

Memo No. :

46.113.618.00.00.S-05/(Vol-1)/DESWSP/ 6311

Date : 11/12/2022

REQUEST FOR EXPRESSION OF INTEREST (REOI)

(For NGO/Consulting Firm)

Date Issued	:	12 December 2022
Project No	:	Grant 0805-BAN (SF)
Project Name	:	Recruitment of the Consulting NGO/ Firm for Legal Empowerment 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
Deadline for submission of EOI	:	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 Legal Empowerment 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 :**

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. 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 NGO/Firm will closely work with the social awareness consulting NGO/Firm to ensure the issues related to legal rights of slum communities are properly planned and implemented.

The consulting NGO/Firm will develop legal literacy materials such as training modules, materials for awareness raising programs for the key decision-makers and influencers such as with religious leaders, teachers, youth, and social- and community-level committee members through the effective use of digital technologies.

The consulting NGO/Firm will provide legal aid services to women and vulnerable groups (Provide assistance to people unable to afford legal representation and access to court. Delivery models include: duty lawyers, community legal clinics -through paralegal staff- and payment of lawyers to deal with cases of individuals entitled to legal aid) by (i) creating a community-based mechanism led by CBOs for identifying assess and identify vulnerable women and groups needing legal assistance; (ii) promoting alliances between community mobilization and legal empowerment consulting NGO/Firm to establish a network of community-based legal service providers; and (iii) developing the capacity of legal service providers and relevant groups (e.g., facilitators of alternative dispute resolution systems) in addressing the needs voiced by slum-dwellers.

The consulting NGO/Firm will conduct awareness campaigns on gender-based policies and practices and the development of programs that enable young men and boys to initiate long-term participatory actions (e.g., formation of groups) against gender inequality and GBV. Formation of groups of spouses/couples for changing traditional social norms and practices that perpetuate GBV will be supported.

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 working in the legal field for relevant project in water and

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sanitation sector in urban areas/slum Areas. Familiarity with social safeguard requirements of multilateral development bank such as ADB/World bank is highly desirable. At least 3-5 years of previous experience in similar types of projects as described 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, legal service providers and relevant groups on the legal aspects of the vulnerable groups. The NGO must familiar with developing gender sensitive training modules on the legal aspects of community awareness on water and sanitation, operation and maintenance of the facilities.

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>

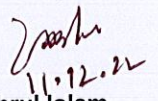
iv. **Geographical Competence**

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 Legal Empowerment 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, www.adb.org, www.deswsp-dwasa.com and www.cptu.gov.bd
12. The procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason thereof.


11.12.22

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Superintending Engineer &
Project Director
DESWSP, Dhaka WASA.

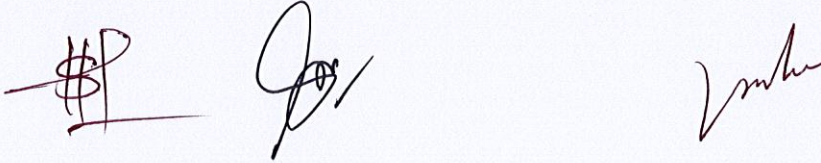
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1. The Managing Director, Dhaka WASA
2. The Deputy Managing Director (Admin/O&M/FP&D/Fin.), Dhaka WASA.
3. Chief Engineer, DWASA.
4. Additional Chief Engineer (RPD), DWASA.
5. The Superintending Engineer/Deputy Project Director 1/2.DESWSP, Dhaka WASA.
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.



(9)

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

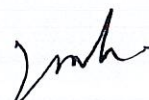
A. BACKGROUND

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.



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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:

- (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.

7. 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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2. LEGAL EMPOWERMENT CONSULTING NGO/FIRM

2.1 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 consulting NGO/Firm, legal empowerment consulting NGO/Firm and the individual consultants.

2.2 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. 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 NGO/Firm will closely work with the social awareness consulting NGO/Firm to ensure the issues related to legal rights of slum communities are properly planned and implemented.

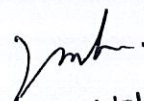
- 2.3 The consulting NGO/Firm will develop legal literacy¹ materials such as training modules, materials for awareness raising programs for the key decision-makers and influencers such as with religious leaders, teachers, youth, and social- and community-level committee members through the effective use of digital technologies.²
- 2.4 The consulting NGO/Firm will provide legal aid services to women and vulnerable groups³ by (i) creating a community-based mechanism led by CBOs for identifying assess and identify vulnerable women and groups needing legal assistance; (ii) promoting alliances between community mobilization and legal empowerment consulting NGO/Firm to establish a network of community-based legal service providers; and (iii) developing the capacity of legal service providers and relevant groups (e.g., facilitators of alternative dispute resolution systems) in addressing the needs voiced by slum-dwellers.⁴
- 2.5 The consulting NGO/Firm will conduct awareness campaigns in schools and *madrasah* [Islamic colleges] on gender-based policies and practices and the development of programs that enable young men and boys to initiate long-term participatory actions (e.g., formation of groups) against gender inequality and GBV. Formation of groups of spouses/couples for changing traditional social norms and practices that perpetuate GBV will be supported.

