



DHAKA ENVIRONMENTALLY SUSTAINABLE WATER SUPPLY PROJECT  
DHAKA WATER SUPPLY & SEWERAGE AUTHORITY

DESWSP, DHAKA WASA

Memo No. :

46.113.618.00.00. S-04/Vol-1/DESWSP/ 6299

Date : 11/12/2022

সিনিয়র সিস্টেম এনালিস্ট  
জি আই এস বিভাগ  
ঢাকা ওয়াসা, ঢাকা।

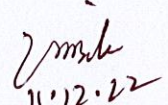
বিষয়ঃ ঢাকা ওয়াসার ওয়েবসাইট-এ REQUEST FOR EXPRESSION OF INTEREST (REOI)&TOR প্রকাশ করণ প্রসঙ্গে।

উপরোক্ত বিষয়ের প্রেক্ষিতে জানানো যাচ্ছে যে, Dhaka Environmentally Sustainable Water Supply Project (DESWSP) কর্তৃক আহবানকৃত নিম্নলিখিত কাজের জন্য REQUEST FOR EXPRESSION OF INTEREST (REOI) বিজ্ঞপ্তি টি এবং TOR ঢাকা ওয়াসার ওয়েবসাইট-এ প্রকাশের জন্য এতদসঙ্গে প্রেরণ করা হ'ল। এই অবস্থায় বিজ্ঞপ্তি টি এবং TOR প্রকাশের ব্যবস্থা গ্রহণের জন্য আপনাকে অনুরোধ করা হ'ল।

আহবানকৃত বিজ্ঞপ্তি :

Sl. No.	REQUEST FOR EXPRESSION OF INTEREST (REOI) (For NGO/Consulting Firm)
1.	RECRUITMENT OF NGO/CONSULTING FIRM FOR SOCIAL AWARENESS OF STRENGTHENING ACCESS OF WOMEN AND VULNERABLE GROUPS IN SELECTED SLUMS TO IMPROVE WATER AND SANITATION SERVICES FOR ASIAN DEVELOPMENT FUND (ADF) Grant associated with DESWSP, Dhaka WASA (Grant No: 0805-BAN(SF)).

সংযুক্ত : বর্ণনামুযায়ী

  
11.12.22

বাহরুল ইসলাম

তত্ত্বাবধায়ক প্রকৌশলী ও প্রকল্প পরিচালক  
DESWSP, ঢাকা ওয়াসা



**DHAKA ENVIRONMENTALLY SUSTAINABLE WATER SUPPLY PROJECT  
DHAKA WATER SUPPLY & SEWERAGE AUTHORITY**

**DESWSP, DHAKA WASA**

Memo No. : 46.113.618.00.00.S-04/ (Vol-1)/DESWSP/ 6297

Date : 11/12/2022

**REQUEST FOR EXPRESSION OF INTEREST (EOI)**  
(For NGO/Consulting Firm)

<b>Date Issued</b>	:	12 December 2022
<b>Project No</b>	:	Grant 0805-BAN (SF)
<b>Project Name</b>	:	Recruitment of the Consulting NGO/ Firm for Social Awareness of Strengthening Access of Women and Vulnerable Groups in Selected Slums to Improve Water and Sanitation Services for Asian Development Fund (ADF) Grant associated with DESWSP, Dhaka WASA
<b>Deadline for submission of EOI</b>	:	10 January 2023, at 2.00 pm (BST)

1. Dhaka Water Supply and Sewerage Authority (Dhaka WASA) received financing from the Asian Development Bank (ADB) in the form of Grant towards the cost of **Strengthening Access of Women and Vulnerable Groups in Selected Slums to Improve Water and Sanitation Services for Asian Development Fund (ADF) Grant associated with DESWSP, Dhaka WASA** under ADB grant number 0805 BAN (SF).
2. The Dhaka Water supply and Sewerage Authority (Dhaka WASA) is the executing agency of the project under the Local Government Division (LGD) of the Ministry of Local Government, Rural Development and Cooperatives and intends to apply part of the proceeds of the grant to payment of services.
3. The Dhaka Water supply and Sewerage Authority (Dhaka WASA) represented by the Project director, DESWSP (Employer) invites **Expressions of Interest (EOI) for Recruitment of the Consulting NGO/ Firms for Social Awareness of Strengthening Access of Women and Vulnerable Groups in Selected Slums to Improve Water and Sanitation Services for Asian Development Fund (ADF) Grant associated with DESWSP, Dhaka WASA** from eligible NGO/Consulting Firms having requisite experience in creating Legal Empowerment . The completion period of the assignment is **30 months**.
4. **Scope of Services :**

The Consulting NGO/Firm will work in close coordination with PMU, DESWSP, DWASA, Grant Coordinator, consultants to ensure dissemination of key messages that are gender sensitive, in a format easily understood by resident of the project area, timely dissemination information on implementation schedule, possible disruptions, grievance redress procedures and expected average response time, during project implementation.

NGO/Consulting Firm will generate awareness in communities (especially amongst women and vulnerable groups) in the Project Slums area, about employment opportunities, entitlements, livelihood compensation, transitional allowance gender responsive COVID-19 awareness campaigns etc available under the project.

The NGO/Consulting Firm will assist DWASA, Consultants and LIC (Low Income Communities) to provide water and sanitation services through formation of Community-Based Organizations (CBOs) water user groups (WUGs) (Women from the community will be formed into or engaged in existing , WUGs and oriented on their basic rights to clean and safe water and skilled to negotiate with DWASA).

**5. General Requirements**

**i. Eligibility**

The National NGOs/Consulting Firms registered with the NGO Affairs Bureau, or with Department of Social Welfare or Joint Stock Companies and having experience of Social awareness in communities (especially amongst women and vulnerable groups) for relevant project in water and sanitation sector or in urban areas/Slum Areas. Familiarity with Social Safeguard requirements of multilateral development bank such as ADB/World bank is highly desirable. At least 5-7 years of previous experience in similar types of Project as described in the TOR in water supply and sanitation sector is preferable. The National NGOs/Consulting Firms must have experience in preparing awareness raising programs, capacity building of NGOs/CBOs, Gender-responsive and socially inclusive emergency response plans, Gender Equality Strategy (in collaboration with legal aid service providers), knowledge on national Social and Behavior Change Communication (SBCC) strategy and national framework for effective SBCC, developing gender sensitive training modules on community awareness on water and sanitation, operation and maintenance of the facilities, COVID-19, leadership skill or similar nature, implementation of awareness building activities with orientation on social development and gender, develop and undertake awareness campaign programs on effective use of water, water conservation and hygiene education, requirement of operation and maintenance of the water and sanitation services, inclusion of women in the decision-making bodies through workshop, focus group discussion, community consultation and dissemination of leaflets.

DHAKA WASA

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Memo No. :

Date :

ii. **Management Competence of the NGO/Firm**

- Provide the name, qualifications and relevant experience of the lead firm's director or manager who will assume overall responsibility for the firm's, association's or joint venture's team coordination, management and output.
- If it is an association or a joint venture proposition, outline the rationale and benefits of the arrangement to the assignment;
- In case of an association or a joint venture proposition, outline proposed management coordination of the arrangement including the role of each firm.
- If firm/association/joint venture has standard policies, procedures or practices in place that promote quality in the workplace, interaction with clients, and the outputs produced then, provide following information:
  - Mode of ensuring firm's/association's/joint venture's quality performance over the whole period of assignment.
  - Firm's/association's/joint venture's capacity of dealing with the poor performance of the staff or poor quality of the reports which may arise during implementation of the assignment/ mechanism of internal quality control which will be applied to regain quality.

iii. **Technical Competence**

Narrative Description: With reference to the ADB EOI Standard Template and in the context of the assignment's TORs, summarize the relevant technical qualifications of your NGO/firm. EOI submitted in other than the EOI standard template will be considered non-responsive and will not be evaluated. EOI standard template can be obtained from ADB website <https://www.adb.org/sites/default/files/business-guide/527796/eoi-firms-other-selection-methods.doc>

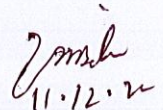
iv. **Geographical Competence**

Outline the experience of the NGOs/Firms or Associated NGOs/Firms in detail.

v. **Project Sheets**

Indicate up to 10 reference projects from the past 8 years that the NGOs/Firms feels are relevant. You may refer to your ADB Consultant Management System (CMS) registration projects sheets for additional information.

6. Dhaka WASA now invites eligible NGOs/Firms or association of NGOs/Firms to express their interest in providing the services mentioned above. Interested NGOs are requested to provide their necessary information like brochures, description of similar assignments (following Project Sheets Format), registration, annual report and three years audit report and availability of appropriate professionals with requisite qualifications and experience.
7. NGOs/Firms either individual or association will be selected under Consultants' Qualifications Selection (CQS) in accordance with the "Guidelines on the Use of Consultants by ADB and its Borrowers (June 2018), as amended from time to time."
8. All Submission preferable in ADB <https://cms.adb.org/>. Hard copy is not required if NGO/Firms will submit EOI in CMS. One (1) Original and two(2) copies of the Expression of Interest (EOI) along with relevant documents shall be submitted by **2.00 PM (BST) at 10 January 2023** in sealed envelope delivered to the Project Director, and be clearly marked "**Expression of Interest for Consulting NGO/ Firm for Social Awareness of Strengthening Access of Women and Vulnerable Groups in Selected Slums to Improve Water and Sanitation Services for Asian Development Fund (ADF) Grant associated with DESWSP, Dhaka WASA**"
9. Under no circumstances will the ADB or DESWSP, DWASA be responsible for any cost incurred in submission of the EOI.
10. Partial offers will be rejected. EOI submitted by Fax/Email will be rejected. Likewise photocopy or faxed or emailed EOI will also be rejected.
11. Interested NGOs/Firms may obtain further information at the above address during normal office hours and Terms of Reference (TOR) from websites: [www.dwasa.org.bd](http://www.dwasa.org.bd), [www.adb.org](http://www.adb.org), [www.deswsp-dwasa.com](http://www.deswsp-dwasa.com) and [www.cptu.gov.bd](http://www.cptu.gov.bd)
12. The procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason thereof.



**Bahrul Islam**  
Superintending Engineer &  
Project Director  
DESWSP, Dhaka WASA.



DHAKA ENVIRONMENTALLY SUSTAINABLE WATER SUPPLY PROJECT  
DHAKA WATER SUPPLY & SEWERAGE AUTHORITY

**DESWSP, DHAKA WASA**

Memo No. :

Date :

Memo no:

Date:

1. The Managing Director, Dhaka WASA
2. The Deputy Managing Director (Admin/O&M/RP&D/Fin.), Dhaka WASA.
3. Chief Engineer, DWASA.
4. Additional Chief Engineer (RPD), DWASA.
5. The Superintending Engineer/Deputy Project Director 1/2.DESWSP, Dhaka WASA.
6. The Executive Engineer, 1/2/3 DESWSP, Dhaka WASA.
7. Senior System Analyst, Dhaka WASA-with the request to arrange publication of the Tender Notice in DWASA web-site.
8. The Deputy Chief P.I.O., Dhaka WASA – with the request to arrange publication of the Tender Notice in four National Daily Newspapers (Two in Bengali & Two in English).
9. Deputy Director, CPTU, IMED, Dhaka- with the request to arrange publication of the Tender Notice in CPTU web-site.
10. Country Director, BRM, ADB, Agargaon, Dhaka
11. Team Leader, MDSC, DESWSP, Dhaka WASA
12. Notice Board / Respective file.

DHAKA WASA

**TERMS OF REFERENCE (TOR)  
FOR CONSULTANCY SERVICES FOR  
STRENGTHENING ACCESS OF WOMEN AND VULNERABLE GROUPS IN SELECTED  
SLUMS TO IMPROVE WATER AND SANITATION SERVICES  
FOR  
ASIAN DEVELOPMENT FUND (ADF) GRANT**

**A. BACKGROUND**

**I. PROJECT DESCRIPTION**

1. The estimated slum population of Dhaka city by 2020 is about 2.0 million (Approx.). The conditions in the slums of Dhaka are worse than in most rural areas, in terms of insecurity of housing tenure, lack of safe and affordable household-level services, such as water and sanitation, and higher prevalence of gender-based violence (GBV). As women are traditionally primarily responsible for household management, they bear the brunt of these poor services in the slums. The incidence of GBV, with women and girls composing the majority of victims, tends to increase during natural and health-related disasters, such as during the lockdown due to the COVID-19 pandemic, and result in decreased access to services, disruption of social, economic, and protective networks, sudden changes in family functioning, stress and increased substance use. As per the commitment to SDG 11, Government of Bangladesh (GOB) is committed to provide access to clean water and sanitation as well as affordable urban housing for all, with emphasis on low-income communities and slum dwellers.

2. Asian Development Bank (ADB) proposes to allocate a grant from the Asian Development Fund (ADF) to strengthen the access of women and vulnerable groups in low income communities (LICs) to water and sanitation services and to promote their empowerment as a response against the corona virus disease 2019 (COVID-19) pandemic. The ADF grant is proposed to be included in the additional financing of Dhaka Environmentally Sustainable Water Supply Project (DESWSP), which is being supported by an ADB loan. The proposed ADF grant will support promoting agency and empowerment of vulnerable women and groups in underserved areas. The ADF grant project (the project) aims to (i) provide safe, affordable, and sustainable water and sanitation services at community and household level; (ii) support the expansion of the gender equality strategy and the development of disaster management plans of Dhaka Water Supply and Sewerage Authority (DWASA) to include the legal empowerment of vulnerable women and groups related to access to water and sanitation services; and (iii) strengthen women's effective representation in the selected project area in community-based structures for greater access to basic services and the elimination of GBV.

