

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
Ministry of Local Government, Rural Development and Cooperatives
Local Government Division
Improvement of Urban Public Health Preventive Services Project (IUPHPSP)
DPHE Bhaban (Level-8), 14 Shaheed Captain Mansur Ali Sarani, Kakrail, Dhaka-1000

Memo. No. 46.00.0000.303.005.16.001.25-210

Date: 24.06.2026

REQUEST FOR EXPRESSIONS OF INTEREST(REQI)
For
Selection & Employment of Firm for Monitoring & Evaluation of IUPHPSP Project
(Package No-IUPHPSP-SD-18)
(CONSULTING SERVICES – FIRM SELECTION)

The Government of the People's Republic of Bangladesh has received financing from the International Development Association (IDA), the World Bank, toward the cost of the “Improvement of Urban Public Health Preventive Services Project (IUPHPSP)” and intends to apply part of the proceeds for consulting services.

2. The Local Government Division (LGD) is implementing the IUPHPSP to strengthen urban public health preventive services through improved vector management, outhouse medical waste management, mitigation of environmental health risks, behavior change communication, and interventions to address non-communicable diseases in selected urban areas of Bangladesh.

The consulting services ("the Services") will support the Project through independent monitoring and evaluation of project interventions. The assignment includes, but is not limited to, conducting baseline and end-line impact assessments focusing SBCC materials; validating project results and performance indicators; assessing vector management interventions, conducting household surveys, beneficiary satisfaction surveys, FGDs, KIIs, case studies and stakeholder consultations; developing and managing survey databases; and organizing stakeholder-level and national validation workshops.

The assignment will cover project intervention areas including Dhaka North City Corporation, Dhaka South City Corporation, Chattogram City Corporation, Savar Pourashava, and Tarabo Pourashava. The assignment is expected to be implemented over approximately 48 (Forty eight) weeks in two phases (Baseline and End-line impact Evaluation).

3. The detailed Terms of Reference (ToR) for the assignment may be obtained from the office of the undersigned during normal office hours or website (address: <https://www.worldbank.org>, <https://lgd.gov.bd>, <https://iuphpsp.lgd.gov.bd>, <https://www.bppa.gov.bd>)
4. The Local Government Division (LGD) now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they possess the required qualifications and relevant experience to perform the assignment.

The shortlisting criteria are:

- a) At least ten (10) years of demonstrated experience in monitoring, evaluation, impact assessment, and survey assignments under donor-funded development projects or programs preferably in Local Government Sector; b) Proven experience in designing and implementing large-scale household surveys, impact evaluations, beneficiary satisfaction surveys, baseline and end-line impact assessments, and mixed-method studies involving FGDs, KIIs, and case studies; c) Experience in monitoring and evaluation assignments in public health, urban development, local government, or related sectors;d) Experience in developing survey methodologies, statistical sampling frameworks, data management systems, and analytical reports for evidence-based decision making ;e) Experience in organizing stakeholder consultations, validation workshops, dissemination events, and presentation of evaluation findings; f) Experience in assignments financed by the World Bank, ADB, UN Agencies, or other international development partners; g) Experience in Assessment of the Impact of SBCC materials developed for the heat, air pollution and sound pollution health action plans to reduce public health hazards through baseline and an end line household survey; h) Experience in evaluation of vector control/management interventions under IUPHPSP; i) Experience in identification of the potential threats that hinder the implementation of project activities and provide recommendations with

mitigation measures; j) Demonstrated organizational, technical, managerial, and logistical capacity to successfully undertake assignments of similar nature, scale, and complexity.

