



Date: 22/10/2020

Terms of Reference

Design of a Pedagogical Guideline for the Education of children with Down Syndrome – elementary and secondary school.

Introduction

General Information

Established on March 4, 2007, DSK is non-governmental organization, with status association, founded by parents of the children and persons with Down syndrome (SD).

DSK as a national, multi-ethnic organization, its mission is to increase the dignity of individuals with Down syndrome and their families.

DSK reached to mobilize 980 families and its member, to organize initiative about the promotion of the rights of individuals with Down syndrome and persons with disability, to provide professional services which affect the welfare and the improvement of the life standard.

DSK coordinated local coalition of eight (8) NGOs for person with disability, called OKTAGON. Down Syndrome Kosova is member of European Down Syndrome Association (EDSA) and Down Syndrome International, these two organizations includes individuals and organizations all over the world and engages to improve the life quality for individuals with Down syndrome in all over the world and to promote their rights for acceptance and inclusiveness.

During these years, DSK reached to build up cooperation with many state institution as Ministry of Education, Science and Technology; Social Welfare Ministry; municipality of Pristina; of Prizren; of Ferizaj; of Mitrovica. Also collaboration with the Clinical University Center of Kosovo, Department of Genetics and Gynecology and private clinics and laboratory which operates in Kosovo.

Objective

Down Syndrome Kosova within the project “Empowering support systems toward the fulfillment of the rights of people with Down syndrome”, supported by Save the Children in Kosovo, is seeking to engage a studio design which will design the Pedagogical Guideline for the Education of children with Down syndrome – elementary and secondary school.

Methodology

Down Syndrome Kosovo will provide the informative material regarding the topic, which is reliable and useful.

Tasks and Responsibilities:

Studio/company design will be responsible for:

- The graphic design of the guideline;
- Adaption of the informative material with the design;
- Send a draft to Down Syndrome Kosova for comments;
- Incorporation of all the comments from DSK and to resend the draft with comments addressed;
- Preparing and showing all the requests based on the plan with the expected quality and standard;

Down Syndrome Kosova responsibilities:

- Provide the informative material which will be designed;
- Monitor and support all the duty process from the beginning until its ending, when and how it will be needed based on the agreement;
- Ensuring that the comments given in draft are included in the final version of the guideline;

Payment Conditions:

The payment of the studio/company design will be based on the conditions of service contract which will be prepared from Down Syndrome Kosova and it will be signed from the

representative of the studio/comapny. The payment will be done through bank transaction in Euro valute. The payment will be done after finishing successfully the design of the video.

Documents and application procedure:

- A letter that proves the expertise in the field of design
- Portafoglio of the studio/company
- Bussiness certificate;
- Financial proposal;

Applications should be sent via e-mail address: info@downsyndromekosova.org with subject Application: **Design of a Pedagogical Guideline for the Education of children with Down syndrome.**

The deadline of submission of application: **02/11/2020**

Only successful candidated will be contacted!