



Terms of Reference (ToR)
'Baseline survey' for
Promoting Rights of Dalit in Bangladesh (PRDB) Project
(FOR INDIVIDUAL CONSULTANT/ FIRM)

1. PROJECT SUMMARY:

Type of study	Baseline Survey
Name of the project	Promoting Rights of Dalit in Bangladesh (PRDB)
Project Start and End dates	April 2024 to March 2026
Project locations:	Tala, Satkhira
Thematic areas	Dalit
Donor	MISEREOR, Germany
website	www.parittran.org

2. ABOUT PARITTRAN:

Parittran is a grassroots Development and Human Rights organization established in 1993 by a group of visionary Dalit students. Based in Satkhira district of the South Asian country-Bangladesh, Parittran began its journey as a community-managed organization dedicated to uplifting marginalized, disadvantaged, and climate-vulnerable people. Its efforts prioritize empowering Dalits, Indigenous people, Children, Adolescents, Youth and Women ensuring their dignified and equitable lives.

Parittran has almost 31 years' experience in championing the Dalit rights movement in Bangladesh. The organization has earned a strong reputation for advancing social justice and promoting equity by developing comprehensive programs to safeguard the inherent rights of the marginalized and disadvantaged communities.

These programs encompass a wide range of critical issues, including Dalit, Indigenous and Marginalized People's Rights, Peace Building, Climate and Disaster Resilience, Early childhood development and protection, youth participation, leadership, and civic involvement and engagement, humanitarian response, gender-transformative actions, social movement and other tailor-made issues as and when needed.

Parittran is leading and nurturing a strong national network called the "Bangladesh Dalit Parishad (BDP)". This network comprises one national body, eight divisional committees, 54 district committees, 216 upazila (Sub-district) committees, and 820 union-level (lowest govt. administrative units) committees, ensuring grassroots representation nationwide. Through this initiative, Parittran has prepared approximately 34,069 grassroots Dalit leaders across the country including 12,089 women (35%).

Parittran has implemented 34 impactful projects, positively affecting the life of 150,500 families. These initiatives have enabled marginalized communities to overcome poverty and lead dignified lives. Furthermore, Parittran's initiatives have significantly increased Dalit participation in local

governance, empowered them to influence decision-making processes that directly impact their communities, ensured sexual and reproductive rights (SRHR), prevented child marriages, addressed Gender Based violence (GBV), and strengthened civil society through evidence-based advocacy, legal assistance, and capacity building. Parittran also addressed critical areas such as COVID-19 response, RTI, disaster management, social audits, emergency response, awareness campaigns, access to safety nets, and inclusive quality education fostering opportunities for all.

Parittran actively engages in different international forums, including the Universal Periodic Review (UPR) to amplify marginalized voices and advocate for their rights on a global stage. Simultaneously, it contributes to achieving the Sustainable Development Goals (SDGs) 1 (No Poverty), 3 (Good Health), 4 (Quality Education), 5 (Gender Equality), 6 (Clean Water and Sanitation), 8 (Decent Work), 10 (Reduced Inequalities), 13 (Climate Action), 16 (Peace and Justice), and 17 (Partnerships). Through advocacy, capacity building, and sustainable solutions, Parittran empowers communities, combats inequality, and promotes climate resilience for a better future.

Parittran's advocacy efforts have been instrumental in achieving several landmark legislative milestones including: The Right to Information (RTI) Act 2009, The Domestic Violence Act 2010, The Disability Act 2013, The Anti-Discrimination Bill 2022.

Parittran's commitment to holding government duty-bearers' accountability is groundbreaking. The organization has established strong partnerships and working relationships with key local government departments and institutions, including the Social Services Department, Women's Affairs, Legal Aid Offices, Youth Development, Community Health Centers, and Upazila Health Complexes.

Through its innovative approaches and unwavering dedication, Parittran continues to drive meaningful change for the marginalized communities, advancing both equity and justice at the grassroots level.

With a steadfast dedication to equity and inclusion, Parittran wishes to champion the well-being of those in need and always welcomes partnership with development partners –national and international- in its noble journey.

