



Terms of References

Selection of consultant of Slum-based Citizen Action Network (SCAN) Project for the following assignments:

- WASH and Waste Management (WM) Need Assessment of 10 slums under Dhaka south and north city corporation

Introduction

Project Name	Slum-based Citizen Action Network (SCAN) Project
Project Location	Dhaka North City Corporation (DNCC) and Dhaka South City Corporation (DSCC)
Project duration	42 months from 1 st January 2018
Funded by	European Union
Implementing agency	The project is led by Resource Integration Centre (RIC) and co-implemented by Solidarités International

Slum-based Citizen Action Network (SCAN) project has been funded by the European Union, the project is being implemented in slums and low-income settlement areas in Dhaka city with an overall objective- “To enhance CSOs (Civil Society Organization) contributions to realizing the rights to effective Water Sanitation & Hygiene (WASH) and Waste Management (WM) services of slum dwellers and marginalized groups in Dhaka City”. The project is i) aiming to build the capacity of CSOs in slum areas of Dhaka City to self-advocate for access to the basic rights of WASH and Waste Management and ii) participate in local governance through collaboration with Local Authorities (LA) and the establishment of strong formal linkage systems between them. The project is operated by the lead organization Resource Integration Centre (RIC) and co-partner organization Solidarités International (SI). The project is targeting 60,000 beneficiaries of the selected slums and low-income settlement areas, and all people of those wards are indirectly benefitting from the project. The project forms 3 types of CSOs i) slum-based CSO ii) ward CSO and iii) central CSO to improve WASH and WM service in selected slum and low-income settlement areas of Dhaka city. 29 CSOs, 8 LA (Local Authority) Ward Councillors, Dhaka WASA (DWASA), Dhaka North City Corporation (DNCC) and Dhaka South City Corporation (DSCC) are the project stakeholders.

Overall objective (Impact)

To enhance Civil Society Organizations (CSO) contributions to realizing the rights to effective Water, Sanitation and Hygiene (WASH) and Waste Management (WM) services of slum dwellers and marginalized groups in Dhaka City.

Specific Objective (Outcome)

To build the capacity of CSOs in slum areas of Dhaka City to advocate and act for access to the basic rights of WASH and Waste Management, and participate in local governance through collaboration with Local Authorities and the establishment of strong formal linkage systems between them.

Target groups

29 Civil Society Organization-CSOs (10 youth groups and 10 women's groups based in slums, 8 ward based CSOs, 1 central CSO) based in Dhaka city; targeted beneficiaries are 60,000 poor dwellers of slum and low income settlement areas.

Key Stakeholders of project

Many of the activities, results and outcomes envisaged under the Project require the involvement, engagement and support of project stakeholders and current/potential implementing partners. These include:

- DWASA
- Dhaka City Corporation (North and South)
- Existing private sector initiatives related to WM in the target area
- Relevant existing development projects in the target areas
- Existing Local Government institution in the target areas

Objective of the assignment

The main purpose of the assignment is to assess the WASH and WM situation in the slum, and the level of community satisfaction towards delivery of WASH services in their communities. This activity is aiming to engage the youth and women members of the Slum CSOs. Project will facilitate them to identify their WASH & WM needs and problem to develop their action plan.

In addition, there will be a ward-based workshop to present results and a ward-based workshop & Action Plan will be developed based on the findings. The action plan will help to initiate activities such as advocacy, awareness raising, capacity building, etc. on the favor of the slum communities.

Project location

10 slums (6 slums of Dhaka North City Corporation and 4 slums of Dhaka South City corporation) of 8 wards (under DNCC ward # 2, 3, 5, 6 & 7 and DSCC ward# 22, 24 & 25) are selected from both city corporations in Dhaka city.

Organizational overview

Solidarités International (SI) is a non-profit and humanitarian organization founded in 1980 and working in areas of conflict and natural disasters. Its main aim is to provide quick and effective support for people in life-threatening situations by meeting their vital needs: water, sanitation, food security and shelter.

