

**23 December 2025**

REQUEST FOR PROPOSAL (RFP)

## **Hiring Consultant to Conduct Endline Study for WASH4UP Phase II Project.**

**Proposal submission deadline: 04 January 2026**

Interested consultant/ consulting/research firms are requested to submit a technical and a financial proposal through email at [WaterAid-Tender-TA@wateraid.org](mailto:WaterAid-Tender-TA@wateraid.org)

There is a pre-bid meeting scheduled on **30 December 2025** at online. If you are interested to join, please communicate or direct join meeting link at section 1 point 6. The focal person for this assignment is **Md Mahmud Hasan** ([MahmudHasan@wateraid.org](mailto:MahmudHasan@wateraid.org)) to answer queries.



**WaterAid**

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## **TABLE OF CONTENTS**

Section 1.	Information to Organisations	3
Section 2.	Terms of Reference	6
Section 3.	Technical Proposal Submission Format	17
Section 4.	Financial Proposal Submission Format	21

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## SECTION - 1 (INFORMATION TO ORGANISATIONS)

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|---|---|
| <b>1. Introduction</b>                                    | <p>1.1 All interested and eligible consultant/consulting/research firms with the required qualifications and experience can submit their study proposal.</p> <p>1.2 Costs of preparing the proposal and attending the pre-bid/ negotiation meeting, if provisioned, are not reimbursable.</p> <p>1.3 Consultant(s) are expected to follow the highest ethical standard in their participation in the bidding process and refrain from influencing the internal selection process of WaterAid Bangladesh.</p> <p>1.4 Any attempt at undue influence on the evaluation and selection process will lead to cancellation of the proposal from the subsequent process.</p> <p>1.5 Any misrepresentation of facts, including the facts on professional /institutional capacity, will also lead to cancellation of the proposal.</p> <p>1.6 WaterAid Bangladesh reserves the right to amend and modify this RFP document. Also, to select the company/ agency/ individual for providing selected goods and services cited in section 2 (article 4) as deliverables of this RFP, either for the entire content of the proposal or a part thereof.</p>                           |
| <b>2. Clarification and amendment of RFP documents</b>    | <p>2.1 At any time before the receipt of proposals, WaterAid Bangladesh may, for any reason, whether at its own initiative or in response to a clarification requested by an invited organisation, amend the RFP. Any amendment shall be issued in writing, shall be posted, and shall be binding. WaterAid Bangladesh may, at its discretion, extend the deadline for submitting the proposals.</p>  |
| <b>3. Preparation of Technical and Financial Proposal</b> | <p>3.1 Consultants are requested to submit their proposal written in English (font - Arial, Size -11). Proposal must remain valid for a minimum of 90 days after submission.</p> <p>3.2 The technical part of the proposal should contain the following:</p> <ul style="list-style-type: none"><li>• Detailed methodology of the study, including sampling strategy, data collection methods, analysis plan, and ethical considerations.</li><li>• work plan in line with the assignment objective(s).</li><li>• Deliverables with a detailed timeframe, including dates for submission of the outputs/deliverables as specified in the Terms of Reference (TOR).</li><li>• Relevant experience and credibility to undertake the given assignment, and experience in relation to the methodology proposed.</li><li>• Proposed team members with specified roles for the assignment, along with a detailed CV of the team leader and key members of the study team.</li><li>• Potential risk and risk management strategies.</li><li>• Technical proposal must not exceed ten pages (excluding CVs and organisational profile) and be submitted in PDF format.</li></ul> |

- 3.3 The quotation price for this assignment is inclusive of all applicable VAT and AIT. The Consultant is expected to provide a justified budget to be consistent with the technical proposal.
- 3.4 The financial proposal should clearly identify, item-wise, the cost for the assignment with the necessary details. The budget must include applicable AIT; however, VAT can be mentioned separately at the bottom of the total budgeted amount. The consultant must submit BIN, TIN, tax return copy, and other legal documents along with the proposal.
- 3.5 WaterAid Bangladesh will deduct VAT and Tax at source according to the GoB rules and deposit the said amount to the government treasury.

#### 4. Submission of Proposals

- 4.1 The technical and financial proposal should be submitted electronically to the following email address: [WaterAid-Tender-TA@wateraid.org](mailto:WaterAid-Tender-TA@wateraid.org) with the subject line as follows: **‘Endline Study for WASH4UP Phase II Project’**.
- 4.2 Proposals submitted to any other e-mail account except the above will be treated as disqualified.
- 4.3 Submissions after the deadline, **04 January 2026**, will be treated as disqualified.
- 4.4 Two different files should be generated for technical and financial proposals. However, both files should be submitted in a single zip folder with a cover letter.

