

Purchase Title	Development of Supplementary Material (Workbook)	RFP No.	2224
Request Reference No.	22044	Date	27/04/22

A) Introduction and Background

Educo is a global development and humanitarian action NGO based in Barcelona, Spain with over 25-year experience working in 14 countries. Since 1999, we have been implementing an education and Development program in the marginalized urban and rural areas and with time we expanded our work to broader geographical areas in Bangladesh. Currently, we are working in 10 districts under 8 divisions in Bangladesh. Education is one of the priority program areas of Educo which covers two significant life cycles: from zero to 6 years, and 6 to 12 years for early childhood and primary education respectively. We want children to exercise and enjoy their right to an equitable, transformative, and quality education throughout their lives. Research shows that a strong foundation in Reading is key to succeeding in later grades. Poor quality of reading instruction negatively affects the overall educational achievement of the children. The study also showed only a limited number of children achieve reading and other prescribed competencies by the end of the fifth grade. Because of the inability to read students remain inactive in the class and get dropped out at a certain stage. The rate of dropout is higher in the disadvantaged areas and in children with different vulnerabilities. An estimated nine out of 10 children and adolescents in low-income countries in the Asia-Pacific region and three out of four children and adolescents in lower-middle-income countries, are enrolled in schools but do not achieve basic literacy and numeracy skills¹. However, literacy and numeracies are key to breaking cycles of poverty and addressing inequities². Over half of the world’s illiterate adults reside in Asia. Despite significant progress in primary education, there is a huge learning gap in schooling in Bangladesh. According to National Students Assessment (NSA) 2017, in grade III Bangla, the grade-specific performance of students’ proficiency level was 38% in 2017 compared to 35% in 2015. In grade 5 Bangla, proficiency level was 36% in 2017 compared to 37% in 2015³. UNICEF study showed although 98 of the population speak Bangla, only 12 percent of third grade and 14 percent of fifth-grade students attain grade-level reading skills in Bangla and only 3 percent of fifth graders acquire grade-level competencies in mathematics. There are several reasons behind such low performance in Reading and Mathematics of the students which include 1) number of students are first-generation learners, 2) there is no individual supports opportunity at home and at school, 3) lack of interactive supplementary materials and 4) lack of self-exercising supplementary material.

B) Rationale and Strategy of supporting students:

Recently, Educo starts the Community-Based Education Model initiative, to reach the children of pre-primary and early primary grades (classes I-III), especially those who are the most marginalized children in respect of socioeconomic conditions and living with other vulnerabilities. The teacher-student ratio is still very high in Primary grades. Teachers cannot provide individual attention and support to students especially those who are slow learners and comparatively weaker than others. Average, 50% of children are not on the right track in their grade-level competency. Although most of the students need individual support for their reading. Students have the only textbook available in the classroom which is quite inadequate to practice Bangla and Mathematic. Therefore, providing some quality supplementary materials like worksheets are considered to be very effective for acquiring reading skills in Bangla. Recently, due to the COVID19 pandemic and school closure, children are affected by a huge learning loss and interruption of the regular teaching-learning

¹ LateishaUgwuegbula, educational gaps ad shortcomings in the Asia-Pacific could make or break the 2030 SDG challenge, November 2019,The Diplomat, November 2019

² <https://thediplomat.com/2019/11/the-asia-pacifics-education-crisis/>

³ Bangladesh Primary Education Annual Sector Performance Report 2019, Directorate of Primary Education (DPE).

process. Hence, children’s additional support for self and interactive learning materials especially the children who are living with several vulnerabilities and disadvantaged areas.

The detailed strategy will include:

1. Develop and provide a grade-specific workbook for students’ exercises (for grades I to III)
2. Develop a short teacher’s guide/instruction book on how to use these exercise sheets
3. Conduct a short (2 day-long) workshop with the Educo/partners staff on workbook development

The following **basic areas of reading skills** will be considered in the worksheet:

- Phonemic awareness
- Letter knowledge
- Vocabulary
- Reading fluency
- Comprehension

C) The objective of the assignment

The general objective of the task is the development and improvement of learners’ literacy skills for primary learners (reading and writing skills).

D) Specific objective:

- Develop a worksheet/workbook for the grades- I, II & III on literacy skills
- Prepare a short teacher’s guideline/ tools on how to use these exercise sheets
- Develop and upgrade the associated staff on the development process and its effective use.

E) Use of the Workbook: The primary grades learners will practice the workbooks during exercise time in the prescribed class routine. Also, students could be allowed to take the worksheets at home for further practice as a self-practice tool.

F) Detail of the Workbook development: For improvement of literacy skills for the early primary grade learners (Grade-I to III), the following materials will be developed addressing learners’ reading, writing, and related skills.

Sl.	Product/items/deliverable	Remarks
1	Develop a set of a grade-specific workbook for student exercise for grades: I, II & III). (Bangla literacy only)	3 different exercise books, page range- 100 per book (approx.)
2	Develop a short teacher’s guide/instruction book on how to use this workbook.	1 instruction guide, page range- 5/6 pages
3	Conduct a short workshop for technical staff on the development process and on the techniques of its use.	2 day-long workshops with Educo/ Partners staffs

G) FEES AND METHOD OF PAYMENT

The total fees of this work will not exceed 1,80,000.00 (One lac Lac Eighty Thousand Taka Only) including all types of taxes. 50% of contract amount shall pay after completion of 1st deliverable,30% after 2nd deliverable and 20% after final deliverable.

H) General Terms & Condition:

1. Offer rate should be including all govt. taxes.
2. Delivery should be made in and accordance with the description given in RFP.
3. Payment will be made through bank transfer/cheque, after successful delivery of the products.
4. Any discrepancy between the unit price and the total price (obtained by multiplying the unit price by the quantity) will be recalculated by the Educe Purchases Department, and the unit price will prevail over the total. If the supplier does not accept the final price based on the new calculation and the correction of the error made by Educo, the quotation will be rejected.
5. Zero tolerance of child maltreatment. Respect the customs and beliefs of the different groups of the working area and their legal, cultural and historical context, which do not run contrary to a safeguarding environment
6. Educo is not obliged to accept any quotation, award a contract/purchase order, or be responsible for any costs associated with the preparation and submission of a quotation by a supplier, regardless of the outcome or way in which the selection process is carried out. Moreover, offer received after due date or incomplete information may cause the rejection of this quotation.
7. This Request for Proposal (RFP) constitutes the entire negotiation. There are no other terms and condition oral or written, between the parties here to, and it shall be out of effect automatically since the day on which the service provider fulfil his/her above mentioned service period.
8. If you are interested in this service, please submit your
 - Cover letter
 - CV
 - Technical & Financial Offer
 - Link/Reference of similar work experience (if any)via reply email (lokman.hossain@educo.org) on or before 3 pm of 08/05/2022.