

ToR for Consultant for developing Policy Brief On Shelter Readiness for Cyclone Anticipatory Actions in Bangladesh

Introduction:

Cordaid an internationally operating value-based emergency relief and development organization, working in and on fragility. We stand with those who are hit hardest by poverty and conflict. We support them in their struggle to move beyond survival and to fully participate in equitable and resilient societies. Our headquarters is based in the Netherlands with five regional and multiple country offices in Africa, Asia, Latin America, and the USA. Since January 2021, ICCO has been merged with Cordaid and in Bangladesh, have a track record of more than 47 years.

Cordaid is implementing Strengthening Forecast-based Early Actions in Cyclone Prone Coastal Region in Bangladesh (STEP) Project in the Coastal regions of Bangladesh. This is a consortium project, funded by European Civil Protection and Humanitarian Aid Operations (ECHO). Other member organizations of the consortium are ACF(Lead organization), United Purpose (UP), and Plan International Bangladesh. The overall purpose of the project is to improve local DRM governance by strengthening the system and coordination of institutions, and communities for forecast-based early actions.

Principle Objective of STEP Project: Strengthening resilience of institutions and communities vulnerable to cyclone & associated hazards through improving DRM governance in targeted coastal districts of Bangladesh.

Specific Objectives of STEP Project: Improving local DRM governance by strengthening the system and coordination of institutions, and communities for forecast-based early actions.

Result Areas of STEPR Project:

1. Institutions and communities are risk-aware and take on active roles to promote early action on cyclone & associated hazards.
2. Risk-specific forecast-based early action protocol including FbA/F linked with sectoral advisories and existing social protection system is in place.

Rationale:

The coast of Bangladesh is funnel shaped which has made the country vulnerable to severe cyclones and storm surges. Bangladesh is at high risk from multiple climate-related hazards. According to the INFORM Risk Index 2021, Bangladesh's risk score is 5.8 out of 10 and it ranks 27th among the 191 countries. In the climate risk index (CRI), generated by Germanwatch, Bangladesh ranks 9th on the list of 10 most affected countries and places 7th on the long term (1998-2017) risk index because of extreme climatic events (Eckstein et al., 2019). Vulnerability for the country lies with its geographic location, where nearly one-fifth of the country is within 1 meter of mean sea level (Huq, 2001). Bangladesh is home to approximately 166 million people within an area of 147570 square kilometres. It is often referred to as nature's laboratory of disasters (Inman, 2009; Rahman, 2018); the name would be justified if one looks at the variety of hazards like- cyclone, storm surge, flood, riverbank erosion, drought, landslide, and salinity intrusion that Bangladesh faces every year.

It is observed that now cyclone hits frequently therefore possibility increased to lost life and livelihood resources in coastal region of Bangladesh. This policy brief will identify the gaps of policies for readiness cyclone shelter as an early action based on forecast by local DMCs and SMCs (Shelter Management Committee) and will provide recommendation in this regard. This policy brief linked with anticipatory early action developed and disseminated widely to enhance responsiveness from shock

Objective of the Assignment:

Overall Objectives: To assess and improve the efficacy of early action and anticipatory measures in Bangladesh by inspecting the cyclone shelter readiness action practice. This policy brief aims to provide valuable insights and actionable recommendations to enhance the country's resilience and response capabilities in the face of cyclonic events.

Specific objectives:

- To conduct a detailed study of the existing cyclone shelter readiness activity for initiating early action and anticipatory measures in cyclone prone areas in Bangladesh
- To evaluate the appropriateness of shelter readiness action by SMCs/DMC of existing / proposed cyclone anticipatory actions in Bangladesh.
- To provide well-founded insights and actionable recommendations, to strengthen the nation's resilience and bolster its response capabilities in addressing cyclonic events effectively.
- These policy briefs will be useful for developing the strategy outline for forecast based early actions and other guidelines.

Methodology

The proposed methodology has to include the following processes:

- Literature, secondary data review, and vulnerability analysis
- Key Informant Interview with development activist or development worker
- Feasibility analysis of existing mechanism of shelter readiness by DMCs and SMC at local level for Cyclone Anticipatory Actions in Bangladesh

Major Deliverables

The major deliverables from the assignment are:

- Final Policy brief on Shelter Readiness

Timeline

Activities	Date (Tentative)
1. Draft Policy brief submission	18 th June 2024
2. Feedback from consortium members through online	21 st June 2024
3. Final policy brief	25 th June 2024

Application requirements:

All interested applicants for the consultancy work have to submit a technical and financial proposal separately as their application. The proposal submitted by the consultant should clearly reflect on the below listed requirements:

- Understanding of the Terms of Reference (ToR);
- The expertise set they are planning to engage in the consultancy work on adequate knowledge on forecast
- Experience to work with private sector, community, government and NGO stakeholders will get preference
- Sound expertise to develop financial proposal with quality.

NB: Ensure value for money in all aspect of project designing and budgeting

Interested applicants, in addition to the financial proposal, need also to attach a summary of their experience reflected in the below-listed assessment criteria:

- Several years of experience as a senior level of the Ministry of Disaster and Relief or Department of Disaster Management (DDM), Experience of holding Director General of DDM will be given preferences.
- Experience to work with NGO/INGO/UN culture
- A strong academic background of disaster management or any other relevant subject;
- Strong commitment to meet deadlines;

Terms and Conditions:

- Cordaid reserves the right to accept or reject any proposal without giving any verbal and or written rationale or whatsoever.
- Cordaid reserves the right to monitor the quality and progress of the work during the assignment.
- Before payment, Cordaid may review the supporting vouchers in connection with the submitted invoice.
- Failure of delivering outputs before the set deadlines may result in penalties as per the existing policies of the Cordaid.

Application Package:

1. Profile of consultant
2. Financial proposal. The financial proposal shall specify a total lump sum amount breaking down the professional fee and relevant cost if any. Attach price offer (in BDT).
3. Work plan to carry out the assignment.
4. VAT & TAX will be deducted as per the organizational policy.

Budget:

As per approved budget.

Payment Schedule:

- 100% of the proposed amount in the financial proposal upon the submission;
- VAT & TAX will be deducted as per the organizational policy.

Evaluation Criteria:

Procurement Committee will decide to hire the consultant as this assignment is required high level govt. official with expertise in working with the ministry of Disaster Management and Relief (MoDMR) or Department of Disaster Management or Retired Person from that Ministry or Department as Director and above.

How to apply

Interested firm / individual requested to submit their application including both Technical and financial proposals. The technical proposal should clearly demonstrate their skills and experience for the review process, methodology and approach and a detailed work plan.

Prospective consultants should submit the soft copy of the duly signed complete proposal (Technical and Financial) to: procurement.bd@cordaid.org Please mention "Policy Brief on Shelter Readiness for Cyclone Anticipatory Action in Bangladesh for STEP Project, Funded by the ECHO" in the email subject line. Any queries about the consultancy should be addressed to Mr. Bishnu Pada Roy, Email: bishnu.roy@cordaid.org

Note: Cordaid reserves the right to accept or reject the offer in part or full proposal or cancel this circular without assigning any reason whatsoever.

Deadline: 09th May, 2024, till 11:59PM

If you require more information, please communicate with:

Contact Person:


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Md. Abu Nayeem
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