**TOR for End-Line Children are not for Sale**  **Project**

**Project title:** **Children are not for Sale**

1. **About Plan International:**

We strive to advance children’s rights and equality for girls all over the world. As an independent development and humanitarian organization, we work alongside children, young people, our supporters and partners to tackle the root causes of the challenges facing girls and all vulnerable children. We support children’s rights from birth until they reach adulthood and enable children to prepare for and respond to crises and adversity. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge. For over 80 years we have been building powerful partnerships for children, and we are active in over 75 countries.

1. **About Plan International Bangladesh:**

Plan International Bangladesh has the Country Office in Dhaka, from where we are operating projects in Dhaka Urban, and two Divisional Offices in Rangpur and Barisal with two warehouses; covering our sponsorship caseload of twenty nine thousand. We have a strong presence in Cox’s Bazar established in 2017, with a main office located in Cox’s Bazar, two field offices in Ukhiya and Teknaf, and two warehouses. Across the country 360 staff supports the implementation of 38 active humanitarian and development grants with a total value of 43 million Euro.

Over the past four months, individual sectors have conducted immediate needs assessments. Identified immediate needs include awareness creation among communities about prevention measures, building of isolation facilities, increased COVID-19 testing, protecting severely food insecure families with immediate assistance, protecting women and children from the abuse, and establishing handwashing stations.

As part of current Emergency Response plan Plan International Cox’s Bazar programme support to Rohingya and Host communities in Cox’s Bazar through awareness raising sessions, hygiene kits distribution and Cash Assistance support (only for Host Community), follow-up support for vulnerable children through Case management services. Currently Plan International Cox’s Bazar Programme operate its intervention in 21 camps and 12 Unions under three upazillas (Ukhia, Teknaf and Chokoria).

* 1. **About YPSA:**

YPSA (Young Power in Social Action), a Chittagong-based organization registered with the Bangladesh NGO Affairs Bureau (NGOAB) in 1 995 (26/02/95); which was last renewed in 2015. YPSA has been active in Cox's Bazar since 2003. YPSA's mission is to articulate with the poor and vulnerable population with a commitment to bringing about their own and society's sustainable development.

1. **Project Background and Details:**

Plan International Bangladesh and YPSA (Young Power in Social Action) been implementing the project: Children are not for Sale funded by Radiohjälpen Foundation from 01/06/2018 to 31/08/2020 in Nihla Union in Nayapara and leda and in Sabrang Union in Jalia Para under the sub district Teknaf, Cox’s Bazar. The project focus on the commercial sexual exploitation and trafficking of children, in the context of Bangladesh and the Rohingya's influx from Myanmar. It predominantly addresses one of the Stockholm Declaration and Agenda for Action priorities: commercial sexual exploitation (CSEC). The ultimate goal of this project is to prevent and reduce child trafficking and CSEC through fostering prevention in host and refugee communities, strengthening the legal architecture to promote antitrafficking international standards, and tailored livelihood and economic activities of re-integration.

A large number of children in Asia, and particularly in the Myanmar/ Bangladesh border region, continue to be pushed into commercial sexual exploitation, despite much-heightened awareness of the problem and engagement by governments, international organisations and other stakeholders in recent years in better understanding its dynamics and identify in effective responses. According to UNHCR's household counting exercise, as of the 1st of December 2017, almost 53% of the Rohingya in Cox's Bazar are female, and 58% are children under 18, of which 1 % (4,965 individuals) are heads of households, and over 103,000 adolescents between the ages of 12 and 17 out of which 51,000 are girls. Girls and young women are particularly vulnerable to being trafficked into the sex trade. This happens because the sex industry is a thriving and profitable market and because there is often a demand for girls and women who are in some way 'different' or 'exotic' by clients of the sex trade and by the brothel owners and pimps who provide services to them. Boys are also exposed to trafficking mainly to be exploited in agricultural forced labour and drug dealing. The lack of economic opportunity pushes youth to develop negative coping mechanisms, such as potentially  their radicalization. The running of illegal businesses (e. g drug dealing) has been observed in the past months in the camps and surrounding areas.

In Cox's Bazar district, a significant increase in prostitution, abduction of children and child trafficking are reported daily by refugees. The Bangladeshi legal framework is in place to support anti-trafficking activities, but it needs to be strengthened at the district level. In addition, the community child protection framework needs to be set up in the Rohingya and the host communities to mitigate the impact of the Rohingya influx and the coming monsoon season. Preventing and responding to child trafficking will be at the heart of the intervention.

