



REQUEST FOR PROPOSAL (RFP)

NAME & ADDRESS OF FIRM	DATE: October 5, 2020
	REFERENCE: RFP-BD-2020-033

Dear Sir / Madam:

We kindly request you to submit your Proposal for **Hiring a firm to conduct socio-economic research to support informed and data-driven decision making and combat with COVID-19 crisis-a2i.**

Proposals shall be submitted on or before 4.30 p.m. (local time) on Monday, October 19, 2020

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before the deadline indicated by UNDP in the e-Tendering system. Bids must be submitted in the online e-Tendering system in the following link: <https://etendering.partneragencies.org>; using your username and password. If you have not registered in the system before, you can register now by logging in using

Username: event.guest

Password: why2change

and follow the registration steps as specified in the system user guide.

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days.

You are kindly requested to indicate whether your company intends to submit a Proposal by clicking on "Accept Invitation" in the system.

In the course of preparing and submitting your Proposal, it shall remain your responsibility to ensure that it submitted into the system by the deadline. The system will automatically block and not accept any bid after the deadline. Kindly ensure attaching the required supporting documents (*with file name less than 60 characters*) in pdf format which must be free from any virus or corrupted files. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

The Financial Proposal and the Technical Proposal files MUST BE COMPLETELY SEPARATE and uploaded separately in the system and clearly named as either "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL", as appropriate. Each document shall include the Proposer's name and address. The file with the "FINANCIAL PROPOSAL" must be encrypted with a password so that it cannot be opened nor viewed until the Proposal has been found to pass the technical evaluation stage. Once a Proposal has been found to be responsive by passing the technical evaluation stage, UNDP shall request via email the Proposer to submit the password to open the Financial Proposal. The Proposer shall assume the responsibility for not encrypting the financial proposal.

PLEASE DO NOT PUT THE PRICE OF YOUR PROPOSAL IN THE 'LINE ITEMS' IN THE SYSTEM. INSTEAD PUT 1 AND UPLOAD THE FINANCIAL PROPOSAL AS INSTRUCTED ABOVE.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link :

https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscoc/conduct_english.pdf

Thank you and we look forward to receiving your Proposal.

