

## Terms of Reference (ToR)

### Contract for

**Assignment Title: Assessment of the ROSC Phase-II (PVT, USCEP and Rural Ananda School) program and prepare a report including lessons learnt, challenges, stakeholders' engagement and government support**

**Project Name:** Reaching Out-of-School Children (ROSC) phase-II project

**Program:** Education for Youth Empowerment (EYE)

**Agency:** Save the Children in Bangladesh

### Background and context

ROSC II has been providing second chance primary education to out-of-school children in targeted rural upazillas (sub-districts) of the country through learning centers (LCs) since January 2013. The project also provides alternative education to the out-of-school children of urban slums in 10 city corporations and pre-vocational training (PVT) to dropped out over-age children and adolescents. The ROSC II Project is being implemented by the ROSC Project Management Unit (ROSC-PMU) under the Directorate of Primary Education (DPE) of Ministry of Primary and Mass Education (MoPME).

The main objective of the ROSC-II project is to enable the dropped out children to complete 5-year primary education cycle. Education Program will need two more years to complete their cycle of education. Therefore, the duration of the project needs to be extent to ensure 100% achievement of project target.

Bangladesh has made remarkable progress in the last twenty years in terms of economic growth and social transformation, accompanied by significant reduction in poverty and progress in human development. The education sector has made significant progress in expanding educational opportunities at the primary, secondary and tertiary levels. At the primary level, the gross enrollment rate has reached 101 percent, which is a remarkable achievement of the Government of Bangladesh (GOB), NGOs and Development Partners (DPs). Despite remarkable expansion in access and high gross enrolment rates however, achievement is not evenly distributed. Many school-aged children are still out of school, particularly those from poor households and under-served areas, including urban areas. The Reaching Out of School Children (ROSC) II Project, building on the original ROSC project, is one such GOB intervention that has played a key role in providing a second chance primary education to out-of-school children in targeted rural upazilas (sub-districts). ROSC II complements the efforts of PEDP in improving access, quality and strengthening education management at all levels as well as contributes to achieve SDG 4 (inclusive and equitable quality education) and SDG 8 (productive employment and decent work for all) through its pilots urban slum children education and pre vocational training program scale up.

To address the lack of educational opportunities and training for certain disadvantaged groups, ROSC II implemented 4 pilot interventions targeting children in urban slums, child domestic workers, providing pre-vocational skills training to ROSC graduates, and implementing an early grade reading scheme. To design and support the implementation of these four pilot schemes, Save the Children has been engaged by the World Bank as Technical Agency (TA) to provide technical assistance to the ROSC II pilot projects from April 2014 to June 2016. Based on the success and learnings from the pilot projects, ROSCU has decided to scale up urban slum children education (USCE) and pre

vocational training (PVT) pilots and these two programs have been implementing successfully. ROSC II project started Ananda School implementation in January 2013 in 148 Upazilas including 48 Upazilas continued from ROSC-I. The project established 20,356 Learning Centers and enrolled 690,206 students which are very close to DPP targets.

Government of Bangladesh and World Bank has extended ROSCII program through 2nd time revision considering major achievement as well as continuation of the learners' education and training cycle. Key highlighted achievement of PVT and USCEP's are i) about 47,957 out of school children enrolled in the scale up USCE pilot intervention in 2017 and they not yet to accomplish primary grade cycle; ii) about 10,654 trainees are registered in the scale up pre vocational training pilot intervention with a target of total 25,000. The extended time line of the ROSC project will focus on completion of primary education cycle of remaining urban slum students, providing pre vocational training and enterprise development support to the youth of host community of Cox's Bazar who are badly affected by recent influx of Displaced Rohingya Population (DRP) and providing psychosocial support to adolescents and youths at Cox's Bazar.

#### **Justification for Hiring Consultant/firm:**

This assessment is a technical work and needs intensive support from the external resource person(s) to have deliverables on time and to a high standard. The consultant(s) will provide a professional service for a specified period of time. This consultancy work will also help validate current practice and will offer professional solution to specific challenges and situations. This technical and professional consultant(s) will facilitate, create and implement methodologies and systems that will enhance efficiency of the organization and staff.

#### **Objective of the Assessment:**

The objective of this assignment are

1. To evaluate PVT, USCEP and Rural Ananda School of the ROSC Phase-II (program
2. To capture lessons learnt, challenges, stakeholders' engagement and government support.
3. To what extent were the objectives of the ROSC II achieved / are likely to be achieved?
4. What real difference has the activity made to the project beneficiaries?

#### **Scope of the Assessment:**

The 'scope of assessment' given below are indicative but not exhaustive.

