

## Request for Proposal (RFP)

<b>RFP: Empanelment of agencies for providing Mental health and psychosocial support services (MHPSS) for children in the Juvenile justice system of Maharashtra state.</b>	<b>Proposal Due By: 27/07/2022</b>	<b>Issuer - Department of Women and Child Development, Government of Maharashtra</b>
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### Overview:

Children in the Juvenile Justice system pose a plethora of psychosocial needs that require intervention. The Department of women and child development, Government of Maharashtra seeks to offer protection and rehabilitation of children that need care and protection, and children in conflict with law. In alignment with this philosophy, the state government provides shelter, education, skill development, aftercare, encouragement for sports and arts, counselling. The Department of women and child development also runs various programs and schemes for children in need of care and protection and children in conflict with the law. The state government recognizes that offering holistic mental health and psychological support and services to children in CCI (Open Homes, Children Homes, Special Homes) will foster positive development. (Refer Annex. 1)

Through the present RFP, the state government invites qualified agency/agencies who will help the state government to implement MHPSS response as outlined in the scope of work.

### Scope of work:

The Department of Women and Child development is in process of appointing agencies/ institutions/ organizations/ societies who can provide the following services of MHPSS to Childcare institutions (List of institutions attached as Annex. 2) of the state on outsource basis.

### Scope of services required are listed below from 1 to 6:

#### 1. Empanelment of Psychologists (Clinical and counseling) and Psychiatrists

**1.1 Appoint Psychologists (Clinical and counseling) who will remain present for 8 hours per day in the assigned institute at least two days a week and on an emergency basis to offer the following services –**

- Undertake psychometric assessments, and screening of the psychosocial needs of children admitted to the institution or in family-based care
- Offer individual counselling for the child in need of psycho-social assistance admitted to the institution or in family-based care
- Prepare and update mental health cards for cases referred for psychosocial care

- To map the development of the child and suggest follow up actions to CCI counselors/ staff as well as parents/guardians
- To be available on call as and when required

**1.2 Appoint Psychiatrists who will remain present for 4 hours per day in the assigned institute on a fortnightly basis and emergency basis –**

In case a child is detected with a mental health issue/disorder, psychiatrists will offer:

- Diagnosis, supportive therapy, treatment, and medications (as and when required), psychoeducation
- To conduct regular follow up for review of medications, treatment plan and diagnosis
- To coordinate with the clinical psychologists, CCI counselor and staff, parents/ guardians to develop a holistic treatment plan

**2. Provide treatment and referrals for de-addiction services (habitual and substance), at the CCI**

- Provide first-line outpatient detoxification for treating (by the doctors) and handling (by the nonmedical staff, primarily nurses) uncomplicated withdrawal
- Provide brief interventions ranging from informal counselling to structured therapies about their level of use relative to safe limits, as well as advice to aid the individual in decision-making.
- Identify and refer complicated withdrawal cases to the next higher healthcare/ specialised facility.
- Train staff in providing care, handling uncomplicated withdrawal and basic elements of relapse prevention
- Provide family-based intervention to mediate and develop positive support system to aid in relapse prevention

**3. Creative, arts-based therapeutic activities, restorative practices, life skills (at least 3 days a week)**

- Develop and deliver modules that aid in trauma-based processing
- Conduct sessions that address psychosocial challenges faced by children
- Conduct Life skills education sessions on decision-making, problem solving, financial management, healthy relationships etc.
- Conduct specialized programs for anger management, sexual and other forms of violence
- Design activities that contribute to the effective development of children and adolescents with focus on life skills, leadership and values of teamwork, co-operation, mutual respect

**4. Capacity building – Capacity building sessions for CCI counselors and staff on the following areas:**

- Routine-building in the CCI (Such as development of timetable for building routine to include sleep time, physical time (exercise, nature walks), focus time (learning computers, music), connecting time (daily sharing circles, random act of kindness), playtime (games, stories), downtime (doing arts, gardening), time in (journal writing, yoga) participation of children in routine,

- Environment development activities (such as age-wise peer to peer clubs, recreational activities, gardening, games, music, dance etc.)
- Offering psychological first aid
- Positive disciplining, relationship building, emotional regulation, personal safety education, working with parents etc.
- Supervision and self-care for staff

**The qualifications and experience of the professionals will be as below:**

Specialist	Qualification	Experience
<b>1. Agency providing Mental health services should engage professionals with the following criteria</b>		
1.1 Psychologist	MBBS, Master's in clinical psychology or equivalent qualification	Minimum 3 years' experience of working with children
1.2 Psychiatrist	MBBS, MD Psychiatry or equivalent qualification	Minimum 3 years' experience of working with children
<b>2. Agency providing activities such as creative arts-based therapeutic activities, restorative practices, life skills should engage professionals with the following criteria:</b>		
Creative expression/ arts-based therapist	Masters in Humanities with certification in creative/ expressive/ arts-based therapist and restorative practices	Demonstrated experience of working with children for at least 3 years.