Sincerely yours,



Krishna Raj Adhikari
Senior Operations Manager
05 October 2020

Description of Requirements

Context of the Requirement	<p>The World Health Organization (WHO) declared COVID-19 a ‘Public Health Emergency of International Concern’ on 30 January 2020 and was declared a pandemic on 11 March 2020. As of 19 April 2020, there were 2,330,259 cases of COVID-19 reported globally, and 160,917 deaths reported. As of 18 April, April 2020, there were 2144 confirmed cases of COVID-19 registered in Bangladesh. People who have tested positive for COVID-19 have been isolated and their contacts are under self-quarantine. The population density of Bangladesh puts it at high risk for transmission of communicable diseases, especially for people living in slums, living in roads, and those working in open spaces in large factories. In response to the current global emergency caused by the Novel Coronavirus and to support evidence generation, a2i program has taken a few initiatives in collaboration with other government institutions to tackle this pandemic to minimize the number of losses and ensure a safe place for the Bangladeshi citizens. This is a war against a common enemy where every nation is struggling to fight back. Without any doubt, Bangladesh is one of the vulnerable countries due to its density and poor health infrastructure system which can help the virus to spread rapidly and creates mass destruction.</p> <p>In response to the crisis, different players have been supporting the government in terms of visualizing the statistics using different tools and technologies. For instance, a dashboard (Corona Dashboard: http://103.247.238.81/webportal/pages/covid19.php) has been developed to visualize the COVID scenario of the country with information on total confirmed cases, death, recovery, status of last 24 hours, affected districts, distribution of logistics (PPE, etc.), hospital capacities, etc. However, that dashboard doesn’t provide analytical insights on the next steps for the decision makers. It mostly visualizes the data and statistics of DGHS; the data of other relevant agencies, for instance, call centres, Telco’s, USSD, law enforcement, local govt. initiatives, resources (trained HR, logistics requirements), high-risk areas and transmissibility, etc. are not integrated there. On the other hand, a2i also has developed an information platform (Corona Info: https://corona.gov.bd/) on the spread of the disease based on its existing infrastructure of digital public service delivery and its partnership with the government, media, telecoms industry and other key agencies. This platform provides information on hotlines, call centres, live update on COVID situation (national and global), day to day initiatives taken by the government to manage the situation, remote testing for confirmation of suspected cases, options to provide information on affected cases, connecting doctors who would like to volunteer remotely, awareness contents/ guidelines and so forth in addition to the visualization of DGHS’ statistics on COVID-19. However, socio-economic research findings are not integrated in this platform yet for the decision makers. Moreover, Socio-economic insights are highly essential as knowledge in itself alone cannot combat Corona without additional development features/modules appropriate for</p>
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	intended users ranging from beneficiaries, service providers, information providers, and Government administration for their timely actions and reflections.
Implementing Partner of UNDP	ICT division
Brief Description of the Required Services	<p>I. Background research of the administrative, survey and system data</p> <ul style="list-style-type: none"> • Take the expert opinion from Bangladeshi political leaders, religious leaders, economists, health personnel, educationists, etc. for proper planning and understanding their expectations and needs in perspective of COVID-19. • Select 5-6 major thematic areas with categories and sub-categories and identify the policy questions, indicators with disaggregation (district, upazila, poverty, SSN, sex, age, mobile coverage, internet coverage, literacy, drop out, women headed household, law and order, etc.), stakeholders and data sources. Thematic areas can be but not limited to: <ul style="list-style-type: none"> • Health • Economy • Social Safety Net • Food Security • Violence • Education, etc. • Use the available survey data from the above-mentioned thematic areas which are extensively collected by BBS (HIES, LFS, SVRS, etc.) and researchers (YRISE, IFPRI, UNDP, etc.) to identify major source of livelihoods, especially for poor families. • Identify the possible scope/area of survey/data collection frequently. <p>II. Data mapping, data collection through survey/administrative, analysis through high frequency surveys on COVID situation from Community level, local health institutes, local GO and NGOs, general administration, business entities, etc. on the following sectors:</p> <ul style="list-style-type: none"> • Conduct 3 Surveys and others from the administration level from the previously selected thematic areas. For example- <ul style="list-style-type: none"> • Health • Economy • Social Safety Net • Food Security • Violence • Education • Online Survey design & Requirement analysis. • Tools development (enable system integration). • Define methodology.

	<ul style="list-style-type: none"> • Connect the survey with different communication channels (Nothi, Teachers portal, local NGOs' platform, etc.) through online data collecting platform. • Data cleaning and pushing to database, analysis and visualization and integration platform, report generation. • Analyze the trend. • Collaboration with UN partners, BBS and govt. and private organizations for data collection. <p>III. Using Sub-national Economic Vulnerability Index to target relief targeting on social protection</p> <ul style="list-style-type: none"> • Create a vulnerability index at either the <i>upazila</i> or <i>union</i> level in Bangladesh in order to rank areas where needs are greatest based on the following components: <ul style="list-style-type: none"> • Current income • Pre-COVID19 poverty • Remittance share of income • Food prices, shortage and food insecurity • Susceptible to climate risk • Identify the vulnerable groups for targeting cash transfers. • Predicting the amount of cash transfer needed in the future. • Combine telecom records with detailed survey data, using machine learning technology for proper decision making. <p>IV. Application of predictive economical and epidemiological Modeling</p> <ul style="list-style-type: none"> • Conduct 2 assessments on the nature and scope of predictive modeling. • Develop the approach and strategy for the model through requirement analysis. • Add economic and behavioral factors to epidemiological models. • Discipline with country data. • Provide specific policy guidance for Least Middle-Income Countries (LMICs). <p>V. Provide support in high quality documentation and ensure wider dissemination</p> <ul style="list-style-type: none"> • Develop Innovation Briefs on the basis of the research insights. • Develop the survey report/article and ensure the dissemination to national and international audiences. 				
List and Description of Expected Outputs to be Delivered	<table> <tr> <th data-bbox="418 1696 1036 1772">Completed Products Under Each Area and Activity</th><th data-bbox="1036 1696 1414 1772">Delivery Timeline</th></tr> <tr> <td data-bbox="418 1772 1036 1850">Submission of inception report</td><td data-bbox="1036 1772 1414 1850">7th day after signing the contract</td></tr> </table>	Completed Products Under Each Area and Activity	Delivery Timeline	Submission of inception report	7 th day after signing the contract
Completed Products Under Each Area and Activity	Delivery Timeline				
Submission of inception report	7 th day after signing the contract				

