



**Government of the People's Republic of Bangladesh  
Bangladesh Ansar & VDP  
Headquarters, Khilgaon, Dhaka-1219.**

*Climate Change Trust Fund (CCTF) Financed Project*

## **Terms of Reference**

For

**Baseline Data & Beneficiary profiling, mid-term survey for  
evaluation, survey for end-line evaluation**

**(Under the Project for Enhancing Climate Resilience and Adaptation of  
Vulnerable Communities – PECRAV)**

**Implementing Agency:  
Bangladesh Ansar & VDP**



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## **Terms of Reference (ToR) for Baseline Data & Beneficiary profiling, mid-term survey for evaluation, survey for end-line evaluation under Bangladesh Ansar & VDP**

**(Under the Project for Enhancing Climate Resilience and Adaptation of Vulnerable  
Communities – PECRAV)**

### **1. Background**

Bangladesh is one of the most climate-vulnerable countries in the world. The Ansar and VDP members and their families living in coastal, hilly and barind (drought-prone) regions are continuously exposed to salinity, drought, landslides, floods, cyclones and other climate-induced hazards. To strengthen the environmental resilience and adaptation capacity of these vulnerable communities, the Bangladesh Ansar & Village Defence Party (Ansar-VDP), under the Ministry of Home Affairs, is implementing the project titled “Enhancing Climate Resilience and Adaptation of Vulnerable Communities (PECRAV)”

The project is financed by the Bangladesh Climate Change Trust Fund (BCCTF) and was approved by the 65th Trustee Board meeting of the Bangladesh Climate Change Trust (BCCT) held on 10 November 2025. The project will be implemented over a period of two years, from January 2026 to December 2027.

The project aims to build climate-resilient communities through safe water, renewable energy, alternative irrigation and livelihood skills development. One of the core components of the project (Economic Code 3231201) is Baseline Data & Beneficiary profiling, mid-term survey for evaluation, survey for end-line evaluation. This survey covers Following are 07 Upazilas (Morolganj, Soronkhola, Betagi, Taltoli, Baghaichori, Dighinala, Birol) of 05 Districts (Bagerhat, Borguna, Rangamati, Khagrachori, Dinajpur).

### **2. Objective of the assignment:**

Baseline Data & Beneficiary Profiling, Mid-term survey for evaluation, Survey for End-line evaluation for all lots under the project.

### **3. Scope of Services:**

The following is the management level list of activities:

- a. The consultant is responsible for the following services: field monitoring activities (Baseline Data & Beneficiary Profiling, Midterm Survey for Evaluation, Survey for End-line Evaluation) within 07 Upazilas (Morolganj, Shoronkhola, Betagi, Taltoli, Baghaichori, Dighinala and Birol) of 05 Districts. (Bagerhat, Barguna, Rangamati, Khagrachhari, Dinajpur)
- b. The survey will cover all lots approved under the projects like-
  1. Reverse osmosis - 8 unit
  2. Rain water harvesting - 260 unit
  3. Solar panel installation - 70 unit
  4. Biogas plant - 76 unit
  5. Portable irrigation system - 56 unit
  6. Training of Six (6) occupations - 400 VDP members.
- c. Provide Periodic report as per requirement of Bangladesh Climate Change Trust (BCCT).



**4. List of reports, Schedule of deliveries, period of performance:**

Consulting Firm will work under the guidance of Project Director & Director (Welfare), Bangladesh Ansar & VDP, Headquarters, Khilgaon, Dhaka and report directly to the Project Director & Director (Welfare), Bangladesh Ansar & VDP reporting obligations are as following:

- a. Beneficiary Profiling Report.
- b. Base-line survey report of all activities under the project.
- c. Mid-term survey of all activities under the project.
- d. End-line survey of all activities under the project.
- d. Final report as per requirement of Bangladesh Climate Change Trust (BCCT).

**5. Duration of the Assignment:**

- Total duration of the assignments upto December, 2027 from date of the signing of contract.
- Further assignment will be based on requirements.

**6. Data, facilities and local services to be provided by the Client:**

The client has followings responsibilities:

- a. The client will provide necessary support and guideline to the consulting firm to perform the responsibilities.
- b. The client will provide work stations and data facilities to the consulting firm.
- c. The client will provide local services (if possible) to the consulting firm.
- d. The client will assist to resolve any problem of the consultant related to the work. (if possible)

**7. Technical Skills and qualifications:**

The client has followings skills and qualification:

- a. Field Survey and Monitoring Activities
- b. Data analysis and evaluation
- c. Report Generating
- d. Software development and Solution, Supply, Installation, Customization, Implementation, Data Migration, Support Services and Maintenance
- e. Skills and qualifications on Cybersecurity, Big Data & AI.

**8. Location of Assignment:**

- a. Morolgonj & Shoronkhola Upazila in Bagerhat District.
- b. Betagi & Taltoli Upazila in Barguna District.
- c. Baghaichori Upazila in Rangamati District.
- d. Dighinala Upazila in Khagrachhari District.
- e. Birol Upazila in Dinajpur District.
- f. assigned by Project Director within Bangladesh.

**9. Documents to be Submitted:**

- a. Company Profile
- b. Trade License
- c. VAT Registration Certificate
- d. Work Experience Certificate (related service only)
- e. TIN & BIN Certificate.

**10. Tender submission address:**

Welfare Branch , Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka, Bangladesh.



**Consultancy fee:**

Project Director & Director (Welfare), Bangladesh Ansar & VDP shall pay the consultant a fixed amount as per the agreement.

**12. Contracting Entity:**

Project Director & Director (Welfare), Bangladesh Ansar and VDP, Headquarters, Khilgaon, Dhaka, Bangladesh.