

Request for Proposal (RFP) for Project Evaluation



RIGHTS JESSORE
*Dedicated to the protection and
promotion of human rights*

Hiring Impendent Consultant or Competent consultancy Firm

Description/Responsibility: For detail descriptions please go through the ToR.

Experience Requirements:

- Demonstrated experience in research and evaluation related to human rights or other related field
- Should have minimum experience of similar consultancy works of rigorous evaluation techniques.
- In-depth knowledge on Rohingya children and adolescents at Cox's Bazaar Rohingya camps in Bangladesh.

The consultant or consultancy firm should have following:

- Proven experience in assessing projects and programs on community development, forced migration, refugee, and gender based violence, human trafficking etc.
- Technically sound and skilled in conducting assessments, review, KAP, KPC (Knowledge, Practice and Coverage survey), PRA and related software analysis.
- Excellent report writing and contextual analytical skills.

Field Location: Camp -19, Rohingya Refugee Camp , Thangkhali, Ukhia, Cox's Bazar.

The FRP should include the following:

- 1) 2) A brief proposal stating within 4 pages stating methodologies, tools, work-plans, costs estimates and time-frame
- 2) Updated CV or of the consultant /Profile of the Organization
- 3) 3) Work plan, specifying the time schedule and calculation of number of days.
- 4) 4) A Cover letter stating availability for assignment.

Rights Jessore reserves the rights to accept or reject any RFP without any explanation. Violation of the clauses will result into disqualification from the bid participation.

Please mention "Project Evaluation RFP" in the subject line of email or on the top of envelop.

Apply Instruction:

Interested consultants/parties are requested to send a complete proposal and resume of the key contract to applyrj@gmail.com with a cc to info.ikhtiar@gmail.com ; or to the following address on or before the closing date

Application Deadline: 11 November 2018.

Mailing Address:

RIHTS JESSORE, 119/2, Mahima Mahal, Jail Road, Jessore-7400, Bangladesh.

For more about the organization, please visit : www.rightsjessore.org



TERMS OF REFERENCE FOR THE EVALUATION OF THE PROJECT

PROJECT TITLE: "PROTECTION SUPPORT TO ROHINGYA REFUGEE CHILDREN THROUGH ESTABLISHING CHILD FRIENDLY SPACE (CFS) IN THE REFUGEES CAMP"

1. Introduction:

Rights Jessore intends to commission an evaluation of the project **"Protection Support to Rohingya Refugee Children through Establishing Child Friendly Space (CFS)"** supported by the BONO Direct Aid Association and Chance Swiss. This project is being implemented at camp-19 19, of the Rohingya Refugee Camp, Thangkhali, Ukhia under Cox's Bazar district.

2. Brief description of the project:

Since 25th of August 2017 Bangladesh has observed huge population movement who have fled violence, brutality and serious human rights violation from Rakhine state in Myanmar. Coupled with the pre-existing refugee population there are now more than 821,000 people in Cox's Bazar in need of humanitarian assistance; 55% of whom are children those who have fled speak of seeing both children and adults killed indiscriminately and women and girls targeted for brutal sexual violence. The vast majority now live in fragile and unsanitary conditions in government designated land (20 camps) and roadside settlements. Before that they are denied citizenship from the Myanmar and over decades, terrible living conditions and attacks on their communities both the Military and their ethnic Reakhaine-Buddhist. An entire people denied their basic human rights, the Rohingya find it increasingly difficult to live in their home country of Myanmar and harder still to find refugee anywhere else.

Children and adolescents affected by displacement face serious threats to their safety, development and physical and mental well-being, which can have long-lasting effects. The main protection concerns faced by refugee children are related to family separation, stigma, trauma, malnutrition, access to education, early marriage, abuses, limited participation, child exploitation through labor, lack of child-friendly procedure, lack of community based approach to provide care and protection to the children.

Most of the children (90%) aged between below 18 years including unaccompanied children are somehow, stigmatized and traumatized. On the other hand, at least 70% adolescent children are physically, mentally or sexually abused. Besides, at least 25% children aged between 0-8 years have no cloths and most of them are sufferings from different diseases due to lack of warm cloths. Along with this 90% children are suffering from malnutrition. Child well-being issues are not addressed at all because they have no scope to participate in education, any kind of recreational activities or participate in sports.

The Rohingya Refugee children face not only denial of basic rights such as safe shelter, education, food, health care, safe drinking water, guidance, security, recreation, but they are also subjected to many risks and different forms of exploitation such as child labor, physical torture, sexual abuse, HIV/AIDS, and trafficking. Moreover, a large number of this susceptible segment becomes the victims of trauma, stigma and different types of mental disorder due to varieties of bitter experiences in their refugee life which in turn make them distrustful, diffident and distasteful towards life.

Considering the above situation of the refugee children and adolescents, Child Friendly Space (CFS) can play a pivotal role to the psycho-social, life skills, physical, cognitive, linguistic, and socio-

emotional development of a child below 18 years. The CFS is the most effective mechanisms for addressing child well-being issues in particular for the most vulnerable (stigmatized, traumatized and unaccompanied) Rohingya refugee adolescents and children.

MAIN OBJECTIVES OF THE PROJECT:

- Increasing of protection, psycho-social support and health services to vulnerable adolescents and children in the targeted camp areas
- Reducing the risk of gender based violence against adolescents and children through increasing access to different services
- Increasing access to safe spaces and psycho-social counseling support of adolescents and children
- Preparing 300 Rohingya refugee children physically and mentally fit and eager for entering formal primary school
- Socialization of Rohingya refugee children through child friendly games and activities
- Enhancing life skills of 200 adolescents children
- Assisting children to achieve skills and competences by participation in different recreational activities, drawing, telling stories, alphabets, numeracy etc.
- Assisting children achieve creative development in different areas
- Assisting children to learn about societal norms and values

Beneficiaries of the Project:

The most vulnerable (stigmatized, traumatized and unaccompanied) 300 rohingya refugee children and 200 adolescents aged up to 18 years will be directly benefited through the project. On the other hand, the family members of 300 rohingya refugee children and 200 adolescents will also be benefited indirectly through the project.

