



## **Manusher Jonno Foundation**

### **Engaging Community for Child and Young Adult Protection and Advocacy Project**

#### **Supported by PORTICUS**

#### **Consultancy Term of Reference (ToR) on**

#### **Scoping study of child vulnerability in rural and urban areas in Bangladesh**

Manusher Jonno Foundation (MJF) works with 130 partners in 56 Districts in Bangladesh. It is one of the largest national grant making organizations in Bangladesh disbursing funds and capacity building support for human rights and governance work since last 18 years. MJF through its partners has built capacities of poor and marginalized people in Bangladesh to demand basic services and raise voice against rights violations and demand accountable transparent governance. The themes that MJF supports are violence against women and girls; ensuring rights of marginalised communities; decent work (migrant garments and working children); youth and social cohesion. MJF also works on the supply side in strengthening public institutions to respond to the demands of vulnerable communities. Using Social Accountability tools, MJF has ensured accountable and transparent governance of local elected bodies, government authorities and public institutions in the health, agriculture and education sectors.

#### **Background**

The rising trend of sexual abuse and neglect of children is cause for great concern among all stakeholders including government, civil society, child rights organizations along with parents and guardians. MJF has been working on Protection of Working children since the last 18 years and is committed to their wellbeing and over all development. Children in Bangladesh face numerous challenges, which vary from one group to another. For example children from very poor household face social challenges such as lack of education opportunities, safe places to stay when parents go out to work, are forced into labour, poor living conditions etc. Adolescent girls face different sets of challenges such as lack of security, negative attitude of family and community, threat of early marriage dropping out of school etc. Other social challenges are insensitive attitude and capacity of education institutions to deal with issues of child abuse and exploitation .and weak understanding of teachers to protect children from abuse.

Media monitoring report 2018 -2019 of MJF revealed that 486 children (mostly girls) faced sexual and other forms of violence including rape, physical assault and 1492 were killed due to violence. Survey by Bangladesh Bureau of Statistics (BBS) revealed that 9 out of 10 children experienced some form of violence either at home, public place or education place.

In view of above, MJF is seeking consultancy services from qualified organizations/institutions/firms to undertake a national mapping exercise of child abuse and neglect to get an overall picture of child abuse and neglect and also to understand root causes and systemic conditions that perpetuates violence and abuse against children. It is expected that the mapping exercise will provide data and evidence to develop comprehensive programmes by MJF and other stakeholders to address and prevent abuse of children such as physical, emotional, sexual, neglect, psychological including hazardous and exploitative child labour. It should also provide evidence for advocacy with policy makers for law reform, review implementation gaps and enact laws and policies if required.

This consultancy services is expected to give attention to the following:

1. The absence of comprehensive data and evidence on the extent of violence and abuse against children
2. Reasons behind non implementation of existing laws, policies and international commitments
3. Level of engagement and understanding between communities, educational institutions, elected representatives, concerned authorities.

**Specific Objectives:**

Specific objective is to address the problem of lack of comprehensive data on child abuse and neglect, assess the extent of vulnerability of children in order to develop strategies for implementation. Another objective is to understand levels of engagement of community and concerned authorities.

**Scope of the study:** The study will entail mapping child vulnerability of children within targeted areas in Bangladesh and will cover a cross section of the population concentrating on locations and situations where children are most likely to face violence and abuse. Through this study key areas and extent of child vulnerability and should be identified and explored. It should also provide concrete analysis of how these vulnerabilities can be addressed. The study will focus on child protection and provide strategic directions including existing best practices that can be build on or replicated which MJF can test and invest in future. It should also review existing laws, policies related to child protection, instruments and international commitments (CRC) identify gaps and scope for reform plus analysis of reasons for lack of implementation and way forward.

