



Request for Expression of Interest (EOI)

Resource Integration Centre (RIC), a national level development organization, invites proposal from interested consultants/firms of Bangladeshi national to identify the gaps of existing policy and service delivery mechanism of Dhaka WASA and DNCC & DSCC on WASH and Waste Management services and recommend a pro-poor policy brief for its '**Slum-based Citizen Action Network (SCAN)**' project jointly implementing with Solidarités International (SI) and funded by the European Union.

Interested consultants/firms are requested to collect the detail Terms of Reference from www.ric-bd.org and submit their bids in sealed envelope both technical and financial proposal to the **Executive Director, Resource Integration Centre (RIC), House-20 (2nd floor), Road-11 (new), 32(old), Dhanmondi, Dhaka-1209** on or before **November 21, 2018**. The Envelop must be marked with Proposal on '**Identify the gaps of existing policy and service delivery mechanism of Dhaka WASA and DNCC & DSCC and recommend a pro-poor policy brief**' for the **Slum-based Citizen Action Network (SCAN)**' project.



Terms of Reference for

Selection of consultant/ firms under **Slum-based Citizen Action Network (SCAN)** project for the following assignments:

- Identify the gaps on existing policy and service delivery mechanism of DWASA and DNCC & DSCC on WASH and Waste Management (WM) services and recommend a pro-poor policy brief.

1. CONTEXT

Resource Integration Centre (RIC), a national level NGO as lead partner and Solidarités International (SI), a France based NGO as a co-partner have launched a project titled '**Slum-based Citizen Action Network (SCAN)**' aiming to improve the WASH and Waste Management (WM) condition in 10 slums under 8 wards of Dhaka city.

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. Only 37% slum dwellers have safe water, more than 60% dwellers dump waste either on the road or the ground (World Bank, 2014).

Recent baseline study (July 2018) of RIC under the '**Slum-based Citizen Action Network (SCAN)**' project showed that only 25.77% dwellers of slum and low-income settlement areas of Dhaka city are getting water throughout the year, only 7.58% are using hygiene latrine and 33.85% are under coverage of waste management.

Considering the above context, the project will be designed a policy advocacy plan for pro-poor service delivery mechanism of DWASA and DNCC & DSCC to increase access to WASH and WM services of the dwellers of slum and low-income settlement areas.

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 OF THE PROJECT:

Target groups

29 Civil Society Organization- CSO's (10 youth groups and 10 women's groups based in slums, 8 wards based CSO's, 1 central CSO) based in Dhaka city; targeted beneficiaries are 60,000 poor dwellers of slum and low-income settlement areas.

Key Stakeholders

Many of the activities, results and outcomes envisaged under the Project require the involvement, engagement and support of project stakeholders and current/potential implementing partners. These include:

- Dhaka WASA;
- Dhaka North City Corporation(DNCC);
- Dhaka South City Corporation(DNCC);
- Existing private sector initiatives related to WASH and WM 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.

4. OBJECTIVE OF THE ASSIGNMENT:

The main objective of the assignment is to identify the gaps on existing policy and service delivery mechanism of DWASA and DNCC & DSCC which prevailing the slum dwellers to get access to WASH and WM facilities from the Local Authority (LA) and service providers. Based on the recommendations of this assignment, necessary steps will be designed for policy advocacy and enforcement of the policy to ensure the civic rights of the urban poor dwellers.

5. SCOPE OF WORK:

The scope of the assignment is stated below:

- Review various existing documents and practices of DWASA and DNCC & DSCC on WASH and WM issues and identify the gaps in terms of Accountability, Responsibility, Transparency and service delivery mechanism and scope of peoples' participants in the service delivery mechanism.
- Analyze existing policy and service delivery mechanism of DWASA and DNCC & DSCC and identify the gaps in accessing to services of the urban poor related to WASH and WM services.
- Review existing documents and good practices of other govt. & non govt. agencies related to WASH and WM and identify better options of citizen-friendly service delivery mechanism.
- Review the perception of slum and low-income settlement dwellers concerning the WASH and WM services they receive from government or NGOs;
- Review existing WASH and Waste Management situation together with its source, quality, cost and access to urban poor dwellers;

- Share with concern officials of DWASA and DNCC & DSCC, citizens, slum and low-income settlement dwellers, other related stakeholders to collect advice/ recommendation while drafting the policy document.

8. DELIVERABLES:

- Methodology, checklist and work plan
- Profile of study participants
- Policy brief for effective WASH and WM mechanism based on the reviewed and identified gaps and scopes from existing policy and practices.
- First draft of appropriate pro-poor policy brief with power point presentation at 20 days from the starting date of the study
- Final version (Both Bangla and English version) of the pro-poor policy brief, gathering all comments, maximum 10 Days after submission of the first draft report.

7. TIME FRAME

The entire period of this consultancy will be for 30 working days starting from 25th November 2018.

8. REQUIRED COMPETENCIES

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

- 05 years' experience in relevant field;
- Extensive knowledge on WASH and WM 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 (both in English and Bangla) and presentation skills.

9. 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 installment: 20% of total contract value will be paid after submission of inception report and work plan
- 2nd installment: 40% will be paid after submission of draft report
- Final installment: 40% payment will be made after submission of final report and duly approved 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.

10. 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

11. 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 relevant field	20
	Appropriateness of methodology regard to the assignment	20
	Qualifications of key personnel & team composition	20
Financial part	Financial	20
Total		100

12. KEY CONTACT:

Please contact with following individual for any clarification and query-

Dipak Ranjan Chakraborty, Assistant Director, email: dipak@ric-bd.org, telephone: 0258152424, cell: 01984440004/01715201278.

13. HOW TO APPLY:

Interested consultant/firms is requested to send their hard copies of documents together with cover letter, technical and financial proposal to the Executive Director, Resource Integration Centre(RIC), House-20(2nd floor), Road-11 (new), 32(old), Dhanmondi, Dhaka-1209 on or before **November 21, 2018**. The Envelop must be marked with the title of the assignment.