3. This project aims to improve access to water and sanitation and promote legal empowerment of women and vulnerable groups in low-income slum communities in DESWSP's commanding and surrounding areas in Dhaka through the achievement of three outputs:

*Atiqur*      *SP*      *Q*      *imh*  
Supervising Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA  
Baharul Islam

- (i) Access of women and vulnerable groups in selected slums to improved water and sanitation services strengthened,
- (ii) Sectoral policies, planning, and capacity for gender-responsive and socially inclusive responses to WASH challenges strengthened, and
- (iii) Participation of women and vulnerable groups in water, sanitation, and slum governance strengthened and mechanisms for their legal empowerment developed.

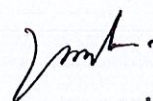
4. **PROJECT STRUCTURE.**

DWASA is the executing agency of DESWSP. The same Project Management Unit (PMU) of DESWSP will manage and implement the project activities supported by the ADF grant. In this regard, a project coordinator will be recruited to coordinate with the social awareness, legal empowerment consulting NGO/ Firm and the individual consultants. DESWSP PMU provided the long list of slum situated in DESWSP project area along with the location as shown in Appendix A.

**II. CONSULTING SERVICES**

5. For output 1, in collaboration with DWASA under DESWSP, context specific civil works on safe water and sanitation technologies that improve environmental and public health at community and household level in selected slums will be implemented. At least 1,000 community toilets with separate male/female and bathing chambers benefitting 10,000 households in low-income communities will be constructed. However, it is primarily planned to construct 800 units of toilet blocks having three individual toilets in each blocks, which will yield construction of up to 2400 individual toilets. Among the toilets 50% can be allocated for women/girls and 40% for men/boys as women tend to use toilets more often than men and 10% for the disabled people, elderly people of all-gender considering the need of persons with disabilities in the design of the toilets. All-gender may be for a bigger LICs where they are higher needs. Some units may be for women only (all 3 toilets for women) if there is enough land for more than 2 units; 1 unit for women only and one nearby unit can be for men as well. Among 800 locations some can be rehabilitation of existing community toilets. In case of existing toilet rehabilitation, the contractor will provide alternative toilet arrangement including their operation and maintenance during construction period through civil works contracts.

6. Specific Individual Consultant will be recruited to design and procure the civil works contract. While DWASA will supervise the implementation of the civil works contracts. The legal rights of households in informal settlements to access safe and clean water, the issues related to tariff, cost of water and minimizing misuse of water and legal implications would be addressed. Women from the community will be formed into, or engaged in existing, Water User Group (WUG)s and oriented on their basic rights to clean and safe water and be skilled to negotiate with DWASA a consulting NGO/ Firm will closely work with the legal empowerment to ensure the issues related to legal rights of slum communities.

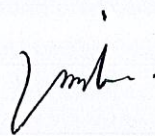


**Bahrul Islam**  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA

**THE CONSULTING NGO/FIRM WILL DEVELOP**

- (i) Gender-responsive and socially inclusive emergency response plans the gender needs and constraints voiced by slum dwellers as resulting from or aggravated by COVID-19;
- (ii) Training programs that address the gendered risks faced -during COVID-19- by slum-based health para-medicals, volunteers, first responders; and social, waste, service, domestic and security workers;
- (iii) Preparation of gender-responsive COVID-19 communication strategy and tools to address the needs and constraints faced by women and vulnerable groups; and
- (iv) Gender-responsive COVID-19 community awareness campaigns targeting vulnerable women and groups.

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**Bahrul Islam**  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA

## SOCIAL AWARENESS CONSULTING NGO/FIRM

### 1.1 PROJECT STRUCTURE.

DWASA is the executing agency of the Dhaka Environmentally Sustainable Water Supply Project (DESWSP) and on behalf of DWASA an established Project Management Unit (PMU) is trusted to supervise, sustainable management and implementation of the project activities. In this regard, a grant coordinator will be recruited to coordinate with the social awareness, legal empowerment consulting NGOs/Firms and the individual consultants.

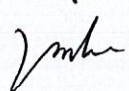
### 1.2 IMPLEMENTATION METHODOLOGY.

DESWSP civil works will be context specific safe water and sanitation technologies that improve environmental and public health at community and household level in selected slums. At least 1,000 community toilets with separate male/female and bathing chambers benefitting 10,000 households in low-income communities will be constructed. However, it is primarily planned to construct 800 units of toilet blocks having three individual toilets in each blocks, which will necessarily yield construction of up to 2400 individual toilets. The legal rights of households in informal settlements to access safe and clean water, the issues related to tariff, cost of water and minimizing misuse of water and legal implications will be addressed. Women from the community will be formed into, or engaged in existing, WUGs and oriented on their basic rights to clean and safe water and be skilled to negotiate with DWASA. The consulting NGOs/Firms will closely work with the legal empowerment consulting NGOs/Firms to ensure the issues related to legal rights of slum communities under output 3.

1.3 People living in the project area (slums) will have impacts in different stages (pre, during and post) of implementing the project activities. In all stages, there has to be a community sensitization effort where the effects of implementation works will be made known, and people adversely affected in their daily life need to be identified and compensated. In the implementation phase there may be a disruption due to construction activities and regular interaction with the community on the sequence of activities will need to be ensured. In the post-implementation phase a further sensitization shall be carried out on the use of water, meter reading and billing, maintenance of the integrity of the network, water conservation, and hygiene. This latter part will be carried out under the guidance of the community development/behavioral change consultants as part of the social awareness program.

1.4 The consulting NGO/Firm will work for expansion and operational of DWASA's existing *Gender Equality Strategy* by

- (i) Supporting the review and expansion of DWASA Gender Equality Strategy (GES, 2015) to enhance its features and include actions promoting the legal empowerment of women and vulnerable groups in accessing water and sanitation and, as part of its commitment to work-life balance and response to GBV experienced by its employees (in collaboration with legal aid service providers involved in Output 3); and



Bahrul Islam  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA

- (ii) Assisting in developing systems, mechanisms, and HR competencies for the effective implementation of the enhanced GES. DWASA staff and interested utilities will be trained on the enhanced GES.
- 1.5 The consulting NGO/Firm will develop and conduct
- (i) *Gender-responsive and socially inclusive emergency response plans* the gendered needs and constraints voiced by slum dwellers as resulting from or exacerbated by COVID-19;
  - (ii) Training programs that address the gendered risks faced during COVID-19- by slum-based health para-medicals, volunteers, first responders; and social, waste, service, domestic and security workers;
  - (iii) Gender-responsive COVID-19 communication strategy and tools to address the needs and constraints faced by women and vulnerable groups; and
  - (iv) Gender-responsive COVID-19 community awareness campaigns targeting vulnerable women and groups.
- 1.6 The consulting NGO/Firm will develop and conduct leadership training for women and vulnerable groups for their adequate representation and participation in community level decision making structures. It will orient existing leaders and youth on the importance of the participation of women and vulnerable groups in decision-making.
- 1.7 For assisting PMU in performing above mentioned activities, experienced consulting NGO/Firm is needed to ensure entire sensitize process and to make community people aware about their rights and responsibilities towards implementing project activity, and to create the awareness with the community of the tremendous benefits that will be gained from the project in terms of quality and availability of water supplied in the future, the reduction in morbidity, increased earning potential and reduction of medical expenses, reduction in electricity bill for using suction pump etc. and maximizing health and economic benefits from project interventions.
- 1.8 This Terms of Reference sets out the duties to be performed by the consulting NGO/Firm under the different stages and the management structure of the project implementation to be adopted.

## 2 SCOPE OF THE SERVICES.

The scope of the services to be undertaken by the NGO/consulting Firm shall cover all but not restricted to the activities described in the following sections. The consulting NGO/Firm will work in close coordination with DWASA PMU, Grant Coordinator; Consultants to ensure dissemination of key messages that are gender-sensitive, in a format easily understood by resident of the project area, timely dissemination information on implementation schedule, possible disruptions, grievance redress procedures and expected average response time, during project implementation.

- 2.1 The consulting NGO/Firm will generate awareness in communities (especially amongst women and vulnerable groups) in the project slum area, about employment opportunities, entitlements, livelihood compensation, transitional allowance gender responsive COVID-19 awareness campaigns etc. available under the project, eligibility and procedures to avail/ access the same, and facilities access to such employment.
- 2.2 The consulting NGO/Firm will assist DWASA, consultants and LIC (Low Income Communities) to provide water and sanitation services through formation of community- based organizations (CBOs) and water user groups (WUG) (Women from the community will be formed into, or engaged in existing, WUGs and oriented on their basic rights to clean and safe water and be skilled to negotiate with DWASA).

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Bahrul Islam  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA

## TERMS OF REFERENCE (TOR)

The terms of reference (ToR) of the NGO/Consulting Firm comprises of:

- (a) Develop and undertake awareness campaign programs on effective use of water, water conservation and hygiene education, requirement of operation and maintenance of the water and sanitation services, inclusion of women in the decision-making bodies through workshop, focus group discussion, community consultation and dissemination of leaflets;
- (b) Conduct training on how to read the meters that will be installed and how to understand the new bills, which will be sent out in due course along with the improved methods of payment;
- (c) Conduct training on operation and maintenance of the water and sanitation facilities;
- (d) Support to women and vulnerable groups in the slum areas to get access to improved water and sanitation services;
- (e) Assist in implementation of and reporting on the relevant areas of the gender action plan;
- (f) Provide training to the Community-based Organizations (CBOs), WUGs and DWASA staff on respective issues;
- (g) Expansion and operational of DWASA's existing *Gender Equality Strategy* (in collaboration with legal aid service providers involved in Output 3) at the community level as well as institutional level. The consulting NGO/Firm to assist in developing systems, mechanisms, and HR competencies for the effective implementation of the enhanced GES. Provide training to DWASA staff and interested utilities on the enhanced GES.
- (h) Develop *Gender-responsive and socially inclusive emergency response plans* and
  - (i) Conduct training programs at the community level on the gendered risks faced during COVID-19- by slum-based health para-medicals, volunteers, first responders; and social, waste, service, domestic and security workers;
  - (ii) Preparation of gender-responsive COVID-19 communication strategy and tools to address the needs and constraints faced by women and vulnerable groups;
  - (iii) Gender-responsive COVID-19 community awareness campaigns targeting vulnerable women and groups;
- (i) Provide leadership training for women and vulnerable groups for their adequate representation and participation in community level decision making structures;
- (j) Orient existing leaders and youth on the importance of the participation of women and vulnerable groups in decision-making;
- (k) Monitor the performance of field-based workers ensuring that all assigned work is delivered within the relevant timeframes to all locations;
- (l) Produce monthly progress report and submit to grant coordinator.

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Bahrul Islam  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA

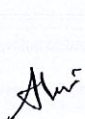
**TERMS OF REFERENCE (TOR)**  
**FOR**  
**BEHAVIORAL CHANGE/COMMUNITY (BCC) DEVELOPMENT EXPERT**

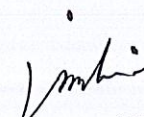
**QUALIFICATION REQUIREMENTS:**

<b>BEHAVIORAL CHANGE/COMMUNITY (BCC) DEVELOPMENT EXPERT</b>	
<b>Educational Qualifications</b>	The BCC Specialist will be a Graduate in Social Science.
<b>Years of Experience</b>	The BCC Specialist must have at least 7 years of experience in BCC and WASH activity implementation
<b>Area of Expertise</b>	<ol style="list-style-type: none"><li>1. He/she should have knowledge on national Social and Behavior Change Communication (SBCC) strategy and national framework for effective SBCC.</li><li>2. He/she should have skill on developing and implementation of social communication tools and techniques and supervision of field activities.</li></ol>

**DUTIES AND RESPONSIBILITIES**

- The BCC expert will develop social and behavioral change communication tools and prepare detailed plans to implement the gender sensitive public awareness campaign on water, sanitation and hygiene, leadership training for the women and vulnerable groups.
- He/she will work closely with the Gender and social development expert for planning and implementation of the grant activities. The scope of work of the specialist will include but will not be limited to the following:
  - Develop training module for leadership skills of women and vulnerable groups;
  - Assessment of the gendered risks and impacts of endemics, epidemics, and pandemics on vulnerable groups in slums;
  - Develop gender-responsive disaster emergency plans addressing the gendered needs and constraints voiced by slum dwellers as resulting from or exacerbated by COVID-19;
  - Develop and conduct training programs that address the gendered risks faced -during COVID-19- by slum-based health para-medicals, volunteers, first responders; and social, waste, service, domestic and security workers;
  - Prepare and implement gender-responsive COVID-19 communication strategy and tools to address the needs and constraints faced by women and vulnerable groups;
  - Prepare gender-responsive COVID-19 community awareness campaigns targeting vulnerable women and groups;
  - Design and implement the awareness raising campaign including use of gender sensitive brochure, leaflet on water and sanitation, during and post COVID-19 gendered impact;
  - Prepare and implement gender sensitive behavioral change and communication plan;
  - Assist Community Mobilizers in preparing and executing their day-to-day program such as organize public consultations, meetings and orientation on project activities;



  
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- Compilation of the progress, achievements, and challenges and submit to grant coordinator;
- Provide required information to the social safeguard experts on gender, resettlement to prepare the quarterly GAP report and semi-annual social safeguard monitoring report;
- Monitor and supervise Community Mobilizer's activities and participate in community consultation/orientation programs as per requirement;
- Ensure women participation in the consultations sessions as required to achieve GAP targets;
- Liaison with Community Mobilizer, Gender Specialist, Social Safeguards Specialist and Environmental Specialist, PMU and other stakeholders;
- Assist the GS for selection and collection of case studies on the impact of the project's intervention in individual and community level;
- Any other activities as necessary.

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Bahrul Islam  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka West

**TERMS OF REFERENCE (TOR)  
FOR  
GENDER AND SOCIAL DEVELOPMENT EXPERT**

**QUALIFICATION REQUIREMENTS:**

<b>GENDER AND SOCIAL DEVELOPMENT EXPERT</b>	
<b>Educational Qualifications</b>	The Gender and Social Development Expert will be a Master's in social sciences/ relevant discipline.
<b>Years of Experience</b>	The Gender and Social Development Expert should have at least 12 years of professional experience.
<b>Area of Expertise</b>	<ol style="list-style-type: none"><li>1. He/she should have experience in the project funded by Development Partner including ADB policies and Frameworks for Gender and Development.</li><li>2. He/she should have experience on monitoring and supervision of project activities and should have skill on developing and use of social communication tools and techniques and supervision of field activities.</li><li>3. Development of gender strategy or policy for the implementing agency or organizations will be of added advantage</li></ol>

**DUTIES AND RESPONSIBILITIES:**

The expert will responsible for expansion and operational of DWASA's existing *Gender Equality Strategy* by

- (i) Supporting the review and expansion of DWASA Gender Equality Strategy (GES, 2015) to enhance its features and include actions promoting the legal empowerment of women and vulnerable groups in accessing water and sanitation and, as part of its commitment to work-life balance and response to GBV experienced by its employees (in collaboration with legal aid service providers involved in Output 3); and
- (ii) Assisting in developing systems, mechanisms, and HR competencies for the effective implementation of the enhanced GES. The scope of work of the specialist will include but will not be limited to the following;
  - Design and conduct training modules to train DWASA staff and interested utilities on the enhanced GES;
  - The expert will prepare detailed plan to implement GAP for the incorporation of gender aspects in all awareness raising programs on water and sanitation issues, legal aspects, COVID-19, training modules, COVID-19 communication strategy and tools, disaster emergency response plans under the grant.
  - He/she will collaborate with other consultants and assist community mobilizers and training facilitators to ensure gender issues are addressed adequately in their respective work responsibilities;
  - Support the implementation of GAP of the grant;
  - Prepare GAP quarterly report and submit to PMU through grant coordinator;

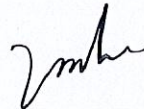
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Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA

- Ensure that women and vulnerable groups participation and representation in community level decision making structures, such as water users' groups (WUGs) and slum improvement committees;
- Ensure women and vulnerable groups will be selected and receive leadership training, awareness raising sessions;
- Coordinate with training specialist, Community development expert and other consultants and facilitate/participate in the trainings/workshops as per requirement;
- Monitor and supervise training facilitator's activities who is assigned for DWASA GES;
- Develop method and tools for collection of sex-disaggregated socio-economic data and produce gender analysis-based report regularly. Prepare/revise training materials, as necessary to train field staff;
- Review and endorsed gender sensitive behavior change and communication plan;
- Collaborate with the BCC consultant on designing and implementation of public awareness campaign;
- Prepare case studies on the impact of the project's intervention on individual and community level;
- Contribute to preparing the project completion report; and
- Any other activities as necessary.



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Project Director  
PMU, DESWSP Dhaka WASA

**TERMS OF REFERENCE (TOR)  
FOR  
TRAINING EXPERT**

<b>TRAINING EXPERT</b>	
<b>Educational Qualifications</b>	The expert will have a Master's degree in Development Studies, Economics, Social Science, Sustainable Development, Public Administration, Political Science, or related fields.
<b>Years of Experience</b>	He/She should have at least 7 (Seven) years of relevant work experience.
<b>Area of Expertise</b>	Experience on developing gender sensitive training modules on community awareness on water and sanitation, operation and maintenance of the facilities, COVID-19, leadership skill or similar nature will be of added advantage.