1. Review and assess Ananda School program, Urban Slum Children Education program and Pre Vocational Training program under ROSC II
  - a) Assess only qualitative data progress against the program framework (logical framework). Specifically looking into,
    - To what extent have the outputs been achieved?
    - Have the outputs of the program resulted in progress towards the program purpose?
    - What immediate impact has the program demonstrated?
    - How successfully identified risks have been managed? Assessment of program effectiveness should be including assessing the SA support of Save the Children.
  - b) Review progress against recommendations made by the previous review

2. What are the lessons learned, especially in terms of: innovation and best practice, program management, developing strategic partnerships/linkages with relevant stakeholders?
3. Determine factors inhibiting unemployed graduates as well as those who are employed in indecent conditions and enablers for finding decent employment of pre-vocational graduates
4. Assess and make recommendations on the project's monitoring and evaluation processes.

The exercise will employ a range of participatory as well as analytical methodologies suitable for the purposes of the exercise. Engagement with key stakeholders will be critical. The methods could include, but not limited to desk reviews, interviews, focus group discussions, small scale surveys and field visits. The reviewers should consult various project and research reports of GoB, relevant GoB documents in TVET and education sector, relevant skills and education of other agencies and relevant global studies/researches.

#### **Deliverables:**

The consultant(s) will submit the following outputs both in Bangla and English language.

1. A detailed methodology submitted to SCI prior to data collection
2. Draft and final report to include, but not limited to:
  - Executive summary (2-pages)
  - Methodology
  - Results
  - Conclusions
  - Recommendations
- (3) All data and other collected information:
  - Evaluation tools/questionnaires, sample, and stakeholders for the tracer study as agreed during the preparation period
  - Final data file including raw data entry, cleaned data, and data analysis
  - All pictures/photos.
- (4) A transferable power-point presentation of key findings to key stakeholders through a validation meeting/workshop.
- (5) Case study (3-4 case studies, at least one female and one male).

#### **Child Safe Guarding Policy:**

According to the policy of the Save the Children the assignee will sign the 'Safeguard Policy' of the organization and during the contract period consultant will not violate any policy. In case of any policy violation of Save the Children 'Safeguard Policy' (if noticed) the contract will be automatically cancelled.

#### **Required Qualification of Consultant/firm:**

The consultant/firm should have the following experience and expertise:

- The consultant individual(s), or organization should have extensive experience on formal and informal education, vocational education and labor market;

- Experience in working with international organizations and /or donors as well as with development organizations/NGOs under difficult circumstances, rural areas, slum, domestic work, street children etc;
- Minimum five years of experience in the field of project assessment/evaluation;
- Excellent planning, organizing and communication skills

**Evaluation Criteria of Proposal:**

Proposal evaluation (technical, financial and Oral presentation)	1. Proposal Evaluation Committee (PEC) will review the technical as well as financial proposals as per eligibility/qualification and technical criteria set in ToR 2. Technical proposal will carry 70% weight and financial proposal 30%		
Evaluation criteria	a. Technical evaluation criteria (70%)		
	SI#	Evaluation criteria	
	<b>1</b>	<b>Organization strength</b>	
	1.1	Organization profile with list of accomplishments	
	1.2	Organogram and Management team involvement	
	<b>2</b>	<b>Specific experience related to the assignment</b>	
	2.1	Experience in working with INGOs/UN agencies/Donors	
	2.2	Experience in similar assessment/evaluation/research	
	<b>3</b>	<b>Implementation and Quality Assurance Plan</b>	
	3.1	Understanding the assignment, comments and suggestions of organizations on the Terms of Reference.	
	3.2	Roll out plan with all proposed activities reflected in the work plan with timeline	
	3.3	Quality Assurance Plan with monitoring tools and plan	
	<b>4</b>	<b>Professional staff qualification and competence for the assignments</b>	
	4.1	Team Composition with CV of key personnel (not more than 3 page each)	
	4.2	Number of field teams assigned and staff qualification	
	<b>5</b>	<b>Methodology</b>	
	5.1	Details and quality of methodology proposed for the assignment	
	<b>6</b>	<b>Oral Presentation</b>	
	6.1	A Power point presentation describing methodology and work plan	
	<b>Total Points</b>		<b>100</b>
	<i>(Pass mark as mentioned below in bench mark scoring point)</i>		
	b. Evaluation of financial proposal (30%)		
	A financial proposal should include summary of costs related to the assessment and other costs (if any).		
<b>Bench Mark scoring point:</b>			
<b>Step 1:</b> To be potential candidate/firm to conduct the assessment, the bidder must score at least 56 in technical proposal <b>(out of 80 excluding presentation)</b> .			

	<b>Step 2:</b> Financial proposals will be reviewed and scored who scored at least 60% in technical proposal and the combine comparative statement will be conducted for only those firms. Finally, Save the Children will award the highest scorer consultancy firm.
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**Mode of payment:** Payment will be made in two installations as per following:

- **25%** after finalization of tools/questionnaires, methodology and submission of Inception report
- **75%** after receiving all the deliverables under this ToR

**Special terms and conditions**

- The awarded consultancy firm will manage and ensure all necessary logistics and management support by their own arrangement.
- All data/tools/questionnaires must be submitted to Save the Children and will be treated as Save the Children’s property.
- The assessment report including all the relevant materials will be the property/copyright of Save the Children. The hired agency will not have the authority to reproduce/replicate/reuse those for any other purpose without written permission of Save the Children.