

Expression of Interest (EOI)

For

Baseline Survey in 4 City Corporations and 8 Municipalities under Sustainable Urban Water Cycle Project

1. Background

SNV Netherlands Development Organisation is a not-for-profit international development organisation that makes a lasting difference in the lives of people living in poverty by helping them raise incomes and access basic services. We focus on only three sectors (Agri-food, Energy and Water) and have a long-term, local presence in around 24 countries in Asia, Africa and Latin America. Driven by the Sustainable Development Goals, we are dedicated to a society in which all people are free to pursue their own sustainable development, and no one is left behind. This commitment to equity directs us to focus on gender and youth. For more information, please refer to our website: www.snv.org.

Over the past 9 years, Urban Sanitation programme of SNV has successfully developed a multi stakeholder coordination mechanism at the local level under the leadership of Local Government Institutions, bringing together local authorities, utility, national agencies, universities, private sector, and civil society around urban sanitation to achieve SDG goal and make institutionalization of FSM. Now, SNV Bangladesh has been focusing on urban water cycle and is going to implement a project titled 'Transitioning to sustainable urban water cycles in Bangladesh'. The objective of this project is to contribute to the health and wellbeing of around 1.8 million people in 12 cities by increasing their access to safe essential urban services (sanitation, solid waste, stormwater management) and by improving the cleanliness of their living environment.

Urbanisation is one of the biggest global trends next to climate change and it creates enormous pressure for water and waste services, as well as for freshwater resources. Urbanisation alters the natural water cycle, towards a so-called 'urban water cycle'. This essentially means less infiltration, less evapotranspiration, and more run-off. These processes are further aggravated by climate change, which in Bangladesh will lead to higher rainfall intensities and greater interannual variability. Service providers and city authorities need to adapt to this new reality, while at the same time expanding services, increasing service levels, and improving the performance of existing services. They need to start working from a water cycle perspective, promote circularity where relevant and reducing the vulnerability of cities to water-related risks. SNV takes a holistic approach for a sustainable urban water cycle in integrating water supply, sanitation, solid waste, and flood and droughts management. In the context of Bangladesh, sanitation, solid waste management, and drainage are closely intertwined but have been severely neglected compared to water supply. Therefore, the project will initiate improvements in relevant water resource management indicators at city level. This project will be implemented in four city corporations and eight municipalities.

Under the mentioned project, now SNV is going to support 4 city corporations and 8 municipalities to conduct baseline survey on sanitation, solid waste and drainage management. For this purpose, SNV is looking for potential research/consulting firm.

2. Brief description of assignment

2.1 Purpose and Objective of Baseline Survey:

The purpose of this survey is to assess 8 impact indicators which will be consistent with project's theory of change to derive the baseline status of the sanitation, solid waste and drainage management of the respective city corporations and municipalities. The study shall also capture qualitative information for two outcome indicators related to GESI. The overall objective is to generate baseline values for key indicators that will be used to determine the extent to which the project contributed to improve access of urban services, monitor, and assess the projects' progress and effectiveness during implementation and after the activity is completed.

2.2 Location of Survey

This study will be conducted at four city corporations and eight municipalities in Bangladesh. Data will be collected from both household and non-household segment. Details are below-

City Corporation	#of wards	Population	Household Survey	Non-Household Survey
Rajshahi	30	613,000	Yes	Yes
Sylhet	27	659,000	Yes	Yes
Cumilla	27	445,000	Yes	Yes
Khulna	31	1,200,000	Yes	Yes

Municipalities	District	#of wards	Population	Household Survey	Non-Household Survey
Chapai Nawabganj	Chapai Nawabganj	15	238,000	Yes	Yes
Shibganj	Chapai Nawabganj	9	57,372	Yes	Yes
Bogura	Bogura	21	501,000	Yes	Yes
Lalmonirhat	Lalmonirhat	9	98,000	Yes	Yes
Joypurhat	Joypurhat	9	84,000	Yes	Yes
Moulibazar	Moulibazar	9	77,000	Yes	Yes
Chhatak	Sunamganj	9	56,000	Yes	Yes
Bagerhat	Bagerhat	9	54,000	Yes	Yes

2.3 Methodology for Baseline Survey:

The baseline survey will be based on primary data collection. Quantitative data will be collected using survey questionnaire. Qualitative data will be captured through FGD and KII. So, the agency will adopt a mix of Quantitative and Qualitative methods. The quantitative data will be collected using Kobo toolbox. SNV will provide study tools sample design. The firm will administer survey targeting household and different market segments in sample locations. **(Details of methodology is in ToR and will be share with short listed firms)**

2.4 Scope of Work

The scope of works includes deploy necessary human resources, collection of data for the baseline survey, conduct rigorous data analysis and reporting as per guideline. **(Details are in ToR)**

3. Experience requirements

A firm having five years of experience in similar study in the urban setting.