	Submission of draft report	After 1.5 month of contract signing
	Submission of the final compiled report	At the end of month 2
Person to Supervise the Work/Performance of the Service Provider	The work will closely oversee by Head of Results Management and Data, a2i.	
Frequency of Reporting	As indicated in the TOR	
Progress Reporting Requirements	As indicated in the TOR	
Location of work	<input type="checkbox"/> Exact Address/es <i>[pls. specify]</i> As indicated in the TOR.	
Expected duration of work	03 Months	
Target start date	October 2020	
Latest completion date	December 2020	
Travels Expected	As indicated in the TOR.	
Special Security Requirements	<input type="checkbox"/> Security Clearance from UN prior to travelling <input type="checkbox"/> Completion of UN's Basic and Advanced Security Training <input type="checkbox"/> Comprehensive Travel Insurance <input type="checkbox"/> Others <i>[pls. specify]</i> <input checked="" type="checkbox"/> N/A	
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	<input type="checkbox"/> Office space and facilities <input type="checkbox"/> Land Transportation <input checked="" type="checkbox"/> Others as per TOR.	
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required	

Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required									
Currency of Proposal	<input checked="" type="checkbox"/> United States Dollars <input type="checkbox"/> Euro <input checked="" type="checkbox"/> Local Currency (BDT)									
Value Added Tax on Price Proposal	<input checked="" type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes									
Validity Period of Proposals <i>(Counting for the last day of submission of quotes)</i>	<input checked="" type="checkbox"/> 90 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.									
Partial Quotes	<input checked="" type="checkbox"/> Not permitted									
Payment Terms	<table border="1"> <thead> <tr> <th>Deliverables</th> <th>% of payment</th> </tr> </thead> <tbody> <tr> <td>Submission of inception report</td> <td>10%</td> </tr> <tr> <td>Submission of draft report</td> <td>50%</td> </tr> <tr> <td>Submission of the final compiled report</td> <td>40%</td> </tr> </tbody> </table>	Deliverables	% of payment	Submission of inception report	10%	Submission of draft report	50%	Submission of the final compiled report	40%	
Deliverables	% of payment									
Submission of inception report	10%									
Submission of draft report	50%									
Submission of the final compiled report	40%									
Person(s) to review/inspect/approve outputs/completed services and authorize the disbursement of payment	Policy Advisor, a2i									
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for Professional Services									
Criteria for Contract Award	<input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services									