Interested Consultants are requested to submit the following supporting documents: a) Firm registration/incorporation documents (as applicable); b) Trade License, Tax Identification Number (TIN), BIN/VAT Registration Certificate, or equivalent documents applicable in the Consultant's country of registration; C) Company profile/brochure including organizational structure and available professional resources; d) Details of similar completed assignments during the last ten (10) years, including assignment title, scope, client, contract value, duration, staffing inputs, and funding agency; e) Details of ongoing assignments of similar nature; f) Information on organizational resources and operational capacity; g) Audited financial statements for the last 3 (three) financial years; h) Joint Venture Agreement or Letter of Intent for Joint Venture (if applicable); •i) Any other information demonstrating the Consultant's capability to perform the assignment.

5. The attention of interested Consultants is drawn to **Section III, Paragraphs 3.14, 3.16, and 3.17 of the World Bank Procurement Regulations for IPF Borrowers, September 2023**, setting forth the World Bank's policy on conflict of interest.
6. Consultants may associate with other firms to enhance their qualifications. Such association may be in the form of a Joint Venture (JV) and/or a Sub-consultancy. In the case of a Joint Venture, all partners shall be jointly and severally liable for the entire contract, if selected.
7. A Consultant will be selected in accordance with the **Quality and Cost-Based Selection (QCBS) Method using Open International Market Approach** as set out in the World Bank Procurement Regulations for IPF Borrowers.
8. Further information may be obtained at the address below during office hours from 09:00 AM to 04:00 PM (Bangladesh Standard Time).
9. Expressions of Interest (EOI) must be delivered in written form (one original and one copy) to the address below on or before **23 July 2026 at 2:00 PM (BST)**.
10. The Procuring Entity reserves the right to accept or reject any or all Expressions of Interest without assigning any reason whatsoever.

(Abul Khair Mohammad Hafizullah Khan)
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Project Director, IUPHPSP
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**Terms of Reference (ToR)
for
Selection & Employment of Firm for Monitoring & Evaluation of IUPHPS Project**

Project	: Improvement of Urban Public Health Preventive Services Project (IUPHPSP)
Implementing Agency	: Local Government Division (LGD), Government of Bangladesh
Funding Agency	: The World Bank (IDA)
Package Number	: IUPHPSP-SD-18
Contracting Method	: Open Competitive Procurement (International)
Duration	: 48 weeks in two phases

1. Background

The Government of the People's Republic of Bangladesh ("GoB") has received a credit from the International Development Association ("IDA") for implementation of "Urban Health, Nutrition and Population Project", implemented by the Ministry of Health and Family Welfare ("MoHFW") and the Ministry of Local Government, Rural Development & Cooperatives ("MOLGRD&C"). The Project has two components – the Second Component is being implemented by the Local Government Division ("LGD") under the Project Name – "Improvement of Urban Public Health Preventive Services Project ("IUPHPSP"). The main goal of the Project (Component 2) is to develop systems and capacities of LGD, City Corporations and Municipalities (i.e., called "Pourashava") for delivering public health preventive services such as vector (mosquito) control, outhouse medical waste management, mitigating air and sound pollution and climate change effects on public health, behaviour change communications to promote healthy lifestyles and creating awareness as well as community-driven interventions for addressing non-communicable diseases ("NCD"). The geographical areas of the project are Dhaka North City Corporation ("DNCC"), Dhaka South City Corporation ("DSCC"), Chattogram City Corporation ("CCC"), Savar Pourashava ("SP") and Tarabo Pourashava ("TP") areas.

The IUPHPSP (i.e., Component 2) will support delivery of environmental health and preventive services primarily in the above mentioned locations through: (a) development and implementation of a comprehensive strategy for integrated vector surveillance and management, including capacity building and institutional strengthening of local bodies; (b) support for behaviour change communication and outreach interventions in the citizens of the urban areas, including for air and noise pollution effects among the stakeholders; (c) tree planting for climate change; (d) revision and/or development and implementation of strategy, arrangements, practices, guidelines, policies, and standards

for outhouse medical waste management (“MWM”); and (e) support for day-to-day administration, management, monitoring, and coordination of the project, including financial management, procurement, monitoring and evaluation (“M&E”), citizen engagement, and environmental and social (“E&S”) management.

