



Terms of Reference

Consultancy to Conduct Virtual Mental Health Awareness-Raising Program (5 Sessions) Targeting Vulnerable Nepali Migrants

Project: Enhancing Migration Services to Nepali Migrant Workers in Countries of Destination through strengthening institutional capacity of Non-Resident Nepali Association (NRNA)

Context

The Non-Resident Nepali Association (NRNA), as a global diaspora organization, has been actively working for the welfare and rights of Nepali migrants and Non-Resident Nepalis (NRNs) across various countries of destination (CoDs). Labor migration remains one of NRNA's core focus areas, where volunteers in different CoDs collaborate with Nepali diplomatic missions to support migrants through passport renewal, documentation assistance, legal aid, health and mental health awareness, emergency relief, and repatriation—often on a voluntary basis.

NRNA's engagement is particularly strong in the Middle East, Malaysia, and Europe, where it also provides assistance to undocumented and women migrant workers, among the most vulnerable groups. According to the MoLESS Annual Report (F/Y 2080/81), a total of 771,297 Nepali migrants received new labor approvals—661,125 male (85.71%) and 80,172 female (10.39%)—while undocumented cases remain unrecorded but are a significant concern.

Given the limited resources of Nepali diplomatic missions, stronger coordination among stakeholders is crucial for effective service delivery. With its trusted reputation and presence in around 90 countries, NRNA serves as a reliable partner to the Government of Nepal in addressing migrants' needs. Strengthening the institutional capacity of NRNA's National Coordination Councils (NCCs), regional, and international networks will help ensure sustainable support mechanisms for Nepali migrants.

Building on the successful collaboration with the International Labour Organization (ILO) during the COVID-19 response under the MiRiDeW Project (Phase I), NRNA now aims to continue this partnership in the second phase to enhance institutional capacity and promote sustainable, rights-based services for Nepali migrant workers.

Objective of the Assignment

The primary objective is to conduct 5 virtual mental health awareness-raising sessions targeting Nepali migrants in destination countries. Each session should support participants to:

- Understand mental health, stress, and emotional wellbeing
- Identify early signs of psychological distress
- Learn coping skills and self-care practices
- Build resilience and emotional regulation
- Understand when and how to access psychosocial support services
- Promote healthy communication and supportive peer networks

Scope of Work

The consultant/organization shall perform the following tasks:

1. Program Design

- Develop a 5-session virtual mental health awareness curriculum tailored for Nepali migrants.
- Each session should be 1.5–2 hours, interactive, and culturally appropriate.

2. Session Delivery

- Conduct five virtual sessions through Zoom. NRNA has an active Zoom subscription, and all sessions will be hosted using NRNA's official Zoom platform.
- Sessions will cover:
 - a. Mental health basics & emotional awareness
 - b. Stress management
 - c. Self-care techniques and coping strategies
 - d. Workplace mental health and psychosocial risks
 - e. How to seek help: pathways and support systems

3. IEC Materials

- Prepare and provide simple and accessible IEC materials (short digital videos) for migrant outreach.

4. Reporting

- Submit a comprehensive report of each session including:
 - a. Summary of each individual sessions
 - b. Participation details (gender, country, and occupation)
 - c. Key issues observed
 - d. Questions raised by participants
 - e. Recommendations for future psychosocial programming

Expected Deliverables

| S.No. | Deliverable | Description |
|-------|-------------------------------------|-----------------------------------------------------------------------------------------|
| 1. | Inception meeting | Orientation meeting with NRNA-ILO Project team to finalize session plan and curriculum. |
| 2. | Five virtual mental health sessions | Conduct five structured awareness sessions for migrants. |
| 3. | IEC Materials | At least 2–3 short awareness materials to be shared digitally. |
| 4. | Report | A report covering each sessions, participation, challenges, and recommendations. |

Duration of Assignment

The consultancy will be completed within May 15 from the date of contract signing.

Required Qualifications

- Registered mental health/MHPSS organization or licensed clinical psychologist/counsellor
- At least 3 years of experience in delivering mental health or psychosocial support
- Experience working with migrants or vulnerable populations is an advantage
- Ability to deliver sessions in Nepali
- Strong communication and virtual facilitation skills

Supervision

The consultant will work under the direct supervision of NRNA's project officer and Senior Communications and Foreign Employment Officer.

Evaluation Criteria

Proposals will be evaluated using a Quality and Cost-Based Selection (QCBS) method, where technical criteria carry 70% weight and financial criteria carry 30% weight.

Payment Modality

Payment will be made after the successful completion of each session and upon submission and approval of the corresponding session report.

Application Process

Interested individuals or organizations should submit:

- Letter of Interest with relevant legal documents (Registration, VAT Registration, Pan No. Tax Clearance and experience letter)
- CV/organizational profile highlighting relevant experience.
- Technical proposal (methodology and work plan).
- Financial proposal, including consultancy fee and applicable taxes.

Applications should be sent to **procurement@nrna.org** by **05 December 2025**. For any information, please contact +977-1-4511530/ 4526005.