

Request for Proposal

Technical Consultancy for Strengthening Department of Ophthalmology Government Medical College, Uttar Pradesh

Background and Context

Sightsavers India, a leading development organization active since 1966, works to eliminate avoidable blindness and promote the rights and inclusion of people with disabilities. Its core programs span eye health services from rural communities to urban slums, inclusive education for visually impaired children, and social inclusion through skill development, livelihood support, and advocacy.

In 2019, Sightsavers India launched the India Fellowship Program for Ophthalmologists, aimed at building a skilled cadre of eye care professionals. As part of this initiative, it supports the Department of Ophthalmology at a prominent government medical college in Uttar Pradesh, which currently offers a residency program in ophthalmology and foundational optometric education and clinical services to develop as Centre of Training Excellence.

Objective of the Consultancy

To provide specialized technical support to enhance academic instruction, clinical and training of the ophthalmology residency—ensuring high-quality, competency-based education aligned with national and international standards.

Scope of Work

(i) Departmental Strengthening for Clinical and Surgical Skills Enhancement

- Gain a comprehensive understanding of current academic, clinical, and surgical arrangements to transform the department into a Centre of Training Excellence.
- Review annual academic calendar and recommend diverse learning formats such as presentations, journal clubs, and mentorship sessions.
- Create a resource base of surgical videos and learning aids for teaching faculty to support academic instruction.
- Enable virtual educational inputs and collaborative learning opportunities.
- Assess existing initiatives for community outreach, including screening camps and satellite OPDs and recommend structured involvement of residents to enhance their practical exposure and strengthen service delivery in underserved areas.
- Provide recommendations for a dedicated Wet lab for residents to support clinical and surgical skills development

(ii) Student Assessment Systems

- Strengthen comprehensive student assessment methods and establish structured systems for continuous assessment, including surgical logbooks and evaluations.
- Recommend and facilitate implementation of peer review mechanisms, complication reviews, and regular surgical audits.

(iii) Faculty Development

- Recommend and facilitate structured orientation programs and external exposure opportunities for faculty.
- Organize structured training on contemporary teaching methodologies and assessment tools.

Methodology

The consultant or institution will adopt a structured and participatory approach to achieve the objectives outlined in the Scope of Work. The methodology will include the following components:

- Conduct on-site visits to gain a comprehensive understanding of the department's current academic, clinical, and surgical systems, infrastructure, teaching methodologies and initiatives for community outreach.
- Work closely with faculty and key stakeholders to co-develop annual academic calendars and training materials, ensuring alignment with national standards and global best practices.
- Recommendations for setting up a cost-effective fully functional wet lab integrated into the curriculum, including equipment, technician assignment, maintenance protocols, and student scheduling.
- Design and implement standardized formative assessment systems and support the teaching faculty to monitor residents' clinical and surgical progress, including OSCEs, logbooks, and direct observation tools.
- Facilitate and organize structured training sessions, workshops, and mentorship programs to enhance faculty skills and keep them updated in modern teaching techniques, clinical supervision, and assessment practices.
- Introduce and implement peer review systems, surgical audits, and feedback loops to promote continuous quality improvement in clinical education.
- Formulate monitoring and evaluation framework with tools and indicators to track implementation progress, training effectiveness, and faculty development. Provide regular feedback for course correction and improvement.
- Conduct monthly virtual interactions with faculty and stakeholders to provide ongoing technical support, review progress, and address emerging challenges.
- Maintain detailed documentation of all activities, tools developed, and outcomes achieved and submit periodic progress reports and a comprehensive final report with recommendations and sustainability strategies.