	required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.																		
Criteria for the Assessment of Proposal	<p>Bidder must have adequate technical ability, resources, human resources and processes. As such, following are defined as minimum eligibility criteria:</p> <p><u>Minimum Eligibility Criteria for the Firm:</u></p> <ul style="list-style-type: none">• Business Licenses – valid trade license, TIN Certificate, VAT Registration Certificate, Certificate of Incorporation (if applicable) and latest income tax return certificate;• Company Profile, which should not exceed fifteen (15) pages including any printed brochure relevant to the services being procured;• The Firm must submit last two years (2018, 2019) financial audit report.• The firm must have proof of minimum 25 Thousand USD working capital per year reflected in last 2 years audited financials.• Minimum 5 years’ experience in Socio-economic research, statistical analysis, and peer reviewed publications using statistical and econometric analysis, data merging and survey data management experience and/or data cleaning experience, etc.• Experience in collecting COVID-19 data and analysis. (Please provide contract documents/work completion certificate). <p><u>Minimum Eligibility Criteria for the Key personnel:</u></p> <p>CVs of the Team leader and key team members containing their experiences on relevant issues must be submitted with detailed proposal. Beside that the evaluation team is expected to fulfil the following qualifications:</p> <table><tr><th>Key Position</th><th>No.</th><th>Required Minimum Qualification</th></tr><tr><td>Socio-economic Expert</td><td>02</td><td><ul style="list-style-type: none">• Master’s in Social Science discipline from any reputed university.• Minimum 5 years professional experience in development sector.</td></tr><tr><td>Economist</td><td>02</td><td><ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.• Minimum 4 years professional experience in development sector.</td></tr><tr><td>Research Coordinator (RC)</td><td>02</td><td><ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.• Minimum 3 years professional experience in Research.</td></tr><tr><td>Research Associate (RA)</td><td>02</td><td><ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.• Minimum 2 years professional experience in Research.</td></tr><tr><td>Surveyor</td><td>10</td><td><ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.</td></tr></table>	Key Position	No.	Required Minimum Qualification	Socio-economic Expert	02	<ul style="list-style-type: none">• Master’s in Social Science discipline from any reputed university.• Minimum 5 years professional experience in development sector.	Economist	02	<ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.• Minimum 4 years professional experience in development sector.	Research Coordinator (RC)	02	<ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.• Minimum 3 years professional experience in Research.	Research Associate (RA)	02	<ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.• Minimum 2 years professional experience in Research.	Surveyor	10	<ul style="list-style-type: none">• Minimum Bachelor’s in Social Science discipline from any reputed university.
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		<ul style="list-style-type: none"> Minimum 1-year professional experience in data collection.
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Note: Necessary document must be submitted to substantiate the above eligibility criteria. Consultancy firm that do not meet the above eligibility criteria shall not be considerate for further evaluation. The firm must provide CV's of all proposed personnel for the assignment, stating name, highest academic qualification, professional certification, length of experience, role/function or other related information.

Technical Proposal (70%)

☒ Expertise of the Firm

☒ Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan

☒ Qualification of Key Personnel

Basis of Technical evaluation:

Criteria	Max. Points
<u>Technical</u>	
1. Overall experience and Expertise of the organization/Firm	15
1.1: Experience of socio-economic research analysis.	8
1.2: Organization Profile, administrative and financial management structure and strength	7
2. Expertise of Key personnel	20
2.1: Relevant experience of Socio-economic Expert	7
2.2: Relevant experience of Economist	6
2.3: Relevant experience of support team	7
3. Expertise on data collection, analysis and reporting	35
3.1: Demonstration of the understanding of the assignment & proposed plan for the data collection analysis and reporting	12
3.2: Approach and methodology of the research	10
3.3: Proposed staffing and work plan with detailed staff engagement schedule	6
3.4 Data Visualization and reporting	4
3.5: Risk Management & Overall flexibility	3

Financial Proposal (30%)

To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.

UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Annexes to this RFP	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> Detailed TOR (Annex-3) <input checked="" type="checkbox"/> Written Self Declaration (Annex-4)
Contact Person for Inquiries (Written inquiries only)	bd.procurement@undp.org <i>Please mention the following in the subject while sending any query to UNDP regarding this RFP on or before 12 October 2020.</i> <i><u>"Queries on RFP-BD-2020-033"</u></i> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Other Information [pls. specify]	A pre-bid meeting will be held Online for the clarification on the bidding document and ToR <u>on 12 October 2020 at 11:00am using the following link:</u> https://undp.zoom.us/j/86545158071?pwd=RHlBM2Z4WnBXZzJyWnc3WmpRN3VuUT09&from=msft Join Zoom Meeting

Annex 2

FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL¹***(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery²)***

[insert: Location]

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date], and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contract references;*
- e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

B. Proposed Methodology for the Completion of Services

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

¹ This serves as a guide to the Service Provider in preparing the Proposal.

² Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

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C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide :

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.

D. Cost Breakdown per Deliverable*

	Deliverables <i>[list them as referred to in the RFP]</i>	Percentage of Total Price <i>(Weight for payment)</i>	Price <i>(Lump Sum, All Inclusive)</i>
1	Deliverable 1		
2	Deliverable 2		
3	Deliverable 3		
	Total	100%	

**This shall be the basis of the payment tranches*

E. Cost Breakdown by Cost Component [This is only an Example]:

Description of Activity	Remuneration per Unit of Time	Total Period of Engagement	No. of Personnel	Total Rate
I. Personnel Services				
1. Services from Home Office				
a. Expertise 1				
b. Expertise 2				
2. Services from Field Offices				
a . Expertise 1				
b. Expertise 2				
3. Services from Overseas				
a. Expertise 1				
b. Expertise 2				
II. Out of Pocket Expenses				
1. Travel Costs				
2. Daily Allowance				
3. Communications				
4. Reproduction				
5. Equipment Lease				
6. Others				
III. Other Related Costs				

*[Name and Signature of the Service Provider's
Authorized Person]
[Designation]
[Date]*

Terms of Reference

For

Hiring a firm to conduct socio-economic research to support informed and data-driven decision making and combat with COVID-19 crisis

A. Project Title: Aspire to Innovate (a2i)

B. Project Description

Aspire to Innovate (a2i), a whole-of-government programme of ICT Division, supported by Cabinet Division and UNDP, that catalyses citizen-friendly public service innovations, simplifying government and bringing it closer to people. It supports the government to be on the forefront of integrating new, whole-of-society approaches to achieve the society. The objective of the project is to increase transparency, improve governance, and reduce the time, difficulty and costs of obtaining government services for under-served communities of Bangladesh. This is to be achieved by the following major 3 components of the project:

Component 1: Institutionalizing Public Service Innovation and Improving Accountability

Component 2: Catalyzing Digital Financial Services and Fin-tech Innovations

Component 3: Incubating Private Sector-enabled Public Service Innovation

C. Scope of Services, Expected Outputs and Target Completion

1. Background of the Assignment:

The World Health Organization (WHO) declared COVID-19 a 'Public Health Emergency of International Concern' on 30 January 2020 and was declared a pandemic on 11 March 2020. As of 19 April 2020, there were 2,330,259 cases of COVID-19 reported globally, and 160,917 deaths reported. As of 18 April 2020, there were 2144 confirmed cases of COVID-19 registered in Bangladesh. People who have tested positive for COVID-19 have been isolated and their contacts are under self-quarantine. The population density of Bangladesh puts it at high risk for transmission of communicable diseases, especially for people living in slums, living in roads, and those working in open spaces in large factories. In response to the current global emergency caused by the Novel Coronavirus and to support evidence generation, a2i program has taken a few initiatives in collaboration with other government institutions to tackle this pandemic to minimize the number of losses and ensure a safe place for the Bangladeshi citizens. This is a war against a common enemy where every nation is struggling to fight back. Without any doubt, Bangladesh is one of the vulnerable countries due to its density and poor health infrastructure system which can help the virus to spread rapidly and creates mass destruction.

In response to the crisis, different players have been supporting the government in terms of visualizing the statistics using different tools and technologies. For instance, a dashboard (Corona Dashboard: <http://103.247.238.81/webportal/pages/covid19.php>) has been developed to visualize the COVID scenario of the country with information on total confirmed cases, death, recovery, status of last 24 hours, affected districts, distribution of logistics (PPE, etc.), hospital capacities, etc. However, that dashboard doesn't provide analytical insights on the next steps for the decision makers. It mostly visualizes the data and statistics of DGHS; the data of other relevant agencies, for instance, call centres, Telco's, USSD, law enforcement, local govt. initiatives, resources (trained HR, logistics requirements), high-risk areas and transmissibility, etc. are not

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2. Main Objectives of the assignment:

The objective of the work is to conduct socio-economic research considering the administrative, survey and system data and provide insights to support informed and responsive decision making in regard to COVID-19 based on the research findings.

3. Scope of Work:

Background research of the administrative, survey and system data

- Take the expert opinion from Bangladeshi political leaders, religious leaders, economists, health personnel, educationists, etc. for proper planning and understanding their expectations and needs in perspective of COVID-19.
- Select 5-6 major thematic areas with categories and sub-categories and identify the policy questions, indicators with disaggregation (district, upazila, poverty, SSN, sex, age, mobile coverage, internet coverage, literacy, drop out, women headed household, law and order, etc.), stakeholders and data sources. Thematic areas can be but not limited to:
 - i. Health
 - ii. Economy
 - iii. Social Safety Net
 - iv. Food Security
 - v. Violence
 - vi. Education, etc.
- Use the available survey data from the above-mentioned thematic areas which are extensively collected by BBS (HIES, LFS, SVRS, etc.) and researchers (YRISE, IFPRI, UNDP, etc.) to identify major source of livelihoods, especially for poor families.
- Identify the possible scope/area of survey/data collection frequently.

Data mapping, data collection through survey/administrative, analysis through high frequency surveys on COVID situation from Community level, local health institutes, local GO and NGOs, general administration, business entities, etc. on the following sectors:

- Conduct 3 Surveys and others from the administration level from the previously selected thematic areas. For example-
 - i. Health

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- Online Survey design & Requirement analysis.
- Tools development (enable system integration).
- Define methodology.
- Connect the survey with different communication channels (Nothi, Teachers portal, local NGOs' platform, etc.) through online data collecting platform.
- Data cleaning and pushing to database, analysis and visualization and integration platform, report generation.
- Analyze the trend.
- Collaboration with UN partners, BBS and govt. and private organizations for data collection.

Using Sub-national Economic Vulnerability Index to target relief targeting on social protection

- Create a vulnerability index at either the *upazila* or *union* level in Bangladesh in order to rank areas where needs are greatest based on the following components:
 - i. Current income
 - ii. Pre-COVID19 poverty
 - iii. Remittance share of income
 - iv. Food prices, shortage and food insecurity
 - v. Susceptible to climate risk
- Identify the vulnerable groups for targeting cash transfers.
- Predicting the amount of cash transfer needed in the future.
- Combine telecom records with detailed survey data, using machine learning technology for proper decision making.

Application of predictive economical and epidemiological Modeling

- Conduct **2** assessments on the nature and scope of predictive modeling.
- Develop the approach and strategy for the model through requirement analysis.
- Add economic and behavioral factors to epidemiological models.
- Discipline with country data.
- Provide specific policy guidance for Least Middle-Income Countries (LMICs).

Provide support in high quality documentation and ensure wider dissemination

- Develop Innovation Briefs on the basis of the research insights.
- Develop the survey report/article and ensure the dissemination to national and international audiences.

4. Institutional Arrangement

The work will closely oversee by Head of Results Management and Data, a2i.

5. *Duration of the Work*

Total Duration of the assignment is 2 Months.

6. Deliverables:

As per RFP document

7. Supervision and Performance Evaluation:

The vendor will be working closely with the SDG and Data Team of Aspire to Innovate Project. The Team Leader of SDG and Data Team will be responsible to review and approve the performance/activities.

8. Location of Work: Bangladesh.

9. Minimum Eligibility Criteria and Team Composition:

As per RFP document

10. Evaluation Criteria:

The evaluation process of selecting a firm will be based on technical (70) and financial (30) points. The technical criteria are as follows;

As per RFP document

11. Payment Schedule:

As per RFP document

Annex-4

Declaration

Date:

United Nations Development Programme

UNDP Registry, IDB Bhaban, Agargaon
Sher-E-Bangla Nagar, Dhaka, Bangladesh

Assignment _____

Reference: RFP-BD-2020-033

Dear Sir,

I declare that is not in the UN Security Council 1267/1989
List, UN Procurement Division List or Other UN Ineligibility List.

Yours Sincerely,