¹Legal literacy is defined as the acquisition of critical awareness about rights and the law, enhances the citizens' ability citizens (particularly marginalized groups) to assert rights and the capacity to mobilize for change.

² These include expanded access to legal information through Internet and e-mail; expanded access to clients for screening, obtaining basic client information, referrals, and providing brief advice and services, posting information on the Internet; better case management and data collection, along with automated templates for document creation, reduced process management and administration.

³Legal aid is the provision of assistance to people unable to afford legal representation and access to court. Delivery models include: duty lawyers, community legal clinics -through paralegal staff- and payment of lawyers to deal with cases of individuals entitled to legal aid.

⁴ The main cases or issues would include GBV, discrimination against women based on inheritance and family laws, child marriages, divorces, dowry-related violence, and discrimination against *hijras* and differently abled.



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

LEGAL EXPERT	
Educational Qualifications	The expert will have at least a LL B degree from an accredited college or university in law or any other relevant equivalent degree
Years of Experience	He/She should have at least 10 years of experience of working in the legal field for relevant project in water and sanitation sector in urban areas.
Area of Expertise	<ol style="list-style-type: none"> 1. Must have experience in preparing awareness raising programs, capacity building of NGOs/CBOs, legal service providers and relevant groups on the legal aspects of the vulnerable groups is required. 2. Must have strong and proven written and oral communication and presentation skills.

DUTIES AND RESPONSIBILITIES:

The expert will develop gender sensitive legal literacy⁵ programs on gender-based violence (GBV), discrimination against women based on inheritance and family laws, child marriages, divorces, dowry-related violence, and discrimination against *hijras* and differently abled. The scope of work of the specialist will include but will not be limited to the following:

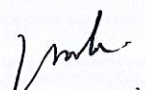
- Design and conduct awareness raising programs on legal aspects with religious leaders, teachers, youth, and social- and community-level committee members through the effective use of digital technologies⁶;
- Work with community based organizations (CBO) to identify women and vulnerable groups legal assistance, promote alliances between community mobilization and legal empowerment consulting NGO/Firm to establish a network of community-based legal service providers, and develop the capacity of legal service providers and relevant groups (e.g., facilitators of alternative dispute resolution systems) in addressing the needs voiced by slum-dwellers considering GBV, discrimination against women based on inheritance and family laws, child marriages, divorces, dowry-related violence, and discrimination against *hijras* and differently abled;
- Work with the grant Coordinator and supervise training expert to successfully implement the legal literacy programs, awareness raising programs, and orientation sessions;
- Develop a community-based mechanism led by CBOs for identifying vulnerable women and groups needing legal assistance;
- Develop a legal aid program on but not limited to the provision of assistance to people unable to afford legal representation and access to court and provide legal aid services to women and vulnerable groups in selected slums;
- Develop a mechanism for promoting alliances between community mobilization and legal empowerment consulting NGO/Firm and establish a network of community-based legal service providers;
- Develop the capacity of legal service providers and relevant groups (e.g., facilitators of alternative dispute resolution systems) through trainings to address the needs voiced of slum-dwellers.

⁵Legal literacy is defined as the acquisition of critical awareness about rights and the law, enhances the citizens' ability citizens (particularly marginalized groups) to assert rights and the capacity to mobilize change.

⁶ These include expanded access to legal information through Internet and e-mail; expanded access to clients for screening, obtaining basic client information, referrals, and providing brief advice and services, posting information on the Internet; better case management and data collection, along with automated templates for document creation, reduced process management and administration. case management and data collection, along with automated templates for document creation, reduced process






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

TRAINING EXPERT	
Educational Qualifications	The expert will have a Master's degree in Development Studies, Economics, Social Science, Sustainable Development, Public Administration, Political Science, or related fields.
Years of Experience	He/She should have at least 7 years of relevant work experience on developing gender sensitive training modules on the legal aspects of community awareness on water and sanitation, operation and maintenance of the facilities, COVID-19.
Area of Expertise	<ol style="list-style-type: none"> 1. Must have experience on on developing gender sensitive training modules on the legal aspects of community awareness on water and sanitation, operation and maintenance of the facilities, COVID-19. 2. 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 developed by the legal expert on respective issues within legal literacy but not limited: legal rights and obligations of women and vulnerable groups; (ii) the institutional structure and procedures of the legal system; and (iii) the mechanisms that women, the poor, and other marginalized groups can use to advance their rights and interests;
- Organize, monitor and supervise the leadership training program for women and vulnerable group leaders on decision making skills enhancement within the household and community;
- Organize and manage awareness programs on but not limited to decision making power of women and vulnerable groups in line with the water users' groups and slum improvement committees, legal rights of women including access to water and sanitation;
- Organize, monitor and supervise orientation sessions with male leaders and youth on importance of the participation of women and vulnerable groups in decision making;
- Produce training reports by comparing pre training and post training assessment;
- 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;
- Carry out any other assignments prescribed by the grant coordinator and legal expert;
- 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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5. CLIENT'S INPUT AND COUNTERPART PERSONNEL

5.1 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.

5.2 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.



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