3. BACKGROUND AND CONTEXT

The project area is situated in Tala Upazila under Satkhira District of south western Bangladesh. This area is characterized by its unique blend of coastal landscapes and vibrant local communities. It is known for its proximity to the Sundarbans mangrove forest, a UNESCO World Heritage Site and its vulnerability to climate change impacts, Saline water including frequent cyclones and rising sea levels. This area presents a unique set of characteristics and challenges, primarily related to climate vulnerability, agriculture, community engagement and infrastructure development. Through this project we want to address specific challenges and within this context. The most relevant characteristics are discussed stepped by. Being this Upazila located along the Bay of Bengal makes it highly susceptible to the adverse effects of climate change, including cyclones and saline intrusion. This area is primarily known for climate vulnerable zone. The diverse livelihood leads the community people to reduce vulnerability. Access to quality education and health care services and gender disparities are critical, need to empower the women in income-generating opportunities and lack of efficient water management practices and essential for sustaining agriculture and ensuring access to clean drinking water.

Bangladesh has a population of 169.4 million people and it is one of the least developed countries in the world. There is an estimated 6.5 to 8 million Dalits living in 64 districts. Most Dalits are Hindus and few are Christians and Muslims. Dalits in Bangladesh are referred to professions, which are considered impure such as sweeping, sewerage cleaning, tea garden-laboring, burring of dead

bodies, processing of mastered oil, gardening, shoe and leather work, drum beating, washing, pig-rearer, agriculture laboring, homecraft (related with bamboo profession), Fishing, honey collector, etc. In Bangladesh significant Dalit communities are; Rishi, Kayputro, Kornidas, Maimol, Jaladas, Robidas, Sannashi, Monidas, Teli, Patiker, Patni, Bajandar, Dhopa, Behara, Nikari, Shikary, Hajam, *Telegu, Bhogomene (mix religion), Bede, Harijon* (Raut, Balmiki, Hela, Dom, Basfore, Ialbegi, Domer, Hari), *pundrokhatrio, Dai, Dhopa, Rosua, Sahji* etc.

Above mentioned Dalit communities in Bangladesh are neglected and deprived, and the cause of this discrimination is rooted in their identity at birth. The idea of untouchability is at the root of the Indian subcontinent's discriminative society. It is thought that the group of people known as the 'Dalit Community' is at the lowest social level and does the dirty and inferior work. Though the Constitution of Bangladesh guarantees non-discrimination based on caste, ethnicity, religion, sex and birth. Dalits continue to be oppressed and discriminated against in villages, education institutions, in the job market and on the political rights leaving them with little respite in any sphere or at any juncture of their lives. The areas where Dalit live have different derogative names. Since people do not want to rent out their houses to Dalits, they are separated from mainstream housing location to isolated places and named like Rishi para (Cobbler colony), Sweeper Colony, Weaver Colonies, Barbra colonies etc.

Women and girls in Dalit communities are facing multiple discriminations in the society. Patriarchy, violence against women and girl's discrimination due to caste system is rampant. The Dalit woman and girls have to lead her life sustaining these oppressions. In and out of the society they have to face indignity, social and economic exploitation and sexual harassment due to being a Dalit woman and girl. As Dalit women and girl live on the periphery from the center of power, most of the time their justice is denied.

Project Goal: To enhance the human rights and dignity of Dalits by eradicating caste-based discrimination, safeguarding and promoting communal harmony, peace and security.

Project Outcomes:

Outocme-1: Strengthened capacity of Bangladesh Dalit Parishad (BDP) and have expand lobby & advocacy initiatives to ensure rights of disadvantage community.

Outcome-2: Increased accessibility in social justice, public and private services for disadvantage (Dalits).

Outcome-3: Enhanced organizational capacity to smooth run the project.

4. OBJECTIVE OF THE SURVEY:

The main objective of this baseline assessment exercise is to capture data and information that will reduction to prevailing situation regarding human rights of Dalits, caste-based discrimination, protection and promotion of communal harmony, peace and security.

The specific objectives of the baseline survey are:

- To collect quantitative and qualitative data on key indicators related to conduct baseline survey of the said project.
- To establish benchmarks for monitoring and evaluation purposes throughout the lifecycle of the project.

- To assess the current needs, challenges, and opportunities of the target population/community.
- To provide a comprehensive report with analysis and recommendations to guide the project's design and implementation.

5. SCOPE OF RESEARCH

5.1. About the Assignment

The assignment involves conducting a comprehensive baseline study to assess the current status of dalit community specially social and religious Discrimination, Human Rights, Dignity, leadership, Access to many types of services, Status of receive social safety net, health services, and Socio-Economy. This study is crucial to establish benchmarks to which the impact of the Accelerating the dalit communities Rights, dignity, leadership, Access to social safety net services, livelihood opportunities will be measured. It will also provide insights into the coverage and quality of Dalit communities' problems, interventions, identify gaps and guide the implementation of targeted interventions.

