

EOI FOR STARTING ANGANWADI
WORKERS TRAINING CENTRE

ICDS Govt. of Bihar is desirous of starting 66 new AWTC in 30 district of Bihar with the help of Govt. or Non Govt. or Volunteer Organizations. The details of proposed new AWTC in each of districts are attached as Annexure-I.

APPLICATION FORM FOR STARTING ANGANWADI
WORKERS TRAINING CENTRE (AWTC)

Nature of Programme – Residential Training Programme

1. Name of Govt./Non Govt./Volunteer Organisation (In Block Letters) ::
2. Full postal address with Pin Code, Contract No. ::
3. Year of establishment. Reg.No. & Date ::
4. Name & full postal address of the proposed Anganwadi Training Centre Building ::
5. Does your Govt./Non Govt./Volunteer Organization have any other branch/Office (Specify location) ::
6. At least **Three years** experience in imparting Training (*Women and Child Development / Nutrition/Health*) programmes for Govt./Non Govt. Sector (Give detailed information as Mentioned in the format below) **Enclose attested certificates** ::

Nature of Assignment	Duration of Project	From	To	Value of the project (Rs.)

7. Any previous current association with Social Welfare Department, Govt. of Bihar (Specify details) ::
8. Details of Funds handled during last three years (Provide photocopies of Balance sheet, Receipt and Payments, Income and Expenditure A/c etc.) ::
9. Experience in Implementing projects with financial assistance from Govt./donor agencies (Provide details) ::
10. Details of infrastructure facilities for the proposed Training centre as per guide lines of Govt. of India (**Annexure – I**) [*Three months time will be given to shortlisted agency for completing infrastructure facilities (Repairing work/Furniture etc.)as per the given guideline*]

Sl.No.	Details of Infrastructure	Details of Agency Infrastructure	
		No. of Room	Room Size
1	No. of Hostel Room 12 and size (12' X 12') or 3-4 big size dormitories		
2	No. of Hostel Bathroom (5)		
3	No. of Hostel Toilets (5)		
4	No. of Kitchen 1 and size (10' X 10')		
5	No. of Dining Hall (1)		
6	No. of Class room and size (For accommodation 50 Trainees)		
7	No. of Staff room (2)		
8	No. of Library (1)		
9	No. of Rack (6)		
10	No. of Laboratory room (1)		
11	No. of Recreation/Reading room (1)		

11. Availability of furniture (Provide details) ::

12. Source of water supply/drinking water facility ::

13. Availability of Electricity in the proposed Building (Please, attach documentary Proof) ::

14. Provide personnel details as per below format (*Kindly attach their CVs. and attested photo copies of educational/experience certificate*) (Annexure- II) ::

Name of the Post	No. of Post	Required Educational Qualification	Name of the Candidate	Details of Qualification/ Experience	Attached Certificate (Y/N)
Principal	1	Masters degree in any of the field given for instructors with minimum 3 years of experience			
Instructor in Child Development	2	Masters degree in Home Science/Child Development/Psychology			
Instructor in Nutrition		Masters degree in Home Science/Nutrition			
Instructor in Social Work		Masters degree in Extension Education/Community Resource Management/Social Work/Sociology			
Account Clerk	1	Graduate with basic knowledge of Accountancy			
Typist	1	Graduate with basic knowledge of computer and minimum typing speed of 30 W.P.M.			
Lady Warden	1	12 th pass and should not be less than 35 years of age			
Peon/Chawkidar	2	-			
Cook	1	-			

15. Distance from nearest hospital/nearest bus stop ::
16. Distance from Panchyat office and Block Office::
17. Whether the institution is running any other
Anganwadi Training Centre in the State ::
(If yes, provide details)
18. Give names of any two agencies and respective
addresses for reference purpose ::
19. Any other remarks. ::

Stamp of
Organization

**Signature of the Authorized
Signatory of the Organization**

Enclosures to be attached

1. Statement of details of Training Centre
2. Attested certificate of training provided
3. Bye-laws
4. Conformation letter stating that agency has never been black listed and no person from the governing body has been in judicial custody for criminal matters.
5. List of office bearers.
6. List of staff with attested certificate of qualification and experience
7. Infrastructure details
8. Document for Electrical connection (if available)

NB. The organization must enclose the EOI documents in an Envelope and mark it as

