

Expression of Interest (EOI) for Final Evaluation

Education and Development Foundation - Educo is an international development organization with over 25 years' of working experience in child rights and education for children. We take a holistic approach in ensuring child's right through integrating other components such as, health, livelihood and protection in all our programs.

Educo Bangladesh has been implementing a two-year pilot project entitled "Options for Dignity of Human being by Influencing Key Actors to Reform (ODHIKAR)". The project will be working with children engaged in domestic work and transport sector in Dhaka City with the following objectives:

- ➡ Child labour related policies, law and regulations adopted at national level
- ➡ Working children and youth in domestic and transport sector have access to basic and vocational education and health services
- ➡ Communities combat against child labour and exploitation especially hazardous labour


Educo Bangladesh is looking for a Consultant/Consultancy firm to conduct a Final Evaluation of the ODHIKAR project.

Submission of EOI: Interested Consultant/firms with related experience are requested to submit EOI and provide the following information:

1. Consultant profile (maximum 300 words). This should contain information on (not limited to) years of work experience, specialization (if any), relevant expertise etc.
2. Primary investigators profile with CV no more than two pages (Maximum 200 words)
3. Team composition for the proposed Evaluation (this should contain name and profile of the team members no more than 100 words for each member and should not exceed two pages)
4. Sample of relevant Evaluation report if available. No more than two (2) sample reports should be submitted

Please read the details Terms of Reference (ToR) as given below. Interested consultants/firms are requested to submit their technical proposal and financial proposal along with TIN certificate/VAT registration (if application), and one sample of previous work related to this assignment on or before **February 22, 2022**, via email: lokman.hossain@educo.org with the subject line – **"Final Evaluation of ODHIKAR Project"**

Annex1: Terms of Reference (ToR)

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Service Title	Hiring a consultant or consultant firm for Conducting final Evaluation of ODHIKAR project	RFP No.	2208
Request Reference No.	22011	Date	15/02/22

1.0 Background

Education and Development Foundation-Educo is a global development cooperation and humanitarian action NGO present in 14 countries in Asia, Africa, Europe, and Latin America that has been working for more than 25 years towards a world where all children fully enjoy their rights and lead a life of dignity. This vision implies that *"We work with children and their communities to promote just and equitable societies that guarantee their rights and wellbeing"*, as established in our mission'. We promote positive impact on the lives of the children, adolescents, and youth and evidence-based learning as success of Educo's programmatic interventions. Thus, we are guided by Theory of Social Change (TSC) and a set of results in program and project's framework under a ten-year (2020-2030) strategic plan.

Educo Bangladesh with Support from ChildFund Korea has been implementing a project titled "Options for Dignity of Human being by Influencing Key Actors to Reforms (ODHIKAR)" since 2018 focusing on the disadvantaged children working in the domestic and transport sector. The project is being implemented in partnership with Eco Social Development Organization (ESDO). It carried out baseline assessment in 2019, developed detail implementation plan and implemented interventions throughout the period from July 2018- March 2022. The final evaluation is planned to carry out with support from an external expert. Therefore, the purpose of this ToR is to support an external expert who will design and carry out the endline assessment and consequently final evaluation independently.

2.0 Project summary: Object of the evaluation

The project is working with children engaged in domestic works and in the transport sector in Dhaka city. Through the project 300 working children have received primary education in ODHIKAR schools at three targeted communities and now they are in a process of mainstreaming. The children are receiving vocational training as part of skill development to release themselves from hazardous jobs. The project is also working with the families of these children, as well as employer and community people to sensitize them against child labour. Apart from direct service delivery, the project has given emphasis on the policy, advocacy and networking to influence the national level agenda on child labour. Advocacy for improvement of relevant laws, policies and its implementation is a major component of the project.

Title of the project: Options for Dignity of Human being by Influencing Key Actors to Reform (ODHIKAR)

Goal: Child labour and exploitation in domestic and transport sector in Dhaka city is reduced

Objective 1: Child labour related policies, law and regulations are adopted at national level

Objective 2: Working children and youth in domestic and transport sector have access to basic and vocational education, and health services

Objective 3: Communities (children/youth, parents and employers) combat against child labour and exploitation especially hazardous labour

Project Location: 3 communities of Mohammadpur area in Dhaka city.