**DUTIES AND RESPONSIBILITIES:**

The scope of work for the Training Expert to organize, supervise, monitor and evaluation of the training activities of the grant as described below but not limited to:

- Organize, monitor and supervise the training program organize by the resource persons on respective issues such as training on community awareness on water and sanitation, operation and maintenance of the facilities, COVID-19, leadership skill, DWASA staff and interested utilities on the enhanced DWASA's existing *Gender Equality Strategy*;
- Produce training reports by comparing pre training and post training assessment;
- Design, organize and manage training programs and provide logistical support i.e. arrange venue, transport, training materials etc.;
- Assist in identifying the best available resource personnel as instructor under the modules to carry out the training;
- Assist in developing training modules, training materials, and presentations;
- Develop training plan and maintain training calendar;
- Maintaining liaison with the resource persons, public and private sector stakeholders;
- Carry out any other assignments prescribed by the grant coordinator;
- The Training expert will prepare his/her work schedule monthly/quarterly/annually and will submit the report to the grant coordinator as well as any report requested by Project Director for GOB/Donor requirement on the Project.

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**Bahrul Islam**  
Superintending Engineer &  
Project Director  
PMU, DESWSP Dhaka WASA



**TERMS OF REFERENCE (TOR)  
FOR  
COMMUNITY MOBILIZER**

<b>COMMUNITY MOBILIZER</b>	
<b>Educational Qualifications</b>	He/She should have a graduate degree in Social Sciences/relevant discipline
<b>Years of Experience</b>	He/She should have at least 5 years of professional experience in implementation of awareness building activities with orientation on social development and gender.
<b>Area of Expertise</b>	He/she should have skills on developing and using social communication tools and techniques.

**DUTIES AND RESPONSIBILITIES:**

The Community Mobilizer will closely work with the Behavioral change/community development expert (BCC) and assist the BCC expert for developing social and behavioral change communication tools and prepare detailed plans to implement the gender sensitive public awareness campaign on water, sanitation and hygiene, leadership training for the women and vulnerable groups. The scope of work of the Community Mobilizer will include but will not be limited to the following:

- Assist the BCC expert for developing training module for leadership skills of women and vulnerable groups, gender-responsive disaster emergency plans addressing the gendered needs and constraints voiced by slum dwellers as resulting from or exacerbated by COVID-19;
- Assist the BCC expert in conducting the assessment of the gendered risks and impacts of endemics, epidemics, and pandemics on vulnerable groups in slums;
- Assist the training expert and the BCC expert to conduct the training programs that address the gendered risks faced -during COVID-19- by slum-based health para-medicals, volunteers, first responders; and social, waste, service, domestic and security workers;
- Assist the BCC expert to implement gender-responsive COVID-19 communication strategy and tools to address the needs and constraints faced by women and vulnerable groups;
- Facilitate conducting gender-responsive COVID-19 community awareness campaigns targeting vulnerable women and groups;
- Assist the Gender and social development expert to implement gender sensitive public awareness campaign and other programs;
- Implement the awareness raising campaign including use of gender sensitive brochure, leaflet on water and sanitation, during and post COVID-19 gendered impact;
- Manage day-to-day work at the field level;
- Coordinate and assist other experts to organize public consultations, meetings and other activities in the project areas;



  
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Project Director  
PMU, DESWSP Dhaka VI/ASA

- Ensure women participation in the consultations sessions, trainings, awareness campaign programs as required to achieve the Gender Action Plan (GAP) targets;
- Liaison with other individual consultants and Legal Empowerment consulting NGOs/Firms to carry out the community mobilization related activities;
- Assist the PMU and ADB for selection and collection of case studies on the impact of the project's intervention in individual and community level;
- Compilation of the progress, achievements, and challenges and submit to the Social Development and Gender Specialist in a timely manner; and
- Any other activities as necessary.

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**Bahrul Islam**  
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Project Director  
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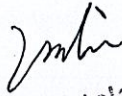
**CLIENT'S INPUT AND COUNTERPART PERSONNEL**

**a. SERVICES, FACILITIES AND PROPERTY.**

DESWSP will provide the office space, but the consultant will be responsible for the cost of utilities and office maintenance. The Consultant will also be provided with previous available reports, data, and information relevant to their assignments.

**b. PROFESSIONAL AND SUPPORT COUNTERPART PERSONNEL.**

DESWSP will provide all necessary counterpart support on a no-cost basis to the consultant's team. All the counterpart support, facilities and information would be provided by the DWASA in kind and would be free of charge to the Consultant.

     
Bahrul Islam  
Superintending Engineer &  
Project Director  
PRU, DESWSP Dhaka WASA