

Terms of Reference (ToR) for the Operation of FAB School – Right4Children

1. Background

FAB School was established in 2017 by Right4Children to provide quality academic education and vocational training opportunities for young people in Gandaki Province. Over the years, it has grown into a unique institution that combines formal education with practical skill development through its integrated business enterprises.

The school comprises 12 building units, including: reception, restaurant, kitchen/office, classroom building, banquet hall, guest house, laundry section, dairy and bakery, toilets, changing room, security guard room, and community building. All property, tools, equipment, and machinery are in good working condition. FAB School has become a hub for both learning and enterprise, offering students hands-on experience in hospitality, food production, and service industries.

2. Objective

- Right4Children seeks proposals from qualified and experienced parties to operate FAB School. The operator will be responsible for:
- Delivering academic and vocational training programs that align with FAB School's mission of inclusive, skill-oriented education.
- Managing and expanding the business enterprises (restaurant, guest house, bakery, dairy, laundry, banquet services, etc.) to ensure financial sustainability.
- Maintaining facilities, equipment, and machinery in good condition.
- Ensuring compliance with child-friendly, inclusive, and ethical practices.

3. Scope of Work

The selected operator will have to take care of the following:

Academic Programs

- Run formal education programs in line with national curriculum standards.
- Integrate practical training into classroom learning.
- Ensure inclusiveness for disadvantaged children, including girls and children with disabilities.

Vocational Training Programs

- Provide skill-based training in hospitality, food production, and other trades.

- Link training to employment opportunities and entrepreneurship.
- Develop partnerships with local businesses for internships and placements.

Business Enterprises

- Operate FAB School's restaurant, guest house, bakery, dairy, laundry, and banquet hall.
- Ensure enterprises are financially viable and contribute to sustainability.
- Provide students with hands-on learning opportunities through enterprise operations.

Facility Management

- Maintain all 12 building units, tools, equipment, and machinery in good working condition.
- Ensure safety, hygiene, and accessibility standards are met.

Community Engagement

- Collaborate with local communities and municipalities.
- Promote FAB School as a model of education-enterprise integration.

4. Proposal Requirements

Interested parties must submit:

Narrative Proposal detailing:

- Approach to operating academic and training programs.
- Strategy for managing business enterprises.
- Plans for inclusiveness, sustainability, and quality assurance.

Financial Proposal specifying:

- Proposed rental amount for use of FAB School and its facilities.
- Financial management plan to ensure sustainability.
- Evidence of relevant experience and organizational capacity.

5. Submission Guidelines

Proposals must be sealed and hand-delivered to Right4Children's office.

Deadline: Within seven (7) days from the date of publication of this ToR/EOI call.

Applicants will be selected based on assessment of both the programme proposal and the financial proposal.

Late or incomplete submissions will not be considered.

6. Selection Criteria

Proposals will be evaluated using a weighted scoring system:

Program Proposal Quality – 50%

Financial Proposal – 30%

Sustainability & Management Plan – 20%

Right4Children reserves the right to accept or reject any or all proposals without assigning reason.