Goal of the Project

The main goal of the project is to develop systems and capacities of Local Government Division (LGD), City Corporations and Municipalities (Pourashava) for delivering public health preventive services such as vector (mosquito) control, outhouse medical waste management, mitigating air and sound pollution and climate change effects on public health, behaviour change communications to promote healthy lifestyles and creating awareness as well as community-driven interventions for addressing Non-Communicable Diseases (NCDs).

The objectives of the project are:

- To strengthen capacity of vector (mosquito) management
- To improve outhouse medical waste management
- To mitigate air and sound pollution and climate change on public health
- To conduct awareness programs through Behavior Change Communications (BCC) strategies for vector (mosquito) control, improving outhouse medical waste management, mitigation of air and sound pollution and climate change effects on public health.
- To create facilities for prevention of non-communicable diseases (NCDs)

Specific Targeted Activities of the project are:

- Set up Integrated Vector Management Unit (IVMU) at Dhaka Mosquito Control Office (DMCO) under Local Government Division (LGD).
- Establishment of one central Biological (Entomology) Lab under IVMU for identifying aedes mosquitoes (aedes aegypti).
- Installation of Reverse Transcriptase-Polymerase Chain Reaction (RT-PCR) device in the biological lab for dengue (virus) detection.
 - Establishment of an Insectarium in the biological lab for keeping vectors (mosquitoes), especially aedes aegypti alive for detecting dengue.
 - Development and establishment of dengue outbreak prediction model-an early warning system including link with Meteorological Department.
 - Research on vector (mosquito), vector-borne diseases (dengue, chikungunya, etc.), innovative techniques/preventive measures against dengue/chikungunya under IVMU.
 - Establishment of a Training lab at DMCO.
 - Preparation/Improvement of Policy, National Guidelines and Standards Operating Procedures (SOPs) on Integrated Vector Management (IVM).
 - Arrangement (team building with equipment/technology) of immature mosquito (Larvae/Pupae) and adult mosquito survey throughout the year under IVMU.
 - Procurement of larvicides and adulticides as well as equipment for spray and fogging to control larvae/pupae and adult mosquitoes under IVMU.
 - Conducting awareness programs on mosquito control in the urban areas including Roof Top Agriculture through BCC strategies.
 - Development of Standards Operating Procedures (SOPs) for outhouse medical waste management.
 - Engagement of service providers through PPP/contractual agreements for the improvement of outhouse medical waste management.
 - Conducting awareness programs for the improvement of outhouse medical waste management through BCC strategies.

- Facilitating open field/playground, park, footpath for walking, physical exercise and recreations to improve public health conditions from NCDs.
- Facilitating public health labs (food testing lab).
- Conducting awareness programs for mitigating air and sound pollution and climate change on human health through BCC strategies.

2. OBJECTIVES OF THE ASSIGNMENT

2.1 Overall Objective of the Assignment

2.1.1 The overall objective of the assignment is to make assessment of the achievement of vector control intervention; factors that affected project implementation; lessons learned during the implementation; and the performance of the implementing agencies.

2.1.2 The Surveys/evaluations will look into the impact of SBCC materials developed for heat, air pollution, sound pollution & health action plans. Specifically, the consultant (Firm) will be required to undertake the tasks described in the next section.

2.1.3 The above objective of the survey/evaluation (Base line and End line) will be carried out during the whole implementation of IUPHPS project implementation in two phases.

2.2 Specific Objectives of the Assignment

The specific objectives of the assignment encompass the following:

- To assess the Impact of SBCC materials developed for the heat, air pollution and sound pollution health action plans to reduce public health hazards through baseline and an end line household survey
- To evaluate vector control/management interventions under IUPHPSP
- To verify reported data/information with the evaluation survey data/information of IUPHPSP's interventions.
- To identify the potential threats that hinder the implementation of project activities and provide recommendations with mitigation measures
- To evaluate the performance of the implementing agencies: LGD, PMU, CCs/Paurashavas etc.

