



Date: June 1, 2022

Addendum # 1

UNDP/AFG/RFP/2022/0000012535 - Comprehensive Community Based Survey to Assess Food Security, Livelihood and Climate Change Situation in Selected Northern Provinces of Afghanistan

This addendum is issued with the purpose to update the TOR and mention the distribution of activities in each Province UNDP /AFG/RFP/2022/0000012535- dated 19 May 2022, Section 5 TERMS OF REFERENCE – Detailed Tasks, as follows:

Detailed Tasks

UNDP in collaboration with the contractor will lead the following specific tasks:

- (i) Develop an operational plan with proposed parameters as per the timeframe and locations agreed with UNDP;
- (ii) Determine representative sample size and identify target communities to be consulted in each location that is inclusive in terms of geography, culture, gender, age and ethnicity to ensure that the survey outcomes are adequately represent all community stakeholders.
- (iii) Develop the questionnaire in local language and data collection instruments and methodology for the survey (e.g. 4 focus group-group discussions, 10 informant interviews, 2 workshops or any other appropriate format for each province)
- (iv) Organize engagement activities in the selected provinces providing a representative sample in terms of ethnicity, culture, gender and IDPs of the population of Afghanistan
- (v) Coordinate logistical arrangements for the survey (venue selection, booking, room arrangements and set up, food services, provision of multimedia devices, audio, recording, registration, etc.)
- (vi) Record details of each meeting (date, location and number of people surveyed (disaggregated by gender, age and socio-economic categories) and, where possible, document (with photos and videos – subject to local community consent) the event
- (vii) Prepare a final summary report in English on the overall data gathered with appropriate analysis, covering both quantitative and qualitative assessments. This analysis to include data breakdown with percentage distribution among parameters such as gender, age, geographic location, urban/rural, ethnicity, education, occupation, etc. Provide the metadata in an excel file for further internal analysis as needed.
- (viii) The focus group discussion (FGD) should be organized as follow: One FGD in each province (1 in Kunduz, 1 Takhar and 1 in Badakhshan) and one FGD at the regional level (northeast region)
- (ix) The key informant interview (KII) should be organized as follows: 4 KIIs in Kunduz, 3 KIIs in Takhar and 3 KIIs in Badakhshan.
- (x) The implementation time is considered in calendar months.



Please kindly review the above changes and consider the above changes in the TOR while preparing your proposal. The proposal submitted on the old version will not be accepted.

All other terms and conditions shall remain unchanged.

This Addendum#1 constitutes an integral part of the bidding documents for UNDP/AFG/RFP/2022/0000012535.