

**Terms of Reference**

**Multi-Sectoral (WASH, FSL and DRR) Needs Assessment**

**Dhaka and Cox’s Bazar Districts**

***30, November 2020***

**Locations of the Assessment:**

Dhaka District (South and North City Corporation Slum areas)

Cox’s Bazar District (Cox’s Bazar Sadar Upazila)

**Starting date:** 23 November 2020

**Duration of the assessment:** 25 days

# Introduction and Context

Dhaka, the capital of Bangladesh, is one of the fastest growing cities in the world. Approximately 28% of Dhaka’s total population (some 4 million people) is poor and lives in slums and squatter areas defined as low-income settlements. While slum dwellers typically migrate from rural parts of the country in search of a better life, many inhabitants of these settlements live in a dire situation, characterized by poverty, lack of access to proper education and engagement in low-paying jobs; most households are primarily engaged in garment and productive industries as workers, daily labor, or as servants in residential areas. Though some are involved in petty trade, limited access to credit, among other factors, is a major constraint on efforts to establish a decent livelihood. More broadly, the absence of supportive policies and infrastructure support for undermines the development of reliable livelihoods. Consequentially, slum dwellers often engage in negative coping strategies including, but not limited to migration, illegal activities and low paying jobs often characterized by protection risks. Furthermore, these communities reside in areas with greater exposure to disaster risks, while lacking appropriate mechanisms for disaster risk reduction. Community support mechanisms are also weak in these areas, given the limited number of community-based institutions established to promote improved livelihoods and policy inclusion.

Access to water supply, sanitation, and waste disposal services is also a significant challenge, resulting in a high prevalence of (waterborne) diseases. An Oxfam study indicated that only 12-30% of the slum population have access to hygienic sanitation facilities, drinking water, solid waste management and other basic rights. The Dhaka Water Supply and Sewerage Authority (DWASA) is an autonomous and commercial organization, entrusted with the responsibility of providing water, sewerage disposal and storm water drainage services in Dhaka, but the pressure from this fast-rising urban population presents an ever-increasing demand to scale-up its operations and deliver water and sanitation services to the entire population. The needs of the marginalized population living in informal settlements tend not to be addressed as a priority due to this gap between level of demand and capacity for service delivery.

Waste disposal services are also inadequate. While the Government of Bangladesh formulated various regulatory documents to improve waste management in the country from 1995-2018, and two autonomous bodies (Dhaka City Corporation North and South) are responsible for waste management in Dhaka city. But only 2 landfills are available for dumping in dhaka which feeding 40-60% of waste from urban area only, while slums and low-income settlements are denied in waste collection and converted into semi dumping areas through uncollected solid waste is disposed of.

In Cox’s Bazar, urban dwellers have been significantly affected by the influx of 1.1 million Rohingya refugees’ influx since August 2017. This rapid population growth has had negative effects on the economy, including inflation characterized by commodity price hikes and reducing local labor market impacts directly in the semi-urban and urban communities. The district is also highly susceptible to natural disasters, while, at country level, there is a notable lack of effective disaster preparedness. Despite there being national DRR plans (SOD) in place, weak institutional capacities result in limited means for information filtering and local level actions based on that information. When disasters do occur, communities are often reliant on local initiatives. However, local information, early warning systems and resilient structures are still weak and the community shows reluctance to move shelter during disaster situation.

As a result, the impact of natural disasters is higher, and the most vulnerable populations (low income households and refugees) suffer the most, particularly in terms of shelter and asset destruction and increased difficulties in accessing basic services. Moreover, resorting to negative coping mechanisms such as asset depletion, reduction in food intake, child labor, early marriage, etc. are widely observed in the aftermath of medium to large scale shocks among the most vulnerable affected populations[[1]](#footnote-1). In addition, there is often a rise in domestic and gender-based violence when depleted or destroyed livelihoods tend to fragment traditional breadwinner roles. On top of this, the frequency of natural disasters in Bangladesh means vulnerable households often have to cope with several consecutive disasters that occur in an insufficient timeframe to guarantee proper recovery after the initial shock. This results in a protracted circle of vulnerability and poverty. It is also to be noted that natural disasters are expected and have started to become even more frequent and violent in the coming years and decades, in the frame of climate change. There is thus a major need for resilience building among populations most likely to be first affected, in order to mitigate a potentially significant increase in the number of climate change-driven migrations within the country.

In this context, SI is seeking a consultant to conduct a multi-sectoral needs assessment to determine gaps in WASH, FSL and DRR services in slums and low-income settlements in Dhaka North City Corporation (DNCC) and Dhaka South City Corporation (DSCC), as well as urban and semi-urban areas in Cox’s Bazar.

# Presentation of the intervention

Solidarités International opened its mission in Bangladesh at the end of 2007, following cyclone Sidr. Over the past thirteen years, SI has implemented activities in emergency response followed by early recovery and reconstruction.