#### 5. Proposal Evaluation

- 5.1 The evaluation committee will evaluate the proposals in relation to the RFP and the TOR, applying the set evaluation criteria and point system specified herein. Each responsive proposal will be given a score. Proposal(s) will be rejected at this stage if they do not respond to important aspects of the TOR.
- 5.2 Evaluation Criteria, Evaluation, and Ranking for Selection:  
The final selection will be done following the Quality and Cost Based (QCBS) method. This will be done by applying weights of 0.80 (or 80 per cent) and 0.20 (or 20 per cent), respectively, to the Profile of the individual/organisation and the financial score of each evaluated proposal, and then computing the relevant combined total score for each individual/organisation.

##### **Technical: 80**

- Personal profile: 10
- Relevant experience and expertise-20
- Understanding of the assignment: 10
- Study methodology: 30
- Work plan for the assignment: 10

Following the evaluation of the technical proposals, bidders who achieve more than 80% of the total points will qualify for further assessment based on financial submissions. Among the technically qualified bidders, preference will be given to the bidder with the highest combined score.

Financial proposal with a detailed breakdown: **20**

- 5.3 WaterAid reserves the right to accept or reject any proposal without assigning any reason whatsoever and may decide to re-advertise without proceeding further in the process.
- 5.4 Once the proposals are evaluated, WaterAid may enter negotiation, if required, with one or more consultants/ consulting firms for final selection.
- 5.5 If negotiations fail, WaterAid Bangladesh may invite the consultant with the next highest score to negotiate a contract or proceed with a re-advertisement of fresh Requests for Proposals (RFPs).

## 6. Pre-bid meeting

A pre-bid meeting will be held on 30 December 2025 at the MS Team via online to brief participants on the assignment's objectives and address related queries. If you are interested to joining the meeting, please enter via MS Teams on 30th December 2025, from 3:30 PM to 4:30 PM.

### [Join the meeting now](#)

Meeting ID: 385 664 606 152 67

Passcode: Dx6Lf69s

## 7. Notification of Award

- 7.1 The only shortlisted consultant/ agency/ research firm will be contacted for the next process. However, if any bidder fails to communicate within 60 days, the proposal will be considered unsuccessful.
- 7.2 The selected consultant/consulting firm is expected to sign an agreement with WaterAid within a week of communication of the selection decision and before commencing the work.

## 8. Penalty clause

The consultant/ agency/ research firm(s) are expected to deliver required outputs within the stipulated timeframe, maintaining the quality. If, for any reason, the consultant/ consulting/ research firm(s) fail to deliver required deliverables within the stipulated time, the consultant/ consulting/ research firm(s) need to inform WaterAid on time with a valid and acceptable explanation in writing. Failing to do so may result in a penalty clause at a rate of 0.5% per day of delay.

## 9. Confidentiality

Information relating to the evaluation of proposals and recommendations concerning awards will not be disclosed to the organisations that submitted the proposals or to other persons not officially involved with the process until the winner has been notified of the award of the contract.

## 10. Focal person

### **Md Mahmud Hasan**

Monitoring and Evaluation Expert

WaterAid Bangladesh

Can be reached directly at: [MahmudHasan@wateraid.org](mailto:MahmudHasan@wateraid.org)

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## Section - 2: Terms of Reference

### Endline Study for WASH4UP Phase II Project

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#### **1. Background of the project**

Bangladesh, with a population of 165 million, has made significant progress in expanding access to water, sanitation, and hygiene (WASH) over the last two decades. However, in dense urban and peri-urban settings, persistent WASH deprivation remains closely linked to extreme population density, rapid urbanisation, and increasing climate-related stresses, including climate-induced migration from rural areas (WaterAid Bangladesh, 2019). Against this backdrop, systematic evidence is required to assess whether climate-resilient and inclusive urban WASH interventions are effectively reducing deprivation, strengthening service systems, and influencing governance practices. The endline evaluation of WASH4UP Phase II will assess performance, outcomes, and learning from a multi-city urban WASH programme operating under growing climate and institutional pressures.

Bangladesh was ranked 13th in the Long-term Climate Risk Index, reflecting its continued high vulnerability to climate-related hazards (Germanwatch, 2025). The IPCC's Sixth Assessment Report (2022) estimates that nearly 26 million people are exposed to high salinity in shallow groundwater, posing a significant risk to the safety and reliability of urban and peri-urban drinking water supplies.