4. Submission of Expression of Interest (EoI)

Interested firms/organisations are invited to set out a summary of their organisation and relevant experience in a short Expression of Interest (EoI) for the task. The EOI should include a summary of the organisation's legal documents, capacities and areas of expertise; a short description of experience in data collection; list of renowned clients (Development partners/ INGOs, Government, Companies) with at least one contact name and email; organisational structure and profile of key personnel relevant to the task;

5. Selection Criteria:

Criteria	Maximum Score
Overall Experience: Year of experience, list of completed assignments/projects in last three years, and list of major clients	20



Relevant Experience: Similar assignments (data collection in the urban setting) completed in last three years.	50
Organisational structure and profile of key personnel relevant to the task;	30

6. General instruction

Carefully read the instructions before completing the questionnaire and compiling your bid. Note that submission of false information will lead to automatic disqualification.

- Responses to this EOI must be in accordance with the requirements for information in the document.
- Applicants must fill all sections and provide all requested documents.
- As per the criteria listed above, in selection of Consultancy Firms, SNV will short-list only those firms/ organizations that are able to demonstrate clearly their capacity and competence to conduct the work by achieving more than 70 points in the EOI. Applicants are encouraged to apply only if they can demonstrate clear expertise and past performance.
- The application document must be signed by the authorized representative of the Firm/ Company and under the registered Company Seal / Stamp.
- Please note that by responding to the SNV Due Diligence Self-Declaration and signing on behalf of your company, you accept that all answers provided are legally binding and should the need arise, may be used as evidence in a court of law.
- Applicants should note that this call for EOI does not amount to any contractual obligation.
- Applicants will meet all cost associated with preparation and submission of their applications.
- SNV has the right to split the work, if necessary.
- Any and all canvassing will lead to automatic disqualification of the applicant.
- The SNV Due Diligence Self-Declaration form and annexes **which are NOT filled out completely and submitted in the prescribed manner with all requested attachments and certificates will not be considered.**

7. SNV DUE DILIGENCE DATA INSTRUCTIONS

- It is understood and agreed that the pre-qualification data on prospective bidders is to be used by SNV in Bangladesh in determining, according to its sole judgment and discretion, the qualifications of prospective bidders to perform in respect to tender category as described. SNV follows the EU GDPR data protection guidelines and will maintain data in secure electronic and hard copy for a period no longer than 7 years.
- Prospective bidders will not be considered qualified unless in the judgment of SNV in Bangladesh they possess capability, experience, and qualified personnel to satisfactorily executed the contract for services.
- Should a condition arise between the time the firm is pre-qualified to bid and the bid opening date which in the opinion of SNV in Bangladesh could substantially change performance and qualification of the bidder or his/her ability to perform, such as but not limited to bankruptcy, change in ownership or new commitments, SNV in Bangladesh reserves the right to reject the tender from such a bidder even though the bidder was initially pre-qualified through the EOI.

8. SUBMISSION REQUIREMENTS

- Applications must be in ENGLISH.

Electronic copy of the EoI along with the SNV Due Diligence Self-Declaration form and annexes, duly signed should be submitted to **bangladesh@snv.org** with the subject line: **"Baseline**



Survey in 4 City Corporations and 8 Municipalities under Sustainable Urban Water Cycle Project” no later than 3 p.m. (local time) on **5 February 2023**. Late bids will be disqualified.

- Any submissions made after this date and time will be disqualified. The bidder is responsible for obtaining an electronic receipt.
- For any query related to the EoI, please email to amondal@snv.org and keep CC to bangladesh@snv.org.

Click here- [SNV Due Diligence Self-Declaration form and annexes](#)