“ EOI FOR STARTING ANGANWADI WORKERS TRAINING CENTRE ”

Address for sending EOI:-

To
Director, ICDS
2nd Floor, Indira Bhawan
R.C.Singh Path, Baily Road,
Patna-800001

Annexure-I

List of Proposed District wise Anganwari Training Centre		
Sl.No.	Name of District	Proposed New AWTC (No.)
1	Araria	3
2	Aurangabad	1
3	Banka	3
4	Begusarai	3
5	Bhagalpur	1
6	Bhojpur	2
7	Darbhangha	5
8	East Champaran	3
9	Gaya	2
10	Gopalganj	2
11	Jamui	3
12	Kaimur	1
13	Katihar	3
14	Kishanganj	2
15	Lakhisarai	1
16	Madhepura	2
17	Madhubani	3
18	Nalanda	1
19	Nawada	4
20	Patna	2
21	Purnia	1
22	Rohtas	2
23	Saharsa	2
24	Supaul	3
25	Saran	3
26	Shekhpura	1
27	Sheohar	1
28	Sitamarhi	1
29	Vaishali	3
30	West Champaran	2
	Total	66

Required Physical Facilities for the Proposed Anganwadi Training Centre

10.1 The AWTCs should have the physical infrastructure to effectively organize the training of AWWs and this would include hostel to accommodate 50 persons , dining hall, kitchen, bathroom, toilets, recreation room, library, classrooms, office rooms etc.

Hostel

10.2 As far as possible the hostel should be located within the premises of training centre. However, if such an arrangement is not possible it should be located within a reasonable distance from the training centre. The hostel should have the following facilities:

- I.** Ideally, the hostel should have 12 rooms of 12'x12' with cross ventilation. Trainees should be provided with beds made of iron. Niwar, jute etc. Each room should have two tables and two chairs. Some storage space to keep personal belongings if rooms are not available there should be 3-4 big size dormitories.
- II.** A minimum of five toilets and five bathrooms near to the rooms.
- III.** Adequate supply of safe drinking water as also water for washing and bathing

10.3 The kitchen should be big enough (a room measuring 10'x10') or more with facilities for cooking keeping cooked food and drinking water. It should be provided with a shelf for keeping vessels. The dining hall should be adjacent to the kitchen.

10.4 Food for trainees should be prepared in a common kitchen. Trainees may either manage the entire kitchen by themselves or the training centre may arrange to run the mess for them. The trainees should be encouraged to help the kitchen staff. The trainees should be allowed to cook their own food as a group. The expenditure on food should be shared equally by all the trainees and under no circumstance should the trainees be asked to bear additional charges on water and electricity.

Recreation/Reading Room Facilities

10.5 The hostel should have recreational facilities for indoor and outdoor games, practicing and organizing cultural programmes etc. While there should be some open space for outdoor activities, equipments/games/instruments like chess, carom board, harmonium, baja, dholak, table and radio could be provided in there creation room. Besides, daily newspaper in the local language, few informative magazines and journals should also be made available to the trainees. There should be about 6 chairs/mood has and 1-2 durries in the room. It would be necessary to provide such facilities particularly in view of the fact that the trainees have to stay at the training centre for three months.

Class Room

10.6 The training centre should have a spacious and well ventilated class room to accommodate 50 trainees. I should have a big size black board and facilities for projection of films/slides, display of programme schedule, growth charts, posters etc. relevant to training of AWW. The trainees should be provided with tables and chairs or desks.

10.7 There should be a work room for demonstration and preparation of extension aids. It is desirable to have a separate room with big sized tables and storage facilities for this purpose. However, if there is shortage of space, the classroom could also be used as a work room until arrangements are made for a separate work room.

10.8 Further, it is very essential to have a laboratory for conducting practical in the area of health screening children to assess nutritional status by using mid arm circumference (tricolour) tape, cooking demonstration, preparation of oral rehydration solution etc. The laboratory should have adequate water supply and equipments like weighing scale, growth cards, measuring tapes and other items mentioned earlier.

Staff and Office Rooms

10.9 The training centers should have two room-one for the Principal/Chief instruction and the other for instructors and office staff with suitable arrangements for the portion meant for the academic and office staff. The Principal's room should be equipped with one cupboard and a table and at least four chairs so that she could hold discussions and conduct meetings with the staff. Each instructor should be provided with a table with drawers and a chair. There should be a couple of extra chairs for guests and visiting lecturers. The office staff room should be provided with tables, chairs and at least two full size cupboards and three racks.