Urban service delivery challenges are pronounced in Dhaka, Chattogram, Khulna, and other major cities, where slum expansion, power outages, water shortages, inadequate waste management, and environmental pollution place severe pressure on the existing WASH systems. In coastal towns like Khulna and Paikgachha, these constraints are further compounded by salinity intrusion, arsenic contamination, and recurrent climate shocks, disproportionately affecting low-income communities (Islam, 2023). Smaller municipal towns, such as Sakhipur and Saidpur, face additional challenges related to limited institutional capacity, financing, and service scale, stressing the need for differentiated analysis between city corporations and municipalities. (The Financial Express, 2025).

Within this context, WaterAid Bangladesh's WASH for Urban Poor (WASH4UP) Phase II Project aims to support local government and utility agencies in delivering climate-resilient, inclusive, and pro-poor WASH services. Building on lessons from the previous phase, Phase II places increased emphasis on climate resilience, institutional strengthening, and influencing policy and financing mechanisms aligned with national priorities and SDG 6 (WaterAid Bangladesh, 2023; WaterAid Bangladesh, n.d). The endline evaluation will assess whether these strategic priorities have translated into measurable improvements at community, service-provider, and system levels, and will generate actionable learning to inform future urban WASH programming, scaling, and policy engagement. Detailed information about the project is in Annexe 1 to support the evaluation design.

#### **2. Objective of this assignment**

The overall objective of the endline evaluation is to assess the outcomes of the WASH4UP Phase II project in relation to its development objectives and to examine the continued relevance and validity of the project's strategies and results framework. The evaluation will generate evidence-based lessons and actionable recommendations to inform programme performance, strategic direction, future project design, and scaling of urban WASH interventions. Detailed analytical requirements and evaluation criteria are presented in the scope of work (section 3).

The specific objectives of this study are:

- Assess overall project performance and progress toward intended results by comparing baseline, midline, and endline indicator values.
- Assess integration and results of antimicrobial resistance (AMR) and gender-based violence (GBV) considerations into project interventions and the results achieved.
- Evaluate the functionality, inclusiveness, and climate resilience of urban WASH systems supported by the project.
- Assess how environmental sustainability and biodiversity considerations have been addressed within project interventions.
- Assess changes in WASH access, service quality, hygiene practices, and equity among target communities.
- Assess governance, institutional, and market arrangements influencing pro-poor and gender-transformative urban WASH service delivery.

### 3. Scope of work in this assignment

The scope of this assignment encompasses the assessment of results, system changes, and learning outcomes of the WASH4UP Phase II project at community, service-provider, and institutional levels. The endline evaluation will assess the effectiveness, equity, and sustainability of project interventions, including changes in WASH access and practices, the performance of service delivery systems, governance and coordination mechanisms, and progress toward the intended outputs, outcomes, and overall project goals.

The evaluation will apply the OECD-DAC evaluation criteria together with the FCDO evaluation principles to ensure analytical rigour and process integrity.

The scope of work for this assignment includes the following tasks but not limit to:

- **Literature and desk review:** Conduct a review of relevant studies, policies, strategies, programme documents, and regulatory frameworks related to urban WASH, climate resilience, gender, and environmental sustainability.
- **Evaluation design and tools development:** Develop the evaluation methodology and review/refine quantitative and qualitative data collection tools, aligning them with the project results framework and evaluation objectives.
- **Inception phase and planning:** Prepare an inception report that details the evaluation design, methodology, tools, analytical framework, sampling approach, and a detailed work plan.
- **Primary data collection and analysis:** Collect, analyse, and interpret primary quantitative and qualitative data from community, service-provider, and institutional stakeholders.
- **Results framework synthesis:** Synthesise baseline, midline, and endline findings within an updated results framework, incorporating gender, AMR, GBV, and environmental indicators to demonstrate progress against targets and intended outcomes.
- **OECD-DAC-based evaluation analysis:** Apply the OECD-DAC evaluation criteria, informed by human rights-based and gender equality principles, to assess relevance, coherence, effectiveness, sustainability, policy influence, and pathways to scale or exit.
- **Value for money assessment:** Conduct a focused value-for-money (VfM) analysis of selected project interventions, aligned with the Foreign, Commonwealth & Development Office (FCDO) VfM framework.

- **FSM and SWM intervention assessment:** Assess the effectiveness of faecal sludge management (FSM) and solid waste management (SWM) interventions, including service coverage, performance, user satisfaction, affordability, and operational efficiency.
- **Campaigns and communication review:** Review selected campaigns and communication initiatives (including AMR, biodiversity, *Pothe Holo Dekha*, the Toilet Conference, and related initiatives) to assess their relevance, reach, and contribution to intended behavioural and policy outcomes.
- **Validation and learning:** Validate and disseminate key findings to WaterAid Bangladesh through structured presentations, supporting learning and uptake.
- **Reporting and data submission:** Prepare a draft endline evaluation report, revise it based on feedback, and submit the final report along with cleaned datasets, analysis syntax, and supporting documentation.