**2.1 Goal:**

The goal of this project is to prevent and reduce child trafficking and the commercial sexual exploitation of children (CSEC) through fostering gender sensitive prevention strategies in host and refugee communities, strengthening the legal framework to promote anti-trafficking international standards, and tailoring livelihood and income generating activities for re-integration and increasing resilience.

**2.2 Specific Objectives:**

The first objective of the project is centred on developing a solid evidence base and contextual analysis to increase understanding of issues around modern slavery with a specific focus on commercial sexual exploitation, including child marriage and the worst forms of child labour.

Second objective, Plan International and YPSA will develop a child protection framework by engaging with child protection community-based groups and youth clubs to address child trafficking issues within the Rohingya and host communities.

The third objective is aimed at increasing access to services for children at risk and/or victims of trafficking. Different approaches will support the strengthening of a child protective environment, in both communities

The fourth objective of the intervention will lead Plan International and YPSA to identify appropriate re-integration activities to respond to and prevent child trafficking, and respond to the needs of children victims of trafficking and/or vulnerable families.

**2.3 Expected outcome of the project:**

Outcome 1: Children, especially girls, are prevented from becoming victims of sexual exploitation and trafficking through community engagement in host community and refugee camps

Outcome 2: Response services are available to protect children at risk and children exposed to commercial sexual exploitation and trafficking

Outcome 3: Reintegration of children and vulnerable family empowerment to better protect their children.

**2.4 Implementing partner*:*** YPSA (Young Power in Social Action)

**2.5 Project Strategy / Approach:**

* Community ownership and resilience building
* Strengthened local governance
* A longer-term vision and presence in the area
* Linking and networking
* Implementing and learning

**2.6 Project duration:** June 2018 – August 2020.

**2.7 Targeted Project participants, Stakeholders, Institutions and Location:**

The intervention take place in Nhilla Union, including Jadimura. In addition, the mobile intervention component will be in Nihla Union in Nayapara and leda; in Sabrang Union in Jalia Para (entry point of refugees from Myanmar); and in Teknaf Union in Jalia Para.

In both the Bangladeshi host and the Rohingya refugee communities, this project will target:

1000 girls and boys, vulnerable due to recent displacement, involved in the worst forms of child labour;

Children at risk/in need of protection (target: 100 - 50 boys/ 50 girls);

GBV survivors (target: 200 - 150 girls/ 50 boys);

Other children in need of protection (target: 700 - 350 boys/350 girls).

Other target groups include

Caregivers/parents and community members (imams, community leaders, and maji), by involving them in the sensitizations and awareness raising campaigns to increase their knowledge and capacity to protect children from trafficking and CESC. They will be involved in activities aiming at strengthening the child protection environment (target: 37,500 people);

Child protection community-based groups (target: 300 - 150 women/ 150 men);

other community members, through outreach activities (target:30,000- 20,000 men/10,000 women);

Students (target: 7,500 - 3,750 boys/3,750 girls).

Local authorities - DSS (Department of Social Services), Labour officials and (Border) Police - are other key actors that will also be involved in the project through capacity building (target: 100 - 60 men/40 women).

1. **Purposes of the Evaluation**

The broad objective of this study is to capture the achievements in outcome level indicators.

1. The specific objectives of the study are therefore the following:

* To evaluate the level of contribution of the outputs towards the achievement of the expected project objectives, goal and impact.
* To assess the relevance, effectiveness, and efficiency of interventions as well as, the sustainability of the results, and the degree of satisfaction of the beneficiaries.
* To evaluate the appropriateness of the strategies and approaches used for implementing the project;
* To identify major external factors that influenced or impacted on the implementation of the project and evaluate their implication on future interventions.
* To highlight lessons learned from the project and make recommendations for future strategies.

Moreover, the project will follow the "review together" approach as outlined in Plan International's Programme Quality Framework. The following will be addressed in the final evaluation:

1. progress compared to planned activities, timeframe (including implementation by partners);
2. progress towards outputs, outcomes and budget;
3. changes in the working context;
4. donor contract compliance;
5. numbers of direct and indirect beneficiaries, disaggregated by age, sex and location;
6. qualitative feedback from partners, community members, including children, and other stakeholders;
7. lessons which can be used to improve future interventions. Storytelling will be included to capture the most significant personal changes for girls and boys.
8. **Evaluation Criteria:**

As per the [MERL Policy](https://planinternational.sharepoint.com/:w:/r/sites/planetapps/Programmes/MER/_layouts/15/Doc.aspx?sourcedoc=%7B5F6BE114-CBF7-48EF-92B2-8A4199E7F8A9%7D&file=GLO-Monitoring_Evaluation_Research_Learning_Policy-Final-IO-Eng-Nov18.docx&action=default&mobileredirect=true), Plan International’s evaluations include assessments of:

**Effectiveness:** the extent to which, and the reasons behind, the achievement (or not) of the project or programme’s objectives, and whether these are leading to unintended (positive or negative) consequences for anybody involved or affected by the interventions.