**Evaluation Metrics and Criteria:**

**The selection of agency will be based on:**

1. Registered Indian Legal entity
2. Minimum five years' experience of providing above mentioned services as selected by the agency.
3. Ability to provide a range of therapeutic methods and interventions
4. Documented success stories or good practices
5. The ability of staff and mental health professionals who can communicate in Marathi, Hindi and English

\*Agencies will be expected to submit regular reports and undergo regular monitoring and evaluation work.

**Submission requirements along with proposals:**

**A) Technical Proposal**

1. Application letter with a detailed proposal
2. Presentation on 'One-year Action plan covering one or more of the mentioned services as per Scope of work in the RFP'
3. List of consultants with their names, qualification, experience, employment certificate, contact details
4. Certificates/ rewards/ awards won by society
5. Testimonies and writing samples, newspaper articles, annual reports & project reports
6. Registration documents, last three years annual reports and audited statement of accounts for the last three years
7. 2 references (Contact number, Email ID)
8. Sustainability plan

**B) Financial proposal**

1. Detailed budget quoting amount in rupees (INR) with the breakup of a salary and other components if any for one year.
2. Mention whether services will be given at cost/ pro bono/ subsidized

**C) Conditions:**

- If response found lacking/insufficient/dissatisfactory in provision of service, Commissioner- WCD can remove you from panel.
- NGO/ Agency can be removed in case of interruption in any service for more than 3 times

**Proposal submission due date:****Contact:** Maharashtra State Child Protection Society Pune. 411001**Email:** [mscps.state2@gmail.com](mailto:mscps.state2@gmail.com)**Phone:** Ph 020- 26360063

1. **Annexure 1:** MHPSS framework and services
2. **Annexure 2: Details of institutions:** (Division, District, Name, Address of institution, Type, Capacity, Children at present)

## Annexure 1

### (Proposed Mental Health and Psychosocial Response Blueprint for children & adolescents in the JJ System)



The department of WCD is seeking to implement mental health and psychosocial response for children and adolescents in the JJ system as per the blueprint depicted above. The blueprint has been adapted to the intervention pyramid which multi-layered and meets needs of different groups within the Juvenile justice system. The first level comprises of social considerations in basic services and security, the second level focuses on building community and family support, the third level addresses focused, and non-specialized support and the fourth level includes interventions through specialized services. Interventions across all levels will be implemented concurrently. Activities across each level have been elaborated below;

1. **Level 1 (Social consideration in basic services and security):** This level focuses on (re)establishing security, adequate services that cater to the basic psychosocial needs of children and adolescents. This includes
  - a. Building a calendar and establishing a healthy routine in the CCIs

- b. Developing mental health friendly processes that will support development of a positive identity
  - c. Staff members will be trained to identify and screen MHPSS needs of children which will eventually be integrated in Individual Care Plan and the Social Investigation Report
  - d. All staff members will be sensitized towards the need for integrating a MHPSS response within the childcare system
- 2. Level 2 (Family & community support):** The second layer focuses on building structured support for children to maintain their mental health and psychosocial wellbeing. Responses in this level include
- a. Establishing spaces within the CCIs with use of staff such as calm corner, anger corner, art corner etc.
  - b. Setting up age-wise peer to peer clubs
  - c. Conducting group based recreational and sports activities to promote problem solving, emotion regulation, relationship building
  - d. Develop and share communication material on best practices for creating a mentally healthy work environment for children
  - e. Training staff members to implement activities described in level 2
- 3. Level 3 (Focused care):** The third layer represents support that addresses focused needs of children and carers. This includes activities like
- a. Conducting restorative justice circles
  - b. Creative arts based expressive therapies for addressing traumatic experiences of children & adolescents
  - c. Addressing harmful behaviors in the home through teaching empathy, boundaries, safe-unsafe touch, non-discrimination
  - d. Training staff to identify, refer those in need of specialized care.
  - e. Identifying and referring those who have suffered serious risks to specialized clinical care
  - f. Engaging with families/carers to enhance capacities and extend care
- 4. Level 4 (Specialized Care):** The top layer will cater to individuals needing focused support from psychological or psychiatric professionals. Response at this level will be offered in addition to support offered at the levels above. Following interventions will be extended at this level
- a. Conducting psychometric assessment to diagnose needs of children
  - b. Diagnosing and prescribing medications, offering regular follow-up
  - c. Offering psychotherapy services for severe psychosocial stressors
  - d. Building capacity of counsellors on offering specialized care and undertaking appropriate assessment
  - e. Offering supervision and selfcare to staff members and counsellors
  - f. Create opportunities for cross learning among counsellors and staff