#### 4. Methodology

The endline evaluation will employ a mixed-methods design, integrating quantitative and qualitative approaches to assess outcome-level results, system performance, and governance and institutional changes under the WASH4UP Phase II project. The methodology is designed to support both accountability (measuring changes against the results framework) and learning (understanding how and why changes occurred).

##### 4.1 Evaluation approach

Quantitative methods will be used to measure changes in key indicators related to WASH access, service quality, hygiene practices, and system functionality across project locations, allowing comparison with baseline and midline findings where data permit. Qualitative methods will be used to interpret quantitative results, examine implementation processes, assess institutional and governance dynamics, and explore behavioural and systemic change. The evaluation will employ a theory-informed approach, linking observed results to project strategies, assumptions, and contextual factors. It will assess plausible contributions rather than strict attributions where experimental designs are not feasible.

##### 4.2 Data sources and methods

The evaluation will be informed by a desk review of relevant project documents, monitoring data, prior assessments, national policies, sector strategies, and secondary literature.

Primary data collection will include:

- Structured quantitative surveys at community and institutional levels.
- Key informant interviews (KIIs) with government officials, service providers, utilities, and other relevant stakeholders.
- Focus group discussions (FGDs) and in-depth interviews (IDI) with project beneficiaries and community representatives.
- Selected case studies illustrate pathways of change, innovation, or system influence.

The consulting firm may propose additional methods, where justified, to strengthen analytical rigour and learning, subject to approval at the inception stage.

##### 4.3 Sampling and data disaggregation

Quantitative sample sizes will be determined using appropriate statistical principles, taking into account indicator requirements, expected variability, design effects, and operational feasibility. Sampling approaches will be clearly justified in the inception report. Sex-, age-,



and disability-disaggregated data will be applied in quantitative data collection where feasible and appropriate, in line with the evaluation objectives.

#### 4.4 Data collection and quality assurance

The consulting team will be responsible for training, supervising, and guiding enumerators and qualitative researchers to ensure the collection of ethical, inclusive, and high-quality data. Training will cover survey tools, qualitative data collection techniques (FGDs, KIs, in-depth interviews), safeguarding considerations, and data quality protocols. Appropriate referencing will be applied for all secondary data sources used in the evaluation.

#### 4.5 Data analysis

Quantitative data will be analysed using appropriate descriptive statistical techniques, with inferential analysis applied selectively where data quality and study design permit. Qualitative data will be analysed using a thematic framework derived from the evaluation questions and data collection tools and refined iteratively based on field findings. Triangulation across data sources and methods will improve the credibility of the findings.

### 5. Timeline

The timeframe of the assignment is **65** days (calendar) after signing the agreement. The breakdown of key activities required to complete this task is as follows. The consultant is expected to prepare a Gantt chart, considering the timeline and activities.

Activities	The tentative timeline (to be filled during proposal submission and used as a Gantt chart)
Signing of the agreement	18 <sup>th</sup> January 2026
Inception report including all data collection tools finalization	19 <sup>th</sup> Jan to 3 <sup>rd</sup> Feb 2026
Develop and test online data collection tools	4 <sup>th</sup> February 2026
Training of enumerators and deployed the final data collection tools	7 <sup>th</sup> to 10 <sup>th</sup> February 2026
Field assignment/data collection	15 to 26 February 2026
Draft report preparation and submission	27 February to 12 March 2026
Presentation on findings	15 <sup>th</sup> March 2026
Feedback and final edits	15-19 March 2026
Final submission	24 March 2026

### 6. Deliverables

The contracted organisation/ team will be expected to deliver the following outputs:

- 6.1. An inception report containing the final evaluation methodology, approved data collection tools, analysis plan, and a detailed work plan.
- 6.2. A well-structured draft endline report organised according to the study objectives and containing detailed findings.
- 6.3. A presentation to disseminate and validate the findings with relevant stakeholders.
- 6.4. A detailed final report not exceeding 45 pages (excluding Annexes) containing a high-quality executive summary, key findings, recommendations, and a synthesis of significant evaluation insights and lessons learned.
- 6.5. One (01) hardcopy and electronic copy of the final report, including complete raw and cleaned quantitative datasets, qualitative transcripts or coded outputs (where is applicable), and analysis syntax.

All reports will be submitted to WaterAid Bangladesh, and comments to be addressed and incorporated as required.