Project period: July,2018 to March,2022 (45 months)

Targeted beneficiary: 300 working children from domestic work and transport sector, 300 families and 75,000 community people.

Implementing partners: Eco Social Development Organization (ESDO)

Project design matrix is the key objects in this evaluation attached as annex. It includes expected outcomes, indicators, risks and assumptions.

3.0 Evaluation Objectives:

3.1 General objectives: To examine the extent to which the project has brought meaningful results for project beneficiaries and identify key areas that can be replicated in similar interventions. Further, the evaluation will also focus on the project design, implementation process, performance of the project, organizational management systems and how these have impacted on implementation of the project.

3.2 Specific objectives:

- To assess the degree of outcome in different thematic areas (child labour, education, protection, livelihoods) have been achieved corresponding the indicators stated in the Project Design Matrix.
- To assess how the intervention impacted on the targeted child labourers, their families and duty bearers and lifting themselves out of child labour.
- To what extent project design, implementation process and organizational management systems have effectively and efficiently contributed in achieving expected results.
- To what extent project risks and assumption influenced/impacted in achieving expected results
- To identify if there were any unintended impacts/consequences on the target beneficiaries.
- To capture lessons learned throughout the period and provide recommendation that allow replication and or improvement in Educo's future programming.

4.0 Scope of the Evaluation:

To fulfill above objectives through this final evaluation, the external consultant is suggested to use several scopes but not limited to the followings

- review/study project documents e.g proposals, design matrix, detail plan, project baseline and other monitoring report.
- Review/study secondary doc. Pertinent to the child labour policy/Act, child labour situation in Bangladesh, relevant research, and studies.
- Design endline assessment and final evaluation and capture relevant primary information, and develop report as defined/suggested in the methodology part of the ToR.

5.0 Evaluation criteria & Evaluation Questions:

Pertinent to the above objectives, the evaluation will follow OECD-DAC evaluation criteria: Relevance, Coherence, Efficiency, Effectiveness, Impact, and Sustainability, as well as Child Participation and will strive to get answer to the following key questions. Evaluators may propose any other additional criteria that is deemed by Educo management and relevant to the evaluation.

5.1 Relevance:

- How relevant were the objectives and activities, implemented by the project in addressing the needs of the target population?
- How has the program identified and addressed the needs of the key stakeholders such as children and communities?
- How do beneficiaries perceived the relevance of the project and how has the project improved their lives? Are there any stories of change?
- To what extent has the program taken into consideration the legal framework (including government policies (national and sub-national level) in addressing ODHAKAR Child Labor project?
- To what extent victims of Child labor actively approached duty bearers and discussed needs regarding child rights, child protection, importance of education as well as negative impact of child labor.

5.2 Efficiency:

- Was the project activity implementation (modality), considered to have been cost-efficient, while not compromising quality?
- What were the outcomes of these choices for efficient program implementation?
- How has the collaboration between Educo and local partner organization (ESDO), CSOs and government line ministries contributed to appropriate response of specific needs and priorities of the beneficiaries?
- To what extent was the project able to adapt and provide appropriate response to context changes and emerging local needs, and the priorities of beneficiaries?

- Status of the existing coordination, collaboration with networking and advocacy platform/CSOs for law policy implementation for reducing child labor issues.
- Status the advocacy achievement to enactment domestic worker's welfare law along with any others law policy related adoption by National Government.

5.3 Coherence:

- How were the project interventions aligned to other actions within the child protection space in the country? Were synergies built, strengthened, and accessed to ensure quality and sustainable delivery of outputs, as well as attainment of outcomes.
- Extent to which CSOs actively engage their constituents (private sector, relevant government authority and proper implementation of law and policies related to child labor) to advocate for identified child rights child protection, education, and child labor issues.