3. SCOPE OF SERVICES of THE ASSIGNMENT

3.1 The services to be provided

- The survey/evaluation will cover following broad areas: a) strengthening the capacity of vector management, b) mitigation heat, air and sound pollution and climate change effect on public health and c) Assessment of the Impact of SBCC materials developed for the heat, air pollution and sound pollution health action plans to reduce public health hazards. In order to meet the above objectives of the survey/evaluation, the scope of work will include the followings but not limited to:

- Review relevant secondary documents such as project documents, project appraisal document, financing agreement, benchmarking data/information, semi-annual project monitoring reports and other related reports/documents
- Propose statistically justified sampling frame including both quantitative and qualitative data collection tools for different activities
- Conduct HH surveys to obtain data/information to validate and triangulate regular collection of routine quantitative information related to project implementation
- Assess the number of beneficiaries benefited and their satisfaction level on the provided services
- Conduct FGDs, KII, and Individual Interview including case studies for qualitative information

3.2 Specific Scope of the Assignment

3.2.1 Assessment of the following Project Interventions

- Strengthening vector management, mitigating heat, air and sound pollution and climate change effect on public health, behaviour change communication activities etc.
- Impact of SBCC materials developed for the heat, air pollution and sound pollution health action plans
- Identification of implementation issues with clear recommendations for course correction.
- Environmental impact of different types of interventions implemented by the project
- Evaluation of impact of awareness building activities with comparison between treated (intervention) areas and controlled areas

3.2.2 Assessment of Impact of SBCC materials developed for the heat, air pollution and sound pollution health action plans

- Impact Assessment - the specific impact of the campaigns on the target population.
- Geographic Scope - define the treated (intervention) locations and the proposed sample size.
- Counterfactual Identification - identification of a credible control group for comparison.
- Spillover and Contamination - specify mitigation or measure potential spillovers, particularly if the campaign reaches the control group via mass media.

3.2.3 Assessment of Biology Laboratory Sustainability

- Assessment of sustainability of Biology Laboratory established for strengthening vector management under IUPHPS project in terms of facilities to be needed to continue including manpower in particular

3.2.4 Summarize lessons-learned from the project Implementation

- Lessons associated with project implementation arrangements at national and stakeholders' levels
- Lessons and experiences of project implementation, such as organizational and management, financing plan and flow of funds, stakeholders' involvement, institutional capacity building etc.

3.2.5 Assessment of the performance of the Implementing Agencies

- Overall performance of the implementation agency during the project preparation including preparation of the technical reports and engagement of stakeholders
- Overall performance during the project implementation period including decision-making processes, funds allocation and disbursements; compliance with project procurement strategy, project social and environmental safeguards policies, etc.
- Role and effectiveness of Institutional arrangements and the relevancy

3.2.6 Conduct Workshops at stakeholders & national level

- Conduct 10 (Ten: 5 CCs/PS*2) validation workshops at stakeholders' level (3 CCs/2 PS)
- Conduct 2 (Two) national level workshops for baseline and end line assessment/evaluation for disseminating findings to all stakeholders including preparation of brief documents

3.3 Expected Output/Deliverables

- Inception report include detail technical proposal
- Propose statistically justified sampling frame agreed by PMU/Bank team which must include a detailed sampling strategy (with power calculations), survey methodology, and field plans for both baseline and end line data collection.
- Detailed assessment/evaluation work plan highlighting a formal Pre-Analysis Plan (PAP) must be submitted for review by the PMU and the Bank to ensure the design is robust enough to detect program effects.
- Mixed-Methods Approach - while the focus is quantitative & should include a qualitative component (e.g., focus group discussions, KII etc.) to understand the drivers of behavior change.
- Outcome Tracking - Clear indicators for what the surveys will track, such as changes in knowledge, attitudes, and specific health-seeking practices.
- Draft impact assessment survey report included with representable number of case studies reports
- Workshops at stakeholders' level and national level on assessment findings including workshop report
- Two Final Evaluation Reports for two phases of assessment with all necessary annexure and data base.
- All reports are to be submitted in hard/softcopy (SPSS/Access, Word, Excel, PDF and Power Point as appropriate)

3.4 Time frame

The total duration of the assignment mainly assessment/evaluation of selective important activities, baseline evaluation/survey and end line evaluation/survey are 48 weeks in two different phases in different time. The End line evaluation will be done at nearly completion of the project implementation. The schedule for the two evaluation and the expected set of outputs/deliverables will be the following:

Summary of Deliverables and timetable for Assessment/

Evaluation

	Time frame	No. of Copies / Format of
<p>Inception report Final technical proposal for the assignment including sampling frame and data collection tools. Detail plan highlighting a formal Pre-Analysis Plan (PAP) that include impact assessment survey design, survey conduction (HH survey, individual interview, FGD, KII etc.) Draft report submission on Progress Report outlining survey methodology, stakeholders sampling list, questionnaires and a narrative describing difficulties (if any) in pre-testing at field level. Statistically valid sample size should be selected with representatives from each of the constituencies.</p>	6 weeks (After the signing of contract)	1(one) original and 2(two) copies (Hard copies); Soft copy in 3 (three) CDs/DVDs.
Assessment Survey (Field Operation: 1) Baseline		
<p>Field survey including data collection from household/unit, data entry, screening, editing, entry, analysis and submit & present (to workshop) Draft Report for comments from LGD and IDA with detailed dataset and an analysis of findings. This will include a data set readable by the advanced/latest statistical package of quality and reliability and a short report with the complete set of frequencies for all variables.</p> <p>The report should focus on SBCC materials developed for the heat, air pollution and sound pollution health action plans to reduce public health hazards</p> <p>Conduct FGDs and KII</p> <p>Conduction of case studies</p> <p>Hold 5 (five) stakeholders level validation workshops (Tentative participants 60 for each workshop)</p> <p>Submission of draft report included all above</p>	16 weeks	1(one) original and 2(two) copies (Hard copies); Soft copy in 3(three) CDs/DVDs.
<p>National Workshop for disseminating initial lessons and findings to all stakeholders including workshop report (Tentative participants 80)</p>	1 week after the completion of draft report	1(one) original and 2(two) copies (Hard copies); Soft copy in 3(three) CDs/DVDs.
<p>Final Report incorporating the comments received from LGD, IDA and national workshop.</p>	1 week after the workshop	1(one) original and 2(two) copies (Hard copies); Soft copy in 3(three) CDs/DVDs.
Assessment Survey (Field Operation: 2) End Line		
<p>Field survey including data collection from household/unit, data entry, screening, editing, entry, analysis and submit & present (to workshop) Draft Report for comments from LGD and IDA with detailed dataset and an analysis of findings. This will include a data set readable by the advanced/latest statistical package of quality and reliability and a short report with the complete set of frequencies for all variables.</p>	22 weeks	1(one) original and 2(two) copies (Hard copies); Soft copy in 3(three) CDs/DVDs.

The report should focus on SBCC materials developed for the heat, air pollution and sound pollution health action plans to reduce public health hazards		
Conduct FGDs and KII		
Conduction of case studies		
Hold 5 (five) stakeholders level validation workshops (Tentative participants 60 for each workshop)		
Submission of draft report included all above		
National Workshop for disseminating initial lessons and findings to all stakeholders including workshop report (Tentative participants 80)	1 week after the completion of draft report	1(one) original and 2(two) copies (Hard copies); Soft copy in 3(three) CDs/DVDs.
Final Report incorporating the comments received from LGD, IDA and national workshop.	1 week after the workshop	1(one) original and 2(two) copies (Hard copies); Soft copy in 3(three) CDs/DVDs.

