

Request for Proposal

To conduct a situational and service gap analysis on SRH of Hijra and marginalized group, in the humanitarian settings for strengthening SRH interventions.

Section -1: Background

Cox's Bazar, a region known for hosting both Rohingya refugees and members of the host community, particularly in the Ukhiya and Teknaf areas, presents a complex and challenging humanitarian landscape. Within this context, there exists a significant and often overlooked population segment: hijra and marginalize individuals. This marginalized and vulnerable group faces a multitude of distinct challenges that warrant focused attention and targeted interventions.

The Rohingya refugee crisis, characterized by displacement and human rights violations, has drawn international attention to Cox's Bazar. However, amidst this crisis, the specific struggles of Hijra and marginalize people have remained largely invisible. These individuals confront a unique intersection of vulnerabilities, including societal prejudice, discrimination, and exclusion. The deeply entrenched social stigma surrounding isolating them from both mainstream humanitarian efforts and their own communities.

Hijra and marginalize people in Bangladesh has been stigmatized and victims of social exclusion. Therefore, most of the targeted population has less interest to obtain health services. On the other hand, most of the organization's health service's are focused on maternal and child health.

Further, millions of Rohingya people are hosted by the local community at different areas of Cox'sbazar district. The host community are affected many ways due to this biggest devastating humanitarian crisis in the world. Inclusion of host community people will ensure proper progress and development of entire health scenario at the target location as migrated population has already been integrated within the local culture. Beginning of the influx, there was no friendly space as well as health service center for Hijra and marginalize people.

Rational of study

This study is designed to shed light on the intricate experiences of hijra and marginalize individuals in Cox's Bazar, emphasizing the need for tailored interventions. Existing challenges such as limited access to essential services, healthcare disparities, educational barriers, and economic exclusion have left these individuals disproportionately disadvantaged. Furthermore, their voices have often been silenced, preventing their needs from being adequately addressed

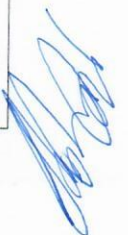
within the broader humanitarian response. This study seeks to bridge this gap by generating empirical evidence and nuanced insights into the lived realities of this population.

Hijra and marginalize people in Bangladesh has been stigmatized and victims of social exclusion. Most of the health service providers in the camps are not well sensitized about the hijra and marginalize people eventually they ignore the SRH needs of this population. On the other hand, most of the organization's health service's are focused on maternal and child health. Whereas hijra and marginalized people has always been ignored on the issue of SRH as well as general communicable diseases.

The urgency of this endeavor is evident in the pressing need to uphold the health rights especially SRH, dignity, and non-discrimination. As such, this study holds the potential to serve as a catalyst for change, fostering partnerships between humanitarian actors, local organizations, and affected communities to collaboratively develop interventions that champion and promote the SRH and well-being of hijra and marginalize people.

Section -2: Proposed Consultancy:

<p>2.1 Scope of the work</p>	<p>Bandhu will hire a national level to conduct situational and service gap analysis of SRH of hijra and marginalize people to improve SRH services in the humanitarian settings. The consultant will coordinate with program and MEAL focal of Bandhu.</p> <p>The consultant will undertake a comprehensive situational and service gap analysis of SRH of hijra and marginalize peoples among host and Rohingya Community at Ukhiya and Teknaf.</p> <p>The consultant will conduct interviews with relevant stakeholders, hijra and marginalize peoples and SRH service providing organizations who working with SRH at different camps and host community at Ukhiya and Teknaf of Cox's Bazar and review relevant documents.</p>
<p>2.2 Objectives of the consultancy</p>	<ul style="list-style-type: none"> • To assess the specific needs, vulnerabilities, and aspirations of Hijra and marginalize individuals in Cox's Bazar. • To identify barriers including service gap of the Hijra and marginalized people in Rohingya and host community response including accessing essential SRH, • To understand the levels of acceptance, discrimination, and stigma faced by this population. • To develop evidence-based recommendations for humanitarian actors and stakeholders to design and implement SRH interventions including HIV prevention and care.
<p>2.3 Target Beneficiary</p>	<p>Hijra and Marginalized Community, Health Service Provider, SRH expertise & Service Provider and Other relevant stakeholder.</p>
<p>2.4 Specific Task</p>	<ul style="list-style-type: none"> • Develop study design, methodology, sampling methods, planning and quality control procedures. • The consultant will review different documents, reports on SRH services among the host and Rohingya community • Coordinate the development of the data collection tools needed for



