



OFFICE OF THE U.E.E. MISSION

1st Floor, Near Estate Branch, Department of Education

Distt. North, Lucknow Road, Delhi - 110054.

Ph.:23810361, Tele Fax: 23811442, E-mail: spd_delhi@rediffmail.com

No. 8434

Dated:07.12.10

CIRCULAR

Subject: - Empanelment of Organizations with the Department of Education for Interventions under the Sarva Shiksha Abhiyan, for the project- CWSN.

On behalf of the Department of Education, the UEE Mission (SSA), Delhi, invites proposals from reputed and experienced organizations for Innovative Education programme for Children with Special Needs **having age group for children 6 – 14 years.**

Funding to all these initiatives will be as per the norms of the SSA as approved by the Ministry of HRD, GOI or of the Department of Education, Delhi as applicable.

Interested organizations may submit their proposal alongwith the following documents:

- (i) A copy of the registration alongwith the list of members in the Executive as well as Governing Body of the organization.
- (ii) Declaration of assets (physical and financial) of the organization.
- (iii) Certified balance sheet or audited report of the last 3 years of the organization.
- (iv) A report on the educational projects completed so far by the organization.
- (v) A clear indication of the intervention(s) being applied for
- (vi) Information on how the organization will implement the intervention(s), the support required from the UEE Mission, and the additional support that the organization shall provide over & above the funding to be given under the SSA.
- (vii) Justification of why the organization; should be selected.

All proposals received by the due date will be screened by a Screening Committee on the basis of the *credibility, capability and relevant experience of the organization in the field as well as submission of relevant documents as per cited above.* Short listed proposals will be placed before the competent

authority for further approval. However, the decision of the Secretary (Education) and Chairperson SSA of the will be final in this regard and no complaints whatsoever shall be entertained.

Interested organizations are required to submit hard copies of their proposals alongwith the Evaluation Sheet (as per the format annexed) and all other relevant documents to the Chairperson, UEE Mission at the following address:-

Office of the UEE Mission, Department of Education, I Floor, near Estate Branch, (Distt. North Education Offices Complex) Lucknow Road, Delhi-110054.

The complete proposals should reach this office within 15 days of the issue of this circular.

Separate proposal is required for each intervention. Please indicate clearly on the envelope containing the proposal, the name or area of Intervention applied for.

Selected organizations shall be informed individually.

The Department of Education and UEE Mission will not be responsible for the loss or non-receipt of any proposal. The UEE Mission reserves the right to reject any proposal without assigning any reason.

**Sd/-
(J.B.Singh)
I.A.S
SPD-SSA, Delhi**

EVALUATION SHEET

(Please the appropriate choice)

1. **Area for which proposal is submitted** (Please indicate the intervention from the circular):

.....

2. **Title of the Project:**.....

3. **Objectives:-**

(a).....

(b).....

(c).....

4. **How old is the Registration of the Society/Trust:** 1 Year ; 2Years ; 3Years ; 4Years & above

5. **Experience in conducting Educational Projects:** Yes No

6. **Average Audited Expenditure for the last three years** (please enclosed Audited Reports):

Rs 2-3 Lakh ; Rs 3-4 Lakh ;Rs 4-5 Lakh ; Rs 5-6 Lakh ; Rs 6 Lakh and above

7. **Project Time Frame:** 6 Months, 6 Months – 1 Year, 1 Year – 2 Year, 3 Year & above.

8. **Project Budget, if any** (please attach separate sheet by giving breakup).....

9. **Target Group & No. of beneficiaries:** Student.....; .Teacher.....; .School.....

10. **Details of relevant experience**

.....

Please (✓) mark whether the following documents have been enclosed:

- a. A copy of the registration alongwith the list of members in the Executive as well as Governing Body of the organization.
- b. Declaration of assets (physical and financial) of the organization.
- c. Certified balance sheet or audited report of the last 3 years of the organization.
- d. A report on the educational projects completed so far by the organization.
- e. A clear indication of the intervention(s) being applied for
- f. Information on how the organization will implement the intervention(s), the support required from the UEE Mission, and the additional support that the organization shall provide over & above the funding to be given under the SSA.
- g. Justification of why the organization; should be selected.

Signature of Head of Organization

Date: