



Grameen Jano Unnayan Sangstha (GJUS)

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স্মারক নং: জিজেইউএস/ভোলা/দরপত্র/২৫/০৯

তারিখ: ২৭/০৫/২০২৫ ইং

প্রস্তাবনাপত্র

গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস) ভোলা জেলার অন্যতম স্বনামধন্য একটি আর্থিক প্রতিষ্ঠান। প্রতিষ্ঠানটির মূল লক্ষ্য হলো গ্রামের হত-দরিদ্র মানুষের পাশে দাঁড়িয়ে তাদের আর্থ-সামাজিক উন্নয়ন সাধন করা। সংস্থাটি যাত্রাকাল থেকে এ পর্যন্ত নানাবিধ প্রকল্প বাস্তবায়ন করে আসছে এবং দেশ-বিদেশের বিভিন্ন দাতা সংস্থার সাথে কাজ করে যাচ্ছে। বর্তমানে গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস) পল্লী কর্ম সহায়ক ফাউন্ডেশন (পিকেএসএফ)-এর সহায়তায় "Sustainable Microenterprise and Resilient Transformation (SMART)" প্রকল্পের Adopting Technologies and Practices for Resilient Green Growth in Fisheries উপ-প্রকল্পের আওতায় এর উক্ত প্রকল্পের কার্যকারিতা, প্রভাব ও টেকসহিতা মূল্যায়নের উদ্দেশ্যে একটি সার্ভে পরিচালনা করার প্রয়োজনীয়তা দেখা দিয়েছে। তাই গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস)-এর SMART-FISHERIES উপ-প্রকল্পের এর কাজের অগ্রগতির জন্য টেকসহিতা মূল্যায়নের কাজ করতে আত্মীয় Individual Consultant/Consultancy প্রতিষ্ঠানকে সার্ভে স্ট্যান্ডার্ডের কার্য পরিধি (Terms of Reference) সংগ্রহ করে সিভি (Curriculum Vitae) সহ পূর্ববর্তী কাজের রেকর্ড, বিস্তারিত বাজেট ও প্রয়োজনীয় কাগজপত্র সহ সিল মোহরকৃত প্রস্তাবনাপত্র আহ্বান করা যাচ্ছে। উল্লেখ্য এই যে, প্রস্তাবনা আহ্বানকারী কর্তৃপক্ষ যে কোন প্রস্তাবনাপত্র গ্রহণ বা বাতিল করার ক্ষমতা সংরক্ষণ করেন। নিম্নে প্রস্তাবনাপত্রের শর্তাবলী কার্য পরিধি সংগ্রহ এবং সিভি জমাদানের ঠিকানা দেওয়া হল।

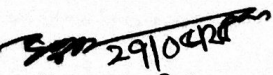
প্রস্তাবনাপত্রের শর্তাবলী:

কাজের পরিধি (Scope of Work): - প্রকল্প এলাকার চিহ্নিত জলাশয়ে চাষকৃত মাছের প্রকারভেদ, উৎপাদন হার, খরচ ও মুনাফার তথ্য সংগ্রহ - সুফলভোগীদের সাথে একজিডি (FGD) ও কী-ইনকর্ম্যান্ট ইন্টারভিউ (KII) এর মাধ্যমে তথ্য সংগ্রহ - প্রকল্পের সামাজিক ও অর্থনৈতিক প্রভাব মূল্যায়ন একটি বিস্তারিত বিশ্লেষণাত্মক প্রতিবেদন প্রদানপ্রয়োজনীয় যোগ্যতা: - সংশ্লিষ্ট ক্ষেত্রে কমপক্ষে ৩ বছরের কাজের অভিজ্ঞতা - সার্ভে ডিজাইন, তথ্য সংগ্রহ ও বিশ্লেষণে দক্ষতা - এনজিও বা উন্নয়ন সংস্থার সাথে পূর্ব অভিজ্ঞতা অগ্রাধিকারযোগ্য Terms of Reference সংগ্রহের স্থান: - মো: আজাদ হোসেন, অতিরিক্ত পরিচালক, গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), আলতাজের রহমান সড়ক, চরনোয়াবাদ, ভোলা সদর, ভোলায়	প্রস্তাবনার কাঠামো: - সার্ভে পদ্ধতি ও কর্মপদ্ধতির বর্ণনা - দলের সদস্যদের তথ্য ও অভিজ্ঞতা - সময়সূচি - আর্থিক প্রস্তাবনা (Detailed Budget) - কনসালটেন্ট বা কনসালট্যান্সি ফার্মের অভিজ্ঞতা, সক্ষমতা, পূর্ববর্তী কাজের পর্যালোচনা এবং মূল্য উল্লেখ করতে হবে ও নির্বাচন প্রক্রিয়া শুধুমাত্র মূল্য এবং কৌশলগত প্রস্তাবনা ভিত্তিক হবে। - টেকসহিতা মূল্যায়নের জন্য সর্বোচ্চ ৬০ দিন সময়সীমা।
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বিবিসি: For details information visit our organization's website. (www.gjus-bd.org) to learn more about the project ToR & CV Format.

আগ্রহী ব্যক্তি বা প্রতিষ্ঠানকে পূর্ণাঙ্গ প্রকল্প প্রস্তাবনা এর সাথে ব্যক্তি/প্রতিষ্ঠানের প্রোফাইল, হালনাগাদ ট্রেন্ড লাইসেন্স, অভিজ্ঞতার সনদ এবং জাতীয় পরিচয় পত্রের ফটোকপিসহ আগামী ০৫-০৬-২৫ ইং তারিখ বেলা ১২:০০ ঘটিকার মধ্যে মো: আজাদ হোসেন, অতিরিক্ত পরিচালক, গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), আলতাজের রহমান সড়ক, চরনোয়াবাদ, ভোলা সদর, ভোলায় সরাসরি/ডাকযোগে/gjushrd@gmail.com পাঠাতে হবে। আবেদন পত্রের খামের উপর বিকল্পিত নাম ও মোবাইল নাম্বার স্পষ্ট করে উল্লেখ করতে হবে। ঐ দিন দুপুর ২:৩০ টার সময় দর দাতাদের উপস্থিতিতে (যদি কেউ উপস্থিত থাকেন) দর বাজ্ঞ খোলা হবে। উল্লেখিত সকল শর্ত পূরণকারী ব্যক্তি/প্রতিষ্ঠানকে আবেদন করার জন্য আহ্বান করা হলো কোনো কারণ উল্লেখ ছাড়াই নিয়োগ বাতিলের অধিকার কর্তৃপক্ষ সংরক্ষণ করেন।

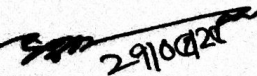
ধন্যবাদান্তে


(জাকির হোসেন মহিন)
নির্বাহী পরিচালক

স্মারক নং: জিজেইউএস/ভোলা/দরপত্র/২৪/০৯

সদর অবগতির জন্য অনুলিপি:

- ১। পরিচালকবৃন্দ (সকল), গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), ভোলা।
- ২। অতিরিক্ত পরিচালকবৃন্দ (সকল), গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), ভোলা।
- ৩। উপ-পরিচালকবৃন্দ (সকল), গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), ভোলা।
- ৪। সহকারী পরিচালকবৃন্দ (সকল), গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), ভোলা।
- ৫। নোটিশ বোর্ড, গ্রামীণ জন উন্নয়ন সংস্থা (জিজেইউএস), ভোলা।
- ৬। দপ্তর কপি


(জাকির হোসেন মহিন)
নির্বাহী পরিচালক

তারিখ: ২৭/০৫/২০২৫ ইং

Terms of Reference (ToR)

Baseline Survey of the Adopting technologies and practices for resilient green growth in fisheries sub-sector Project Package No: SMART/GJUS/S-01

1 Background

Palli Karma-Sahayak Foundation (PKSF) is implementing a project titled 'Sustainable Microenterprise and Resilient Transformation (SMART)' funded by The World Bank to ensure resource efficient and cleaner production as well as green growth. The project will support MEs in agribusiness, manufacturing, and service sectors. The project will focus on impacting on the MEs living in environmentally stressed areas who are vulnerable to climate change and natural disasters. The project aims to support MEs adopting the resource efficient and cleaner production (RECP) practices in the agribusiness, manufacturing, and service sectors. Besides, the project also intends to induce changes in the microenterprises through adoption of operational safety norms with decent working environment. SMART will facilitate a green growth approach that abates environmental damage, secures new growth engines through the adoption of green practices and technologies, and create new job opportunities maintaining the harmony between the economic activities and the environment. The project is also aiming to cover MEs from all over Bangladesh in different sectors and sub-sectors who have higher environmental improvement potential. The total number of MEs that will be served by the SMART project is around 80,000. The whole intervention will be implemented under three business sectors, 9 sectors and 21 sub-sectors. Under each of the sub-sectors, there will be several sub-projects under different partner organizations.

At the beginning of the implementation of the sub-projects, the World Bank and the PKSF jointly agreed upon the necessity of conducting baseline survey to keep a benchmark. Therefore, partner organizations are responsible to conduct a baseline survey prior implementing the intervention for which this Terms of References (ToR) are calling for proposals from an individual consultant.

Grameen Jano Unnayan Sangstha (GJUS) is looking to hire an experienced consultant to conduct a baseline survey to determine the baseline values for the project outcome and impact indicators under the SMART Project. This baseline will be the basis in the future to measure the key changes of the condition and progress of the project after a certain period.

2 Rationality of the Sub-Project:

Bangladesh, an Agro-based developing country, faces a rapidly increasing population, which heightens the demand for food, particularly fish. The government has been tracking per capita fish consumption, which has steadily risen. Fisheries, as a key sub-sector of agriculture, contribute significantly to the economy. Agriculture accounts for 20.24% of GDP, with the fisheries sector contributing 3.74%, and approximately 2.70% to foreign exchange earnings.

The fisheries sector provides livelihoods for millions, with 11.2 million full-time and 10 million part-time fishermen. Around 12.05% of the population depends on fishing and related jobs. Bangladesh has a long-standing tradition in aquaculture, with 82% of total fish production coming from inland sources. The Bay of Bengal, a vast marine resource, offers the country a significant advantage, with 73% of its land area being part of its exclusive economic zone.

The fisheries sector has become crucial as land-based protein sources are diminishing due to industrialization and urbanization. In the 2017-18 fiscal year, the fisheries sector contributed 3.57% to GDP, 25.30% to agricultural GDP, and 1.5% to foreign exchange earnings from fish exports. Fish supply 60% of the national animal protein intake. Bangladesh ranks 3rd globally in fish extraction from open water bodies and 5th in aquaculture production, with the country's most notable achievement being its production of Hilsa fish, which represents over 12% of total production.

Over the last three decades, fish production in Bangladesh has increased six-fold, from 7.54 lakh metric tons in 1983-84 to more than 46.21 lakh metric tons in 2020-21, surpassing the government's Vision-2021 target of 45.52 lakh metric tons. More than 57% of the production comes from aquaculture. The fish are sourced from inland farming, open water bodies, and marine sources, with inland water bodies contributing 57% of total production. The fisheries sector is integral to the livelihoods of over 12% of the population.

Coastal areas, though vulnerable to climate change, remain rich in marine resources and are crucial for fish production, particularly in regions like Bhola, Barisal, and Patuakhali. These areas are vital for producing marine fish, which are in high demand across the country.

The proposed sub-project aims to enhance environmental resilience and promote sustainable practices in aquaculture value chains in the Gazipur and Mymensingh clusters. The initiative is grounded in data from the Bangladesh Fisheries Sector Development Project and the Yearbook of Fisheries Statistics, which highlights the need for intervention to ensure the continued sustainability and growth of the fisheries sector in Bangladesh.

3 Objectives of the sub-project

- To adopt resource efficient, cleaner production and good aquaculture practices
- To adopt climate resilient technologies for reducing susceptibilities
- To increase technical knowledge and capacity of the MEs
- To increase fish production and reduce post-harvest loss
- To improve market accessibility

In this regard, Grameen Jano Unnayan Sangstha (GJUS) is looking to hire an experienced individual consultant to conduct a baseline survey in estimating the benchmark of the results framework indicators (Ref.: Annex-1) set-forth. The findings of the baseline survey will be helpful to identify the anticipated changes of interventions at the mid and end year of the sub-project.

4 Sub-Project Area & ME Coverage

Grameen Jano Unnayan Sangstha (GJUS) is actively engaged in promoting sustainable fisheries in Bhola & Barishal district, Bangladesh, through various initiatives under its SMART (Sustainable Microenterprise and Resilient Transformation) project. The project is being implemented in two (02) districts of Barishal & Bhola in Barishal division. The project activities are being implemented in a total Nine (09) upazilas, 3 upazilas of Barishal district and 6 upazilas of Bhola district. The Project is working with a total of One thousand & five hundred (1500) Micro Entrepreneurs (MEs) through 18 Branches in 9 upazilas. The detail distribution of MEs is in Annex-2.

5 Objectives of the Baseline Survey

General Objective:

The overall objective of the baseline survey is to assess the initial socio-economic conditions and establish a benchmark to measure the project's progress and achievement of objectives over its implementation period.

Specific Objectives: The specific objectives of the baseline survey are to:

1. Analyze the current socio-economic and business conditions (income & expense) of the microenterprises;
2. Examine the existing adoption and continuation of climate-resilient RECP practices and assess the environmental performance followed by the eKPI parameters of microenterprises;
3. Assess the level of knowledge, attitude and practice (KAP) on climate vulnerabilities, climate resilient RECP practices of microenterprises and their capacity to withstand and adapt to climate risks, natural disasters, and environmental stressors;
4. Determine the status of certification, branding initiatives, and access to premium markets of the microenterprises;
5. Analyze the availability, accessibility, affordability, and utilization of common service facilities (revenue and non-revenue) provided to microenterprises;
6. Establish baseline values for results framework indicators (PDO & IRI) to measure anticipated changes due to project interventions;
7. Recommendations and challenges

6 Scope of Work

A detailed activity plan will be developed following the signing of the ToR. The assignment includes, but is not limited to, the following key tasks:

- Conduct a comprehensive review of relevant literature (policies, rules & regulations, reports, etc.), secondary data, and project documents.
- Prepare an inception report outlining the key research questions, detailed methodology, study plan, and analysis plan.
- Design and prepare data collection instruments dedicated to the study's objectives for both qualitative and quantitative (preferably online data collection platform i.e., KoboToolbox) surveys.
- Pre-tests of the survey tools, refine them based on findings, and finalize.
- Train enumerators or data collectors to ensure accurate and consistent data collection (in-house and field).
- Fieldwork for data collection (collect relevant baseline data for project indicators with definition, measurement, and calculation plan and also, state the possible counterfactual that might affect the project impact for each indicator in the future).
- Draft report outlines and detailed analysis plan consisting of descriptive (frequency table, arithmetic mean, median, mode disaggregated by gender and other relevant variables) and inferential statistics (regression analysis or other algorithms based on appropriateness).
- Clean and process the collected data, including the preparation of transcripts as needed.
- Analyze the data (descriptive and inferential), interpret findings, and prepare a draft report.
- Organizing consultation meetings to collect information and validate the report in a validation workshop to get feedback on the findings.
- Incorporate feedback from stakeholders and finalize the evaluation report.
- Preparing a short (preferably, within 4 pages) info-graphic report on key findings.

7 Methodology

The consultant will adopt different quantitative and qualitative methods (preferably sequential mixed methods) to gather information about the persisting situation of the subproject. For that, consultant will develop and propose a comprehensive and scientific methodology including the standard assessment method(s), sample size determination and sampling technique, data collection instruments and techniques, data processing, analysis plan, quality control of data, timeline and so forth.

7.1 Sample Size and Distribution

For conducting quantitative survey, the sample size will be determined using probability sampling techniques for known population. Grameen Jano Unnayan Sangstha (GJUS) will provide the list of sample households containing name of the enterprise owner/entrepreneur, full address and contact number. With that information, the sample size calculation method for known population will be as follows:

$$\text{Sample size} = \frac{\frac{z^2 \times p \times (1 - p)}{e^2}}{[N - 1 + \frac{z^2 \times p \times (1 - p)}{e^2}]}$$

Where,

$z = 1.96$ at 95% confidence interval,

$p = 0.50$; for unknown proportion,

$e = 0.05$; margin of error,

N = Population size (targeted MEs),

For example, if the targeted MEs are 1000, then the estimated sample size will be 278.

In case of qualitative survey, the samples for case studies, FGDs, and KIs will purposively be chosen however, with appropriate justification for ensuring saturation. The study will estimate the required indicator according to the objective of the survey. The tabular and graphical presentation of data will be needed to identify different aspects in quantitative and qualitative socioeconomic indicators that have been specified during the inception report. The overall analysis will be followed by gender, sectors and regions (based on convenience). Grameen Jano Unnayan Sangstha (GJUS) reserves the right to modify the sampling strategy (method and size) proposed by the consultant and adjust the manpower requirement accordingly.

7.2 Indicators to be Covered

The study should include the status of the adaption of RECP, level of knowledge on climate vulnerability, access to revenue and non-revenue generating common service, assessing the environmental condition based on the RECP domain specific parameter, RECP screening and profiling status, branding and certification, grievance redressal mechanism etc. (for details check Annex: 1). Addition to the indicators of the result framework, the study should include essential but not limited to relevant information of the microenterprises such as the revenue status, access to finance, employment status, demographic information of the owner etc.

8 Data Collection Tools

Data will be collected based on the specified interventions using a semi-structured questionnaire. The consultant will prepare questionnaire to ensure the availability of information and data for the purpose of evaluation. The consultant is requested to propose the sufficient number of KII, FGD & Case studies to be conducted per union coverage in the proposal. Thus, the final methodological approach including interview schedule, guideline and data analysis plan should be clearly outlined in the inception report and fully discussed and agreed upon among PKSF, Grameen Jano Unnayan Sangstha (GJUS) and the Consultant.

9 Duration of the Assignment

The total duration of the assignment will be two (02) months starting from the date of contract signing.

10 Outputs and Deliverables

Once completing the contract signing, the hired consultant is responsible for submitting the following deliverables to Grameen Jano Unnayan Sangstha (GJUS) at the agreed work plan:

10.1 Inception Report

The consultant will submit an inception report with detailed work plan (aligning with the time schedule), detailed questionnaire and interview guideline and responsible personnel for this assignment agreed by both party **within 15 (fifteen) days of signing the agreement**. Inception report will contain the following which is essential but not limited to: 1) Understanding of the assignment, 2) literature review, 3) detailed methodology with sampling strategies (Qual & Quant), and sample size determination and distribution, 4) data collection methodologies & protocols, 5) data quality control methods, 7) detailed data analysis plan, 8) detailed work plan including training, recruitment, required number of manpower, man-days etc. 9) time frame of task completion in gnat chart. At this stage, sampling strategy, sample size calculation and distribution, proposed data collection sources, procedures and data analysis techniques should be delineated with appropriate stakeholders and primary sample unit. The Inception report will be agreed upon by concerned PMU, Grameen Jano Unnayan Sangstha (GJUS) and the Consultant.

10.2 Draft report

A draft report will be submitted to Grameen Jano Unnayan Sangstha (GJUS) by the consultant **within 30 (thirty) days of submitting the inception report**. The report should be written in English maintaining academic standard however, non-technical readers should also be able to read the report fluently. There should be a presentation on the draft report at the Grameen Jano Unnayan Sangstha (GJUS) within *one week of draft report submission*.

10.3 Final report

Final report should be prepared incorporating the comments given by the Grameen Jano Unnayan Sangstha (GJUS) **within 60 (sixty) days of the contract signing**. Five hard copies of the final report with soft copy must be submitted to the Grameen Jano Unnayan Sangstha (GJUS). The final report will reflect the comments and feedback from stakeholders, including feedback provided during the presentation. The final report will be finalized upon receiving clearance from the concerned PMU.

10.4 Dataset and Syntax

The final dataset (both raw and cleaned version) of this survey will be submitted to Grameen Jano Unnayan Sangstha (GJUS) in excel or csv format. Also, the output file and syntax or do file of SPSS/Stata file should be submitted with appropriate labeling and renaming of the variables. Please note that, the syntax/do file has to be detailed and flawless so

that within a single run all the tables and output are generate. This data set will be the property of Grameen Jano Unnayan Sangstha (GJUS) no other organization can use it without having written approval from PKSf.

11 General Instruction for Draft and Final Report

A draft and a final report of the survey should be submitted in hard (five copies) and soft copy of pdf and word version (in pen drive and email) to Grameen Jano Unnayan Sangstha (GJUS) by the consultant. The reports should include the following contents:

- **Cover pages** (Title Page, Acknowledgement, Table of Content, List of Tables and Figures, Abbreviation, Acronyms)
- **Executive summary** includes key issues of investigation, major findings and concluding remarks with key policy recommendations (within 3 A4 pages)
- **Introduction:** Short description of the context, a short introduction about sub-project, project background and description, rationale, objectives of the evaluation and evaluation questions
- **Methodology** includes the study design, location, duration, sample size determination and sampling distribution, inclusion and/or exclusion criteria of respondents, methods of data collection, data processing, statistical analysis plan for quantitative survey, qualitative analysis plan, quality control of data and limitations
- **Key findings:** Analysis of summary tables and graphs triangulated with both qualitative and quantitative observations, key achievements, success stories and best practices, major challenges, way forwards/recommendations and conclusion.
- **Annexes** should include all generated outputs/statistical table followed by the collected data on each variable, details of people met, list of documents reviewed and summary assessment result for PDO and IRI indicators mentioned in (Enter the name of the Partner Organization) SMART Sub-project Result Framework.
- **Cleaned data set** in both, SPSS.sav and/or STATA.dta (provided in pen drive)
- **All generated outputs/ table** formatted in separate excel sheet followed by the collected data for each variable (provided in DVD)
- **Presentation (PPT)** of key findings on final report

12 Mode of Payment

Payments will be made based on the following percentages and milestones:

- **1st Payment** (30% of total contract value): The 1st payment will be made upon submission and acceptance of the inception report.
- **2nd Payment** (40% of total contract value): The 2nd payment will be made upon submission and acceptance of the draft report.
- **Final Payment** (30% of total contract value) will be made upon submission and acceptance of the final report.

All payments will be made locally in BDT currency. Tax, VAT and others (if any) will be deducted at source as per rule.

13 Profile of the Consultant:

Education:

- At least Master's degree in Fisheries/ Aquaculture/Fisheries Management/ Fisheries Biology and Genetics/ Fisheries technology/ Marine Science or reagents subject with qualified technical expertise. Having PhD will get preference.

Experience:

- At least eight (08) years of working experience in the areas of Fisheries/environment /microenterprise etc.;
- Experience to conduct minimum two (02) baseline studies/ final evaluations/ end line evaluations;
- Experience of evaluating projects funded/managed by the World Bank/ IFAD/EU/UN agencies will be added advantage;
- At least two (02) article publications in peer reviewed journals in the relevant areas.

Language:

- Fluency in speaking and writing in English

14 Ethical Considerations

There should be nothing in the assignment that may be harmful to the respondents in terms of legal or ethical grounds. No one would be forced to provide information for the assessment. The research objectives will be clearly explained to all the respondents of the assessment before collecting data from them. Study team will abstain from data collection from any person who will deny or show any reluctance in providing information at any point of the interview. Verbal consent with signature or thumb impression of the respondents, therefore, would be taken before collecting data. The researchers will be highly committed to the respondents to keep the privacy of their information and source of data as well as will put the heartiest endeavor to be unbiased in collecting data. The research report will not reveal the identity of the respondents.

15 Disclaimer

The authorized management reserves the right to amend the terms of reference at any time as required upon mutual discussion with the lead researcher. Also authorized management reserves the right to terminate the contract at its sole discretion in case of non-compliance with the terms and conditions that will be finally agreed.

16 Submission Details

Interested individuals are requested to submit the financial proposal (*incl. all applicable taxes*) along with updated Curriculum Vitae (CV) using the prescribed format by 05th June, 2025 on or before 12.00 PM in hard copy form to Grameen Jano Unnayan Sangstha (GJUS), Altajer Rahman Road, Charnoabad, Bhola, Bangladesh and by e-mail at having the subject-line of - "Submission of gjushrd@gmail.com/ EOI for Baseline Survey of Adopting technologies and practices for resilient green growth in fisheries sub-sector Project.

17 Selection Method

An individual consultant will be selected following the Individual Consultant (IC) selection method as mentioned in the "Procurement Manual for the POs of PKSF under SMART Project".

Annex-1: Results framework of the Sub-Project

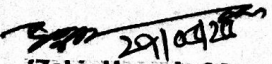
Project Development Objective Indicators							
Indicator Name	Level of Measurement	Baseline	Cumulative Target Values				
			Year-1	Year-2	Year-3	Year-4	End Target
To increase resource-efficient and resilient green growth of microenterprises (MEs)							
PDO-1. Supported MEs adopting at least two climate-resilient RECP practices.	Number	00.00	675	1350	1350	1350	1350
PDO-1.1. Supported female-owned MEs adopting at least two climate-resilient RECP practices.	Percentage	00.00	65	65	65	65	65
PDO-2. Supported MEs with improved knowledge of climate vulnerability	Number	00.00	713	1425	1425	1425	1425
PDO-3. Supported MEs with increased revenues by 10% or more compared to non-supported MEs	Number	00.00	-	-	-	1050	1050
PDO-3.1. Supported female-owned MEs with increased revenues by 10% or more compared to non-supported female-owned MEs	Percentage	00.00	-	-	-	65	65
Intermediate Results Indicators by Components							
Component 1: Enabling capacity and systems for green growth of MEs							
IRI-1. Non-revenue generating common facilities established or upgraded and operational	Number	0.00		1	1	1	1
IRI-1.1. Non-revenue generating common facilities established or upgraded and operational owned by ME clusters that have women in the management committee	Percentage	0.00		30	30	30	30
IRI-2. Supported MEs tracking at least one environmental key performance indicator ¹ : m ³ of wastewater, kwh	Number	00.00	540	1080	1080	1080	1080

energy, solid waste in tons, ammonia in parts per billion, CO2 equivalent of GHG emissions.							
Component 2: Providing Access to Finance for MEs to enable green growth							
IRI-3. Climate-resilient RECP profiles prepared and validated for MEs	Number	00.00	750	1500	1500	1500	1500
IRI-3.1 Climate-resilient RECP profiles prepared and validated for female-owned MEs	Percentage	00.00	65	65	65	65	65
IRI-4. Loans provided to MEs	Number	00.00	750	1500	1500	1500	1500
IRI-5. Loans provided to MEs committed to adopting at least two climate-resilient RECP practices	US\$ million*	00.00	1.678	3.356	3.356	3.356	3.356
IRI-6. Revenue-generating common facilities established or upgraded and operational	Number	0.00		1	1	1	1
Component 3: Project Management, Communications, Monitoring, Evaluations and Knowledge Management							
IRI-7. Environmental and Climate Change Units (ECCUs) established and operational at POs	Number	0.00	1	1	1	1	1
IRI-8. Environmental clubs established and operational at ME clusters	Number	0.00	1	1	1	1	1
IRI-9. Grievances registered related to the delivery of project benefits addressed in a timely fashion	Percentage	0.00	100	100	100	100	100

Annex-2: Area Information and ME Coverage under SMART

S.N	Division	District	Upazilla	Union/ Ward	Branch	Number of Potential MEs		
						Male	Female	Total
1	Barishal	Bhola	Bhola Sadar	Char Syamaia, Donia, Bapta	Bhola-1	25	60	75
2	Barishal	Bhola	Bhola Sadar	Bheduria, Char syamaia	Bankerhat	30	50	80
3	Barishal	Bhola	Bhola Sadar	Bheduria, Char syamaia	Bheduria	25	50	75
4	Barishal	Bhola	Bhola Sadar	Velumia	Velumia	45	30	75
5	Barishal	Bhola	Bhola Sadar	kachia, Shibpur, Ilisha, Ilisha paschim	Poranganj	50	25	75
6	Barishal	Bhola	Bhola Sadar	Chor Syamaia, Alinagar	Madrasa Bazar	30	50	80
7	Barishal	Bhola	Daulatkhan	Bhabanipur, Daulatkhan Porosava, Hajipur, Char pata, Uttar Joynagar, Dakshin Joynagar, Medua	Miaarhat	20	55	75
8	Barishal	Bhola	Borhanuddin	Bara Manika, Kutba	Borhanuddin	80	120	200
9	Barishal	Bhola	Borhanuddin	Gangapur, Deula	Gangapur	20	30	50
10	Barishal	Bhola	Borhanuddin	Kachia, Sachra, Tobgi	Kungerhat	30	50	80
11	Barishal	Bhola	Charfassion	Abubakarpur, Abdullahpur	Hazirhat	30	45	75
12	Barishal	Bhola	Charfassion	Aminabad, Aowjpur, Aslampur, Mujibnagar, Nilkamal, Nurabad	Dularhat-1	40	60	100
13	Barishal	Bhola	Charfassion	Aminabad, Aowjpur, Aslampur, Mujibnagar, Nilkamal, Nurabad	Dularhat-2	35	40	75
14	Barishal	Bhola	Lalmohon	Bara malanchara, Chanchra, Sonapur, Shamvupur, Chadpur	Lalmohon	30	40	70
15	Barishal	Bhola	Tazumuddin	Bara malanchara, Chanchra, Sonapur, Shamvupur, Chadpur	Choto dawry	35	40	75
16	Barishal	Barishal	Barishal Sadar	Barishal City Corporation, Chandpur, CharBaria, CharKowa, Kashipur, Tungibaria, Charmonai, Roypasha karapur, Shayestabad,	Barishal sadar	30	50	80
17	Barishal	Barishal	Babuganj	Agarpur, Chandpasha, Madhabpasha, Dehergati, Kedarpur, Rahmatpur	Babuganj	20	60	80
18	Barishal	Barishal	Mehendiganj	Alimabad, Andharmanic, Lata, Vashanchar	Alimabad	30	40	70
Total:						605	895	1500

Thanking By


(Zakir Hossain Mohin)
Executive Director

Section 3. Application Forms

Form 3A: Application Submission Form

Form 3B: CV of the Applicant

Form 3C: Remuneration and Reimbursable

Form 3A. Application Submission

[Location: dd/mm/yy]

To:

Executive Director
Grameen Jano Unnayan Sangstha (GJUS)
Charnoabad, Bhola-8300.