SI started its mission in Bangladesh at the end of 2007, following cyclone SIDR. SI's intervention and strategy in Bangladesh is to target primary needs of crisis affected persons in terms of water, hygiene and

sanitation (WASH), food security and livelihood (FSL), shelter and non-food items (SNFI) and disaster risk reduction (DRR).

Resource Integration Centre (RIC) is a non-government organization established in 1981. RIC's development assistance activities diverse from the isolated islands to the heart of the capital city. Major intervention areas are Aging rights, socio-economic development of women, primary education, urban poverty eradication, health service, WASH, food security, emergency response to the victims of disasters, credit support, etc.

Methodology

The study will be conducted using both quantitative and qualitative method. The consultant will submit a technical proposal describing detail methodology and sample framework.

- Develop the survey planning & data collection tools
- Choose appropriate sampling method
- Size, recruit and train the staff needed (Interviewer, data encoder, team leader, etc.)
- Prepare questionnaire for quantitative survey addressing:
 - Type of infrastructure available (water points, latrines, bathing places etc.)
 - Number, access & location of the infrastructure
 - Number of people per structure
 - Inclusion (gender, PWD)
 - Availability/frequency of water
 - Availability/consumption of potable water vs sickness
 - Waste management –
 - Communal waste collection location
 - Service of primary waste collection (formal or informal)
 - Timing (daily, weekly, bi-weekly)
 - Money for services
- Conduct FGD with slum dwellers targeting women and men groups to understand:
 - Available services and access to service providers
 - Compliant/reporting operations
 - Results of complaint
- Conduct KII with service providers' / government representative to understand their capacity and frequency, quality & maintenance of delivered services

Deliverable

- Inception report with methodology, checklist and work plan
- Data collection instruments
- Draft report and presentation
- Data set together with graphs and table
- Developed methodology and checklist
- Profile of study participants
- Stakeholder mapping and analysis

- Hard and soft copy of WASH and waste management need assessment

Time frame

Activity	Deadlines
Closing date for receipt of proposals	14 November 2018
Interviews for selection	19 November 2018
Meeting to discuss detailed TOR and contract	21 November 2018
Sharing the methodology	25 November 2018
Field level need assessment	27 November -15 December 2018
Draft report	23 December 2018
Final report	30 December 2018

Budget and mode of payment

The vendor should develop a budget for completing the assignments as outlined in this TOR by clearly allocating expenses and daily rate.

- 40% of the total fee will be paid on signing the contract
- The remaining amount (60%) will be paid upon acceptance of the final report.
- The payment would be made in crossed cheque by the name of the consultant.

Application process

Interested organizations or individuals are requested to submit their Expression of Interest (EOI) electronically to the following address on or before 14 November 2018:

Please email to: dha.dp.adv@solidarites-bangladesh.org with CC to dha.wsh.pm@solidarites-bangladesh.org

The EOI should include:

- Contact details and up to date and detailed CV of the consultant(s) with brief descriptions of similar assignments
- A clear and detailed overview of how these pieces of work will be approached, the methodology proposed, and the outputs generated, with a clear timeline for each of the specified activity and a budget apportioned for the assignment
- Two references

The EOI, excluding the consultant CVs, should not be more than 10 pages long, should have single spacing, and use Arial typeface with a minimum font size of 10.

Shortlisted candidates will be invited to attend an interview.

Selection criteria

On receipt of the EOI designated project management team will study the proposals including an interview and take a decision about the consultant/s/ agency for the study. Selection of the consultant/s/ agency will be based on:

Criteria	Scores
Quality of the proposed plan – well thought out, logical, strong methodology and approach, well-timed, level of details, would meet objectives	10
Knowledge and Experience of doing such assignments	20
Availability during the period of the project	10
Costs – value for money	10
TOTAL	50

General terms and conditions

- Solidarités International reserve the right to accept or reject any proposal without giving any verbal and/or written rationale;
- All reports and documents prepared during the assignment will be treated as the property of Solidarités International
- The reports/documents or any part, therefore, cannot be sold, used and reproduced in any manner without prior written approval of Solidarités International
- Solidarités International reserve the right to monitor the quality and progress of the work during the assignment.