



Request for Proposal

“Capturing Lessons Learnt from the LEAP Project Implemented by Plan International Bangladesh.”

Plan International is one of the oldest and largest children's development organizations in the world. We work in 52 developing countries across Africa, Asia and the Americas to promote child rights and lift millions of children out of poverty. Plan International worked with 100 million children in 85,282 communities. Plan International is independent, with no religious, political or governmental affiliations but having a vision of a world in which all children realize their full potential in societies that respect people's rights and dignity.

Plan International has been operating in Bangladesh since 1994. Plan International seeks to ensure the rights of children to education, health, safe water and sanitation, protection, youth social and economic empowerment and climate change, environmental degradation and natural or man-made disaster hazards throughout the country.

Project overview

LEAP is a gender-transformative, human-centered, feminist approach that aligns with FIAP's core action areas around the promotion of equality for women and girls and human dignity (health/SRHR). The project will be implemented in host communities (18 unions) in selected sub-districts (upazilas) of Cox's Bazar District in Chittagong Division, south-eastern Bangladesh and 3 selected Rohingya camps. The host communities are in two Unions in Ukhiya, two unions in Teknaf, seven Unions in Ramu and seven Unions in Cox's Bazar Sadar sub-district. Along with the host communities, the project will also work in Rohingya camps 1W, 3 and 4 (Ukhiya sub-district). LEAP will employ a comprehensive, integrated programmatic approach by engaging a variety of stakeholders and facilitating gender- and adolescent-responsive and inclusive (GARI), Sexual and Reproductive Health and Right (SRHR), Sexual and Gender Based Violence (SGBV) and Mental Health and Psychosocial Support (MHPSS) services by strengthening government health systems, including establishing/strengthening referral linkages (from community to health facilities and between different sectors) to bring transformative change among the most at-risk adolescent girls and young women in host communities and camps. Plan International Bangladesh is the lead of this consortium project with HOPE Foundation for Women and Children of Bangladesh (HOPE), Partners in Health and Development (PHD), Samaj Kallyan O Unnayan Sangstha (SKUS), and Mukti Cox's Bazar.

Objectives:

PIB is looking for an experienced consultant to help support with the development of a process document to capture programmatic lessons learnt from the implementation of the LEAP project in Cox's Bazaar's host and camp settings.

Using primarily qualitative data collection techniques, this exploratory process documentation has the following **objectives:**

- Consolidate and share learnings on the implementation of LEAP's SRHR programming in Cox's Bazaar's camp and non-camp settings; and
- support future business development of programming in similar contexts.

The results from this are expected to support endline results which will be focused on reporting against PMF outcome targets during the final reporting to the donor.

Assignment deliverables:

The needs to be finalized within 75 calendar days from the date of signing the contract.

Key Deliverables:

The study will produce the following deliverables:

- Review of project documents and other necessary project relevant documents

- Preparing a brief inception report with finalized sample and scope and plans to undertake the exercise (not more than 4 pages)
- Review and translation of instruments provided by Plan
- Engage qualified data collection team and train them on quality control, data collection and ethical research
- Seeking any relevant permissions from government bodies like RRRC for data collection in camp communities
- Data management and analysis as per study themes in the sub-objectives
- Undertaking data collection as per the methodology with various groups. Note: Plan Bangladesh and its partners will work with the consultant to ensure mobilisation of the project participants as well as other groups.
- Analysis of data which will include transcriptions
- A comprehensive study report (not more than 10 pages excluding Annexes) in English detailing the findings, conclusions, and recommendations in line with the specific objectives of the study outlined in section 3.1 of this ToR.
- a study brief in PPT/PDF format based on the study's findings to be presented to relevant stakeholders
- Ensure all data including raw and analysed from all sources are maintained and submitted to Plan.
- Maintain proper communication with PIB focal person

Due to the evolving start-up phase of this project, the details of this ToR, including the study design and timeline, are subject to change (in consultation with the consultant) until the end of the start-up phase. Therefore, the methods and scope of the study as outlined in the final approved inception document will replace those described in these ToRs and the contract as the final agreement between PIB and the consultant.

TIMETABLE:

Activity	Days of Work
Inception Meeting	1
Inception report and first draft of tool	10
PIB review of draft tools	8
Submission of final tools	5
Data collection	12
First draft of report	10
Review of first draft report	16
Final report	6
Final report review and finalization	7
Total Days	75

Submission of Proposal

Interested consultant/consulting firms are requested to submit a technical and a financial proposal with updated administrative document (Trade License , BIN, TIN, Latest Tax Acknowledgement) through email at PlanBD.Consultant.Hiring@plan-international.org with the title "**Capturing Lessons Learnt from the LEAP Project Implemented by Plan International Bangladesh**". The deadline of proposal submission is on or before **20 April, 2024**. Two separate folders i.e. technical and financial should be submitted into one zip folder with a covering letter. The proposals should be submitted in PDF format. Proposal submitted to any other email account except this or in any other form disqualified. Submissions after the deadline will be treated as disqualified.

Terms of Reference (ToR)

Terms of Reference (TOR) can be downloaded from this [link](#).