5.4 Effectiveness

- To what extent the project achieved its expected results with evidence of change (indicators)? And what are factors that contributed and or hindrance these changes?
- To what extents the changes are recognized by the project participants, duty bearers and stakeholders?
- Did the project engage project participants, duty bearers and stakeholders? If yes or no to what extent?
- To what extent are the project participants (e.g child labour, their family) are benefited from project interventions and using those accordingly?
- Capacity of key government and local service providers in responding to the needs of children who are at risk and victims - child labor specific in domestic workers and transport sector.
- Extent to which the National Government adequately implement laws and policies protecting children from children labor.

5.5 Impact:

- How has the project changed the situation within the intervention areas since inception in relation to Child Labor? How did the ODHAKAR project contribute to these changes?
- Are parents, communities and employers engaged in preventing and reducing child labor in line of ODHAKAR within the intervention areas.
- What positive changes are observed in the lives of the target group, particularly children engaged in domestic worker and transport sectors as a result of the implementation of the project?
- What are the unintended positive and negative impacts of the project? Did the response to reduce Child labor situation and future vulnerabilities of child labor of ODHAKAR project?

5.6 Sustainability:

The evaluation will also seek to answer questions on sustainability, mainly:

- Will the changes caused by this program continue beyond the life of the ODHAKAR project?
- What mechanisms have Educo and partners put in place to sustain the key program Outputs and Outcomes?
- How has the program worked with local partners to increase their capacity to address child labor in domestic workers and transport sector in a sustainable way?
- What motivations /mechanisms exist for partners to continue playing these roles?
- What are the risks facing sustainability of program Outputs and Outcomes? And what has been put in place for mitigation?

6.0 Methodology

This would be a quasi-experimental study design meaning that comparison between baseline and endline assessment. Based on that consultant will conduct evaluation. So same methodology, tools and techniques are proposed to apply in this evaluation to minimize effect of tools and techniques. However, the methodologies to be applied in this evaluation will be developed by the consultant in consultation with Educo. Following baseline both qualitative and quantitative method will be used to collect, verify and analyze the data in case of both primary and secondary sources. The study will use representative sample determined randomly and or purposively (that feasible). The consultant will develop relevant tools, techniques and guidelines, field test those and adjust accordingly (if needed) before undertaking final data collection. The consultant will also develop a detailed action plan before undertaking field visits. Following are the outline of the methodologies that will guide consultant's detail work.

- Desk based review (Reading project proposal, log-frame, related reports, meeting/ workshop notes with relevant staff of Educo) will be the key source of secondary data (15% time allocate). Educo will prepare and provide consultant a list of project documents in this regard.
- To quantify the results as per indicators of the project design matrix, the study will use a sample survey using rigorous sampling technique (25% time allocate).
- FGD, KII, meetings with SMCs, children and adolescents, parents, Govt. representatives, community representatives, Educo's responsible staff, and observation of field activities will be key approach of generating qualitative (40% time allocate) information.
- Data analysis and Report writing (draft and final) will be done following both qualitative and quantitative approach and triangulating of the findings etc. (20% time allocate).

- The evaluator will compare the endline results to the baseline findings and finally evaluate the project considering evaluation objectives and key questions under OECD-DAC evaluation criteria.

7.0 Deliverables:

- An inception report should outline detailed methodology and approaches, detailed work plan and timelines for all processes and deliverables including tool development and piloting and risk analysis of work to be undertaken.
- A first draft report (outline for the report will be discussed and agreed during the inception phase). The consultant will make a presentation to Educo based on the first draft.
- Submit the final report to Educo within 7 days incorporating all the feedback from Educo.
- Submit a copy of the data set collected through the survey.
- Presentation of the finding in the national dissemination event.
- Review and submit the final report based on the recommendations from national stakeholders.

8.0 Duration:

The duration of the assignment is 30 days after the signing of the agreement between the two parties. However, the first draft report should be submitted within 25 days after the date of signing. The task will be projected to commence as shortly as possible after the signing of the agreement and approval of the inception phase report.