The final report will include, but not be limited to, the following sections:

1. Cover Page	2. Table of contents	3. List of acronyms	4. Executive summary
5. Introduction and evaluation purpose	6. Project background and context	7. Evaluation approaches and methodology	8. Limitations & methodological considerations
9. Findings and analysis	10. Synthesis of key results against the results framework	11. Conclusion and recommendations	12. References
Annexes (including tools, sampling framework, data tables, and supplementary analysis)			

## 7. Contact person

Md Mahmud Hasan from WaterAid Bangladesh will be available to answer any query or clarification you might have regarding this RFP at [MahmudHasan@wateraid.org](mailto:MahmudHasan@wateraid.org);

## 8. Expected competency

Interested consulting teams or research firms are expected to demonstrate the following competencies and experience:

- 8.1. Demonstrated minimum 8 years of experience in designing and implementing mixed-methods evaluations or studies, integrating quantitative and qualitative approaches.
- 8.2. Minimum 8 years of proven experience to conduct large-scale quantitative surveys, preferably in urban or peri-urban settings, including the use of digital or electronic data collection tools.
- 8.3. Strong track record in conducting baseline, midline, endline, or other evaluative and analytical studies in the WASH sector or closely related sectors (e.g., urban services, public health, climate resilience).
- 8.4. Technical expertise in quantitative data analysis using recognised statistical software (e.g. SPSS, STATA) and qualitative data analysis using appropriate tools or frameworks (e.g. NVivo, ATLAS.ti, or equivalent).
- 8.5. Experience in applying evaluation frameworks and criteria (such as OECD-DAC) and conducting outcome- or impact-oriented assessments of development programmes.
- 8.6. Availability of a competent, multidisciplinary team with demonstrated capacity for field data collection, supervision, quality assurance, and analysis.
- 8.7. Strong analytical writing and reporting skills, with demonstrated ability to produce precise, well-structured, and high-quality evaluation reports in English.

## 9. Mode of payment

WaterAid will issue a work order, and the individual/organisation will submit an invoice based on the work order and actual consumption. The payment will be made in three instalments.

Instalments	Percentage	Time
First instalment	30%	After submission and approval of the inception report, which must include the literature review, detailed methodologies, all data collection tools, team composition and roll-out plan of the assignment. Deliverables 6.1

Instalments	Percentage	Time
Second instalment	40%	After submission of the standard and acceptable version of the draft report to WaterAid Bangladesh, and presentation of key findings. Deliverables 6.2, 6.3
Third instalment	30%	After accommodating all feedback and submission of the final report with other deliverables (all datasets, syntax) to WaterAid Bangladesh. Deliverables 6.4,6.5

## References

- Farha, U. J. (2024). Impacts of climate change-induced salinity intrusion on physiological parameters of aquatic hydrophytes from coastal rivers of Bangladesh.
- Islam, M. N. (2023). Access to water, sanitation, and hygiene (WASH) facilities and key influencing factors in coastal households. *Acta Tropica*, 270.
- Rahman, P. H. (2024). *60% population have access to safe water: WaterAid Bangladesh*. Dhaka: Business Standard.
- The Financial Express. (2025). *WASH budget cut deepens inequality, threatens safe water access: Experts*. Dhaka: The Financial Express.
- UN Bangladesh. (2025). *230 tons of fecal waste end up in open water bodies in Bangladesh daily — UNICEF and WaterAid call for stronger sanitation management*. Dhaka: United Nations in Bangladesh.
- WaterAid Bangladesh & NILG. (2025). *WaterAid, NILG collaborate on climate-resilient public service delivery*. Dhaka: The Business Standard.
- WaterAid Bangladesh. (2019). *Baseline study report: Transforming rural livelihood through WASH in climate-vulnerable areas in south-west Bangladesh*. Dhaka: WaterAid Bangladesh.
- WaterAid Bangladesh. (2019). *Endline study of Climate Resilience WASH Programming in Coastal Areas of Bangladesh*. Dhaka : WaterAid Bangladesh.
- WaterAid Bangladesh. (2023). *Bangladesh Country Programme Strategy 2023–2028*. Dhaka: WaterAid Bangladesh.
- WaterAid Bangladesh. (n.d). *The crisis – Water, sanitation and hygiene in Bangladesh*. Dhaka: WaterAid Bangladesh.
- Farha, U. J., Subah, Z., Uddin, M. H., & Rashid, H. (2024). *Impacts of climate change-induced salinity intrusion on physiological parameters of aquatic hydrophytes from coastal rivers of Bangladesh*.
- Sarkar, S. K., Haydar, M., Rudra, R. R., Mazumder, T., Nur, M. S., Islam, M. S., ... Ahmed, S. M. (2024). *A root-zone soil salinity observatory for coastal southwest Bangladesh*.