**Sustainability:** the probability of continued long-term benefits to the target populations after the project or programme has been completed. This might include the resource and capacity of partners or beneficiaries to continue the intervention after phase out.

**Relevance**: the extent to which the interventions and their approaches were suited to the priorities and policies of the people and communities they were intended to benefit.

**Efficiency:** the extent to which financial resources were used economically and efficiently, potentially including cost-benefit ratios and alternative programming approaches.

**Child rights, gender and inclusion**: the extent to which the project or programme applied gender and inclusion sensitive approaches and explicitly aimed for results that improve the rights of children and young people and gender equality

**Impact:** to establish causal attribution to any observed positive and negative, primary and secondary long-term effects observed.[[1]](#footnote-1)

The evaluation should assess the above in relation to two central broad questions:

1. What changes / outcomes / achievements have taken place?
2. How have these changes / outcomes / achievements been brought about in relation to this, the evaluation should consider the following sub-questions:

| Want to know… | … then focus on: |
| --- | --- |
| …whether the project has reached/realised what was originally planned, including changes against your indicators (compared to baseline) | Effectiveness |
| …whether changes are likely to be long lasting | Sustainability |
| …whether your original project design targeted the right group of beneficiaries and if the root causes were identified correctly (and if the design is still valid) | Relevance |
| …whether the project applied gender and inclusion sensitive approaches, and whether this improved the rights of children, young people and gender equality | Child rights, gender and inclusion |
| …whether alternative activities could have led to the same results by using less resources, or whether the same activities could have been cheaper. | Efficiency |
| …whether the project directly contributed to long lasting change in the life of the targeted group | Impact |

**What?**

* What have been the unintended and unexpected outcomes of the project activities (both positive and negative)?
* Who has benefited in what ways?
* Have any changes been achieved in relation to policy / practice / attitudes of decision makers / policy makers etc. in the countries where the project is working?
* To what extent has the achievement of the changes and outcomes been influenced by external / other factors?
* To what extent have the project activities contributed to the changes and outcomes identified?

**How?**

* How accurate is the ‘logic chain’ that was articulated at modification stage of the project? Is it effective, where were the gaps, how should it be adapted and improved for the future?
* What were the most effective approaches used by the YPSA and PIB bring about change? What worked and what didn’t?
* What overall lessons have been learned and how have the organizations involved improved?
* How have relationships between partners helped or hindered the ‘delivery of changes / outcomes’? How can these relationships be improved?

1. **Evaluation Question:**
2. How activities during the project duration and its extension year has strengthened and added value to the outcomes achieved and described in the period of June 2018- May 2020.
3. What are the expected and/or unexpected (positive/negative) results achieved? Are there any additional expected and/or unexpected (positive/negative) results achieved during the project period?
4. What were the major lessons learned from the results analysis during the project period as well as extension year? what learnings are brought forward into new projects.
5. The extension year provided opportunities to test new methodologies, pilot new interventions etc. How the project used this possibility and are these initiatives effective for in the new framework.
6. If the project did not continue into the new framework period, has it continued in any other form with other funding? If not recommend the process of project closure and phase out process with partners considering sustainability aspect
7. **Child rights, gender and inclusion:**

Plan International Bangladesh’s focus on child rights, gender and inclusion. The evaluation team should priorities on child rights, gender and inclusion and trying to explore to which extend the project applied gender and inclusive sensitive approaches and explicitly aimed for result that improve the rights of children and young people and gender equality.

1. **Users of the Evaluation:**

Users of the evaluation will first and foremost be internal to Plan International Bangladesh, YPSA and stakeholders of Teknaf sub district. It will be used to spur reflection on how to incorporate key lessons learned in future programming and increase sustainability and replication potential of the initiatives started in Nihla Union in Nayapara and leda and in Sabrang Union in Jalia Para

Secondly, findings of the evaluation – and particularly the collected impact stories – will be communicated externally in implementation of the advocacy activities in the implementation plan. It will be disseminated

Finally, the key lessons learned documented in the evaluation will be disseminated at national and international level in accordance with the dissemination plan to the beneficiaries in Nihla Union in Nayapara and leda and in Sabrang Union in Jalia Para particularly those who involved in the data collection process.