9.0 Ethical consideration of the final evaluation:

Educo's Child Safeguarding policy will be followed strictly during the study. Children's vulnerability and risks will be highly considered during the end line evaluation process. A risk management procedure will be in place to protect the children from any further vulnerability from participation in the evaluation process. As it is a sensitive evaluation from employers' end, risk of children's participation will be critically analyzed in the process of data collection. In particular the following measures will be adopted in this regard.

Selection criteria and process for engagement of the supervisors and Enumerators will be planned and implemented to particularly involve child sensitive individuals in the evaluation team.

- During the orientation, adequate attention will be paid to sensitize the data collectors regarding the issues of child protection and gender sensitivity.
- Gender sensitive qualitative data collection will be ensured so that the female working children feel free to express their opinion without any fear of further harassment.
- For avoiding any chance of further vulnerability of the child respondents, the evaluation will not disclose any information about them that can be used to identify the particular individuals.

10.0 General Terms and Conditions:

- Educo Bangladesh will deduct withholding tax from the consultancy fees which will be in conformity with the prevailing government rates
- The end line evaluation should be completed following the schedule, which shall be attached and incorporated into the agreement
- Need to comply and sign off the Conduct documents and Child safeguarding Policy of Educo.
- In case of any deviation, Educo shall have the right to terminate the agreement at any point of the project.
- Educo reserves the right to accept or reject any proposal. The participants will be informed about the status of the proposal via email once scrutiny is completed.
- All evaluation report will be treated as the property of Educo and will not be shared and sold to third parties.
- Educo reserves the right to monitor the quality and progress of the work conducted by the consultant during the evaluation period.

11.0 Copyright and ownership:

Educo Bangladesh will preserve all copyright ownership and authority. The final evaluation report must be treated as the resource of Educo Bangladesh, and consultants/ firm will have no authority for further uses and dissemination in case there is no permission from the authority of Educo Bangladesh.


12.0 Budget/payment procedure:

Applicants are expected to submit their financial proposal (inclusive VAT and Tax) for the entire exercise. Please note that all VAT and TAX amounts will be deducted from the total amount at source (i.e. Educo) as per Government Regulations. The consultancy firm will be paid in phases upon completion and submission of key deliverables. The payment schedule will be as follows:

- 40% of the contract sum will be paid to the consultant or consultant firm upon submission of a satisfactory inception report.
- 30% of the contract sum to be paid upon satisfactory submission of a comprehensive draft survey report along with full dataset.
- 30% of the contract sum will be paid upon submission and acceptance by the client of a comprehensive final report

13.0 Institutional Arrangements:

The assignment will be executed by the consultant or consultancy firm with collaboration of Educo and ESDO (partner organization). An Educo team will work closely with the consultancy firm throughout the assignment who will provide regular feedback, guidance, advice and take major decisions associated with the assignment. The Manager- ODHAKAR and Child Labor along with other monitoring staff from Educo will provide evaluation design related input. The Country Director and Director of Programs will provide overall supervision and guidance during the

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process of the assignment. The Consultant/Consultancy Firm will report directly to the Manager-ODHIKAR and Child Labor, Educo.

14.0 Proposal Submission Process:

Interested consultant or consultancy firm are invited to submit proposal for delivery of the assignment. The proposal should include:

- Both **Technical and Financial** proposals.
- Detailed technical proposal will include proposed methodology indicating the overall process including sampling, quality assurance, time frame, etc. for undertaking the end line evaluation.
- Clear work plan including outputs/deliverables and detailed time frames.
- The financial proposal will include detailed budget containing total costs as per man-day rates where required, work plan and any other costs anticipated in undertaking process of the assignment.
- Detailed profile of the consultant or consultancy firm.
- Contact details from at least two independent referees with in-depth and proven knowledge of the applicant's expertise and relevant work experience.
- Sample of 1-2 relevant report previously produced, if have any.
- A cover letter outlining the suitability of consultant or consultancy firm for the assignment, motivation and summarizing relevant experience.

15.0 Evaluation and Selection Process:


The selection process of the consultant/ consultancy firm will be based on set of criteria to evaluate the proposal. Technical proposal will be evaluated on 70%; whereas financial proposals will be evaluated on 30%. The successful bidder should sign a contract with the Educo to undertake the assignment.