	<p>the service gap analysis</p> <ul style="list-style-type: none"> Identifying and mapping available services and resources tailored to the needs of these community within the humanitarian landscape of Cox's Bazar. Ensure ethical consideration of hijra and marginalized people in all associated programs with civil society engagement Both Quantitative and qualitative data will be gathered through structured surveys administered to a representative sample of the stated community which will quantify various aspects, such as access to essential services, health care utilization and perceptions as well Submission of the draft and final report including 2 pager summary report.
<p>2.5 Methodology</p>	<p>The consultant must use a mixed method approach including analysis of documented sources as well as inclusive empirical research to analysis SRH needs and organizations working on SRH in humanitarian settings in Cox's Bazar, and to understand their views on the topics outlined above. The mapping process must be designed to create a useful and structured resource that provides sufficient detail of studies to be of use in future work.</p>
<p>Data Management</p>	<p>The consultant will request pertinent information and data from the organization's assigned focal person. This data will be used extensively in the analysis and development of the Standards of Cover and Work Plan document. Consultant should maintain the data security with full confidentiality. The documents and information relevant to the particular project will include, but not be limited</p>
<p>2.6 Key Deliverables</p>	<p>Inception report (To be finalized 5 days after the commencement of the consultancy may be) - Analysis of existing situation and plan of work for the assignment. The inception report will include timeline, research questions, methodologies (mapping design, and suggested instruments and tools) to be applied, and a detailed outline of the report (although an overarching report outline will be provided)</p> <p>Develop data collection tools The consultant must properly use as participatory methods of data collection and analysis that can allow to analysis their own situation and make their own decisions. Regarding this different set of tools will be developed by consultant for mapping under the heading of community participatory tools. These can be used as tools for collecting data from community level. These include interviews, focus group discussions, observation, photography, video, surveys, questionnaires, and case studies. The consultant may also generate data through direct measurement, reviewing secondary data, and different report</p> <p>Draft report Description of findings based on the research questions given, and including problems encountered and recommendations for further program development. The report needs to be written in English</p>

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	including 2 pager summery report. Final report submission. Incorporating the feedback from Bandhu program and MEAL Team
2.7 Application deadline	22 th May 2024.
2.8 Time frame	The contract will be started form the 1st June 2024 and expected to be finalized by 30 June 2024.
2.9 Type of contract	Contractual

Section -3: Reporting:

The Consultant will report directly to the Executive Director of Bandhu and will submit any required reports. Moreover, he/she will also communicate with project Focal of UNFPA funded Project and MEAL focal of Bandhu or other relevant staff. After the completion of task, the Consultant shall submit one copy final version of completion report to Bandhu for reviewing from Bandhu's end. After reviewing, the final deliverables will be submitted in accordance with the clauses mentioned in 'Deliverables' section.

Section -4: Qualification and Skill

General competencies

- Strong interpersonal and oral communication skills;
- Ability to work well in multi-disciplinary and multi-cultural teams;
- Displays cultural, gender, religion, and age sensitivity and adaptability;
- High level planning, organizational and time management skills;
- Ability to quickly adapt to change, and to remain calm under pressure;
- Excellent analytical, communication and report writing skills.
- Practical skills of research/study/evaluation focusing SRH

Compliance with core principles

- Inclusiveness;
- Do no harm.
- Accountability.

Experience

- In depth knowledge and 5 to 7 years experiences on research methods (individual lead consultant/firm).
- Experience working on mapping studies and previous consultancies; (with similar issues experience will be advantage)
- Previous evaluations relating to SRH, GBV and HIV is advantageous.
- Fluent in both oral and written English communication skill for consultant.
- Youth and feminist research consultancy firm will be highly encouraging to apply

Qualifications

- Post graduate degree/s in fields such as Development studies, Social Sciences, Public Health or relevant subject for lead consultant for firm/ individuals.

Section -5: Submission and Evaluation of Proposals

We also welcome applicants that collaborate as a team for this assignment; research institutes and/or independent researchers/consultants can collaborate in order to conduct the mapping.

Interested applicants are invited to send:

1. An expression of interest (max 08 pages) clearly specifying your motivation, understanding the assignment, steps in the research including timeline, innovative suggestions as well as suitability and availability;


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2. Portfolio indicating previous research experiences in qualitative and quantitative research, preferably on the issues as stated in this term of reference, and a list of previously research conducted;
3. Samples of previous research reports. (If these reports have been written in collaboration with others, it's important to indicate which sections you have been writing yourself, or which you contributed to significantly.)
4. **Evaluation criteria:**
We will follow the quality cost-based selection (QCBS). Technical and financial proposal will be evaluated through following criteria:
-Technical proposal 80% (education 10% of consultant or focal person, related experience 30%, idea and brief writing 40%)
- Financial proposal 20%

Section -6: Basis of Payment

The mode of payment will be through account payee cheque/bank transfer in the name of the organization/Individual. Bandhu will deduct VAT and Income Tax at source as per Bangladesh Government rules. Payment will be paid in 3 installments:

1st Installment (40% of the total budget) will be paid after submission of the inception report and submission of the Invoice.

