**Terms of Reference for Physiotherapy, Speech therapy and Occupational therapy Services**

1. **Background**

Amel Association International (Amel) is a Lebanese and non-sectarian NGO created in 1979. Amel works through 30 centers, 6 mobile medical units, 2 mobile education units and 1 protection unit, and for more than 40 years has supported the poorest regions of Lebanon, from Beirut and its South Suburbs to Mount Lebanon, Bekaa and South Lebanon. Amel offers accessible services for all in the following fields: food security, health, education, protection, child protection, gender-based violence, livelihood, promotion and protection of human rights, rural development.

1. **Scope of Work**

Amel under its Makani program is looking for a **Physiotherapy, Speech therapy and Occupational therapy Centers in Beirut Area** to provide relevant Services. The scope of work includes, but is not limited to:

* Conducting full assessments for every child and submit an initial report.
* Submitting Practical tips and recommendations to apply in the classroom in order to help the teachers cope with the children’s difficulties.
* Developing personalized treatment plans based on assessment findings.
* Providing individual physiotherapy, speech therapy and psychomotor therapy sessions as required.
* Monitoring children's' progress and adjusting treatment plans accordingly.
* Providing education and support to children and their families/caregivers.
* Maintaining accurate records of treatments and progress reports.
* Delivering a report at the end of the therapy period for the sake of monitoring the child’s progress, assessing the efficacy of the therapy, and modifying the future goals.
* Adhering to relevant professional standards and guidelines.

1. **Service provider’s Qualifications:**

* Demonstrated expertise and experience in providing physiotherapy, speech therapy and occupational therapy services.
* Qualified and licensed physiotherapists, speech therapists and occupational therapists on staff.
* Capacity to deliver services in accordance with project timelines and specifications.
* Ability to tailor services to meet the specific needs of individual clients.
* Compliance with relevant regulatory requirements and professional standards.

1. **Required documents:**

* Company profile, including Demonstrated expertise and experience in providing physiotherapy, speech therapy and occupational therapy services
* Company registration documents, if applicable
* Details of staff qualifications and expertise, including relevant certifications and licenses
* If your firm is not register with Amel, you should complete, sign and submit the Vendor Pre-Qualification Form “Annex B”, if applicable
* Please Acknowledge the attached “Annex C” Amel Suppliers Pact of Conduct. Offers that don't contain your acknowledgment of Amel Suppliers Pact of Conduct will result in disqualification of your offer.
  + Brief training description specifying the topics and agenda as well as learning objectives.
  + A schedule of availability