INVITATION FOR EXPRESSION OF INTEREST

The Department of Women and Child Development, Government of NCT of Delhi is running several welfare schemes, programmes and Institutions for Women & Children with the objective of mainstreaming the underprivileged persons back in the society. The department intends to set up a MENTAL HEALTH UNIT at different Homes/Institutions in Delhi, for providing comprehensive services related to Mental Health to its beneficiaries through in house prevention, identification and treatment of mental stress /psychological disorders.

The Department invites expression of interest from Registered Organizations having experience to establish and run Mental Health Unit at different Home-Institutions in Delhi, for a period of three years. Interested Organizations may apply for expression of interest to The Director, Women & Child Development Department. Government of NCT of Delhi, 01, Canning Lane, Kasturba Gandhi Marg, New Delhi- 110001 latest by 21-Sep-12.

For details and prescribed format of application, Please see the website http://www.wccddel.in (http://www.wccddel.in/pdf/EOI_WEC_SEP12.pdf)

Director
Department of Women & Child Development
Government of NCT of Delhi
INVITATION FOR “EXPRESSION OF INTEREST” TO ESTABLISH AND RUN MENTAL HEALTH UNITS IN INSTITUTIONAL COMPLEXES

The Department of Women and Child Development, Govt. of NCT of Delhi invites “Expression of Interest” (EOI) from well established, registered, reputed & experienced Non-Government Organizations (NGOs) – for providing Mental Health Services to the residents through in-house identification, prevention and treatment of mental stress/ psychological disorders with medicines & other services who are housed in various Homes/ Institutions located at different parts of Delhi, which are functioning under the jurisdiction & control of Department Women & Child Development (hereinafter called DWCD), GNCTD, 1 Canning Lane, Kasturba Gandhi Marg, New Delhi-01 – for a period of two years with effect from the date of signing of contract which is extendable on the basis of the performance.

Department intends to provide Mental Health Services to the residents of the home at following residential complexes:-

1. Nirmal Chhaya Complex, including
   a) Nirmal Chhaya,
   b) Short Stay Home
   c) Widows Home.
   d) After Care Home for Women,
   e) Home for Healthy Children for Leprosy Patient,
   f) Observation Home for Girls,
   g) Children Home for Girls (I & II)

2. Children Home for Boys (I & II), Alipur Complex .
3. Observation Home for Boys, Kingsway Camp Complex.
4. Children Home for Boys & Girls at Sanskar Ashram Complex, Dilshad Garden.
5. Special Home for Boys & Place of Safety, Majnu-Ka-Tila.
6. VCH at Kalkaji
7. VCH at Lajpat Nagar.

Background :-

The DWCD is running various Homes/Institutions which provide shelter to women and children in need of care and protection, at various location of Delhi.

These institutions cater to the needs of women & children who are in distress, destitute, neglected, abandoned, victims of atrocities, violence, sexual assault, family disputes, etc. Some of the residents in these homes/ institutions are in conflict with law and are lodged in these DWCD homes/ institutions under the provisions of
Immoral Traffick (Prevention) Act, 1956, Juvenile Justice (Care & Protection) Act, 2000. Their psychosocial background makes them all the more vulnerable to behavioral and psychological disorders.

Some of the problems faced by women are :-
(a) Exposure to traumatic life situations & events ;
(b) Psychological & physical abuse ;
(c) Low education / awareness ;
(d) Weak social support system ;
(e) Familial discord ;
(f) Physically & mentally challenged.

Similarly, some of the problems faced by children are :
(a) Victims of abuse/trauma ;
(b) Homelessness ;
(c) Emotional deprivation ;
(d) Behavioral & conduct related issues ;
(e) Psycho-sexual needs ;
(f) Insecure parental attachments

Such adverse consequences are hindrances in attaining one’s potential. It affects their employability and skill building capacity leading to demoralization, hopelessness, lack of self-care, passivity, violence, fluctuating moods, interpersonal difficulties and a host of dysfunctional mental states and behavioral problems. This, in turn, lowers their resilience in dealing with their adverse circumstances.

The DWCD intends to intervene, at this stage, by imparting additional services by providing extensive and exclusive attention to every inmate regularly in need for psycho-social rehabilitation and residents having psychiatric & other mental ill-health.

For this purpose, DWCD intends to invite Expression of Interest from interested, reputed and registered NGOs having expertise in the field of mental health for providing a mechanism for identification and treatment of persons with diagnosable psychological disorders as well as persons having significant psychological distress through counseling, guidance and medical treatment as & when required.

