. कुनै पनि प्रकारले दुर्व्यवहार ठहर हुन सक्ने खालको कुनै क्रियाकलाप वा वच्चालाई दुर्व्यवहारको जोखिममा पार्न सक्ने क्रियाकलाप
५. अनुपयुक्त, नसुहाउने वा दुर्व्यवहार हुने प्रकारको भाषाको प्रयोग, सुभावा वा सल्लाह दिने
६. अनुपयुक्त वा यौनजन्य उत्तेजना उत्पन्न गराउने प्रकारको शारीरिक व्यवहार
७. विशेष परिस्थिति र लाइन मेनेजरको पूर्व स्वीकृति लिएकोमा बाहेक कार्यक्रमसँग सम्बन्धित वच्चा /बालबालिकासँग उनीहरूको घरमा रात बिताउने
८. कार्यक्रमसँग सम्बन्धित बालबालिकासँग एउटै ओछ्यानमा सुत्ने
९. विशेष परिस्थिति र लाइन मेनेजरको पूर्व स्वीकृति लिएकोमा बाहेक कार्यक्रमसँग सम्बन्धित बालबालिकासँग एउटै कोठामा सुत्ने
१०. बालबालिकाले आफै गर्न सक्ने व्यक्तिगत प्रकृतिका कामहरू गरिदिने
११. बालबालिकाको कुनै पनि गैरकानुनी, असुरक्षित वा दुर्व्यवहारजन्य कामलाई बढावा दिने वा त्यसमा भाग लिने
१२. कुनै पनि क्रियाकलाप जसले बालबालिकालाई लज्जित पार्छ, निरुत्साहित गर्छ, होच्याउँछ वा अन्य कुनै संवेगात्मक दुर्व्यवहार गर्छ
१३. कुनै पनि बालबालिकाप्रतिको विभेद, अनुचित फरक व्यवहार वा कसैलाई छुट्टयाउने गरीको कुनै खास बालबालिकालाई बढी सहयोग
१४. अरुभन्दा टाढा बालबालिकासँग अनावश्यकरूपमा धेरै समय बिताउने
१५. अनुचित व्यवहारको आरोप आउने जोखिमपूर्ण परिस्थितिमा आफूलाई पार्नु
१६. बाल विवाह गर्ने गराउने

यो सूची आफैमा पूर्ण होइन । कर्मचारी, साभेदारहरू र अन्य प्रतिनिधिहरूले जहिले पनि त्यस्ता क्रियाकलाप वा व्यवहारबाट टाढा रहनु पर्छ जुन व्यवहार गलतरूपमा प्रतिविम्बित हुने, निम्न स्तरको ठानिने वा संभावितरूपमा दुर्व्यवहारजन्य प्रकारको हुन सक्छ ।

माथि उल्लेखित बुँदाहरू मैले पढेँ, बुँझे र सो नितीहरू पूर्ण रूपले पालना गर्न तयार छु । यदि उपरोक्त नितीहरूको उल्लंघन गरेमा संस्थाको नियमअनुसार गरिने कारवाहीको भागीदार हुन तयार छु ।

.....

नाम:

ठेगाना:

मोवाइल नम्बर :

मिति:



पाँचतारा युवा संरक्षक मञ्च

Panchtara Yuwa Samrakshak Manch (PTYSM)

केन्द्रिय कार्यालय, जाजरकोट

मिति: २०८२/१२/०९

विषय : बस्तु तथा सेवा खरिदका लागि कोटेशन आह्वान सम्बन्धमा ।

उपरोक्त सम्बन्धमा वर्ल्ड भिजन इन्टरनेशनल नेपाल (WVI Nepal) र पाँचतारा युवा संरक्षक मञ्च (PTYSM) जाजरकोट द्वारा सञ्चालित SHILED-IPF परियोजनाबाट भेरी नगरपालिकाको वडा नं. ५ देखि १२ र नलगाड नगरपालिकाको वडा नं. १ देखि ८ मा परियोजना सञ्चालन गर्दै आई रहेको छ । यसै सन्दर्भमा अभिभावक तथा बाल संरक्षणका सरोकारवाला निकायहरूमा बाल समृद्धिका सवालहरूलाई सम्बोधन, तथा वकालत, बहस र छलफल गर्नका लागि साभा मञ्चको रुपमा विकास गर्ने र बालमैत्री नीति निर्माण, श्रोत संकलन, सहभागितामूलक योजना निर्माण, कार्यान्वयन र जवाफदेहिता प्रबर्द्धनका लागि पैरवी तथा वकालत गर्ने, बालबालिकाको क्षेत्रमा राज्यका तर्फबाट तय भएका कानून तथा नीतिहरूको प्रभावकारी कार्यान्वयन गर्न वकालत गर्ने र आवश्यक नीति र कार्ययोजना निर्माणगर्न स्थानीय तहमा पैरवी गर्ने, स्थानीस्तरमा रहेका बालअधिकारका सवाललाई उनीहरूमार्फत सम्बन्धित सरोकारवालाहरूसँग पुर्‍याउने वातावरणको सृजना गर्ने, बालबालिकाहरूको क्षेत्रमा काम गर्ने सरकारी तथा गैह्रसरकारी निकायहरूलाई बाल संवेदनशिल बनाउन र बालबालिकाहरूका आवाजलाई सुन्ने वातावरणको सृजना गरि बालबालिका सवालहरूमा जनप्रतिनिधि तथा स्थानीय सरकारलाई जवाफदेही र उत्तरदायी बनाउने उद्देश्यका साथ सडक नाटक कार्यक्रम सहजीकरण तथा कार्यक्रम उत्पादन र प्रदर्शनका लागि यो कोटेशन आह्वान गरिएको छ । कोटेशन सूचना प्रकाशन भएको मितिले ७औं दिन अर्थात मिति २०८२/१२/१५ गते साँझ ५:०० बजे सम्म बुझाई सक्नु पर्नेछ ।

नोट : सम्बन्धित कागजजातहरूका लागि संस्थाको कार्यालय लिनसक्नु हुनेछ । कोटेशन पेश गर्नका लागि

ptysm.procurement@gmail.com मार्फत गर्न सकिने छ ।

तपसिल:

क्र.सं.	आवश्यक वस्तु तथा सेवा	वस्तु तथा सेवाको प्रकार	इकाई	परिमाण	कैफियत
१	सडक नाटक कार्यक्रम उत्पादन तथा प्रदर्शन	सडक नाटक निर्माण तथा प्रदर्शन	संख्या	१३	

आशय पत्रका सेवा शर्तहरू :

- संस्थाले उल्लेख गरेको विशिष्टकरण अनुसारको वस्तु तथा सेवा उपलब्ध गराउनुपर्नेछ ।
- इच्छुक आपूर्तिकर्ताले आवश्यक कागजात र विस्तृत मूल्य सहितको सिलबन्दि कोटेशन सूचना प्रकासन भएको मितिले ७ दिन भित्र पाँचतारा युवा संरक्षक मञ्च जाजरकोटको कार्यालयमा पेश गर्नुपर्नेछ । यदि कोटेशन बुझाउने अन्तिम दिन सार्वजनिक विदा परेमा दोस्रो दिनको कार्यालय समयभित्र बुझाउन सकिनेछ ।
- इच्छुक आपूर्तिकर्ताले कोटेशन संगै अन्य आवश्यक आधिकारिक कागजातहरू (फर्म दर्ता तथा नविकरणको प्रमाण पत्र, र मूल्य अभिवृद्धि कर प्रमाण पत्र तथा, स्थायी लेखा नम्बर र कर चुत्ताको प्रमाणपत्र आदिको प्रतिलिपि) अनिवार्य पेश गर्नुपर्नेछ ।
- संस्थाले विल भुक्तानी गर्दा कुल रकममा नेपाल सरकारको नियमानुसार लाग्ने करकट्टी गरिनेछ ।
- वित्तिय तथा प्राविधिक प्रस्तावना पेश गर्नुपर्ने छ ।

अन्य थप जानकारी

- आपूर्तिकर्ता छनौट गर्ने नगर्ने सम्पूर्ण अधिकार यस संस्थामा नै निहित हुनेछ ।
- यस सम्बन्धि थप जानकारी आवश्यक भएमा यस संस्थाको फोन नं ०८१-४३००६८/९८४८१४५७७९ मा सम्पर्क गरी सोधपुछ गर्न सकिनेछ ।
- कोटेशन बुझाउँदा आपूर्तिकर्ताले अन्य आधिकारीक कागजात सहित आशय पत्र, स्व:घोषणा पत्र र वर्ल्ड भिजन इन्टरनेसनलको आचार संहिता निति (प्रत्येक पानामा आधिकारीक छाप र हस्ताक्षर गरेको) पनि सँगै बुझाउनु पर्नेछ ।

खरिद समिति

पाँचतारा युवा संरक्षक मञ्च, जाजरकोट

TERMS OF REFERENCE (ToR)

Project Title: Street Drama on Child Protection and Rights to change the positive behaviors of the parents.

Implementing Organization: Panchtara Yuwa Samrakshak Manch (PTYSM), Jajarkot

Funding Agency: World Vision International Nepal (WVIN)

Location: Bheri and Nalgad Municipalities, Jajarkot District

Total Events: 13 (5 in Bheri, 8 in Nalgad)

1. Background and Context

Panchtara Yuwa Samrakshak Manch (PTYSM), in partnership with World Vision International Nepal (WVIN), is implementing a child protection project in Jajarkot District. Despite progress, issues such as child marriage, school dropouts, and violence against children remain prevalent in the region.

To address these challenges, the project aims to use **Street Drama** as a Behavior Change Communication (BCC) tool. Street drama is an effective medium in the Nepali context to sensitize communities, spark dialogue, and mobilize local stakeholders (SMC, WCRC, CFLG) towards protecting children's rights.

2. Objectives

2.1 General Objective

To raise awareness and mobilize communities in Jajarkot to create a protective environment for children, ensuring their rights to education, safety, and freedom from early marriage.

2.2 Specific Objectives

1. Reduce Child Marriage: Sensitize parents and community leaders on the legal age of marriage and the negative impacts of child marriage on health and education.
2. Promote Quality Education: Encourage regular school attendance and highlight the role of teachers and SMCs in maintaining quality education.
3. Prevent Violence Against Children: Inform children and adults about forms of violence (physical, emotional, sexual) and reporting mechanisms.
4. Strengthen Mechanisms: Orient Ward Child Rights Committees (WCRC), CFLG committees, and SMCs on their roles in child protection.
5. Promotion of hygienic food, breast feeding and nutrition of the children

3. Scope of Work

The service provider / drama team / PTYSM volunteer team shall perform the following tasks:

3.1 Pre-Event Preparation

- **Script Development:** Develop culturally appropriate scripts in the local dialect focusing on the three core themes (Child Marriage, Education, Violence). Scripts must be approved by PTYSM and WVIN.
- **Coordination:** Coordinate with local ward chairs, school principals, and WCRC chairs to fix dates and venues for the 13 events.

- **Rehearsal:** Conduct sufficient rehearsals to ensure high-quality performance and accurate messaging.
- **Logistics:** Arrange necessary props, sound systems (mic/speakers), and branding materials (banners/logos of PTYSM and WVIN).

3.2 Event Execution (13 Events)

- **Performance:** Conduct street dramas in public spaces (markets, school grounds, community centers).
 - **Bheri Municipality:** 5 Events
 - **Nalgad Municipality:** 8 Events
- **Interaction Session:** After the drama, facilitate a Q&A session with the audience (children, parents, teachers) to discuss the issues raised.
- **Stakeholder Engagement:** Specifically invite and engage members of CC/CCN, SMC, WCRC, and CFLG committees during the interaction session to commit to action plans.
- **Information Dissemination:** Distribute IEC materials (leaflets/posters) regarding child helpline numbers (1098/1145) and local reporting mechanisms.

3.3 Post-Event Activities

- **Documentation:** Capture high-quality photos and videos of the events (ensuring child safeguarding norms are met no faces of vulnerable children without consent).
- **Reporting:** Submit a narrative and financial report for each municipality or a consolidated final report to PTYSM.

4. Target Beneficiaries

The drama and interaction sessions will target:

- Children (Boys and Girls)
- Parents and Community Members
- School Teachers and Headmasters
- School Management Committee (SMC) Members
- Ward Child Rights Committee (WCRC) Members
- Child Friendly Local Governance (CFLG) Committee Members
- Local Government Representatives

5. Methodology

- **Participatory Approach:** The drama should not be a monologue; it must invite audience reaction.
- **Edutainment:** Blend education with entertainment to keep the audience engaged.

- **Local Context:** Use local examples, idioms, and humor relevant to Jajarkot.
- **Call to Action:** Every event must end with a clear call to action (e.g., "Report violence," "Do not marry off children," "Send children to school").

6. Deliverables

1. Approved Drama Scripts (in Nepali/Local Dialect).
2. Completion of 13 Street Drama Events (5 in Bheri, 8 in Nalgad). Regarding this the total number of events will increase/decrease depends on the available funding.
3. Attendance Sheets signed by participants/stakeholders.
4. Digital Media: Minimum 5 photos and 1 short video clip per event.
5. Final Activity Report (including success stories, challenges, and recommendations).
6. PTYSM, Jajarkot will establish the LTA for 1 year with the selected bidder by the selection process.

7. Timeline and Duration

- **Preparation Phase:** [Insert Start Date] to [Insert End Date]
- **Implementation Phase:** [Insert Start Date] to [Insert End Date]
- **Reporting Deadline:** Within 7 days after the final event.

8. Budget and Payment

- The total budget for the 13 events is NPR. as per awarded project based on the RFQ.
- **Payment Schedule:**
 - 40% Advance upon signing agreement and script approval.
 - 60% After satisfactory completion of all 13 events and submission of the final report.
- *Note: The budget should cover artist fees, logistics, travel, food, and material costs.*

9. Roles and Responsibilities

Party	Responsibilities
World Vision (WVIN)	Provide funding, technical guidance on child rights content, and monitor compliance.
PTYSM	Overall management, coordination with municipalities, monitoring the drama team, and reporting to WVIN.
Drama Team / Facilitators	Scriptwriting, performance, facilitating interaction, and submitting documentation.
Local Stakeholders	Provide venue, mobilize audience, and commit to follow-up actions.

10. Child Safeguarding and Protection

This is a critical requirement.

- All team members must adhere to **World Vision's Child Safeguarding Policy** and PTYSM's code of conduct.
- No team member shall be alone with a child in a closed room.
- Photos of children must be taken with consent; faces of vulnerable children should be blurred if necessary.
- Any disclosure of abuse during the interaction session must be handled confidentially and reported to the designated Child Protection Focal Point immediately.
- Team members must sign a **Code of Conduct** agreement.

11. Visibility and Branding

- All events must display the logos of **World Vision International Nepal** and **PTYSM** prominently on banners and backdrops.
- Verbal acknowledgment of WVIN and PTYSM must be made during the program opening.

12. Eligibility Criteria

- Registered Drama Group or Youth Organization with experience in social issues.
- Proven experience in conducting street theater in Jajarkot or Karnali Province.
- Understanding of Child Rights, Child Marriage laws, and Education policies in Nepal.
- Commitment to Child Safeguarding principles.

13. Monitoring and Evaluation

- PTYSM staff will monitor at least 30% of the events randomly.
- WVIN reserves the right to visit any event for monitoring purposes.
- Feedback will be collected from the audience to measure the effectiveness of the messaging.

14. Contact Information

For further inquiries and submission of proposals/reports:

- **Organization:** Panchtara Yuwa Samrakshak Manch (PTYSM)
- **Address:** Bheri municipality ward no -03, Jajarkot
- **Contact Person:** Ananda Prasad Sharma, Supply Chain Management department
- **Phone/Email:** 9848195207

Approved By:

Birendra Kumar Tharu, Program Manager
Panchtara Yuwa Samrakshak Manch (PTYSM)

Endorsed By:

Nanda Budha

World Vision International Nepal