Note: The attrition level should not exceed 5% between the surveys.

3.5 Language

- All reports including annexure and supporting documents shall be submitted in English
- Questionnaires use in field survey will be translated into Bengali

3.6 Methodology of the Assignment

3.6.1 Secondary Sources Analysis

- Project Document (DPP)/project appraisal documents (PAD)/financing agreement
- PMU semi-annual project monitoring report
- Relevant government entities' reports or record or files or ministerial order
- Audit report by Internal Audit Firm engaged under IUPHPSP
- Audit report by external auditors (FAPAD)
- WB implementation support mission reports
- BBS report

3.6.2 Assessment methods

A combination of quantitative and qualitative methods will be applied in order to study the impact of the project in-depth. According to the specified terms of reference, the Consultant (Firm) is expected to carry out the following: Impact surveys will cover activities like household surveys, FGD, KII, Case study, etc. All draft tools (questionnaire for household survey, guidelines for FGD and KII, checklist etc.) should be submitted along with technical proposal highlighting a formal Pre-Analysis Plan (PAP) and assessment/survey design mentioned below:

- ✚ Develop, in close association with LGD and the Bank team, survey methodologies and instrument for carrying out surveys on LGD, PMU, City Corporations and Pourashavas under project, Mayors, Councillors, Focal Points and other stakeholders, beneficiaries/citizens under project areas and in case of end line survey/assessment under selective controlled areas. The detailed results indicators would be the basis for the development of all survey instruments, with the aim to assess the extent to which the project components and activities have achieved its intended objectives.
- ✚ Develop a sampling framework for identifying City Corporations and Pourashavas both under treated (intervention) and controlled areas that will be included in the survey, and determining the sample size (attrition level should not exceed 5%) of all

other stakeholders. The estimated sample size needs to be selected with greater emphasis placed on getting in-depth quality information and getting the sample right from a qualitative viewpoint. Respondents should be: citizens/beneficiaries, LGD officials, Focal points and other officials of CCs and PSs. All these respondents should be included in the survey design.

- ✚ Develop and administer a set of well-designed and pre-tested questionnaires to interview beneficiaries/citizens, Focal Points, LGD officials, Officials of firms engaged under project, members, Officials of City Corporation and Pourashavas, Mayors, Councillors, resource persons, and other stakeholders like members of different committees like PIC, PSC, NLC etc.
- ✚ Analyse the information gathered using both quantitative and qualitative techniques, with focus on measurable, objective data via various statistical models suitable for the analysis of attitudes and opinions of beneficiaries and stakeholders. Qualitative techniques will be used to deepen the analysis of subjective attitudes and opinions.
- ✚ Share survey/assessment methodology and sample size of all stakeholders with PMU, IUPHPSP and the Bank team. These will be reviewed and agreed by PMU/Bank team/LGD.

3.6.2.1 Focus Group Discussion (FGD)

Detail discussions will be held with the beneficiaries through FGD in order to gather qualitative data/information. FGD groups should be homogeneous in nature with maximum 10-12 participants to promote the involvement of all participants. Sufficient number of FGD will be proposed in different activities/group maintaining gender equality by consulting firm approved by PMU.

3.6.2.2 Key Informant Interview (KII)

Data/information will be collected through key informant interview from different stakeholders including controlled areas. The firm/consultant will select KII in consultation with PMU/Bank team/LGD management for KII for in-depth interview. Develop methods to obtain key information from communities about the facilities under assessment provided/created by IUPHPSP.

3.6.2.3 Case Studies

Representative number of case studies (both success and unsuccessful cases can be written) shall be prepared on issues/CCs/Pourashava/individual or any thematic areas to disseminate initial lessons to all stakeholders.

3.6.2.4 Database System Development

Database system will be developed for data regarding evaluation/assessment. The consulting firm should hand over a soft copy of the database (MS Access and SPSS) to the client (PMU, IUPHPSP) after the completion of the evaluation/assessment along with the two final evaluation reports. Privacy, security and confidentiality should be strictly maintained.