-According to the "Guide Book Anganwadi Training Centre-NIPCCD"

Annexure- II

A) Budgetary Norms for Staffs in Anganwadi Training Center

HONORARIA FOR STAFF OF ANGANWADI TRAINING CENTRES (AWTCS)

Sl. No.	Name of the post	No. Of Post	Graded Honoraria (Rs. Per month)									
			On initial appointment		On completion of 5 years of service		On completion of 10 years of service		On completion of 15 years of service		On completion of 20 years of service	
			Old	Revised	Old	Revised	Old	Revised	Old	Revised	Old	Revised
1.	Principal	1	4400	10,000	5970	12,500	7544	15,000	7544	17,500	7544	20,000
2.	Instructors	2	3600	8,000	4789	10,000	5980	12,000	5980	14,000	5980	16,000
3.	Accounts Clerk	1	2540	6,000	3301	7,500	4065	9,000	4065	10,500	4065	12,000
4.	Peon/Chowkidar	2	2050	4,500	2274	5,500	2500	6,500	2500	7,500	2500	8,500
5.	Lady Warden*	1	750	5,000	750	6,000	750	7,000	750	8,000	750	9,000
6.	Typist**	1	Nil	6,000	Nil	7,500	Nil	9,000	Nil	10,500	Nil	12,000
7.	Cook*	1	500	4,500	500	5,500	500	6,500	500	7,500	500	8,500

Note: The increase in honoraria on completion of five/ten/fifteen/twenty years (existing five/ten years only) period will be on the basis of performance.

- The existing part time posts of lady warden and cook have been included as regular employees.
- The post of typist has been added as additional regular post.
- The honoraria or engagement of craft teacher, music teacher and visiting doctor has been increased from the existing amount of Rs. 500/- p.m. to Rs. 1000/- p.m w.e.f. 1.4.2009
- The honoraria for engagement of sweeper has been increased from the existing amount of Rs. 300/- p.m. to Rs. 1000/- p.m. w.e.f. 1.4.2009

B) Summary of Training Programme Cost

Summary of Training Programmes with Old and Revised Cost Norms (Details enclosed)

Table no.	Type of Training	Duration and Batch size per course	Total Budget (Rs)	
			Old (w.e.f. 1.4.1999)	Revised (w.e.f. 1.4.2009)
1	Training Programmes conducted in Anganwadi Training Centres (AWTCs)			
	Fixed Cost (Recurring) / year		4,07,800	12,27,000
	Fixed Cost (Non-recurring)		85,000	1,25,000
2	Job Training of Anganwadi workers (AWWs)	32 days 35 persons/course 10 courses/year	7,50,330	12,55,000
3	Refresher Training of AWWs	7 days 40 persons/course	18,900	37,500
4	Induction Training of AWWs	8 days 20 persons/course	31,200	27,000
5	Orientation (Job) Training of AWHs	8 days 50 persons/course	23,500	50,750
6	Refresher Training of AWHs	5 days 50 persons/course	18,350	39,000
7	Training Programmes conducted in Middle Level Training Centres (MLTCs)	Fixed recurring cost per year	4,31,100	12,09,500
8	Job Training of Supervisors	32 days 25 persons/course	1,00,500	1,40,250
9	Refresher Training of Supervisors	7 days 25 persons/course	32,250	53,750
10	Induction Training of Supervisors	7 days 25 persons/course	72,500	49,000
11	Orientation Training of Instructors of AWTCs	11 days 20 persons/course	36,400	55,900
12	Refresher Training of Instructors of AWTCs	7 days 20 persons/course	24,300	43,550
13	Job Training of CDPOs/ACDPOs	32 days 25 persons/course	1,77,250	3,74,000
14	Refresher Training of CDPOs/ACDPOs	7 days 25 persons/course	76,875	1,81,125
15	Induction Training of AWWs	7 days 35 persons/course	76,875	87,250
16	Orientation Training of Instructors of MLTCs	11 days 20 persons/course	65,500	1,26,500
17	Refresher Training of Instructors of MLTCs	7 days 20 persons/course	59,000	1,05,250

NB: The rules and regulation of ICDS, Bihar will prevailed in case of any differences of opinion.