**Amar Odhikar Foundation**

**Terms of Reference (TOR)-02**

**Research work on Government accountability system in primary education in Bangladesh**

**Introduction and background Information**

‘AMAR ODHIKAR FOUNDATION’ is collective effort of group of citizens, civil society members and development organizations with an aim to unite people from all walks of life and to do advocacy and lobby with the government for the purpose of ensuring rights which are of public importance.

The core objective of ‘AMAR ODHIKAR’ is to ensure essential services for all, especially for poor, marginalized and vulnerable section of the society in Bangladesh

With a view to implement and maximize benefit from the ‘National Education Policy-2010’, ‘AMAR ODHIKAR’ is accomplishing advocacy, lobby with policy level stakeholders and campaign programs for those who are involved in primary education sector. ‘

**Organization Profile**

**(a). VISION OF AOF**

An education system through which all the children have access to inclusive, quality, scientific (rational, materialistic, just, non-discriminatory, moral) education, that the state owes to public, which can contribute to build the nation with creativity and principle/ideology"

**(b). MISSION OF AOF:**

"AOF/AOF is a national coalition of NGOs working towards the implementation of Programme interventions "Rights to Essential Services". AOF/AOF is committed to advocate and lobby for sustainable, inclusive pro-marginalized policy frameworks and effective programme interventions initially focusing on "Quality Primary Education" for next five years.

To AOF, "**Education for All"** means, education with non-discrimination and equity. To AOF, Equity in education means that personal and social circumstances such as gender, ethnic origin or family background are not obstacles to achieving educational potential and that all individuals reach at least a basic minimum level of skills.

To AOF, "**Quality education**" cannot be based on a blueprint that is applicable in all situations. Solutions and adaptations of education systems must be based on the real needs of a particular geographical location and/or community.

Educational change processes often need time to be realized. By mobilizing, sensitizing, campaigning and developing mass awareness of the communities and other stakeholders and influencing the local education authorities and local government etc, AOF aims to initiate to institutionalize these processes.

**Objective of the Study:**

The assigned consultant/Expert will highlight area of Government Accountability and responsibility within the primary Education followed by National Education Policy 2010.

**Justification of Study:**

Ensure to improvement area of Government Accountability and responsibility followed by National Education Policy 2010. Amar Odhikar Foundation works in to ensure to help the government’s quality primary educations through number of national and local NGOs in Bangladesh. Currently we have partnership with 40 member organizations with whom we have been working mostly for the past 5 years.

**General overall objective of the Study:**

The providing guidance of improvement area of Government Accountability and responsibilities in primary educations will provide to our policy maker and Amar Odhikar Foundation will arrange different type of Advocacy meeting, seminar, policy meeting, and lobby meeting with the governments and stakeholder for ensuring to improvement quality primary teachers training based on NEP-10.

**Specific objectives of the Study:**

Identify to what is the accountability and responsibilities of Government and what is the actual scenario of implementing those process.

* To analyse and provide some effective accountability and responsibilities idea to help quality primary education in Bangladesh.
* To analyse a positive mindset about the Government accountability in primary education.
* Good practices, as well as National Education Policy 2010’s instruction
* Identify the most significant factors that have constrained or contributed to the achievements and effective use of resources
* Recommend a concrete and realistic approaches on future improvement of quality primary education
* Assess the quality of support from the Governments, SMC, PTA’s and Stakeholder.
* Assess the quality of support from Others Organization who are involved in developing primary educations.
* Assess the contribution of the General peoples

**Methodologies**

***Methods:*** The study will follow mixed methods approach (quantitative and qualitative)

This study also will produce some primary information/findings through survey, focus group discussion, in-depth interview, key informant interview; workshop with key stakeholders, field observations and other participatory tools will be used with various groups of people for filling the gaps of missing information. Both an external consultant and one member internal team will carry out this Study. Prior to design taking place, the consultant will receive a detailed orientation from Amar Odhikar Foundation.

**Geographical location of the Study**

The Expert will visit some primary school, Directory of Primary Education, NCTB etc.

**Study population**

Information of this study will be gathered from a wide range of stakeholders. They will include:

* Government Policy Maker
* MoPME
* NCTB
* NEP-2010 Implement Committee
* Primary School
* Community people
* Members of different social group
* Representatives of local government institution
* Government officials at upazila, district and national level.