3.6.2.5 Workshop

The consultant will conduct 10 (Ten: 5 CCs/PS*2) validation workshops at relevant stakeholders' level and incorporate feedback into the draft report. The duration of each workshop will be one day and the approximate number of participants will be 60.

The consultant will conduct 2 (Two) national workshops for each survey/assessment (Base line and End line) for disseminating initial lessons findings to all stakeholders including preparing briefing documents for raising issues and challenges faced. The duration of each workshop will be one day and the approximate number of participants will be 80.

The consultant will present the draft report of each assessment/evaluation in a national workshop. The consultant will also present the Final Report on each evaluation incorporating the feedback from the workshop to PMU, IUPHPSP.

4. REQUIREMENTS OF CONSULTANT (FIRM)

4.1 Expertise Requirements

The expertise of the firm necessary to provide the required services will include:

- 4.1.1 Minimum 10 years of progressive experience in the field of monitoring and evaluation work in donor funded project/program preferably in local government sector.
- 4.1.2 Experience in large-scale household survey, impact evaluation, individual survey, beneficiaries' satisfaction survey, FGD, KII etc.
- 4.1.3 Experience in organizing workshop/briefing/validation and conducting case studies
- 4.1.4 The proposed manpower must have necessary qualification and experience in the relevant field.

4.2 Consulting Staff and input

In order to carry out evaluation/ assessment for IUPHPSP following a full team of technical and support staff will be required for the assignment.

Sl. No.	Position	Nos. (Not less than)	Man Month	Required Qualifications / Experience	
1.	Team Leader (International)	1	6	Qualification	At least master degree in Economics/ Sociology/ Social welfare/ Demography/other relevant subject
				Experience	At least 15 years of practical experiences in designing and leading socio-economic and household surveys. Experienced in conducting evaluation survey particularly related with local government institutes. The Team Leader of the assignment should have extensive previous experience in monitoring and evaluation of large-scale program/projects particularly in urban public health under local government sector and HH survey designing and implementation. In addition, the team leader will be experienced in local government system in Bangladesh.
2	Deputy Team Leader (National)	1	12	Qualification	Masters in Social Science/ Public Administration/ Economics/ Statistics / or any other relevant discipline.
				Experience	At least 10 years of relevant experience in the field of monitoring, assessment and evaluation of government or donor-assisted projects.
3	Statistician (International)	1	6	Qualification	Master degree or equivalent degree in economics/ statistics/econometrics/mathematics/ computer science or any other relevant discipline.
				Experience	At least 8 years practical experience in advanced statistical techniques, including familiarity with/ experience in dealing with large scale advanced statistical data management and analysis
4	Survey design Specialist (National)	1	6	Qualification	Master degree in epidemiology/public health/ economics/ demography/statistics/ another relevant subject.
				Experience	At least 8 years of experience in designing large scale socio-economic surveys
5	Public Health Specialist (National)	1	6	Qualification	A master degree in epidemiology/public health/ Bio-Statistics/Population Science/Demography/or any other relevant discipline.

Sl. No.	Position	Nos. (Not less than)	Man Month	Required Qualifications / Experience
				Experience At least 8 years of relevant experience. The deserving candidate should have an excellent data analysis and computer skills and ability to work in a fast-paced environment.
6.	MIS Specialist (National)	1	6	Qualification A master or equivalent in Computer Science, CSE, MIS, IT or any other related discipline. Experience At least 8 years working experience of managing large scale MIS and database management of web-based applications. Working level knowledge of standard Operating systems, Object Oriented Programming language, Database (MS SQL server, Oracle), Crystal Report and others development tools. Knowledge and certification on GIS (Geographic Information Systems, such as ArcGIS, QGIS) would be given preference.
7	Engineer (National)	1	6	Qualification Four years bachelor degree in civil / public health engineering Experience At least 8 years' experience in infrastructure related development activities.
8	Financial management specialist (National)	1	12	Qualification Master degree or equivalent in accounting/ finance/ Master of business administration Experience At least 8 years' experience in financial management or public financial management, with experience in or familiarity with public sector accounting practices
9	Environment Specialist (International)	1	6	Qualification Master degree or equivalent in Environmental Science/Management, Environment Engineering, Geography & Environment. Experience At least 8 years of experience in conducting environmental and social safeguard review or evaluation on the impacts of government or donor funded development project.