**8. Methods for data collection and Analysis:**

The Consultant will develop appropriate and standard methodology and tools considering current pandemic situation for the evaluation. The methodology and the tools will be finalized consultation with Plan International Bangladesh but the methodology should be participatory and multi stakeholders consultative. The methodology and relevant tools should be adjusted if needed during data collection in fields. The sample size will be determined Sex and Age Disaggregated considering pattern of targeted direct beneficiaries and location mentioned at [**2.8 ( *Targeted Project participants, Stakeholders, Institutions and Location)***](#_2.6_Project_Strategy)For qualitative purposes ensure minimum requirements, representatives from key stakeholders mentioned at [**2.8 ( *Targeted Project participants, Stakeholders, Institutions and Location)***](#_2.6_Project_Strategy)

**9. Ethics and Child Protection:**

Plan International is committed to ensuring that the rights of those participating in data collection or analysis are respected and protected, in accordance with Ethical MERL Framework and our Child and Youth Safeguarding Policy. All applicants should include details in their proposal on how they will ensure ethics and child protection in the data collection process. Specifically, the consultant(s) shall explain how appropriate, safe, non-discriminatory participation of all stakeholders will be ensured and how special attention will be paid to the needs of children and other vulnerable groups. The consultant(s) shall also explain how confidentiality and anonymity of participants will be guaranteed.

**10. Expected Deliverables by the Consultant:**

Evaluation proposal with methodology, tolls and work plan (English)

Project Evaluation Reports (English)

|  |  |  |  |
| --- | --- | --- | --- |
| Deliverable | Format | Due | Detail |
| *What is the deliverable?* | *In what format does the deliverable need to be presented?* | *What is the indicative deadline for this deliverable* | *Including the intended user, report language etc.* |
| *Inception Report* | *Both hard & soft copy* | *25/07/2020* | *English* |
| *Draft Evaluation Report* | *Soft Copy* | *30/08/2020* | *English* |
| *Final Evaluation Report (including Executive Summary)* | *Soft copy & 3 copy of hard copy* | *05/09/2020* | *English* |
| *Final Data Collection Tools* | *Soft copy (Ward & Excel)* | *20/07/2020* | *English* |
| *Cleaned Data (including transcripts)* | *Soft copy (Ward & Excel)* | *29/08/2020* | *English* |
| *Completed Consent Forms* | *Hard Copy* | *20/07/2020* | *English* |
| *Other Communication Products for Dissemination* | *Hard & soft copy* | *29/08/2020* | *English* |

**11. Supervision/Management of Assignment:**

The consultant will be required to work closely with Plan International Bangladesh and YPSA. The consultant will be directly accountable to the Plan International Bangladesh focal person. The consultant will keep the focal person continually informed on the progress of the assignment updates via email.

**12. Time Frame:**

The evaluation process is expected to begin during the *22/07/2020* and will be completed within 45 calendar days from the signing of the contract. A detailed schedule should be prepared by the evaluation team in consultation with Plan International Bangladesh as per following table:

| Activity | Time | Days of Work | Responsible | Individuals Involved |
| --- | --- | --- | --- | --- |
| *What is the specific activity?* | *When will this activity begin?* | *How many days of work are required?* | *Who is responsible for the delivery of this activity?* | *Who needs to be involved?* |
| *Submission of Inception Report* |  |  |  |  |
| *Preparations for Data Collection* |  |  |  |  |
| *Develop tools* |  |  |  |  |
| *Tool translation* |  |  |  |  |
| *Field piloting* |  |  |  |  |
| *Tools finalisation* |  |  |  |  |
| *Enumerator training* |  |  |  |  |
| *Data Collection* |  |  |  |  |
| *Data Entry and Cleaning* |  |  |  |  |
| *Data Analysis* |  |  |  |  |
| *Validation of findings with key stakeholders and respondents & feedback incorporation* |  |  |  |  |
| *Submission of Draft* |  |  |  |  |
| *Submission of Final Report* |  |  |  |  |
| *Submission of Other Deliverables* |  |  |  |  |
| *Management Response and Action Plan* |  |  |  |  |

1. **Expected Deliverables**

Total duration of the assignment is minimum 45 calendar days after signing of the agreement. The methodology and work plan will be reviewed and approved by Plan International Bangladesh. It is anticipated that the first draft report will be produced within 6 weeks of signing of the agreement. The final report should be submitted after 7 days of receiving feedback. Follow up meetings will be held time-to-time between the contracted consultant/consulting firm and Plan International Bangladesh.