## **Annex 1: WASH for Urban Poor (WASH4UP) Phase II coverage, targets, and outcomes**

### **Geographical Coverage:**

In the new phase, the project will build upon the following locations where the present WASH4UP project is continuing, which are:

- Dhaka North
- Dhaka South City Corporation
- Chattogram City Corporation
- Khulna City Corporation
- Paikgacha Municipality
- Sakhipur Municipality
- Saidpur Municipality

To expand WASH best practices in urban areas, WaterAid plans to continue in existing sites, focusing on underserved low-income communities not covered in the current phase. This includes working in 30 new underserved slums and improving coverage in 60 existing slums where it's low.

### **Target Beneficiaries:**

The project will serve people of slums and low-income communities in three City Corporations and three municipalities. Beneficiaries will be counted separately for water, sanitation, and hygiene as follows, while one may benefit in multiple ways.

- 50,000 people will have access to safe water in communities and institutions
- 46,000 people will have access to improved sanitation facilities in communities and institutions
- 90,000 people will get motivation to change their hygiene behaviour in communities and institutions
- 9,500,000 uses of public sanitation facilities by commuters
- 18,000 sanitation & waste workers, community people, and their family members will have access to better health services
- 15,000 people will receive safely managed sanitation services through FSTP
- 16,500 people will receive door-to-door solid waste management support

Consulting firm/individual is requested to consider quantitative data collection in the communities, and institution (school, madrasa & HCF). Qualitative data collection will encompass both the community and service providers/city corporations, municipal authorities, policymakers, and other relevant stakeholders.

### **Expected project outcomes:**

To achieve the project's overall goals of improved environmental health and resilience of WASH-deprived urban poor living in slums and low-income settlements, WaterAid will continue to work with the three interconnected outcomes:

1. WASH deprivation has been reduced among target communities through increased WASH awareness and access to climate-resilient and inclusive WASH
2. Local governments in gender transformative and inclusive pro-poor WASH service delivery and coordination with other services in target cities and towns improved
3. National policies and strategies strengthened for a climate-resilient and universal WASH agenda through evidence and advocacy.

## Annex 2: Result Matrix of WASH4UP Phase II Project

Result	Indicator	Definition of the Indicator	Data Source	Method	Means of verification	Risks and Assumptions
<b>Goal: Improved environmental health and resilience of WASH-deprived urban poor living in slums and low-income settlements</b>	Reduction in incidences of diarrheal diseases among under five children in slums and low-income settlements	Current Prevalence of diarrheal diseases among the under five children	Community People	Survey	Baseline report, End-of project evaluation report, SDG progress report of GOB	Effects of natural calamities, if any, would be minimum, Conducive political and economic environment prevails in the cities and towns where the project will be implemented, No disease outbreak occurs during the project period
	% of targeted population are satisfied with improved WASH services from local service providers	<b>Water:</b> Participants who are satisfied with the availability, quality, cleanliness, payment and efficiency of the authority for water supply. <b>Sanitation:</b> Participant who are satisfied with the cleanliness and safety of the toilet facilities	Community People	Survey		
	# of targeted local authorities acknowledged the WASH needs of the people lived in slums and LIC		Local Authority (Mayor, councillor, etc.)	KII		
	# of policy provisions are in place to provide improved WASH services		Existing Policies, Acts, Policy level stakeholders	Secondary Review, KII		
	% of household claimed improved livelihood due to positive environmental health	Participants who did not miss any workdays due to illness which was caused by water/air borne disease.	Community People	Survey		
<b>Outcome-1: WASH deprivation reduced among target communities through increased WASH awareness and access to climate resilient and inclusive WASH services</b>	% of households have access to safe drinking water	Basic water facility defined by JMP	Community People	Survey	Baseline report, End-of project evaluation report	Lack of capacity and willingness of service providers may hamper provision of WASH service to all, Slum eviction will hinder progress made in targeted communities, Conflict may arise among CBO member on utilisation of WASH fund, Homogenous
	# of water points installed at the doorsteps	Installation of waterpoint within the household's proximity	Community People	Survey		
	Increase of Male participation in household chores and water collection related activities	Male household members participate in household activities and water collection responsibilities.	Community People	Survey		
	% of households have access to improved sanitation	Limited sanitation facility defined by JMP	Community People	Survey		

Result	Indicator	Definition of the Indicator	Data Source	Method	Means of verification	Risks and Assumptions
	# of gender-segregated toilet with MHM facilities installed	Gender - segregated toilet facilities with MHM facilities	Community people	Survey		and positive mindset among local authorities for operating public toilets, Waterbodies are easily available and accessible improved biodiversity
	% of household reported having improved life standard due to improved sanitation facilities	Participants who have limited sanitation facilities with MHM facilities.	Community People	Survey		
	% of households have handwashing facilities near 10 feet of latrine	Participants who have handwashing facilities and these facilities are within 10 feet of the toilet.	Community People	Survey		
	% of women of reproductive age claimed distress (Pain, agony, stigma, disease) free life during menstrual period for having access to MHM facilities at community latrine	Women who have MHM facilities at toilet and reported availability of MHM facilities at the community latrines have eased their daily activities during menstruation	Community People	Survey		
	% of adolescent girls claimed less absenteeism and joyful school time during menstruation for have access to MHM facilities at school latrine	<b>Absenteeism:</b> Girls who did not miss any school days during their last menstruation. <b>Joyful School Time:</b> Girls who reported MHM facilities at school positively impacted their concentration in class and their overall MHM experiences at school is comfortable.	Institution (School/Madrasa)	Survey		
	# of gender-segregated and inclusive wash facilities installed in institutions		Institution (School/Madrasa)	Survey		
	% of women and girls using sanitary Napkins	Women and girls using sanitary napkins during menstruation	Community People	Survey		
	% of gender-based violence incidents reduced	Women faced different gender-based violence during accessing water and sanitation facilities	Community People	Survey		

Result	Indicator	Definition of the Indicator	Data Source	Method	Means of verification	Risks and Assumptions
	% of patients satisfied with inclusive WASH services in health care facilities	Participants who were satisfied with availability of water, toilet access, Safety and security of the toilet and with the handwashing facilities at HCF	Exit Survey (HCF)	Exit Survey		
	% of public toilet users satisfied with the services provided through public/mobile toilets	Participants who were satisfied with the expense, safety, availability of water, cleanliness, Functionality of the toilet	Exit Survey	Exit Survey		
	% of population of the targeted communities are aware of the AMR issues	Participants who have completed the antibiotic course, never took antibiotic without doctors' prescription, know about the effect of AMR, aware about the consequences of overuse of antibiotics considered as aware.	Community People	Survey		
	% of households are satisfied with vacutug services in Saidpur and Sakhipur	If the participants are satisfied with the efficiency, responsiveness, operating hours, payment of the vacutug services.	Community People	Survey		
<b>Outcome- 2: Local governance in gender transformative and inclusive pro-poor WASH service delivery and coordination with other services in target cities and towns improved</b>	Gender transformative and pro-poor action plan in governance practice is visible in city/town level WASH related planning for low-income settlements in project areas		Existing Policies, Acts, Policy level stakeholders	Secondary Review, KII	Baseline report, End-of-project evaluation report	Service providers are willing to cooperate given the opportunities of mutual interest and synergy, Service providers have clear mandate to serve people living in low-income settlements, Frequent transfer of local government representative can hamper project outcome
	% of women participated in CBO committee for decision-making		Community People/ CBO members	FGD		

Result	Indicator	Definition of the Indicator	Data Source	Method	Means of verification	Risks and Assumptions
	Provision of coordinated WASH service delivery prioritised in the action plan of local authorities (WASA, municipality, City Corporation) in the project areas.		Local Authority (Mayor, councillor, etc)	KII		
	# of cities/towns in project area have FSM plant in place		Secondary data, Local Authority (Mayor, councillor, etc)	Secondary Review, KII, Observation		
<b>Outcome-3: National policies and strategies strengthened for climate resilient and universal WASH agenda through evidence and advocacy</b>	# of policy/strategic paper formulated, revised and updated by national/local government on climate resilient and universal WASH agenda		Policy level Stakeholder	KII	Baseline report, End-of-project evaluation report	Government priority for achieving SDG-6 and other goals will be instrumental, Ongoing relation with government will positively impact national policy revisions, Economic recession can hamper targeted increase in resource allocation for WASH
	Resource allocation by GOB for pro poor urban WASH increased from 2022 base year		Policy level Stakeholder, Local Authority Local Authority (Mayor, councillor, etc)	KII		



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**SECTION – 3 PROPOSAL SUBMISSION TEMPLATE**

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- 3A. Forwarding letter format
- 3B. Suitability for the Assignment
- 3C. Understanding of the Assignment
- 3D. Implementation Strategy
- 3E. Team Composition
- 3F. Relevant Experience
- 3G. Company Profile
- 3I. Ethical Practice

### 3A. FORWARDING LETTER FORMAT

(Please use letterhead pad)

[*Location, Date*]

To  
The Country Director  
WaterAid Bangladesh  
House 97/B, Road 25, Block A  
Banani, Dhaka 1213

Dear Sir:

We the undersigned are offering to provide the following assignment in accordance with your Request for Proposal (RFP) dated [*Date*] on '[*Subject*]'.