16.0 Qualification of Consultant:

The following qualification, competencies, and skills are required to successfully carry out this assignment:

Specific skills and experience sought:

- Post-graduate and advanced degree in the related field.
- Have an academic and working background in Child protection, Gender-based violence field and child labour consequences in the society.
- Expertise in qualitative and quantitative information collection, analysis, and reporting.
- Experience in working with government officials, donors, youth, civil society, adolescent girls, and being able to interact with a variety of stakeholders at different levels.
- Experience in baseline evaluation, endline evaluation and related research/study.

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- Ability to write clear and useful reports (examples of previous work will need to be submitted)
- Excellent command in English language is essential.
- Ability to manage the available time and resources and workout in meeting tight deadlines

17.0 Guideline for proposal submission:

Interested consultants are requested to submit a technical and financial proposal along with CV and TIN Certificate to lokman.hossain@educo.org by February **22, 2022**. The proposal will be accepted only through email and in PDF format (signed scanned copy) by mentioning the subject line **“For Hiring a consultant or consultant firm for Conducting Final Evaluation for Educo Bangladesh’s ODHAKAR project”**.

2. Project Design

A. Project Design Matrix

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
Goal Child labour and exploitation in domestic and transport sector in Dhaka city is reduced	At the end of the project, % of children/youth have reported to have either moved away from hazardous work and/or experienced better working environment.	Project Evaluation Report	All stakeholders commit to contribute to the betterment of the quality of life of working children.
Objective 1 Child labour related policies, law and regulations are adopted at national level	1.1. # of Child Labour related law and policy adopted by GoB to protect the rights of the child Labour especially domestic workers 1.2. # of common agenda agreed amongst members in the alliance for lobbying with GoB	Study reports, national child labour data, regular monitoring report, and media reports.	The GoB makes a serious move to enforce the existing child labour related laws and policies and other key stakeholders play their respective roles in a meaningful manner
Objective 2 Working children and youth in domestic and transport sector have access to basic and vocational education, and health services	2.1. By the end of project period, % of supported working children continued their education. 2.2. By the end of project period, % of working children/youth left the hazardous work (domestic and transport sectors) 2.3. By the end of the project, % of children received health services from local level public, NGO and other health service providers	Six Monthly project reports	Children agree to continue their education. Children's health conditions do not deteriorate to attend the education and vocational training effectively. Children have time, able and willing to undertake vocational training and agree to leave hazardous work

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
Objective 3 Communities (children/youth, parents and employers) combat against child labour and exploitation especially hazardous labour	3.1. By the end of the project % of child labour in the community has been decreased in domestic and transport sector. 3.2. By the end of project duration # of Community Based Child Labour Monitoring (CLM) ideas are tested in the project location.	Six monthly project reports	Parents and Employers are positive to contribute to remove the children from the hazardous work.
Expected Outputs/Results			
Output 1.1. Govt. agencies are favourable to reduce child labour and exploitation in national level	1.1.1. By the end of project period, # of child labour in domestic and transport sector	Six monthly project reports	- Political situation in the country will remain stable. - Slums in project areas will not be evicted during project period.
	1.1.2. # of national level workshops/events organized with GO and NGOs participation regarding child labour issues including policies, regulations and laws.	List of the working children under Govt. safety-net provisions. Half Yearly project report	
	1.1.3. # of technical backstopping to the Child Labour Unit (CLU) of the MoLE (as per the need of the Govt; its effectiveness; and value for money).	Half Yearly project report	
Output 1.2. Child labour alliance (or stakeholders) undertakes advocacy efforts to address child labour issues at national level	1.2.1. # of MoU has been signed between Educo and the members of the major child rights coalitions especially on advocacy and policy issues.	Copy of MoU	-All targeted stakeholders, including the MoLE, NGO coalitions etc. are supportive.
	1.2.2. # of Joint national level advocacy and awareness raising events	Half yearly report	
	1.2.3. # of Child Labour studies conducted with academic and research institutions.	Half Yearly project report	

