

Request for Proposal (RFP)

Consultant to Curate the *India Childcare Champions Award 2026*

1. Background

National FORCES invites proposals from qualified consultants/agencies to conceptualize, curate, and manage the *India Childcare Champions Award* — a national recognition platform celebrating excellence, innovation, and leadership in childcare services, early childhood development, parenting support, workplace childcare, and community-based childcare initiatives across India.

The award aims to:

- Recognize outstanding childcare practitioners, organizations, employers, and innovators.
- Promote high-quality childcare standards and inclusive childcare ecosystems.
- Showcase scalable and impactful childcare models.
- Build awareness around the importance of childcare in child development, gender equity, and workforce participation.

2. Objective of the Assignment

The consultant will support the end-to-end curation and management of the award program, including award framework design, nomination processes, jury engagement, evaluation systems, communications support, and event coordination.

3. Scope of Work

The consultant/agencies will be expected to undertake the following tasks:

A. Award Strategy & Framework

- Develop the overall award architecture and positioning.
- Recommend award categories and eligibility criteria.
- Define evaluation parameters, scoring methodology, and selection processes.
- Design inclusion and diversity considerations.

B. Research & Stakeholder Mapping

- Identify key childcare ecosystem stakeholders across India.
- Map potential nominees including NGOs, startups, corporates, childcare providers, educators, and government initiatives.
- Benchmark national and international award practices.

C. Nomination & Outreach Management

- Design nomination forms and application processes.
- Create outreach strategies to maximize participation.
- Support communication with applicants and stakeholders.
- Coordinate dissemination through digital and partner networks.

D. Jury & Evaluation Management

- Identify and onboard eminent jury members.
- Develop jury briefing materials and evaluation templates.
- Coordinate screening, shortlisting, and jury deliberation processes.
- Ensure transparency and documentation throughout.

E. Event Curation & Recognition

- Curate the award ceremony format and experience.
- Develop winner recognition narratives and citations.
- Coordinate content for award announcements and profiles.
- Support scripting and event flow planning.

F. Communication & Documentation

- Prepare communication materials including:
 - Concept note
 - Award handbook
 - FAQs
 - Jury guidelines
 - Press and media notes
- Produce a final report documenting methodology, outcomes, and recommendations.

4. Deliverables

The selected consultant will deliver:

Deliverable	Timeline
Inception report & workplan	Week 1
Award framework & categories	Week 2
Nomination and evaluation toolkit	Week 3
Outreach & communications plan	Week 4
Jury onboarding package	Week 5
Shortlisting and evaluation report	As per schedule
Event curation support	Award event
Final report	Within 2 weeks after event

5. Duration of Assignment

The assignment is expected to run for approximately **4–6 months**.

6. Eligibility Criteria

Applicants should demonstrate:

- Minimum 5–7 years of experience in:
 - Award program management

- Social impact initiatives
- Childcare, education, gender, or workforce-related sectors
- Proven experience in stakeholder engagement and event curation.
- Strong research, communication, and project management capabilities.
- Experience working with nonprofits, foundations, corporates, or multilateral agencies preferred.

7. Proposal Submission Requirements

Interested consultants/agencies should submit:

Technical Proposal

- Understanding of the assignment
- Proposed methodology and workplan
- Relevant experience and portfolio
- Team composition and CVs
- Examples of similar assignments

Financial Proposal

- Detailed budget with professional fees and taxes
- Cost breakdown by activity/deliverable

8. Evaluation Criteria

Criteria	Weightage
Relevant experience	30%
Technical approach & methodology	30%
Team expertise	20%
Financial competitiveness	20%

9. Submission Details

Organization: Mobile Creches/FORCES Secretariat

Email: nidhi.y@mobilecreches.org

Subject Line: *Proposal – India Childcare Champions Award Consultant*

Submission Deadline: 30th May, 2026