**Key output of the study**

- Detail analysis on child vulnerability with referring specific example as evidence for advocacy work

- Assess the capacity and understanding of community and concerned authorities in addressing child vulnerability
- Clearly articulated set of strategies and interventions with innovative ideas for protecting children from abuse and exploitation in rural and urban areas.
- Identify gaps in the existing laws, policies and practices and make recommendations on how these gaps can be filled.
- Separate policy brief note and recommendation considering respective government counterpart, CSOs, local authorities and local government strategy and Bangladesh country operating model.

## Methodology

The study will target 5000 children as sample from age of 5 to 17 years of different background such as indigenous, rural and urban, with and without families' street children, working children, with disabilities and from lower and middle income. Apart from children, 96 parents will also be chosen as respondent for the study. Based on scientific research methodology, 5192 will be a representative number to get overall National picture of child abuse and exploitation in Bangladesh. Different methods will be used to gather data depending on age of children.

The study will cover equal numbers of girls and boys and use random sampling methods for selecting boys and girls for interview. The age of children from 5-17 has been chosen because they will be able to respond through interaction by using interview tools. 5-17 years old children are seen outside of the home and they are potentially vulnerable. Interviewer will be able to speak to them using appropriate tools. Children below this age will not be able to communicate. Data will be collected from following geographical location/administrative unit.

Administrative units	Coverage administrative units
Division	3 (Dhaka, Chattogram, Khulna and Barishal)
District	10 (Dhaka, Cumilla, Khulna, Barishal, Jashore, Jhinaidah, Patukhali, Bhola, Gazipur, Manikganj)
Upazilla/Municipalities	2 (Upazilla from each district)
Union	2 (UPs from each upazilla)
Ward under union	2 ward from each UP
City corporation	Dhaka, Barisal, Khulna
Ward under city corporation	2wards from each city corporation

Ten children will be selected randomly from each of the wards which make a total of 5000 children. Four FGDs (two each with parents and children) will be conducted in each of the upazilas (total 24FGDs) consisting 8 persons in each FGD. Total respondents participating in the FGDs will be 192. In total respondents of the study will be 5192(children 5096 and parents 96).

Others who will be included as key informant and use semi-structural interview checklist:

- Community representatives and parents, civil society organizations (CSOs) and community-based organizations (CBOs) representatives
- Local government representatives, local authorities, service providers/public institutions, relevant ministries

A total of 18 In Depth Interviews will be conducted with concerned government officials. Interviews will be conducted with the Secretary and Joint Secretaries at ministry level while divisional level labour and children related officials, CSOs/NGOs; Deputy Directors and Officers from Women and Children Affairs and Social Welfare Department at district and upazila level respectively; Female Vice Chairmen of Union Parishads also will be interviewed.

## **Expected Deliverables**

The agency/consultant is expected to produce and submit the following:

- An inception report with detailed work plan.
- Data collection instruments in both English and Bangla.
- Draft report and presentation on draft report (preferably in ppt.).
- Data set (SPSS), field notes, qualitative analysis and other relevant documents.
- Final report with comprehensive executive summary.

## **Time Frame**

The consultant will submit a proposed work plan with key milestones within a week of signing the contract; this work plan will be reviewed and approved by Manusher Jonno Foundation. It is anticipated that the final report will be produced within 150 working days of signing of the contract. While the draft report is produced, it should be shared with MJF and MJF will provide feedback on draft report after receiving the draft report. During the whole period of the assignment, follow up meetings will be held between the contracted consulting organisation or firm and MJF as frequently as possible.

### Distribution of the target respondents:

Sl	Tool	No. of unit	Unit	No. of respondent/unit	Total	Type of respondent
1	Survey	500	Ward	10	5000	Children
2	FGD	12	2 per Upazila	8	96	Children
3	FGD	12	2 per Upazila	8	96	Parents
Grand total					5192	

### Role of MJF:

- Communicate with respective partner organizations and share the field engagement plan
- Provide comments/feedback on the secondary information/data/documents related to the assignment
- Review and provide comments/feedback on study tools, plan (sample size) and methodology
- Provide feedback on enumerators' orientation plan
- Regular monitoring on the data collection process during survey
- Review and provide feedback on draft report

### Guideline for Application Procedure

The proposal/expression of interest (duly signed) should comply with the following sections and given page limit. Proposal will be accepted preferably in hard copy and also through email in soft copy form (signed scanned copy) by mentioning subject line "Consultancy for study on Child Vulnerability Mapping 2020".

Topic	Maximum Page Lim
<b>Technical Proposal</b>	
Cover Page	1 page
Table of Content	1 page
Understanding of the Assignment (Not just copy and paste from the ToR content)	4 page
Proposed Methodology	2 page
Work Schedule	1 page
Team composition along with its rationale	3 page
Any other relevant information (if required only)	3 page

<b>Financial Proposal</b>
<b>Budget detailing out</b>
<ul style="list-style-type: none"> <li>• Consultancy days and fees (days should be mentioned for key member of the team)</li> <li>• Travel and accommodation</li> <li>• Any other expenditure (please mention nature of expenditure)</li> <li>• 15% VAT and 10% taxes</li> <li>• Total amount</li> </ul>

**Preparation of the Proposal**

Proposal should include both technical and financial part. Technical proposal should include methodology including sampling, data collection procedure and their analysis, operational plan and CVs of the consultants highlighting experience of conducting such study.

**Evaluation process:**

In response to the invitation, the consulting firm will have to submit a Technical Proposal as per the ‘Terms of Reference’ and a financial proposal separately. The selection committee will evaluate the technical proposal of the organization/firms as well as the financial proposal. The total scoring points for both the evaluations will be 100. The technical evaluation will be based on 80 points and the remaining 20 points are to be allotted to the consultant/ consulting firm proposing cost.

A cumulative analysis weighted-scoring method will be applied to evaluate the firm. The award of the contract will be made to the consulting firm whose offer has been evaluated and determined as:

- a) Responsive/compliant/acceptable with reference to this ToR, and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to this solicitation, with the ratio set at 80:20 respectively.

Criteria	Weight
<b>Technical</b>	<b>80</b>
<b>1. Expertise of the firm/organization</b>	
Understanding of the ToR	10
Experience in conducting large-scale relevant studies	20
<b>2. Methodology</b>	
Appropriateness of methodology in response of the indicators	10
Quality assurance	5
Data Management	10
<b>3. Management structure and qualifications of key personnel</b>	
Team composition	10
<b>4. Data analyst</b>	

Experience analyzing large datasets	15
<b>5. Financial</b>	<b>20</b>
<b>Total</b>	<b>100</b>

**Other documents to be submitted:**

**Organizations**

- Maximum 2-page organization profile highlighting related assignments completed with client names,
- Contract person and mobile number
- On behalf of Organization's/Firm's Lead Consultant's (who will lead the assignment) Maximum 2-page CV highlighting related assignment completed, role in of the completed assignment
- Other Team members' (who will be involved in the assignment) one paragraph short CV highlighting related assignment completed along with their role
- Organization's/Firm's Certificate, TIN and VAT registration
- Evidences (documents) in favor of the previous relevant studies.
- Organization/Firm should have engagement or experience on Child Right related policy formulation process.
- Organization's/Firm's should have firsthand experience on NPA formulation on children's Rights issues with GoB and Civil society engagement.
- Experience with MJF on children related studies/survey/assessments will be preferred, evidence should be provided along with the proposal.
- Organization/Firm should have expertise on child safeguarding issues.

**Application Instruction:**

Please forward your expression of interest and proposal by email to:

[Subarna@manusher.org](mailto:Subarna@manusher.org) and hard copy to the **Director-Finance & Admin, Manusher Jonno Foundation, House # 3 & 4 Haji Road, Avenue-3, Rupnagar C/A, Section-2, Mirpur, Dhaka-1216**

Last date for submission of proposal: **14 January 2021.**