2nd installment: (40% of the amount) will be paid after the draft completion and implementation of assigned tasks.

3rd installment: The rest 20% will be paid after the successful completion and implementation based on users and administration proper clearance.

Section -7: Guideline for Proposal Writing

Please submit the hard copy/Softcopy of the technical & financial proposal in a sealed envelope to Bandhu Social Welfare Society, 99 Kakrail, Dhaka-1000. Complete technical and financial proposals also can be submitted electronically to: procurement@bandhu-bd.org. In case of hard copy, the offer should be dropped in the following address: **The Procurement Team, Bandhu Social Welfare Society, 99 Kakrail, 2nd Floor, Dhaka 1000, Bangladesh** (please mention 'Proposal' on top of the envelope). **The closing date for receipt of proposals is 22nd May 2024.**

Topic	Maximum Page Limit
Technical Proposal	
Cover Page	1 Page
Table of Content	1 Page
Understanding of the Assignment	1 to 2 page
Methodology	1 Pages (Maximum)
Proposed Work Schedule	1 page
Team composition along with its rationale/role and CVs of persons involved(If Any)	As required but not more than 3 pages
Any other relevant information (if required only)	1 page
Financial Proposal & Budget detailing out	
Consultancy days and fees (in case of more than one-person team, days should be mentioned for every member of the team)	
Travel and accommodation (where need)	
Any other expenditure (please mention nature of expenditure)	
VAT and taxes	
Total amount including VAT and Tax (it should be BDT)	

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Required annexure

Organizational profile (in case of firm/org) (submission of interest in org letter head pad)
 Curriculum vitae for main persons involvement (in case of individual consultant/team)
 Curriculum vitae (in case of individual consultant/team)
 Legal Status: TIN, Current Tax Submission document, Copy of National ID, VAT certificate (If Any)

Section -8: Data Sheet

Request for Proposal	Conduct a situational and service gap analysis on SRH of Hijra and marginalized group, in the humanitarian settings for strengthening SRH interventions.
Submissions required	Proposal including Technical Submissions and Financial Submission
Contact details for all conceptual /contextual queries including any clarifications	If the consultant needs to know anything related to this consultancy please mail at procurement@bandhu-bd.org
Language	English for proposal
Currency for Financial Submission	Bangladeshi Taka
Eligibility to apply	As Instructed in Section 4
Address for proposal	The Procurement Team Bandhu Social Welfare Society 99 Kakrail, 2nd Floor, Dhaka 1000, Bangladesh. Email: procurement@bandhu-bd.org
Last date of proposal submission	22 May 2024

Section-9: Withdrawal/Termination of Agreement

This agreement shall be effective between dates mentioned in the agreement, unless otherwise earlier terminated. **Bandhu** may terminate the agreement with immediate effect on the occurrence of any irregularities, anomalies relating to project implementation and non-compliance with any terms and conditions as agreed upon in this agreement. In the event of a major natural disaster, war or major civil or political unrest this agreement may be renegotiated and jointly revised between the two parties recognizing any consequent change in the environment for implementation

Section-10: Miscellaneous:

- All the terms & conditions of this agreement are binding upon the parties and once executed this agreement no provision of this agreement can be questioned.
- Any modification and amendment to the present agreement shall be made in writing with the consent of both the parties.
- Both parties assume that this assignment does not go against the rules and regulations of the Government of Bangladesh.
- This agreement shall be subject to Bangladeshi Law. Before undertaking legal steps, the parties shall enter into discussion to find an acceptable settlement of such dispute by direct negotiation.
- Anti-Bribery & Corruption: Bandhu's suppliers/consultants must immediately report any suspicions of fraud or dishonesty in confidence to the Director-Finance &


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Administration (shahid@bandhu-bd.org) / Executive Director (shale@bandhu-bd.org) through email.

- Bandhu reserves the right to accept or reject in part or full/one or all quotations/offers/proposals without assigning any reason whatsoever.
- The consultant must sign Bandhu's PSEA policy, child safeguarding policy & Code of Conduct and be willing to adhere to its principles and expected practices. If a breach of the policy or code of conduct takes place the consultancy will be terminated immediately without any financial burden on Bandhu.
- All information about this assignment will belong to Bandhu, which the consultant may come into contact with the performance of his/her duties under this assignment. These will remain the property of Bandhu, and Bandhu shall have exclusive rights over their use. Except for purposes of this assignment, the information shall not be disclosed to the public nor used in whatever without written permission of Bandhu. The national & International Copyright Laws are sustained wherever applicable.



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