

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
পরিকল্পনা মন্ত্রণালয়  
বাস্তবায়ন পরিবীক্ষণ ও মূল্যায়ন বিভাগ  
আইডিএ ইউনিট (পিইডিপি ৪)  
শেরে বাংলা নগর, ঢাকা-১২০৭।  
[www.imed.gov.bd](http://www.imed.gov.bd)

নং- ২১.০০.০০০০.১৫৬.০১৪.০৫৬.১৯-২৮৩

তারিখ: ২৫/০৮/২০১৯ খ্রি:

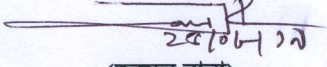
বিষয়: পিইডিপি-৪ এর Disbursement Link Indicator (DLI) target: 6.1 ভেরিফিকেশনের লক্ষ্যে পরামর্শক ফর্ম  
নিয়োগের নিমিত্ত EOI পত্রিকায় প্রকাশ প্রসংগে।

উপর্যুক্ত বিষয়ে সরকারি Request for Expression of Interest (EOI) টি সংযুক্তি মোতাবেক আগামী ২৬  
আগস্ট, ২০১৯ খ্রিঃ তারিখে আপনার পত্রিকার ভিতরের পৃষ্ঠায় নিম্নবর্ণিত শর্তে প্রকাশের প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য  
নির্দেশক্রমে অনুরোধ করা যাচ্ছে।

শর্ত:

- (ক) EOI টি সকল সংস্করণে প্রকাশিত হতে হবে।
- (খ) EOI টি যতগুলো সংস্করণে প্রকাশিত হোক না কেন তা একটি সংস্করণে প্রকাশিত হয়েছে মর্মে গণ্য করতে এবং  
শুধুমাত্র ১টি সংস্করণে প্রকাশিত হওয়ার জন্য বিল দাবী করা যাবে।
- (গ) বিজ্ঞপ্তিটি সাইজ যথাযথ স্বল্প পরিসরে হতে হবে।

সংযুক্তি: Request for Expression of Interest (EOI)।

  
(জুয়েল রানা)  
উপপরিচালক  
ফোন: ৯১০৩৪১৬  
ই-মেইল: [jowelrn@yahoo.com](mailto:jowelrn@yahoo.com)

বিতরণ:

১. সিনিয়র প্রোগ্রামার, সমন্বয় ও এমআইএস সেক্টর, বাস্তবায়ন পরিবীক্ষণ ও মূল্যায়ন বিভাগ, শেরে বাংলা নগর, ঢাকা।  
(সংযুক্ত EOI & ToR আইএমইডি ওয়েব সাইটে প্রকাশের জন্য অনুরোধ করা হল)।
২. বিজ্ঞাপন ম্যানেজার, দৈনিক যুগান্তর, ক-২৪৪, প্রগতি কুড়িল (বিশ্ব রোড), বারিধারা, ঢাকা।
৩. The Manager (Advertisement), The Independent, 149-150 Tejgaon I/A, Dhaka-1208.

অনুলিপি সদয় অবগতির জন্য অনুলিপিঃ

১. সচিব মহোদয়ের একান্ত সচিব, আইএমইডি, পরিকল্পনা মন্ত্রণালয়, শেরে বাংলা নগর, ঢাকা।
২. মহাপরিচালক (সেক্টর-৬) মহোদয়ের ব্যক্তিগত কর্মকর্তা, আইএমইডি, পরিকল্পনা মন্ত্রণালয়, ঢাকা।
৩. অফিস কপি।



**Government of the People's Republic of Bangladesh**  
Ministry of Planning  
Implementation Monitoring & Evaluation Division (IMED)  
IVA Unit (PEDP4)  
Sher-e-Bangla nagar, Dhaka-1207  
Website: [www.imed.gov.bd](http://www.imed.gov.bd)

**Request for Expression of Interest (REOI)**

Contract Package No. IVA/SR-1

01	Ministry/Division:	Implementation Monitoring and Evaluation Division	
02	Agency:	Implementation Monitoring and Evaluation Division	
03	Procuring Entity Name:	Secretary, Implementation Monitoring and Evaluation Division	
04	Procuring Entity Code:	N/A	
05	Procuring Entity District:	Dhaka	
06	Expression of Interest for Selection of	Consulting Firm (National)	
07	EOI Ref No	File No.21.00.0000.156.014.056.19-283	
08	Date	25/08/2019	
<b>Key Information</b>			
09	Procurement Method	Fixed Budget Selection (FBS)	
<b>Funding Information</b>			
10	Budget and Source of Funds	GOB Development	
11	Development Partners	N/A	
<b>Particular Information</b>			
12	Project / Programme Name (if applicable)	PEDP4, DLI Verification Unit	
13	EOI Closing Date and Time	09/09/2019	Time: 5.00 pm
<b>Information for Applicant</b>			
14	Brief Description of Assignment	<p>The firm will conduct Verification Study through sample survey with desk review complying the approved TOR. The objective of this assignment is to conduct Verification Activities of DLI (Disbursement Link Indicators) target 6.1 named <b>‘OOSC enrolled in LCs under PEDP3 are back to school or LCs’</b> of the Fourth Primary Education Development Program (PEDP4) in all aspects in collaboration with project personnel and all project stakeholders.</p> <p>The findings of the proposed sample survey will show the achievements of DLI target-6.1 whether this DLI target is achieved according to the verification protocol (definitions, description of achievement &amp; Sources) and relevant tools and technique as defined. To comply this assignment, Consulting firm will visit schools/learning centers sampled from the BNFE report and verify the physical presence of students in the list. Firm will compare the targets and the actual achievement of DLI target-6.1 (achieved, not achieved, partially achieved, extent to which achieved). The recommendations made by the consulting firm would be specific based on the verification findings.</p>	
15	Experience, Resources and Delivery Capacity Required of firm	<ul style="list-style-type: none"><li>• At least 4 (four) years overall working experience in relevant field.</li><li>• At least 3 (three) studies in similar field/nature.</li></ul>	
16	Other Details (if applicable)	Interested Firms are hereby invited to submit EoI containing printed brochures (showing organizational identity and background),	



		Experience Related & Legal Documents, Updated Trade License, Bank Solvency showing managerial and financial standing (according to PPA 2006 and PPR 2008), Annual Turnover, VAT Registration Certificate, Updated tax payment certificate, Copy of the NID Card of the authorized person and/or any other relevant documents.		
		The Detailed Terms of Reference will be available in <a href="http://www.imed.gov.bd">www.imed.gov.bd</a> , or upon request through e-mail ( <a href="mailto:jowelrn@yahoo.com">jowelrn@yahoo.com</a> ) or in person from the address provided below.		
17	Association with foreign firms is	N/A		
18	The assignment will have to be completed in a single phase. The estimated number of professional staff-months required for the assignment is 3 (three) months. The tentative start and completion deadline, reporting obligation will be specified in the TOR.			
Procuring Entity Details				
19	Name of Official Inviting Expressions of Interest	Jowel Rana		
20	Designation of Official Inviting Expressions of Interest	Deputy Director (Education) Monitoring and Evaluation Sector-6, IMED, Mistry of Planning		
21	Address of Official Inviting Expressions of Interest	Block-11, Room-23, Monitoring and Evaluation Sector -6 IMED, Ministry of Planning.		
22	Contact details Official Inviting Expressions of Interest	Tel. +88029103416	Fax. +88029180749	E-mail: <a href="mailto:jowelrn@yahoo.com">jowelrn@yahoo.com</a>
23	The procuring entity reserves the right to accept or rejects any or all EOI's.			

  
25.08.2019  
(Jowel Rana)

Deputy Director (Education)  
Monitoring and Evaluation Sector-6, IMED, Ministry of Planning  
Sher-e-Bangla Nagar, Dhaka, e-mail: [jowelrn@yahoo.com](mailto:jowelrn@yahoo.com)



**‘The Fourth Primary Education Development Program (PEDP4)’**

## **Terms of Reference (ToR)**

**Verification of**

**DLI Target -6.1: OOSC enrolled in LCs under PEDP3 are back to school or LCs**

**August 2019**



**IVA Unit**

**Implementation, Monitoring and Evaluation Division (IMED)**

**Ministry of Planning**

**Monitoring and Evaluation Sector-6**

**Sher-e-Bangla Nagar, Dhaka-2007**



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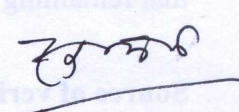
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## Acronyms