1. **Objective :-**

The following objectives are to be achieved through the NGO selected for this purpose:

(a) Identification and Treatment of Mental illness.
   (i) Orientation.
   (ii) Identification.
   (iii) Treatment.
      a. Planned treatment
      b. Outpatient department for inmates of the said complex
      c. Social Rehabilitation
      d. Documentation & referral

(b) Facilitation and Coordination
(i) Sensitization
(ii) Caring

(c) Preventive Counseling
   (i) Recreational workshops
   (ii) Group therapy
   (iii) Group discussion
   (iv) Career guidance
   (v) Documentation

(d) Promoting positive mental health

2. **Area of operation & working hours** :-

Selected NGO will have to provide Mental Health Services initially at the following locations for which the space will be provided by the Department :-

1. Nirmal Chhaya Complex, including Nirmal Chhaya, Short Stay Home, Widows Home, After Care Home for Women, Home for Healthy Children for Leprosy Patient, Observation Home for Girls, Children Home for Girls, and Foster Care Centre, Jail Road.
2. Children Home Complex for Boys (I & II), Alipur.
3. Observation Home for Boys, Kingsway Camp Complex.
4. Children Home for Boys & Girls at Sanskar Ashram Complex, Dilshad Garden.
5. Special Home for Boys & Place of Safety, Majnu-Ka-Tila.
6. VCH at Kalkaji
7. VCH at Lajpat Nagar.

(a) Selected NGO will provide OPD services for five days a week from Monday to Friday. The timings of providing services will be from 10:00 AM to 06:00 PM. Emergency calls, at any time, shall have to be promptly attended to by the selected NGO.

(b) Selected NGO will have to provide the following manpower for the desired services for each MHU :-
   (i) Clinical Psychologist – 1 (One).
   (ii) Psychiatrist (Part-time) – 1 (One);
   (iii) Counselor – 1 (one for each institution);
   (iv) Special Educator / Speech Therapist – 1 (one);
   (v) Vocational Educator for the trade as per the requirement of the Institution.

Cost of all the medicines, consumables, disposables items and laboratory services required for execution of services are to be borne by the Selected NGO.

3. **Scope of Work** :-

   (a) Screening of all the residents/inmates after they are admitted in the said institution.
(b) Identification and treatment of mental disorders/illness in residents at the said institutions.

(c) To coordinate with & facilitate the work of Welfare Officers in rehabilitation of mentally ill residents of the said institutions.

(d) To coordinate & facilitate the work of Child Welfare Committee/ Juvenile Justice Board in rehabilitation of residents having behavior disorders/mental disorders/substance abuse.

(e) Preventive counseling of residents and their families with life education who have suffered violence and abuse at any stage of their life.

(f) Promotion of positive mental health to make residents capable of independent survival.

(g) Promotion of positive mental health among functionaries while dealing with the resident who had suffered abuse & violence.

(h) Any other step attributing, as deemed fit, in restoring/correction of mental ill health of residents.

Eligibility and Pre- Qualification Criteria:

i) Interested NGOs must be registered under the Societies Registration Act or any other relevant Act.

ii) The NGO should have experience of atleast for two (2) years running Mental Health Centre.

iii) The NGO should have experience of treating atleast 70-80 clients every month on an average.

iv) The regular employees of the organisation should be qualified and experienced in this field.

v) Duration of the Project will be initially for a period of 3 years which is extendable on the basis of the performance.

vi) The Department will provide space to the organization to set and run the MHU and will also bear the electricity charges.

vii) The organization will provide staff, infrastructure, requisite instruments, medicines etc.
Application Form

(i) Organization

- Name of the Organization ...........................................
- Registered office address ...........................................
- Contact Numbers (Phone & Fax & E-mail) ..........................
- Name of the Contact Person (Phone & E-mail) ......................

(ii) Registration

- Act under which Registered ...........................................
- Date of Registration ....................................................

Note: Please attach self attested photocopy of Registration Certificate.

(iii) Memorandum of Association

- Attach self attested photocopy of Memorandum of Association

(iv) Experience

- Details of experience of running Mental Health Centre/Activities.
  .............................................................
  .............................................................
  .............................................................
  (Attach Proof )

(v) Staff presently working with the Organisation

(vi) Proposed Staff to run the Mental Health Units.

Give details of personnel to be deputed in MHU in following format:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Category</th>
<th>Number</th>
<th>Age</th>
<th>Qualification</th>
<th>Experience</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The last date of submission of EOI is 21.09.2012