The report should have the following structure:

* + - Title page
    - Acknowledgments
    - Executive summary
    - List of acronyms
    - Table of contents and lists of figures and tables
    - Introduction and Background
    - Methodology
    - Data analysis
    - Results (it should be organised as per study objectives), result based recommendation
    - References
    - Annexes

**The consultant/consulting firm shall produce the following deliverable:**

* + - An inception report containing final methodology and work plan.
    - Study instruments pretested, finalized and printed in Bangla.
    - Draft report containing detailed findings, well blended qualitative and quantitative analysis on findings.
    - Presentation of the key findings to the staff members of Plan International Bangladesh and different stakeholders.
    - Final report should be submitted in two copies with spiral binding along with soft copy in MS Word. The report should be delivered in acceptable English. If required, the consultant/Consulting firm will arrange for proof reading to maintain the quality.
    - All field notes, and data set (in SPSS) and other relevant materials should be submitted.

1. **Expected competencies of consultant/agency**

It is expected that the competency of the contracted organization/consultant will include:

* The expected skills, the experience and the formal qualifications of the evaluator(s) are:
* Postgraduate degree in Social Sciences.
* Good track record and reputation of conducting similar study for reputed national and international organization, specially working with Gender Based Violence (GBV), trafficking, child marriage and child protection issues
* Proficiency in qualitative methods of data collection
* Proficiency in quantitative methods of data collection
* Proven experience with data analysis
* Proficiency in statistics
* Thematic expertise in the project’s impact in child protection and children exposed to commercial sexual exploitation and trafficking
* Experiences on Plan International Bangladesh cross-cutting issues such as gender, inclusion as well as awareness on child protection and child rights issues will be added value.
* Fluency in Bengali and English.
* Experience with working with local communities in relevant local languages added extra value

1. **Time frame**

The consultant /organization 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 Plan International Bangladesh. It is anticipated that the final report will be produced within 45 calendar days of signing of the contract. The first draft should be submitted to Plan Int within 40 calendar days after signing of the agreement. During the whole period of the assignment, follow up meetings will be held between the contracted consultant/consulting firm and Plan International Bangladesh as frequently as possible. Any field problems should be anticipated and addressed before hand.

1. **Parameters for selection of firm/individual to carry out the assignment/task**

The following table outlines the selection criteria:

|  |  |
| --- | --- |
| **Criteria** | **Score** |
| Appropriate methodology to address the study objectives | 40 |
| Relevant competency of team leader and relevant team composition | 40 |
| Amount of budget and justification | 20 |

1. **How to Apply**

The technical and financial proposals should be submitted electronically to the email address: [Planbd.consultant.hiring@plan-international.org](mailto:Planbd.consultant.hiring@plan-international.org) with “**Endline study of the project– Children Not For Sale.”** as subject. Proposal submitted to any other email account except this and in hard copy will be treated as disqualified. Submissions after the deadline will be treated as disqualified. Two different folders i.e. technical and financial should be submitted into one zip folder with a covering letter. The proposals should be submitted in pdf format.

1. **Contact person**

For any technical issue related to the project and evaluation, please communicate to Anu Bhowmik (anu.bhowmik@plan-international.org)

1. **Proposal Submission Checklist**

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 that clearly articulates how research objectives linked with relevant data source and method.
  + Detailed timeframe (including dates for submission of first draft, dissemination of findings and final report).
  + Account of experience of conducting survey and employing qualitative methods.
  + CVs of the team leader and key members of the study team which reflect relevant experience to conduct the study.
  + Copy of VAT registration certificate (for consulting firm).
  + Copy of valid TIN certificate and bank account detail.
  + A copy of 2 - 3 previous reports of similar work undertaken
  + A Consulting Firm Profile (see below)

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 costs 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.

