



TERMS OF REFERENCE (TOR)

FOR RESEARCH AND ADVOCACY ORGANIZATION TO ORGANIZE AN INTERNATIONAL CONFERENCE ON 'RIGHTS, RESPONSIBILITIES, RECOGNITION: TOWARDS A DURABLE SOLUTION TO THE ROHINGYA CRISES'

1. Introduction

Oxfam is providing vital aid including clean water and food to Rohingya refugees in Bangladesh. So far, we've reached at least 266,000 people (and we are planning to reach 300,000). And in Rakhine, Myanmar we have been providing humanitarian aid including clean water and sanitation to close to 100,000 Rohingya who have been living in closed camps in Central Rakhine State for the past five years. We also run development projects designed to reduce poverty, including campaigning for land-ownership rights and supporting women to earn a fair living. In both countries, we are also working with local organizations and refugee communities to tackle wider issues such as early marriage, abuse and assumptions about men and women's traditional roles – including through women's groups and musical performances.

However, the future for Rohingya refugees is very uncertain. The Government of Bangladesh has generously opened its borders, but providing aid to people in temporary shelters is not a long-term solution and the strain on resources like firewood and water is hard on local communities. As well as supporting Bangladesh, the international community should step up diplomatic efforts with Myanmar to end the violence and discriminatory policies that are the root cause of this crisis – and explore ways for other countries to help share the responsibility of hosting so many refugees.

We do not still think that before any refugees return we need to see conditions change in Myanmar. The Government of Myanmar should grant equal rights to Rohingya people, and allow humanitarian aid to reach those in need. People need to see justice served if they're to feel confident that it's safe to go home. It's crucial that refugees only return to Myanmar as part of a UN process that is safe, voluntary and dignified, in line with international standards.

Based on the programme response in Cox's Bazar we are now working with United Nations bodies, diplomatic missions in other INGO/LNGOs to bring the voices of the Rohingya and host community to the discussion, bring evidence of the impact on the Rohingya and host community and advocate for safety, dignity and respect of human rights.

2. Background and Rationale of the conference:

Rohingya communities have fled Myanmar on many occasions since the 1970s – the underlying issues that cause people to flee need to be addressed. Rohingya in Rakhine State do not have citizenship. Restrictions prevent them from travelling around freely, which can stop them from going to school, seeing a doctor, finding jobs or visiting friends and family. The UN has described the military campaign against the Rohingya as genocide. Traumatized refugees who have reported systematic rape, torture and seeing family members killed need justice to be served, if they're to feel confident that it's safe to go home. In the meantime, we also need to explore ways for other countries to help share the responsibility of hosting so many refugees. Here we feel that a collaborative approach among all the relevant countries and regional and international actors is necessary in formulating long-term strategies for a durable and practical solution to this crisis. There is no one-size-fits-all solution to fostering and implementing the strategy. So we think that the international community



needs to work together to find a long-term solution for the Rohingya – including diplomatic efforts to end the violence and discriminatory policies in Myanmar that are the root cause of this crisis.

3. Objectives

In view of the above, the specific objectives of the workshop are:

- To review the current context
- Challenges towards longer term-solutions

4. About the proposed conference:

Oxfam is organizing a conference to bring together different stakeholders to enhance the understanding of the complexities involved in Rohingya crisis. By bringing together diplomats, UN organizational representatives, INGOs, LNGOs, political scientists, economists, journalists and related experts, the conference will highlight the importance of the world's fastest growing refugee crisis in today's changing world. Learning from the conference will be integrated into a monograph on the needs and potential for refugee problem in Bangladesh and Myanmar.

5. Responsibilities of the Research Organization/firm:

Repatriation and Resettlement of Rohingya Refugees

The Contractor/Research Organization will carry out the following tasks:

- Organize the inaugural session with recommended Minister and Govt Officials including the mentioned stakeholders.
- Develop a key note paper in line with the conference title including organizing 3 separate session on 3 topics (Topic#1: Rohingya: History of the Persecution/Crisis, Topic#2: Humanity and the Role of Bangladesh Government, Topic#3: Repatriation and Resettlement of Rohingya: Way forward) under the conference theme and ensure 3 Panelists and a Moderator for each session. The conference ends with a Wrap up & Closing Session with the participation of recommended Minister and Govt Officials including the mentioned stakeholders.
- Prepare a list of invitees and invite/ensure their participation
- Design the conference and arrange facilitators and panel speakers
- Design and print appropriate banners and other viability materials
- Design, print and post invites
- Prepare conference pack with key note paper, presentations of the panelists, etc.
- Take photos of all participants for conference report
- Arrange all related logistics including vehicles for special guests
- Prepare the full transcript with name/designation/photo of each participant and verbatim what they said (from transcript recording) and translate to Bangla
- Manage media
- Circulate press release (Oxfam to check and clear) to all other newspapers
- Keep record of attendance of participants, resource persons, guests in the conference
- Arrange special coverage in the print and television media



6. Outputs/ Deliverables: The Consultant will deliver the following outputs:

- Full day conference in mutually agreeable venue attended by 120-130 guests
- A transcript of the conference with name/designation/photo of each participant and verbatim what they said (from transcript recording) and translate to Bangla

7. Responsibilities of Oxfam

- Provide technical support in conference
- Identify relevant participants
- Engage couple of moderators to facilitate roundtable
- Pursue chief and special guest and liaise with other participants to ensure attendance
- Arrange venue
- Video documentation

8. Financial Proposal

- Please submit a realistic budget including all expenses itemized

9. Payment will be made in three stages:

- Signing Money: The successful applicant will receive 50% of the total payment upon signing of the contract
- 30% payment will be given upon submission of the detailed program plan and agenda with the list of confirmed participants prior to the event.
- The rest 20% as the final payment will be disbursed on completion of the event and upon submission of the transcript and media coverage

10. Timeframe

The duration of the service contract will be from 1st 2019 to 30th March 2019.

11. Evaluation Criteria

The award of the contract shall be made to the consultant who will get the highest score out of predetermined technical and financial criteria specific to the solicitation.

Area	Weight
Technical Proposal	70%
Relative Experience on arranging event	30%
Understanding of ToR	10%
Relevance, uniqueness and impression of the proposed tools/design/methods	30%
Financial Proposal	30%



12. Submission of Proposal:

The firm/organization will submit an expression of interest and financial proposal to the below address.

Soft copy: hrrd@oxfam.org.uk

Hard copy: at below address (if interested)

People & Culture, Oxfam in Bangladesh

Level-8 (Southern side), RAOWA Complex, VIP Road, Mohakhali, Dhaka-1206.