



**PAKISTAN FLOODS EMERGENCY – QUALITY EDUCATION FOR FLOOD-AFFECTED CHILDREN (International Development and Relief Foundation)**  
**Terms of Reference (TORs) for Conducting Teacher Training Workshop**  
**in District Charsadda, KPK**

**READ Foundation**

READ Foundation is a not-for-profit civil society organization set up under Section 42 of the Companies Ordinance 1984. Starting its operations in 1994, READ Foundation has grown to become one of the leading educational NGOs in Pakistan. Currently, more than 72,000 students are enjoying a quality education in 340 READ Foundation Schools in the guidance of 3,850 teachers. Quality education is supported through teacher training, improvement of the buildings and facilities, and development of locally relevant and appropriate materials. In doing this, READ Foundation is guided by the relevant provisions and principles of the Convention on the Rights of the Child.

Our Mission is “helping society through quality-oriented, purposeful, value-based education and capacity building”.

**Purpose of statement**

READ Foundation has started a project titled **PAKISTAN FLOODS EMERGENCY – QUALITY EDUCATION FOR FLOOD-AFFECTED CHILDREN** in District Charsadda, KPK. We require the quotations from well reputed training institutes / freelance training consultants having NTN number, to conduct three teacher training workshops each consisting of 05 days for 16 female teachers of project schools.

There are three types of workshops. First is on “effective teaching + child rights” to be conducted in January 2012. Second is on subject based teaching of English, Math Science, and Urdu, it will be conducted in March 2012. Third one is on educational management + civic education, this workshop will be conducted in May 2012.

Format for quotation:

S. No.	Activity	Unit	Unit Cost	Total Cost
1.	Developing and printing training manuals	50		
2.	Developing PowerPoint presentations	As per need		
3.	Developing teaching learning aids for training workshops	As per need		
4.	Pena-flax Banners (Three for each workshop. Size of two banners will be 8X4 ft and size of one banner with stand will be 2X4 ft)	09		
5.	Stationery – Writing pad, pointer, lead pencils, rubber sharpener charts, foaming sheets, thermo pore sheets, clay, water colours etc (writing pads and pointers must have READ and IDRF Logo)	50		
6.	Communication	As per need		
7.	Travelling of trainers			
8.	Travelling of trainees	50		
9.	Food & lodging of trainers (Please specify the number of trainers involved)			
10.	Lunch and refreshment of trainees	50 trainees for 15 days		
11.	Certificate for workshop participants	50		
12.	Prizes to appreciate the well preformed trainees	30		
13.	End of project report (each workshop + activity overall report)	4		
<b>Total Cost</b>				

Submit your quotation by post / by hand on the following address by January 10, 2012

GM HCM,  
H # 747, St # 10, G-9/3, Islamabad