**The Study team:**

The Study team will consist of an external consultant and internal team and the following staffs are proposed from the internal team:

* Executive Committee
* Advisory Member of AOF
* Amar Odhikar Foundation’s secretariat

**Roles and Responsibilities**

The internal team:

* Finalization of ToR for the Study
* Recruit external consultant for facilitating Study following AOF policy procedure
* Organise and facilitate all the necessary meetings
* Comment on the draft and final Study report and give feedback on time.
* Supervise progress of the Study work.
* Collaborate and assist when required.

**Expected Deliverables:**

* An inception proposal with final methodologies, tools and study schedule
* Draft Study report and a presentation on the draft findings shared with AOF management team and relevant staff by consultant /Expert
* Final Study report after incorporating all comments and suggestions in hard and electronic copy

**Study time line**

These sections are not exhaustive and more may be added; detail of the format to follow will be discussed at point of hiring.

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| --- | --- | --- | --- | --- |
| **Item** | **2014-2015** | | | |
| NOV | Dec.em | | Jan | | **Responsible** |
| 1. Finalization of study methodologies and tools | XX |  |  | | |  |
| 1. Orientation of study team | XX |  |  | | |  |
| 1. Analysis through secondary Study and other study report review |  | XX |  | | |  |
| 1. Primary data collection in the field |  | XX |  | | |  |
| 1. Compile, analyse and produce draft report |  | XX |  | | |  |
| 1. Key findings presentation to CMT |  |  | XX | | |  |
| 1. Produce final report including summary version |  |  | XX | | |  |

**Expected competencies of consultant**

It is expected that the competency of the contracted consultant will include:

* Experiences in carrying out of Primary Education developing system .
* Strong analytical skills,
* Good understanding of international and national Primary Education system
* Experience and knowledge on different policies and guideline for development and Primary Education and teachers training in Bangladesh
* Must have experience of working with Primary Education

**Parameters for selection of individual/farm to carry out the assignment/task**

The following table outlines the selection:

|  |  |
| --- | --- |
| **Study criteria** | **Weighted Score** |
| Coherent literature review | 10 |
| Technical approach & Methodology | 25 |
| Relevant academic qualification | 10 |
| Past relevant experience | 30 |
| Elaborate and reasonable work plan | 10 |
| Proposed data management and analysis plan | 10 |
| Structure and presentation including reference formatting | 5 |
| **Total** | 100 |

**Submission checklist for proposal**

The agency/consultant/Expert will submit a detailed proposal for the Study . The proposal must reflect the qualitative and quantitative methodology, tools and analysis plan in detail. The proposal should be divided into two parts i.e. technical and financial.

The technical part will contain the following sections.

* Background including literature review
* Detailed methodology of the improvement area of Government Accountability and Responsibilities based on NEP-10.
* Detailed timeframe (including dates for submission of first draft and final report).
* Detailed CV of the study containing experience on relevant issues and/or profile of the organization.

The financial part will describe the estimated cost for the Study in detail. It should be given in a separate sealed envelope.

Please send the application to:

[arman@amarodhikar.org](mailto:arman@amarodhikar.org)

Or

Amar Odhikar Foundation

House # 17/1B Bolck-B,Babor Road , Mohammadpur, Dhaka-1207

The envelope must be marked with the title of the assignment.

**Contact person:**

Md. Arman Ali, Finance and Admin Officer, Amar Odhikar Foundation.

**Duration of the study:**

The duration for this assignment will be from 10th November 2014 to 31st January 2015 which includes 30 consultant days comprising 7 days desk review and discussion with staff, 5 days for field work plus 3 days for preparation, 3 days draft report, 5 day for workshops and input from stakeholders and 2 days final report.

**Payment Schedule**

Payment to the consultant shall be done in accordance with normal procedures of AOF. In principal however, consultant fees will be paid upon the satisfactory report of performance from the Supervisors as prescribed in procurement manual and agreed upon in the contract. Consultant is expected to pay all relevant government taxes for which they are responsible. Where applicable, AOF shall deduct all applicable government taxes and submit them to Bangladesh Revenue Authority.

**Bindings**

All documents, papers and data produced during the study are to be treated as AOF’s property and restricted for public use. The contracted agency/consultant/Expert will submit all original documents, materials and data to AOF Secretariat.

**Disclaimer**

AOF reserves the right to accept or reject any or all proposals without assigning any reason what so ever.

**Remuneration:**

Negotiable

**Mode of Payment:**

* All payments will be made by A/C payee cheque.
* Advance payment of Taka 40% during signing of this TOR/Agreement.
* Final installment of Taka 60% within 10 (fifteen) days after submission final report.

NOTE: If the consultant fails to deliver the reports within agreed time, provided no natural or political causes arise, AOF preserves the right to deduct maximum of 25% of the total remuneration. AOF can change any decision based on study demand.