# 

# Terms of Reference (ToR) to conduct

## “A Research on Implementation Status of ILO Convention -182 and Optional Protocol-2 in Bangladesh”

1. **Overview of CCSEC Project**

Terre des Hommes-Netherlands (TdH NL), in collaboration with 3 implementing partners – SEEP runs 2 Drop in Centres (DiC) in Dhaka, SSS maintains 1 shelter home in Tangail and BTS provides psychosocial counselling supports to the victims and at risk children - has been implementing the “Combating Commercial Sexual Exploitation of Children (CCSEC) project in Bangladesh.” Embarked on 1 January 2016, CCSEC is a 42 months project supported by the Delegation of the European Union in Dhaka. The project aims to contribute to the elimination of commercial sexual exploitation of children (CSEC) in Bangladesh. The specific objective of the project is to protect and promote the rights of survivors & at risk children**[[1]](#footnote-1)** of CSEC through facilitating implementation of ILO Convention 182 (ILO-C182) and UNCRC Optional Protocol 2 (UNCRC-OP-2) in Bangladesh.

Bangladesh ratified the Optional Protocol to the Convention on the Rights of the Child on the Sale of Children, Child Prostitution and Child Pornography 2000. It came into force in the year of 2002 and has accordingly made provisions in the National Plan of Action (NPA) on Sexual Abuse and Exploitation of Children, including Trafficking, 2002. As part a Monitoring Committee has been established to monitor the implementation status of the protocol. At the regional level, the 2002 SAARC (South Asian Association for Regional Cooperation) Convention emphasised on preventing and combating trafficking in women and children for prostitution branding it as a serious criminal offence.

On 12 March 2001, the International Labour Organization (ILO) Convention No. 182 concerning the prohibition and immediate action for the elimination of the worst forms of child labour. Government has taken some measures including formation of a department under Ministry of Labor and Employment (MoLE). Besides the civil society organizations have also been working on these issues. It is therefore important to assess the implementation status of the two international standards.

To develop a “position paper on ILO C -182 and Optional Protocol – 2” TdH-NL is seeking to hire individual / firm consultant to carry out a research to assess the implementation status in Bangladesh under the project *“Combating Commercial Sexual Exploitation of Children (CCSEC) in Bangladesh.”*

1. **Brief on the Research**

**2.1 Objective:**

The main objective of the study is to conduct research to assess implementation status of ILO Convention 182 and UNCRC Optional Protocol 2 in Bangladesh. Specific objectives are:

* Assess the measures taken by the government of Bangladesh in implementing the ILO C -182 and OP-2;
* Assess the effectiveness of interventions as to what extent they protect children at risk and survivors from commercial sexual exploitations.
  1. **Scope of works:**
* Review literature on the key themes related to worst form of child labor, child pornography, forced prostitution and trafficking;
* Review ILO Convention 182 and OP 2 related policy document of the relevant ministries;
* Assess CCSEC project interventions as to how they contribute to ILO Convention 182 and OP 2;
* Draw sample from existing database of children supported by the Drop in Center (DiCs) and or Shelter Home;
* Prepare inception report with detailed methodology, research matrix or analysis plan, timeline, team plan and detail structure of final report;
* Develop data collection tools, pre-test and finalize in consultation with the CCSEC project personnel;
* Finalize the analysis plan in consultation with project personnel;
* Analyse data and prepare draft report;
* Submit the final draft report after incorporating feedback received from the project personnel;
* Prepare a brief and concise position on status of ILO C182 and OP -2 to be shared with the policy makers.
  1. **Study duration and deliverables:**

In total of 30 working days is estimated for this assignment.