Dear Sirs:

I am hereby submitting my Application to provide the consulting Services for Baseline Survey in strict accordance with your Request for Application dated DD-MM-yy.

I declare that I was not associated, nor have been associated in the past, directly or indirectly, with a Consultant or any other entity that has prepared the design, specifications and others documents in accordance with Clause 5.

I further declare that I have not been declared ineligible by the Government of Bangladesh on charges of engaging in corrupt, fraudulent, collusive or coercive practices in accordance with Clause 4.

I undertake, if I am selected, to commence the consulting Services for the assignment not later than the date indicated in Clause 12.1.

I understand that you are not bound to accept any Application that you may receive.

I remain,

Yours sincerely,

Signature

Print name

Address:

Tel:

Attachment:

Form 3B. Curriculum Vitae (CV) of the Applicant

1	PROPOSED POSITION FOR THIS PROJECT :	<i>[From the Terms of Reference, state the position for which the Consultant will be engaged.]</i>
2	NAME OF PERSON :	<i>[state full name]</i>
3	DATE OF BIRTH :	<i>[dd/mm/yy]</i>
4	NATIONALITY :	

5	MEMBERSHIP IN PROFESSIONAL SOCIETIES	<i>[state rank and name of society and year of attaining that rank].</i>
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6	EDUCATION	<i>[list all the colleges/universities which the Applicant attended, stating degrees obtained, and dates, and list any other specialised education of the Applicant].</i>
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7	OTHER TRAINING	<i>[indicate significant training since degrees under EDUCATION were obtained, which is pertinent to the proposed tasks of the Consultant].</i>
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8	LANGUAGES & DEGREE OF PROFICIENCY	<table border="1"> <thead> <tr> <th><u>Language</u></th> <th><u>Speaking</u></th> <th><u>Reading</u></th> <th><u>Writing</u></th> </tr> </thead> <tbody> <tr> <td>e.g. English</td> <td>Fluent</td> <td>Excellent</td> <td>Excellent</td> </tr> </tbody> </table>	<u>Language</u>	<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>	e.g. English	Fluent	Excellent	Excellent
<u>Language</u>	<u>Speaking</u>	<u>Reading</u>	<u>Writing</u>							
e.g. English	Fluent	Excellent	Excellent							

9	COUNTRIES OF WORK EXPERIENCE
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10	EMPLOYMENT RECORD <i>[starting with present position list in reverse order [every employment held and state the start and end dates of each employment]</i>	<i>[The Applicant should clearly distinguish whether as an "employee" of the firm or as a "Consultant" or "Advisor" of the firm].</i> <i>[The Applicant should clearly indicate the Position held and give a brief description of the duties in which the Applicant was involved].</i>
	EMPLOYER 1	FROM: [e.g. January 1999] TO: [e.g. December 2001]
	EMPLOYER 2	FROM: TO:

EMPLOYER 3	FROM:	TO:
EMPLOYER 4 (etc)	FROM:	TO:
11	WORK UNDERTAKEN THAT BEST ILLUSTRATES THE CAPABILITY TO HANDLE THIS ASSIGNMENT	<i>[give an outline of experience and training most pertinent to tasks on this assignment, with degree of responsibility held. Use about half of a page A4].</i>
12	COMPUTER SKILL	

CERTIFICATION

[Do not amend this Certification].

I, the undersigned, certify that (i) I was not a former employee of the Client immediately before the submission of this proposal, and (ii) to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signature			
Print name			
Date of Signing			
dd / mm / yyyy			

Form 3C. Indicative Remuneration & Expenses

The Consultant should provide an indication of the remuneration as per the format shown below. This will not be used for evaluation of the Consultant's Application but solely for the purposes of Application Negotiations to be held as stated in **Clause 9.1**. Finally, after negotiation **Remuneration & Reimbursable will be part of fixed lump-sum amount as per agreed deliverable in the contract.**

(1) Remuneration

Rate (per month / day / hour in Tk)	Staff Time (No. month / day / hour)	Total (Tk)

Note: A month consists of 30 calendar days.

(2) Reimbursable (as applicable)

	Rate per unit	Total unit	Total Amount (Tk)
(a) Per Diem Allowance			
(b) Air Travel Costs			
(c) Other Travel Costs (state mode of travel)			
(d) Communication charges			
(e) Reproduction of Reports			
(f) Other Expenses (<i>to be listed</i>)			
		Sub-total	

CONTRACT CEILING (1) + (2)	
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