Non-key Staff (National)

Sl. No.	Position	Nos. (not less than)	Man Month	Required Qualifications / Experience
10	Coordinator	1	12	Qualification Post graduate degree in any discipline Experience At least 7 years of experience in large scale socio-economic surveys
11	Field supervisor/ quality controller	5	60	Qualification Bachelor Degree in relevant discipline Experience At least 3 years' experience in survey supervision/survey quality control

Sl. No.	Position	Nos. (Not less than)	Man Month	Required Qualifications / Experience	
12	Data entry operator	10	120	Qualification	Diploma/bachelor degree in relevant discipline
				Experience	At least 3 years' experience in data entry/data processing
13	Surveyor/ enumerator	50	200	Qualification	Bachelor degree in any discipline
				Experience	At least 2 years of experience in large scale socio-economic surveys

5. INSTITUTIONAL ARRANGEMENTS (Co-ordination, Supervision and Reporting)

- 5.1 PMU with the support of relevant officials and specialists will co-ordinate overall management of the survey operation in association with the contracted firm. The PMU will make a visit plan, based on the firm's detail Activity Schedule. The M&E Specialist, PM Specialist and MIS specialist with the support from PD, DPD and other relevant Specialists will supervise and monitor all activities of the firm at field and central level for ensuring quality work.
- 5.2 For effective implementation of the monitoring and evaluation process, the firm will keep liaison with the PMU, maintain their Activity Schedule and submit required reports in stipulated time, to the PD, IUPHPSP.
- 5.3 The Focal Points and other officials of CCs and PSs will provide all possible support to the Assessment/Evaluation activities.
- 5.4 The client will provide relevant documents for conducting two assessment/evaluation. The client will ensure that necessary government and other approvals, if necessary, and authorizations for conducting the assignment is made available on timely basis. The client will also provide feedback, where required, on assessment/evaluation aspects and will help to organize the said workshops.
- 5.5 The Local Government Division, MoLGRD&C, Government of Bangladesh is the sole agent of all the collected data which cannot be used without any prior permission.

6. OTHER TERMS:

6.1 Mode of Payment

The payment will be made in four installments under two Assessment/ Evaluation (Base line and End line):

Installments	%	Time
1 st installment	10	As advance against bank guarantee after signing of contract.
2 nd installment	15	Upon submission of Inception Report. Technical proposal including sampling frame, detailed impact assessment design, survey plan and data collection tools agreed by PMU/LGD/Bank team.
3 rd installment (Base line)	15	Upon submission of draft assessment report (Base line) including: <ul style="list-style-type: none"> • Submission of case studies

		<ul style="list-style-type: none"> • Submission of data base system survey data
4 th installment (Base line)	15	<ul style="list-style-type: none"> • Upon submission of workshop report • Upon submission & approval of final report (Base line) and all due deliverables/output
5 th installment (End line)	15	<p>Upon submission of draft impact assessment report (End line) including:</p> <ul style="list-style-type: none"> • Submission of case studies • Submission of data base system
6 th & Final installment (End line)	30	<ul style="list-style-type: none"> • Upon submission of workshop report • Upon submission & approval of final report (End line) and all due deliverables/output along with collected all raw data

7. SELECTION Method & Type FOR CONSULTING FIRM

The consulting firm will be selected based on Quality and Cost Based Selection (QCBS) Method using International Open Market approach under lump-sum contract.