

Terms of Reference
for
Team building Program

Background:

CARE Nepal for Nurture Every Future/ Poshan project is seeking to strengthen the Team spirit among the project teams along with the board members, consortium members for utilization of resources in efficient and effective way at the field level. To achieve this, we intend to hire a specialized training company/consultant with expertise in team building of Nurture Every Future / Poshan team member from its implementing partners and consortium. The selected company/consultant, in consultation with management team will design and deliver a comprehensive team building program tailored to our specific needs and objectives.

The Nurture Every Future/ Poshan Nepal Project is part of the broader Mother Child Wellbeing Initiative, funded by the Latter-Day Saints Charities (LDSC). A consortium program jointly implemented by CARE and iDE in Nepal, leverages their extensive technical and managerial expertise in health, nutrition, food, water, sanitation and hygiene (WASH), market systems, and Gender Equality and Social Inclusion (GESI) initiatives globally. Building on successful and unique collaborations with the LDSC, Nurture Every Future / Poshan aims to achieve comprehensive development outcomes through integrated solutions by working with Health Systems, Food Systems, Market Systems, Governance and Empowering Women for Household Decision Making to address nutrition and associated health challenges at individual, household, and community level. The project reached over 153,000 individuals in 2024/25 and is expanding to reach 270,157 direct participants in 2025/26 from 38 local governments across seven districts from Sudurpaschim, Karnali, Lumbini and Madhesh Provinces. targeted at 38 local governments/municipalities.

The Nurture Every Future/ Poshan aims to improve the wellbeing of children and their mothers in targeted districts of Nepal. The activities of this program aim to contribute on government of Nepal's Multisectoral Nutrition Plan III by increasing availability, accessibility, affordability and consumption of nutritious foods, improve quality and equitable health systems for nutrition outcome, improved knowledge and adoption of positive Maternal, Infant, Child Health and Nutrition (MICHN) behaviors, improve food safety and WASH and increase women's control over household decision-making.

This team building program aims to equip team members with a cohesive work environment and mitigate conflicts with necessary tools, skills and knowledge to effectively manage the project, clarify on consortium structure teams, make strategic decisions, create an enabling working environment, and drive organizational success.

SCOPE OF WORK

The engagement of Nurture Every Future / Poshan project team member at every stage of the project is crucial. This event will bring all team members together in a single forum to strengthen their sense of one team, ownership, ensure accountability, mitigate conflicts and foster harmony in pursuit of the project's goals. The program aims to enhance team members' thought processes, promote alignment and encourage the sustainable utilization of project funds.

The facilitators will create a dynamic learning environment, both outdoors and indoors, that emphasizes excellent teamwork, system thinking, network-building approach enriched with adventure, entertainment,

and exploration. Set in a unique and serene outdoor location, the course is designed to include sessions for the entire team as well as smaller breakout sessions to foster deeper collaboration and learning.

OBJECTIVES

The objective of the program is as follows.

- To create transferable insights, deep realizations, memorable experiences, and fun and problem-solving attitudes through network building, teamwork, building trust among the team members, and supporting mechanisms.
- To emphasize self-initiative and self-reflection with accountability in achieving project goals.
- To explore and address challenges related to people mobilization, conflict resolution among the teams, decision-making process and sustainable use of funds in accountable manner while fostering a shared vision and gather a way forward.

DURATION OF THE ASSIGNMENT

The effective date of this agreement and scope of work will be from 3 November – 15 December 2025.

Session Venue: Lahan, Rautahat, Nepalgunj, Surkhet & Lumbini (5 events)

DELIVERABLES:

- Facilitating two-days team-building sessions for Poshan team members (30-50 participants) at each location
- Training/workshop materials and resources, including presentations, games, case studies etc.
- Final reports and invoices
- At least 20 photographs of each event

Methodology

The following methodology is preferred for this consultancy.

- Desk review of Poshan project and role of consortium members and implementing partners.
- Design the team building program in consultation with project team
- Conduct two-day team-building sessions for Poshan project team members.
- Report preparation and follow-up.

REQUIRED QUALIFICATIONS/EXPERIENCE:

Relevant experience and proven skills in conducting team-building activities with other INGOs, development programs and Corporate Houses.

PAYMENT MODALITY:

- Cost associated with the training venue including food and accommodation will be managed by CARE Nepal.
- Materials related to training for exercises and games to be covered by the consultants.
- On consultant's requests, 40% of the payment can be made in advance after finalization of training modules and the remaining 60 % of the payment will be made after the accomplishment of the task and acceptance of final report by CARE management. TDS shall be applicable as per government rules and regulations.

Contact Person/ Supervision Arrangements

The consultancy firm will work closely with the Team Leader of Nurture Every Future /Poshan.

Submission:

The consultant is required to submit the following documents via email in response to the requester's message by 7 Oct 2025.

- Separate Technical and Financial proposal with details of work plan.
- Updated CVs of consultant/expert
- Copy PAN registration, Company registration and Latest tax clearance certificate.