Deliverables

- **Annual Academic Calendar:** A structured yearly calendar that integrates various learning formats – such as journal clubs, case presentations, mentorship sessions, community-based learning- ensuring uniformity in academic content and scheduling.
- **Action Plan for Practical Training:** A comprehensive plan to incorporate adequate hands-on training at all academic levels, including clinical rotations, outreach activities, pre-op, post- op postings and supervised surgical practice. The plan will include mentor assignment protocols and evaluation mechanisms aligned with national and international standards.
- **Digital Learning Resource Repository:** A curated digital library offering access to surgical procedure videos, clinical demonstrations, and educational resources for both students and faculty.
- **Infrastructure Enhancement Recommendations:** Recommendations for establishing a dedicated wet lab with essential ophthalmic equipment. It will include ensuring maintenance of registers, technician assignment, equipment maintenance, safety protocols, and a student roster.
- **Faculty Orientation and Development Plan:** A structured program for faculty training, including session schedules, content outlines, and external academic exposure opportunities. Materials on active learning techniques including case discussions and mentorship. A report summarizing faculty training sessions, participation levels, feedback, and outcomes.
- **Student Assessment Framework:** A comprehensive evaluation system combining OSCE and OSCAR, direct observation, and logbook reviews, with clear criteria for academic progression and graduation.
- **Quality Assurance Protocols and Implementation plan** for peer reviews, complication reviews, and regular surgical performance evaluations to ensure continuous improvement.
- **Recommendations for Key Indicators:** Provide a set of key performance indicators (KPIs) for a digital dashboard designed to track residents' academic journeys, clinical training effectiveness, and faculty development. The recommendations should include metrics for competency acquisition, surgical exposure, assessment outcomes, and faculty engagement.
- **Technical Assistance Report:** A comprehensive document capturing the baseline status of academic, clinical, surgical practices, community outreach initiatives and institutional governance processes within the department. The report will outline a strategic roadmap to transform the department into a Centre of Training Excellence. It will detail all activities undertaken, highlight key achievements, and provide actionable recommendations— incorporating stakeholder feedback and proposing scalable models for continuous improvement and sustainability.

Duration and Timeline

The technical assistance is expected to be provided 10 days in a month for 12 months, with periodic reviews and progress reports.

Qualifications

For Individual Consultants

- Medical degree with specialization in ophthalmology.
- Proven expertise in ophthalmic education and clinical training.
- Familiarity with modern clinical teaching tools and assessment methods.
- Background in faculty development and academic program management
- Prior experience in technical assistance or consultancy for health education institutions is preferred

For Institutions

- Demonstrated expertise in ophthalmology training and education.
- Experience in designing and delivering competency-based training programs.
- Experience in curriculum design, faculty development, and quality assurance.
- Capacity to deploy qualified experts and resources for comprehensive consultancy.

Reporting and Coordination

- The consultant will work closely with the HoD of Ophthalmology and report to Sightsavers India.
- Regular updates and reports will be submitted as per agreed timelines will be submitted to Sightsavers India

Propriety & Ownership

This initiative is commissioned by Sightsavers India. All outputs, including documents, data, reports, and recommendations produced under this assignment, shall remain the sole property of Sightsavers India. The consultant/ institution shall not use, reproduce, or distribute any portion of the work for external purposes without prior written consent.

Budget and Payment Terms

- A detailed budget proposal will be submitted by the consultant or institution.
- Payment terms to be agreed based on deliverables and milestones.

Evaluation Criteria

Criteria	Weightage (%)
Technical expertise and Relevant experience	30
Understanding of ToR and Context	15
Approach, Methodology and Work Plan	30
Cost-Effectiveness and Budget	15
Timeline and Delivery Plan	10
Total	100

How to apply

Interested agency/ individual must provide an expression of interest with a subject line: “*Technical Consultancy for strengthening Department of Ophthalmology*”.

The proposals contain information indicating their qualification to perform the service (brochures/company profile, description of similar assignments, experience in similar territories, etc.).

The proposals (technical and financial proposals) for this RFP should be submitted via following email, in ssarkar@sightsaversindia.org latest by 30th August 2025.

Important Dates / Submission Details

- i. The interested agency should submit the technical and financial proposal at ssarkar@sightsaversindia.org. and the last date of receiving the application is 30th August 2025.
- ii. Please submit financial and technical proposals in the same email and mention in subject line as ‘**Technical Consultancy for strengthening Department of Ophthalmology**’
- iii. If interested agencies have any queries, please write to us at ssarkar@sightsaversindia.org or call us at **7503393931** latest by 25th August 2025.
- iv. Any proposals received by Sightsavers India after the deadline for submission of proposals prescribed in the timeline of this document are not acceptable.

Only shortlisted organizations will receive an acknowledgment and will be called for personal interactions/ presentation.

Sightsavers India reserves the right to reject any or all proposals and to negotiate terms and conditions with the selected agencies. The acceptance of any proposal is at the sole discretion of Sightsavers India.



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Sightsavers India is registered as “Royal Commonwealth Society for the Blind”
under Bombay Public Trust Act 1950 vide registration number E4330.



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