Acronyms	Definition
<b>BNFE</b>	Bureau of Non-Formal Education
<b>CPD</b>	Continuous Professional Development
<b>DLIs</b>	Disbursement Link Indicators
<b>DPE</b>	Directorate of Primary Education
<b>DPEd</b>	Diploma in Primary Education
<b>DPP</b>	Development Project Proforma
<b>IMED</b>	Implementation Monitoring and Evaluation Division
<b>IVA</b>	Independent Verification Agency for DLIs
<b>IT</b>	Information technology
<b>LC</b>	Learning Centre
<b>MoPME</b>	Ministry of Primary and Mass Education
<b>PECE</b>	Primary Education Completion Examination
<b>PEDP3</b>	Third Primary Education Development Program
<b>PEDP4</b>	Fourth Primary Education Development Program
<b>OOSC</b>	Out-of-School Children
<b>RDPP</b>	Revised Development Project Proforma
<b>TOR</b>	Terms of reference





## Terms of Reference (ToR)

### Verification of

#### **DLI Target -6.1: OOSC enrolled in LCs under PEDP3 are back to school or LCs**

DLI 6 (Educational opportunities for OOSC) is related with component two stated as 'Equitable Access and Participation' of PEDP4. The objective of the sub-component 2.5: Out-of-school children is to reduce the number of children aged 8-14 years who have never enrolled or dropped out. To address and evaluate the accomplishment of above sub-component, Disbursement Link Indicator (DLI) target 6.1 (OOSC enrolled in LCs under PEDP3 are back to school or LCs) is fixed up as one of indicators.

### **1. DLI: Definition and Protocol**

#### **DLI 6: Educational opportunities for OOSC**

##### **DLI Target 6.1:**

OOSC enrolled in LCs under PEDP3 are back to school or LCs (Year 1)

##### **Definition:**

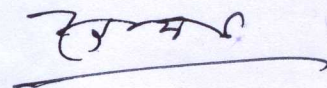
OOSC means children aged between 8-14 who have dropped out or have never been enrolled and have not passed the Primary Education Completion Examination (PECE)

##### **Achievement description:**

This target is considered achieved when the following conditions are met: (i) BNFE report confirms that remaining OOSCs under PEDP3 are back in schools or Learning Centers.

##### **Source of verification:**

- (i) DPE/ BNFE report approved by MoPME ii) List of students





## 2. Location Coverage

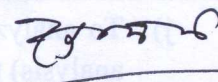
The location coverage of this DLI target is as the following districts-

- a) Dhaka (South & North City Corporation)
- b) Chattogram (City Corporation)
- c) Sylhet
- d) Sunamganj
- e) Kishoreganj
- f) Gaibandha

The number of students and LCs are about 1 lac and 3,332 nos. respectively. Sample size of this survey will be statistically significant covering all related districts (6 districts).

## 3. According to Verification Action Plan: DLI target-6.1

Year	DLI targets	Verification Protocol & Approach	Responsible (IVA Unit/Experts /Survey firm)	Time Schedule (Tentative) (Depends on DLI's declaration)		
				FY	Review Period	Report Submit
Year-1	6.1: OOSC enrolled in LCs under PEDP3 are back to school or LCs	As Per ToR through conducting Sample Survey with desk review.	a) IVA unit b) Deployed consulting firm for survey.	2019-20	Aug-Oct, 2019	Nov, 2019