We are hereby submitting our proposal, which includes this Technical Proposal, and a Financial Proposal.

If negotiations are held during the period of validity of the proposal, i.e., before [*Date*] we undertake to negotiate on the basis of the proposed staff. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We understand you are not bound to accept any proposal you receive.

Yours sincerely,

Authorised Signature:

Name:

Title:

Name of Organisation:

Address:

## Technical Proposal

### **3B. Suitability for the Assignment**

(please mention competencies of your organization that strongly support for this assignment in maximum one-page)

### **3C. Understanding of the Assignment**

(please provide one-page concept note on over all understanding of the assignment)

### **3D. Implementation Strategy**

#### **- Methodology**

(please describe about the methodology/approach to be adopted or applied to collect, analysis, evaluate the data)

#### **- Deliverables**

(please specify the major deliverable to be achieve from the study)

#### **- Work Plan**

(please provide detail work plan with work chart)

### **3E. Team Composition**

(please provide short BIO of the proposed key team members in below format)

#### **- CV of Proposed Key Team Members**

Name	
Role of this Assignment	
Academic Background	
Professional Summary	<i>(a brief overview summarizing your expertise for the proposed position. Mention your years of experience, key sectors, and expertise for the proposed position)</i>
Professional Experience	<i>(please mention your last five relevant experiences for the proposed position; it can be either narratives or tabular format)</i> <i>Professional Experiences should include the following:</i> <ul style="list-style-type: none"><li>- Name of the organization and job title</li><li>- Duration</li><li>- Key responsibilities</li></ul>
Publications	<i>(please mention maximum five relevant publications and provide accessible links to the output. In the case of a confidential project report, share the link to the executive summary of the report)</i>

**3F. Relevant Experience**

*(relevant services carried out in the last three years That best illustrate qualifications)*

Using the format below, please provide maximum 10 examples for which your organisation, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

Name of the assignment	Digital link (if available)	Completion date	Client name with contact details

**3G. Company Profile**

*(Please attach portfolio and other relevant documents maximum)*

**3H. Ethical Practice**

*(please specify, Safeguarding, Health & Safety)*

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**SECTION - 4. (FINANCIAL PROPOSAL SUBMISSION FORM)**

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**4A. Summary of budget/costs, including narratives**

**4B. Legal Document**

#### 4A. Summary of budget/costs, including narratives

(The financial budget summary should be prepared in line with guidance below)

- A separate forwarding letter for the financial proposal may or may not be submitted.
- Budget for the assignment should be broken down into individual items covering all logistical, travel, accommodation, staff, equipment and other costs.
- The financial proposal should clearly identify, item-wise, the cost for the assignment with the necessary details. **The budget must include applicable AIT; however, VAT can be mentioned separately at the bottom of the total budgeted amount.** WaterAid Bangladesh shall deduct VAT and Tax at source as per government rules.
- Apart from the activities mentioned in this RFP, the consultant is expected to list any other/additional services WaterAid shall be receiving under this agreement.
- **Calculation Format (please maintain format below for your financial budgeting)**

Name of item/deliverables	Unit Price	Total Price
<b>Component -01</b>	xxxxxx	xxxxxxxxxx
a.		
b.		
c. (please add more rows as required)		
<b>Component -02</b>	xxxxxx	xxxxxxxxxx
a.		
b.		
c. (please add more rows as required)		
<b>Component -03</b>	xxxxxx	xxxxxxxxxx
a.		
b.		
c. (please add more rows as required)		
<b>Component -04</b>	xxxxxx	xxxxxxxxxx
a.		
b.		
c. (please add more rows as required)		
<b>Component -05</b>	xxxxxx	xxxxxxxxxx
a.		
b.		
c. (please add more rows as required)		
<b>Sub-Total (including AIT)</b>	<b>xxxxxx</b>	<b>xxxxxxxxxx</b>
Applicable VAT 15%	xxxxxx	xxxxxxxxxx
<b>Gross Total</b>	<b>xxxxxx</b>	<b>xxxxxxxxxx</b>

**4B. Legal Document**

Please attach all updated legal documents mentioned below:

- Copy of Trade License
- Copy of TIN certificate
- Copy of BIN certificate
- Copy of PSR (last tax return submission acknowledgement slip) and
- Bank Detail or Copy of Cheque Leaf