1. **The detailed technical proposal should:**
   * + Show a thorough understanding of this term of reference
     + Include a description of how you would approach the data gathering methods prescribed in this TOR and how you would approach sampling
     + Demonstrate previous experience in conducting quantitative and qualitative study approaches
     + Demonstrate inclusivity, gender equality and non-discrimination in the conduct of the study
     + Demonstrate approaches that will be used to ensure child protection and ethics and principles will be applied throughout the design and data collection phases of the project and how marginalized or vulnerable Rohingya people will be included.
2. **The financial proposal should contain:**

* Itemized consultancy fees/costs
* Itemized field data collection expenses
* Itemized administrative expenses
* Validity period of quotations

1. **The consulting team profile should contain:**
   * + The full names of all participating consultants and their roles, including technical expertise
     + Physical address of the firm
     + Telephone number(s) of the firm (if applicable) and participating consultants
     + Full name and contact information of the contact person within the consulting team
     + Full names of Directors/Proprietors

The financial part will describe the estimated cost for the study in detail. It should be given in a separate sealed envelope. Please mention the preferred mode of payment.

1. **Ethical Considerations**

There will be nothing in the study which may be harmful for respondents regarding legal or medical ground. No one would be forced to provide information for the study. The objectives will be clearly explained to all the respondents of the study before gathering data from them. The evaluators will be abstained from collecting data from those who will deny or show any kind of disinterest in providing information. Thus, verbal/written consent of the respondents should be taken before collecting data. Confidentiality of data should be maintained and in the report name of the respondents should not be revealed.

1. **Supervision/Management of Assignment**

The consultant/organization will be required to work closely with the “*Promoting education and child protection among crisis affected girls, boys, adolescent girls and adolescent boys in Cox’s Bazar”* project of Plan International Bangladesh, Cox’s Bazar Project Office. The consultant/organization will be directly accountable to the Plan International Bangladesh, Cox’s Bazar Project Office study focal person. The consultant will keep the focal person continually informed on the progress of the assignment through updates via email and Skype conferences.

1. **Intellectual property:**

All documents, papers and data produced during the assignment are to be treated as Plan International Bangladesh property and restricted for public use. The contracted consultant/consulting firm will submit all original documents, materials and data to Plan International Bangladesh.

1. **Payment Schedule**

The payment will be made in three instalments:

|  |  |  |
| --- | --- | --- |
| **Instalments** | **Percentage** | **Timeline** |
| First instalment | 30 | After receiving the inception report |
| Second instalment | 30 | After receiving the first draft report |
| Final instalment | 40 | Upon submission of the final report |

1. **Penalty Clause:**

Plan International will deduct 1% of the total amount for each day of delay in completing the assignment beyond the agreement provided that the delay occurs solely due to factor (s) relating Consultant. If the quality of deliverable is not as mentioned the TOR Plan international Bangladesh can deduct 5% of the total agreement amount and such decision of Plan shall be regarded as final.

1. **Child Protection**

The consultant/consulting shall comply with the Child Protection Policy of Plan International Bangladesh. Any violation /deviation in complying with Plan’s child protection policy will not only result-in termination of the agreement but also Plan will initiate appropriate action in order to make good the damages/losses caused due to non-compliance of Plan’s Child Protection Policy.

1. **Disclaimer:**

Plan International Bangladesh reserves the right to accept or reject any or all proposals/application without assigning any reason what so ever.

1. **Disclosure of Information**

It is understood and agreed that the Consultant(s) shall, during and after the effective period of the contract, treat as confidential and not divulge, unless authorized in writing by Plan, any information obtained in the course of the performance of the Contract. Information will be made available for the consultants on a need‑to‑know basis. Any necessary field visits will be facilitated by Plan’s staff.

1. **Bindings**

All documents, papers and data produced during the assessment are to be treated as Plan International Bangladesh’s property and restricted for public use. The contracted consultant/consultant firm will submit all original documents, materials and data to country office of Plan International Bangladesh before the final payment.

1. **Negotiations**

Once the proposals are evaluated, Plan International Bangladesh may enter into negotiation with one or more than one consultant/ consulting firm for final selection. If negotiations fail, Plan International Bangladesh will invite consultant/consulting firm who had submitted the proposal and received the next highest score, for negotiating a contract. If none of the invited proposals led to an agreement a new Request for Proposals (bidding document) will be called for.

1. **Risk Management**

The Consultant/s must take all reasonable measures to mitigate any potential risk to the delivery of the required outputs of this consultancy on time and meeting the expected quality. As such, applicants should submit a risk management plan that covers (at minimum):

* Key assumptions underpinning the successful completion of the assignment, anticipated challenges and estimates of the level of risk for each risk identified
* Contingency plans that will be put in place to mitigate against any occurrence of each of the identified risks.

1. *Due to the complexity and cost of impact evaluations, this criteria for assessment should only be undertaken in very specific cases with the appropriate level of planning and resourcing.* [↑](#footnote-ref-1)