***Deliverables*:**

* Inception report detailing the research methodology and structure of the final research report and position paper;
* Complete list of samples surveyed (Quantitative and Qualitative);
* Data collection tools (Quantitative and Qualitative) within one week of signing the contract;
* A cleaned dataset of quantitative survey both in Excel, SPSS and/or STATA format;
* Final transcripts of qualitative data with recording;
* Complete set of individual output i.e. formatted tables, generated in excel format;
* Present the findings at national dialogue with policy makers on ILO-182 and OP-2;
* Final research report;
* Final position paper on ILO -182 and OP-2 (both soft copy in DVD and hard copy).
  1. **Evaluation criteria:**

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| **Criteria** | **Weightage (%)** |
| Understanding of ToR | 10 |
| Methodology | 30 |
| Work Breakdown Structure (Gantt Chart) | 10 |
| Previous experience on other tracking similar assignments | 25 |
| Budget | 25 |

**2.5 Preparation of proposal**

The proposal will be divided into two parts and should be submitted in two separate folders i.e. technical and financial. The technical part of the proposal should not exceed 10 pages and will contain the following:

* Detailed methodology of the study and structure of the position paper;
* Detailed time frame (including dates for submission of first draft, sharing findings and final report);
* Account of experience of conducting survey and employing quantitative and qualitative methods;
* CVs of the team leader and members of the study team which reflect relevant experience to conduct the study;
* Copy of valid TIN certificate and bank account detail.

The financial proposal should clearly identify, item wise summary of cost for the assignment with detail breakdown. The budget should not contain income tax as a separate head; it can be blended with the other cost as it will be deducted from the source. However, VAT can be mentioned in the budget as per government regulation. The organisation will deduct VAT and Tax at source according to the GoB rules and deposit the said amount to government treasury. The consultant/consulting firm is expected to provide justified budget, which is consistent with technical proposal.

**3. Parameters for Selection of Firm/Consultant**

The lead consultant will prepare the research team compromising required number of staff generating data and information, and submit to Programme Specialist (Research and Knowledge Management), TdH Netherlands).

* A minimum of ten year experiences and expertise in dealing child rights, sexual abuse and exploitation;
* Team leader has conducted at least three evaluations in the last five years ideally in the relevant field;
* Working experience with regional mechanism and platform such as: South Asian Initiative to End Violence Against Children (SAIEVAC); End Child Prostitution, Child Pornography and the Trafficking of Children for Sexual Purposes (ECPAT); Optional Protocol (OPSC); and Action Against Trafficking and Sexual Exploitation of Children (ATSEC);
* Knowledge on country situation on child sexual abuse and exploitation;
* Working experience in the Asian countries;
* Excellent oral and written English skills (state other language too, if applicable);
* Sound MS Office and IT skills.

1. **Reports**

The consultants will submit the following reports:

* An inception report (maximum 15 pages without annexes);
* All reports need to be written in English. An outline of the structure of the report needs to be agreed upon during the inception phase;
* Final research report;
* Position paper.

1. **Budget and Payment**

The consultant will propose a budget. 30%, 40% and remaining 30% of the budgeted amount will be disbursed upon signing agreement, submission of draft report and acceptance of final report respectively. Payment will be done through accounts payee cheque with submission of the invoice and reports.

1. **Contact to**

Programme Specialist (Research and Knowledge Management), TdH Netherlands ([k.mandal@tdh.nl](mailto:k.mandal@tdh.nl) ).

1. **Child Safety Measures**

The firm/individual shall comply the Child Protection Policy of TdH-Netherlands. Any violation /deviation in complying with TdH-NL’s said policy will result in termination of the agreement.

1. **Ethical Considerations**

There will be nothing in the study which may be harmful for the respondents in terms of legal or ethical ground. No one would be forced to provide information for the study. The research objectives will be clearly explained to all the respondents of the study before collecting data from them. The consultant/ firm will be abstained from data collection from any person who will deny or show any reluctance in providing information. Written consent with signature or thumb impression of the respondents, therefore, would be taken before collecting data. The researchers will be highly committed to the respondents to keep the privacy of their information and source of data as well as will put heartiest endeavour to be unbiased in collecting data. The research report will not reveal the identity of the respondents**.**

1. **Termination and Withdrawal**

During the period of contract either party may terminate the contract by giving written notice. However, TdH Netherlands reserves the rights to unilaterally terminate the contract, if the consultant fails to submit the report timely, no payment will be made thereof.

1. CSEC defines sexual exploitation by an adult of a child that involves transaction, and thus abusing the vulnerability and trust of a child for sexual purposes. It pertains trafficking, prostitution and pornography. [↑](#footnote-ref-1)