



## REQUEST FOR PROPOSAL

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Service Title	Develop content and make necessary arrangement to broadcast in FM/Community Radio Channel	RFP No.	2234
Request Reference No.	CXB/22/REQ/013	Date	06/07/22

### A. Background

The number of displaced Rohingya in Bangladesh which now stands around 1 million made tremendous impact on the protection, GBV, social, economic, health, livelihood and other relevant aspects of the life and living of local people and the situation is worsening and aggravating day by day. Cox's Bazar is one of 20 (out of 64) identified 'lagging districts' of Bangladesh. Ukhia and Teknaf Upazila's are among the 50 most socially deprived Upazilas (out of 509). Lack of awareness of protection and women right and consequent too many incidents of Child Marriage, Child Labor, sexual abuse & exploitation, domestic violence in Ukhia and Teknaf area. In addition, access to information is insufficient for the FDMN and host community whereas GBV information dissemination can play a key role to aware the community.

### B. Objective:

- To create awareness on Child protection, Child Marriage, Child Labor, sexual abuse & exploitation, GBV, domestic violence issues through develop and disseminate Radio messages among FDMN and Host communities.
- To connect Rohingya and host Community children, adolescent and adult through community-based communication channel and it's online and interactive off-line radio programs.

The project will be engaged with local community radio and undertake mass awareness on child protection and GbV using community radio that has wider coverage in the camps and host community. Total 12 contents/programs on different child protection and GbV issues will be developed and broadcast, rebroadcast over 6 months likely on child protection, child marriage, child labour, early parenthood, consequences of GBV, drug addiction, sexual abuse and exploitation, domestic violence, C-19 etc. Adolescent club will be engaged with the radio programs development processes and work as listeners clubs. A one-day training to all 40 Adolescent Listeners Club and a ToT on Listener Club Facilitators (selected representatives from training based on performance) will be provided. The adolescent groups will be provided with radio sets and necessary accessories. The radio campaign will reach in 43 Rohingya camps and associated Ukhiya and Teknaf host community. In addition, the radio program will also be played offline through pen drive whenever it requires.

### C. Expected Deliverables:

- Develop and broadcast 6 radio program like Radio dialogue, Street Drama, Kabigaan, Live program/Talk show, Quiz Contest. These programs will be organized physically in Rohingya Camp and Host areas of Ukhiya Upazilla, Cox's Bazar. Program will be live broadcasted. Each one will be of 30 minutes

- Develop and broadcast Radio Program on 6 themes: Child marriage, Child Labour, Eve Teasing, Sexual Abuse & Exploitation, Drowning & Landslide, Domestic Violence. Each one will be of 30 minutes.
- Training/Orientation to Listener Club Facilitators (100 Participants in 4 batches X 1 Days). Through the training participants will get knowledge and practice on content development, script writing, Listeners Club formation, operating procedure Feedback Mechanism, content collection method, Mobile journalism, recording, Vox-pop collection, photo capturing-norms and ethics. After the training the trainers will be able to deliver the cascade training on the same issues to the facilitator and co-facilitators of the radio listeners club. The training will support the facilitator and co-facilitator to conduct the radio listeners club in an effective manner. Participants will be able to understand the feedback mechanism of the club. The feedback will support to develop the next program meeting the demand of the community.
- Rebroadcasting of the Radio Program (8 times every month x 6 months = 48 times). Live or recorded program will rebroadcasted maintain schedule.
- Public Announcements (1 minutes & 4 times x 6 months). Public Service Announcement (PSA) will be developed from Radio. Each PSA duration will be maximum 60 seconds. The PSAs will be developed in local dialect. Radio will broadcast the PSAs with the available time and will be shared with Educo. The PSAs will be broadcast 4 times monthly.
- Supportive supervision and Feedback mechanism including coverage of audience. Service provider agency will provide the technical support to the listeners club for the continuation of the activities of the listeners club. They will support to collect the feedback and analyse the data to take preparation for the better development and preparation of the clubs. The feedback will highlight the gaps of the clubs. A database will be developed for the documentation of the Listeners Club achievements.
- Reporting and documentation. All the developed program, documents and content will be shared with Educo. Two Progress reports with pictorial documents will be generated in September and December 2022. The final report will cover from July to December 2022 and will be submitted within 10 days after completion of the assignment.
- All the content and program Will be in Rohingya language as they are the target group for the event.
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#### **D. Duration of work:**

The assignment is planned to complete by 5 months; from August to December 2022. Therefore, the service provider is requested to develop and provide a work plan in their technical proposal describing the time frame of each step.

#### **E. Key competencies of the consultancy team**

- Have at least 3 years of experience in FM/Community Radio programming and mass awareness.
- Have frequency and Network coverage in Rohingya camps, Ukhiya and Teknaf upazila.
- Previous experience of working in Rohingya camps communities conducting action research and/or using participatory approaches.
- Have an understanding and experience of Cox's Bazar Rohingya context.
- Have an academic and working background in Child protection and Gender Based Violence areas.
- Experience in developing high-quality on air and off-line radio programming
- Understanding on Safeguarding Policy of International Organizations

- Demonstrated understanding of and commitment to ethical issues in Community channel-based mass awareness.
- Experience in managing and coordinating country-based partners, delivering agreed outputs on time and on budget.

#### **F. Coordination, Logistics and Facilitation**

The service provider will report to the Head of Humanitarian Projects and will keep close communication with Project Manager of AECID project, Educo Bangladesh in terms of ideas, design, script and content development, broadcasting, and rebroadcasting of on air and off-line radio program and settle for day-to-day operation and administrative issues.

#### **G. Authorship and Publication Premises**

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 developed documents 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 service provider during the assignment period.

#### **H. General Terms & Condition:**

1. Offer rate should be including all govt. taxes.
2. Deliverable should be made in and accordance with the description [clause C]
3. Payment will be made through bank transfer/cheque [clause E].
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 Educo 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.

## I. Guideline for Proposal Submission

The interested and relevant individuals are invited to submit their proposal with the following details:

- Technical proposal including methodology (within 5/6 pages)
- Detailed schedule of on air and off-line radio awareness programs (1 page)
- Profile of the agency
- Budget/ consultancy fees with specific activity heads (please calculate the total budget with 15% VAT only and note that Educo will deduct 10% Income Tax at source from the agreed contract amount)

All proposals must be submitted in English to Educo Bangladesh through email at [lokman.hossain@EDUCO.ORG](mailto:lokman.hossain@EDUCO.ORG) **no later than 20 July 2022, 5:00pm Dhaka time**. Please use **Protection and Education in Emergencies for Rohingya and host community children and adolescent girls and boys in Cox's Bazar** in the subject line. Proposals submitted after the deadline will not be accepted. Only short-listed candidates will be contacted.