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
Output 2.1. Access to basic education and health services created for working children in domestic and transport sector	2.1.1. # of learning centers /schools established	Expense reports, photos and six monthly reports	-Appropriate implementing partners are identified and selected. -Political situation in the country will remain stable. - Slums in project areas will not be evicted during project period.
	2.1.2. By the end of project period, # of children and youth attended to basic education from domestic and transport sectors	Student Register in the schools	
	2.1.3. # of meeting conducted with Govt., NGO and other Health Service Providers	Health Card (and /or records of services received) issued by the service provider	
Output 2.2. Working Children and their families got involved in diversified income generating opportunities through vocational and skill development training	2.2.1. By the end of project period, # of work ing youth/children engaged in vocational training	List of participants (Gender segregated) received vocational and skill training. Half Yearly project report	-Children and parents are willing to undertake vocational training -Selected appropriate organizations have agreed to collaborate in the vocational training of children and parents.
	2.2.2. By the end of project period, # of meeting conducted to explore social safety-net provisions	List of participants (Gender segregated) received vocational and skill training. Half Yearly project report	
Output 3.1. Children, their families and communities are sensitized on child rights and negative impact of child labour	3.1.1. # of awareness raising events held	Half Yearly project report	-Community people are positive to the project intervention to reduce child labour especially hazardous work
	3.1.2. # of interactive theature and media campaigns (e.g. TV serials etc) conducted	Half Yearly project report	
	3.1.3. # of meeting held on Community based Child Labour Monitoring ideas/framework	Half Yearly project report	
Output 3.2. Employers of working children are sensitized on safe working environment for working children	3.2.1. By the end of project period # of meetings held	Half Yearly project report	Employers are open to dialogue on the issue of child labour.

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
	3.2.2. By the end of project period # of dialogue sessions held	Half Yearly project report	
Activities: 1.1.1. Conduct meeting/workshop with child labour related advocacy platforms for implementation and monitoring of the Child Labour laws, policies and regulations (include domestic child labour in the list of hazardous work; recognise domestic labour as formal sector, develop a Road Map for implementing the NPA etc). 1.1.2. Analysis the government policies, laws and regulations regarding child labour issues. 1.1.3. Provide technical backstopping to the Child Labour Unit (CLU) under Ministry of Labour and Employment (MoLE). 1.2.1. Conduct meeting/workshop to strengthen alliance with child labour related Civil Society Organizations (CSO)/NGOs for addressing child labour issues in the country. 1.2.2. Identify joint advocacy issue from the Child Labour Alliance 1.2.3. Organizing local and national workshop/events in connection with child rights and child labour. 1.2.4. Conduct study on child labour issues with academic and research institutions.	Input - Human Resource for project - Advocacy and awareness raising - Research/studies - Basic and technical education for working children - Skill training for adolescent working children and parents of working children - Logistics support (Details are in budget, Project Management part)		

Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
<p>2.1.1. Establish learning centre for working children in the domestic and transport sectors</p> <p>2.1.2. Facilitate child friendly education for working children in the domestic and transport sectors</p> <p>2.1.3. Linkage/Conduct meeting with government and private service providers to ensure access to basic health services for the working children and their families.</p> <p>2.2.1. Establish strategic partnership with technical and vocational training service providers to impart customized training to the targeted working children.</p> <p>2.2.2. Establish linkage with the Government's Social Safety Net Programs to explore access to the vulnerable families of the working children.</p> <p>3.1.1. Conduct awareness raising session with working children and their parents on social protection schemes and public services</p> <p>3.1.2. Organize awareness raising campaign in the community on Child Rights and Child Labour issues through Interactive Theatre and media campaign.</p> <p>3.1.3. Explore Community based Child Labour Monitoring ideas and test out with the community leaders.</p>			



Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumptions
<p>3.2.1. Establish linkage with Employers Association to provide decent working environment, occupational safety and health aid for the working children.</p> <p>3.2.2. Organize dialogue session with employers of working children in transport sector</p>			