SI’s intervention and strategy in Bangladesh is to target the primary needs of crisis affected persons in terms of food security and livelihoods, disaster risk reduction (DRR), water, hygiene and sanitation (WASH), climate change and shelter, whilst working in parallel on mid-long term resilience strategies.

The frequency and impact of natural disasters, as well as the exposure of the country to climate change justifies the involvement of Solidarités International in Bangladesh, from the humanitarian point of view. The organization provides help in the wake of natural disasters (cyclones, storms, floods, landslides) and slow onset disaster (waterlogging) in the southwest (Satkhira District) and humanitarian and early recovery assistance to the communities in the South-East (Cox’s Bazar and Bandarban Districts) where Rohingya refugees influx exacerbated the pressure on natural resources and livelihoods opportunities due to the increase of the demographic burden. SI also intervenes in Dhaka slums since 2017, supporting the local CSOs in advocating for their right to access for the basic WASH services, as well as promoting adequate hygiene practices and providing WASH facilities. SI also implemented activities in the above-mentioned sectors in Bandarban from May 2017 to August 2018 and FSL and DRR activities from July 2019 through the local NGO Gram Unnayon Sangathon (GRAUS).

# Objectives of the assessment

**Target Locations:** approximately 15 slums and low-income settlements from 5 location in Dhaka North City Corporation (DNCC) and Dhaka South City Corporation (DSCC), in addition to urban and semi-urban areas in Cox’s Bazar.

**Overview :** In Dhaka, this assessment will measure current water coverage of water supply, sanitation and solid waste management services, as well as hygiene practices at the household level. It will identify the needs in terms of food security and livelihoods, particularly in terms of activities and supports for climate-resilient high-valued agro-based interventions and skill-based IGAs. It will furthermore highlight required supports from a DRR perspective.

The scope of the study in Cox’s Bazar is expected to be more limited, with the objective of identifying FSL and DRR needs and opportunities through a secondary data review combined with a 2-3 day scoping mission in Cox’s Bazar Sadar Upazila. It is expected that this assessment will generate recommendations to design new activities based on analysis and to be documented in the final report.

The specific objectives of this study are as follows:

**Dhaka:**

* Assess the existence and extent of gaps in access to access to WaSH services for slum dwellers
* Analyse waste management processes and possible integration with FSL activity
* Identify level of knowledge and practice of hygiene practices
* Identify potential risks and challenges in the implementation of a WaSH intervention

**Dhaka and Cox’s Bazar:**

* Identify food security and livelihoods challenges affecting the slum dwellers in Dhaka city and Cox’s Bazar urban areas
* Analyse and map micro finance institutions in the targeted locations. Review how credit is accessible for poor urban slum dwellers and the different requirements
* Identify the different disaster risks faced by urban residents in Dhaka and Cox’s Bazar and map out the different community structures for DRR
* Review the potential income generating activities that are suitable for these group of community members. Businesses that are compatible to their knowledge, experience, capacity, and legal and administrative environment
* Study the potential for urban agriculture (low cost and space efficient methods)
* Identify community support structures for DRR, livelihoods and access to credit (availability and functionality of women groups, etc.)

# Methodology

The consultant/agency is expected to use a mix of quantitative and qualitative methods for the purpose of robust data collection, analysis and comparison.

The consultant/agency will use the following approaches to collect data and will prepare relevant tools for the same purpose:

* **Secondary data review:** the consultant/agency is expected to conduct a thorough review of available secondary data. This secondary information may include research articles, government and non-governmental organizations’ reports and proceedings, and similar assessments conducted by different actors.
* **Key-informant interviews** with community leaders and relevant government stakeholders
* **Focus group discussions** with selected community representatives
* **Household survey** in low-income settlements in Dhaka, examining key indicators for FSL and WASH
* **Physical observation** of slums and low-income settlement in both city corporation area of Dhaka and Cox’s Bazar
* While the study will deploy a full scale methodology for the Dhaka slum area, in Cox’s Bazar the scope of the study will be light as indicated in the previous sections. A secondary data review with a 2-3 days scoping mission in Cox’s Bazar is sufficient.