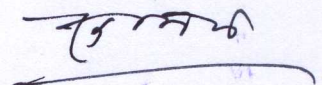




#### 4. ToR of the Current Assignment:

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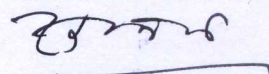
- a) To review and verify the achievements of declared DLI target-6.1 whether this DLI target is achieved according to the verification protocol (definitions, description of achievement & Sources) and relevant tools and technique;
- b) To prepare the Verification Report (RVR: Result Verification Report) according to the prescribed or standard verification format emphasizing all the essential elements and submitted evidences;
- c) Consulting firm will visit schools/learning centers sampled from the BNFE report and verify the physical presence of students in the list. Sample size will be statistically significant covering all related districts (6 districts);
- d) To verify and evaluate the OOSC are enrolled maintaining the definition of this DLI target;
- e) To review and confirm whether OOSCs under PEDP3 are back to schools or in Learning Centers appropriately maintaining proper procedures;
- f) To evaluate what are the present status of these OOSCs in terms of learning, timing, LCs Learning environment in schools or LCs and also existing problem(s) & reason(s);
- g) To compare the targets and actual achievement of DLI target-6.1 (achieved, not achieved, partially achieved, extent to which achieved);
- h) To review all the submitted documents/evidences and analyze with a view to compare with the field data.
- i) To examine whether DLI targets have been delayed to meet because of untimely financing, managerial inefficiency and also identify/analyze the reason(s) and responsible factors for such delay;
- j) To analyze the strengths and weaknesses and identify potential threats and challenges (SWOT analysis) towards achievement of the DLI target 6.1;
- k) To make specific recommendations based on the findings of the verification study;
- l) To accomplish other relevant tasks assigned by the Authority within the contract period.





## 5. Professionals required for the verification works.

No	Types of Professionals	Educational Qualification	Experience required
1.	Consulting Firm	--	<ul style="list-style-type: none"> <li>At least 4 (four) years overall working experience in relevant field.</li> <li>At least 3 (three) studies in similar field.</li> </ul>
2.	<b>Professionals of Consulting Firm:</b>		
	(a) Team Leader	<p>Master Degree in Education/ Development Studies/Social Sciences/ Population Sciences from any recognized University.</p> <p>Higher degree in relevant field will be given preference.</p>	<ul style="list-style-type: none"> <li>At least 10 years overall working experience in the research field.</li> <li>Experience in at least 3 (three) monitoring and evaluation studies as Consultant. More experiences will be given weightage.</li> <li>At least 2 (two) studies working experience as Team Leader.</li> </ul>
	(b) Specialist (Monitoring & Evaluation)	<p>Master Degree in Project Management/Monitoring &amp; Evaluation (M&amp;E)/relevant fields from any recognized University.</p> <p>Or, Master Degree in any field with Postgraduate diploma in Project Management/ M&amp;E from any recognized University.</p>	<ul style="list-style-type: none"> <li>At least 5 years overall working experience in related fields.</li> <li>At least 2 (two) monitoring and evaluation studies as Consultant.</li> </ul>
	(c) Sociologist	Master Degree in Sociology/Social Work/Social Welfare from any recognized University.	<ul style="list-style-type: none"> <li>At least 5 years overall working experience in related fields.</li> <li>At least 2 (two) monitoring and evaluation studies as Consultant.</li> </ul>
	(d) Statistician	Master degree in Statistics from any recognized university.	At least 5 years' experience in conducting survey/research, data management activities and analysis etc.





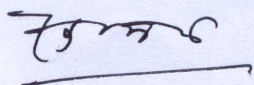
## 6. Deliverables from consultant & Schedule of Deliveries

Verification approaches	List of reports & No.	Schedule of Deliveries
Sample Survey with Desk Review.	Inception report	Within 15 Days from the date of contract Signing
	1st Draft report	Within 45 Days from the date of contract Signing
	2nd Draft report	Within 75 Days from the date of contract Signing
	Final report	Within 90 Days from the date of contract Signing

- 60 nos. copies report for 3 nos. Technical Committee's meeting (20 Copies per meeting);
- 60 nos. copies report for 3 nos. Steering Committee's meeting (20 Copies per meeting);
- 130 nos. copies report for Workshop;
- 50 nos. copies final report;
- All reports will be submitted to the Director General, Monitoring and Evaluation Sector-6 (Education and Social), IMED.

## 7. Data, Personnel, Facilities to be provided by the Client

- Project/DLI related following documents will be provided by the client, if available; (Project document (DPP/RDPP)/ Evidences of DLIs achievements/ prescribe format etc.)
- Provide necessary assistance for the communication with different stakeholders.

  
 মোঃ জেহান ইসলাম  
 মহাপরিচালক (যুগ্মসচিব)  
 আইএমইডি, পরিকল্পনা মন্ত্রণালয়  
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার।