



## Resource Integration Centre (RIC) **Request for Proposal**



Resource Integration Centre (RIC), a national level development organization, invites proposal from interested consultants/firms of Bangladeshi national to conduct a Baseline Survey for its '***Slum-based Citizen Action Network (SCAN)***' project jointly implementing with Solidarités International (SI) funded by the European Union.

Interested consultants/firms are requested to collect the detail Terms of Reference from **[www.ric-bd.org/notice](http://www.ric-bd.org/notice)** and submit their bids in sealed envelope both technical and financial proposal to The Director, Resource Integration Centre(RIC), House-20 (2<sup>nd</sup> floor), Road-11 (new), 32(old), Dhanmondi, Dhaka-1209 on or before **May 25, 2018**. The Envelop must be marked with '***Proposal for baseline survey for the Slum-based Citizen Action Network (SCAN)***' Project.



## **Terms of Reference**

to conduct a Baseline Study

for the

**Slum-based Citizen Action Network (SCAN) Project**

**Resource Integration Centre (RIC)**

House-20, Road-11 (new), 32 (old)

Dhanmondi, Dhaka-1209

## I. BACKGROUND:

Dhaka is the capital city of Bangladesh. At the recent decade, Dhaka has emerged as one of the fastest growing megacities. It had a very few other cities in the world, which has ever the experiences of having such a high growth rate in population during this short period. Apparently, the growth rate of urbanizing people in Dhaka City will also continue to remain high even in the coming years.

The growing population means growing demands of services. Bangladesh has made progress in increasing access to basic rights such as safe water and sanitation. Dhaka always represented being one of the megacities in low income countries with least planning interventions; the formation of slums or informal settlements was inevitable. However, in cities such as Dhaka, rapid urbanization and the expansion of slum populations has led to extreme water supply, sanitation, hygiene and waste management problems.

According to the World Bank report, Dhaka is the home of 3.4 million slum populations and one third of them are excluded of accessing to basic services. Reports showed that only 20% of the Dhaka slum dwellers use sanitary latrines while the rest use different types of non-hygienic latrines. The scenario has not changed significantly over the years. Recent findings show that Dhaka Water Supply & Sewerage Authority's (DWWASA) water supply covers 70% of the city population whereas only 37% slum dwellers have safe water, 90% share latrines and 26% use open space and more than 60% of them dump waste either on the road or the ground (World Bank, 2014). The slum census 2014 indicates that 52.48% slum dwellers have access to tube well water and 45.21% have access to tap water as a source of drinking water (BBS, 2015).

It has observed a continuous gap between demand and supply of services midst of growing population entering in Dhaka city and trends of high density along with high cost of the service for the slum dwellers. So increased demand of services does not always bring an increased income. Growing demands of services finds less supply. So, population of Dhaka city is highly divided and fragmented in terms of access to services.

Low income communities are generally marginalized and voiceless in Bangladeshi Society. As a result, access to basic rights is challenged, especially given the large population and low economic resources of the country. Local Authorities have often a lack of sufficient capacity and resources to extend access to public services to all communities, and due to power imbalances, low income areas are thereby more neglected. In slum areas this is compounded by a lack of legal tenure: many slums are illegally based on publicly-owned land, and where excluded from accessing public services.

In this context, Resource Integration Centre (RIC) and Solidarités International (SI) have launched a project titled '**Slum-based Citizen Action Network (SCAN)**' aiming to improve the WASH and Waste Management condition in 10 slums of Dhaka and to enhance the contribution of the Civil Society Organizations and the Local Authorities. This project is funded by the European Union and duration of the project is 42 months.

## 2. OBJECTIVE OF THE PROJECT:

The objective of the project titled 'Slum-based Citizen Action Network (SCAN)' is as below:

- **Overall objective (Impact):** To enhance Civil Society Organizations (CSO) contributions to realizing the rights to effective Water, Sanitation and Hygiene (WASH) and Waste Management (WM) services of slum dwellers and marginalized groups in Dhaka City.
- **Specific objective (Outcome):** To build the capacity of CSOs in slum areas of Dhaka City to advocate and act for access to the basic rights of WASH and Waste Management and participate in local governance through collaboration with Local Authorities and the establishment of strong formal linkage systems between them.

## 3. TARGET GROUPS AND STAKEHOLDERS:

29 Civil Society Organization-CSOs (10 youth groups and 10 women's groups based in slums, 8 Ward based CSOs, 1 central CSO) based in Dhaka city are the target groups of this project. Besides, a considerable number of activities, results and outcomes envisaged under the project require the involvement, engagement and support of project stakeholders and current/potential implementing partners. Key stakeholders of the project are:

- Dhaka WASA;
- Dhaka North City Corporation(DNCC);
- Dhaka South City Corporation(DSCC);
- Existing private sector initiatives related to Waste Management in the target area;

- Relevant existing development projects in the target areas;
- Existing Community Based Organisations(CBO) in the target areas;
- Existing Local Government institution in the target areas;
- Local opinion leaders in the target areas.

The Baseline Survey will create benchmark considering the expected project results and purpose. Women, youth, elderly and person with disabilities should be given special consideration in conducting the Survey. The inclusion of the whole range of target groups and stakeholders should be the key consideration in the Baseline Survey.

#### **4. GEOGRAPHICAL LOCATION FOR THE SURVEY:**

The Baseline Survey should be conducted for the project geographical target areas i.e. 10 slums under 08 wards of DNCC and DSCC.

#### **5. OBJECTIVE OF THE SURVEY:**

The prime objective of this survey is to analyze the situation of the selected slums regarding the provision of potable water supply, the hygienic sanitation, the domestic waste management as well as the nutritional state of slum dwellers in selected slums of Dhaka city.

The other objective of the assignment is to contextualize the existing services and their quality, particularly water, sanitation and domestic waste management available for the slum dwellers.

#### **6. METHODOLOGY:**

The study will be conducted using both quantitative and qualitative method. The consultant will submit a technical proposal describing detail methodology and sample framework. The consultant will also describe the multi-dimensional poverty index which will be used in the study. The following methodology and process are suggested in the proposed study:

- Review all relevant project documents including other available reports.
- Develop research tools focusing qualitative and quantitative methods
- Develop appropriate sample selection procedure
- Prepare questionnaire for quantitative survey considering multi-dimensional poverty index
- Prepare checklist for qualitative study in using participatory research tools
- Develop the data collection tools including data coding and data analysis
- Develop appropriate sampling method
- Develop checklist for stakeholder mapping and analysis
- Develop the survey planning

#### **7. SCOPE OF WORK:**

The scope of the study is stated below:

- The socio-economic data of the slum dwellers in selected slums including land and housing status, household composition, education, nutrition status, food security, occupational status, income –expenditure pattern and status;
- Analyze the state of slum dwellers using the multi-dimensional poverty index;
- The well-being analysis of the slum dwellers considering gender, age and disability of the slum dwellers;
- The existing WASH situation together with its source, quality, cost and access to slum dwellers;
- The perception of slum dwellers concerning the WASH and domestic waste management services they receive from government or NGO;
- The level of awareness and knowledge of slum dwellers concerning personal health and hygiene along with impact of using or drinking polluted water and unhygienic latrine on their health and endemic of water borne diseases and malnutrition;

- The current state of waste management including intervention from city corporation, NGOs or other organizations;
- The dynamics of the slum dwellers based on the age and gender, particularly the status of youth part of the slum community;
- The state of negative values associated with early marriage, gender-based violence, child trafficking, drug abuse;
- The existing gap in access to services related to WASH and domestic waste management;
- Stakeholder related to WASH and domestic waste management mapping and analysis;
- Nutritional situation of slum dwellers considering gender, age and disability.
- Review the project Log Frame in accordance with the baseline findings and revise accordingly, if requires.

## **8. DELIVERABLES:**

- Inception report (maximum 10 pages) with methodology, checklist and work plan.
- Data collection instruments
- Data set together with graphs and table
- Developed methodology and checklist
- Profile of study participants
- Stakeholder mapping and analysis
- First draft of the report with presentation at 30 Days from the starting date of the baseline survey
- Final version of the report, gathering all comments, maximum 15 Days after submission of the first draft report.

## **9. TIMEFRAME**

The entire period of this consultancy will be for 45 working days starting from June 01, 2018.

## **10. REQUIRED COMPETENCIES**

The following skills and competences are required of individual consultant/agency for the assignment:

- Post graduate degree in social science preferably anthropology/sociology;
- 10 years' experience in conducting baseline study and situation analysis;
- Profound understanding on multi-dimensional poverty index;
- Extensive social science research skill;
- Theoretical knowledge and research experience on urban issues more specifically issues related to WASH, Waste Management and urban poverty;
- Experience in collecting and managing large scale qualitative and quantitative data;
- Strong statistical and graphical analysis, articulation and presentation;
- Strong report writing (in English) and presentation skills;
- Fluent in Bangla, and able to communicate in English;
- The research team should have knowledge on gender and the team should be gender sensitive.

## **11. PAYMENT SCHEDULE:**

The payments will be made in A/C payee cheque in the name of the consultant/firm according to the following time frame/arrangement:

- 1st instalment: 20% of total contract value will be paid after submission the inception report and work plan
- 2nd installment: 40% will be paid after submission of draft report
- Final installment: 40% payment will be made after the final report is submitted with entire satisfaction and after approval by the respective authority.

RIC will deduct income tax and VAT at source as per the rules of GoB and it will be deposited to treasury of GoB.

## 12. OUTLINE OF THE TECHNICAL PROPOSAL

The proposal should maintain the following format:

- Title of the survey
- Understanding of the ToR
- Theoretical and technical aspect of the proposal
- Methodology (qualitative and quantitative)
- Work plan
- Proposed core team members with names and curriculum vitae

## 13. EVALUATION PROCESS:

RIC will evaluate both the technical and financial proposal of the consultants/ firms based on set out evaluation criteria as follows. A cumulative weighted-scoring method will be applied to evaluate the proposal. The award of the contract will be made to the consultant/ firm whose offer has been evaluated and determined as responsive/ compliant/ acceptable with reference to this TOR.

### Evaluation criteria

Area(s)	Criteria	Weight
Technical part	Understanding of the TOR	20
	Experience in conducting baseline survey	20
	Appropriateness of methodology regard to the survey	20
	Qualifications of key personnel & team composition	20
Financial part	Financial	20
<b>Total</b>		<b>100</b>

## 14. KEY CONTACT:

Please contact with following individual for any clarification and query:

Mr. Dipak Ranjan Chakraborty, Assistant Director, RIC, Email: [dipak@ric-bd.org](mailto:dipak@ric-bd.org), Telephone: 0258152424, Cell phone # 01715201278.

## 15. HOW TO APPLY:

Interested consultants/firms are requested to submit their bids in sealed envelope both technical and financial proposal to the Director, Resource Integration Centre (RIC), House-20 (2<sup>nd</sup> floor), Road-11 (new), 32(old), Dhanmondi, Dhaka-1209 on or before May 25, 2018. The Envelop must be marked with 'Proposal for Baseline Survey for the *Slum-based Citizen Action Network (SCAN)*' project.