3. Purpose of the evaluation:

1. Assess the relevancy of the project with regards to its area coverage & target groups.
2. To assess the effectiveness of the applied methodology to achieve the results and specific objectives;
3. To assess the quality, timeliness and relevance of the applied approach for sustaining the action's outcomes;
4. To assess the efficiency of the project asking whether the project has been implemented in the most efficient way compared to alternatives;
5. To document the lessons learned and to provide recommendations to be used in planning of future projects with similar target groups, focus and methodology.

4. Scope of the evaluation:

In close consultation with higher management of Rights Jessore and project team members assigned external consultant will take the following major tasks to conduct the evaluation:

- a) Develop and finalize evaluation methodologies to carry out the study.
- b) Cover the geographic range of the project so that an overall effectiveness of the project can be visualized.
- c) Interact with the project target groups to assess their capacity.

5. Methodology

The evaluator is responsible for conducting the end line evaluation as stated in the project proposal. The result of the surveys should be used for evaluation. Surveys to be conducted are at least: Knowledge, Practices and Coverage (KPC). The evaluators are responsible for applying an appropriate methodology using corresponding quantitative tools for data gathering and for answering the evaluation questions. Methodology and tools need to be described in the inception report.

A rapid background document/literature review will be conducted that presents relevant case studies that are similar in design and/or have previously been conducted in Bangladesh. The evaluation team will also be given access to relevant project documents

6. Deliverables:

- i) Propose evaluation plan & timeline.
- ii) Background documents(no more than 5 pages)
- iii) Field work schedule
- iv) First draft report
- v) Final report

7. Evaluation Team Composition and selection criteria

A. Qualification of an evaluator:

- At least 50% of the core subject areas of the project to be evaluated are covered by the evaluators work experience (CVs, documentary evidence of previous work experience).
- The team leader holds at least a master degree in sociology, social science, statistics or other related field.
- The team leader has minimum of 10 years of demonstrated experience in research and evaluation related to human rights and other related field
- The team leader has carried out at least three similar consultancy contracts around the same core subject areas and has knowledge of rigorous evaluation techniques.
- The team includes members with experience in the area of self-help approaches, community development, gender, and children's rights.
- The team leader has technical competence and knowledge with regards KPI, PRA etc. Has In-depth knowledge of development of Rohingya Refugee Children and Adolescents.
- The team leader has demonstrated understanding of how to work with vulnerable and sensitive populations in a research setting
- The evaluator may be a competent individual or a team or an organization.

B. Independence of the evaluator

- Candidate consultant including team members must have not been employed by Rights Jessore at any point of time.
- Team members have no family relationships or connections with any members of the project implementation teams and of Rights Jessore.
- Staff of the action and Rights Jessore has not worked as part of an evaluation team and with any of the team members.

C. Quality of the offer

- Include curriculum vitae of all consultants involved in the evaluation team.
- Makes it clearly apparent which person will carry out which activities.
- Describe the method and instruments that will be used.

- Describe and quantifies the use of the instruments (e.g. surveys, how many individual interviews and with which groups of people).
- Includes a time schedule.
- Includes a calculation of the number of days.
- States in the financial offer, the day-rates per consultant.
- Makes clear, in the financial offer, whether, how and how much tax is payable.

8. Roles and responsibilities

Rights Jessore, the implementing partner of this project will support the evaluators in

- The management of the evaluation especially on coordination with respondents/participants as identified by the evaluator and
- Making data and reports needed such as approved proposal, budget etc. readily available and accessible for them.

The Evaluator shall be responsible for obtaining the needed data and information as contained in the TOR in the most professional and objective manner possible. He/she shall submit within the agreed time frame the Final Evaluation Report based on proposed Table of Contents. Lastly, the Evaluator's performance shall be subject to other obligations stated in the contract.

9. Indicative Timeframe

The suggested timeframe from point of contract award to approval of final report is 30 days. Delays due to *hartal* are already considered in this suggested timeline. Disruption due to *hartals*, election activities or religious observance periods will not be accepted as justification for delays on deliverables.

Activities	Date
Evaluator Selection and contract signing	14 Nov 2018
Data and information collection completion	21 Nov 2018
Analysis and draft Report generation	25 Nov 2018
First draft of final report submitted	26 Nov 2018
Rights Jessore feedback on report sent to evaluation team	28 Nov 2018
Final report, interview notes, raw data and secondary data delivered	29 Nov 2018

10. Cost

Total value of the contract will be maximum of BDT 100,000.

11. Mode of payment

- 30% on signing the contract
- 30% on submission of the draft report to Executive Director, Rights Jessore.
- 40% on approval of the final report by the Executive Director, Rights Jessore.

12. How to apply

Consultant may apply submitting Proposal via-email on or before November 10, 2018 to Executive Director, Rights Jessore, 119/2, Mahima Mahal, Jail Road, Jessore.

E-mail address: rightsjessore@yahoo.com

The proposal should include a detailed technical and financial offer.

THE ENTIRE PROPOSAL MUST BE PRESENTED IN ENGLISH. All interim and final reports must be submitted in English. Supporting data sources may be in Bangla or English.

Clarification of details can be obtained via email.