# Deliverables

* **Inception Report:** The consultant/agency (s) is expected to submit a high quality summary inception report which includes the MSNA methods and tools, to be validated by the SI team.
* **Draft MSNA Analysis Report:** The soft copy of the report must be submitted to SI for validation.
* **Validation Workshops: SI** will organize a workshop and the consultant/agency is expected to present preliminary findings to SI key personnel and other relevant stakeholders.
* **Final MSNA Analysis Report**: After incorporation of comments, the final report must be submitted on the specified date of submission stated on the service contract. The MSNA Assessment and Analysis Report is an exclusive property of SI, should not be released and/or shared with third party without prior authorization. The consultant/agency must submit both soft and hard copy of the final report, addressing:
* Methodology
* Context and Vulnerability analysis
* Gaps and needs identification
* Strategy of implementation
* Identification of potential risk and challenges
* Recommendations
* **Complete Dataset:** The consultancy firm/consultant will be expected to submit the complete data sets (in Excel or an agreed statistics package format) of all the quantitative data as well as the original transcribed qualitative data gathered during the exercise. These data sets should be provided at the time of submission of the final report.
* **Presentation:** on submission of the final report, the consultant is also expected to submit a PowerPoint presentation summarizing the methodology, challenges faced, key findings of the MSNA and main recommendations. This should be submitted together with the final report.

# Timeframe

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| **S.N** | **Description of Assignment** | **Number of days** |
| 1 | Preparation and submission of inception report (assessment proposal) (Technical proposal, KII and FGD tools and Secondary data review) | 5 days (23.11.20 to 28.11.20) |
| 2 | Data Collection in Dhaka (training of enumerators, secondary data review, FGDs, KIIs, survey) | 6 days (30.11.20 to 05.12.20) |
| 3 | Data Collection in Cox’s Bazar (secondary data review, FGDs and KII, and secondary data review) | 3 days (06.12.20 to 10.12.20) |
| 4 | Data analysis and draft assessment report | 7 days (11.12.20 to 20.12.20) |
| 6 | Hold half-day workshop to present the report in PPT (incorporate comments from SI team) | 1 days (21.12.20) |
| 7 | Submit the final report (including all the data set (refer deliverables section of the ToR) | 3 days (24.12.2020) |
|  | **Total number of working days** | **25** |

# Minimum Requirement of the Consultant (s)

**Team composition:** Experienced in consultancies and research specially in WASH, FSL and DRR sectors.

**Training and qualifications:** At least Post-graduate degree in Social Sciences/Development Studies/Economics/Statistics/Public Health/Urban Planning/or Environmental Science.

**General professional experience:** Minimum 5-7 years experiences in social research/studies.

**Specific professional experience:**

* Skilled and experienced in research in urban areas.
* Expertise in relevant thematic areas of WASH, livelihoods and employment
* Proven experience in designing and implementing quantitative and qualitative data collection methods
* Experience of effective interaction with local national organizations, government departments, and international actors.
* In-depth knowledge of the context in slums in Dhaka and rural context in Cox’s Bazar

**Languages:** Fluent in Bangla, good written communication skills in English

**Other:** Excellent analytical and report writing skills.

# Application Procedure, Selection and Evaluation Criteria

Applicants who fulfill the minimum requirements as indicated in this ToR should submit their technical and financial proposal to SI in sealed envelope separately. Consultants/agencies are also required to submit a copy of a previously conducted assessment report related to this consultancy as proof of experience similar studies. The technical proposal should include the team composition of the consultant along with their CVs. SI will evaluate the quality of the technical proposal and take the financial proposal in to consideration to choose from the applications and will communicate the selected consultant/agency.

# Budget and Mode of payment

The applicant should develop a detail budget (different budget for different assignment/event) for completing the assignments as outlined in this TOR by clearly allocating expenses and daily rate.

* No advance payment will be allowed
* 50% of the total contract value (excluding AIT/VAT) will be paid after completion 25% of total work
* The remaining amount (50%) will be paid upon acceptance of the final report.
* The payment would be made in account payee cheque by the name of the consultant/firm.
* VAT and Tax will be deducted as per the government policy as well as SI policy.

# Application Process:

Interested individuals/agencies are requested to submit their Expression of Interest (EOI) only until 18**th of November 2020** with the following:

* Technical proposal (this should include methodology and work plan, in the methodology, please avoid copying from this TOR to the extent possible, and describe your own ideas and approach)
* Financial proposal: the consulting fee, daily rate, travel and accommodation of the consultants only will have to be quoted.
* TIN certificate/VAT registration (if applicable)
* Bank account details
* Two references
* One sample of previous similar works done.
* The Expression of Interest should be sent to: [dha.fco@solidarites-bangladesh.org](mailto:dha.fco@solidarites-bangladesh.org) with CC to [**dha.hr.coo.dpty@solidarites-bangladesh.org**](mailto:dha.hr.coo.dpty@solidarites-bangladesh.org)with the subject line “Consultant for MSNA Assessment and Need Analysis.” Shortlisted applicants will be invited for an interview.

# General terms and conditions:

* Solidarites International reserves 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 Solidarites International.
* The reports/documents or any part, therefore, cannot be sold, used and reproduced in any manner without prior written approval of Solidarites International.
* Solidarites International reserves the right to monitor the quality and progress of the work during the assignment.

1. ACAPS/NPM Analysis Hub, “Rohingya Crisis, Host Communities Review”, January 2018 [↑](#footnote-ref-1)