The assignment will be carried out in partnership with government stakeholders, local service facilities, and dalit community representatives to ensure that the study is comprehensive, inclusive, and contextually appropriate. The baseline study will utilize quantitative data collection methods, including household surveys, community facility assessments, and community-level consultations, to gather a well-rounded understanding of the challenges and opportunities within the intervention areas.

The consultant will perform the following tasks:

5.2. Desk Review

- Review relevant project documents, reports, studies, and background information to understand the project's objectives, target beneficiaries, and context.
- Conduct a review of existing data and literature to inform the design of the survey.

5.3. Survey Design

- Develop a detailed survey methodology, including the sampling strategy (sample size, target groups, data collection methods, etc.).
- Design the survey instruments (questionnaires, interview guides, etc.), ensuring that they are aligned with project objectives and indicators.
- Obtain approval from Parittran for the survey instruments and methodology.

5.4. Data Collection Tools

- Data for the baseline study will be collected using digital tools developed on mobile data collection platforms such as Kobo Toolbox or Open Data Kit (ODK). These platforms will enable efficient and accurate data collection and reduce data entry errors. The following tools should be used:

- Household Survey Questionnaire: A structured questionnaire designed to collect quantitative data on current status of dalit community specially social and religious Discrimination, Human Rights, Dignity, leadership, Access to many types of services, Status of receive social safety net, health services, and Socio-Economy. Questions will be standardized and adapted from globally recognized measures to ensure consistency and comparability.
- Key Informant Interviews (KIIs): Semi-structured interview will be developed to gather qualitative insights from key community stakeholders, such as local leaders, government officials, and representatives of community-based organizations.
- Focus Group Discussions (FGDs): FGD will be prepared to facilitate discussions with various community groups including women, farmers and other vulnerable groups basically Dalit community. These discussions will provide in-depth information on current status of dalit community specially social and religious Discrimination, Human Rights, Dignity, leadership, Access to many types of services, Status of receive social safety net, health services, and Socio-Economy.
- Monitoring Checklist: Checklists will be used to document physical and environmental conditions in the target area, such as current status of dalit community specially social and religious Discrimination, Human Rights, Dignity, leadership, Access to many types of services, Status of receive social safety net, health services, and Socio-Economy.
- These tools will be pre-tested to ensure clarity and effectiveness and adjusted as needed before full-scale data collection begins.

5.5. Data Analysis and Reporting

- Analyze the collected data using appropriate statistical and qualitative analysis techniques.
- Compare the data with baseline indicators and benchmarks.
- Prepare a comprehensive baseline report that includes:
 - An overview of the methodology used.
 - A detailed analysis of the survey findings.
 - A presentation of baseline indicators and benchmarks.
 - Recommendations for project implementation.
- The consultant will be responsible for analyzing the survey datasets and drafting one reports (one at baseline) along with one summary PowerPoint (PPT) slide decks. The full analysis plan will be developed in discussion and coordination with Parittran management.

5.6. Final Presentation

- Present the findings and recommendations to Parittran’s team and stakeholders.
- Revise the report based on feedback from Parittran.

6. GEOGRAPHIC COVERAGE:

District	Upazila	Union	Communities
Satkhira	Tala	Tala Sador, Kholilnagor, Islamkathi, Tentulia, Jalalpur, Khesra	Dalit (Rishi, Kayputro, Jele, Behara)

7. TARGET GROUPS:

Direct Beneficiaries	Indirect Beneficiaries	Participatory Action Research (PAR) Group	Bangladesh Dalit Parishad (BDP) Union level	Bangladesh Dalit Parishad (BDP) Upazila level	Bangladesh Dalit Parishad (BDP) District level	Bangladesh Dalit Parishad (BDP) National level
1007	4532	36 Groups (Total Member-720 all are female)	6 Groups (Total Member-186)	1 Group (Total Member-31)	1 Group (Total Member-31)	1 Group (Total Member-31)

8. QUALITY CONTROL MECHANISM:

The consultant team will collect the primary data. The consultant will recruit well-reputed enumerators both male and female (who have relevant experience for data collection and will be working under the direct supervision of the consultant). The enumerators should also have previous experience on studies on Social Science, Rights of Dalit and Marginalized community and Social safety net service delivery system.

9. ETHICAL CONSIDERATION:

The consultant will follow Parittran bellow procedures:

Ethical: The evaluation must be guided by the following ethical considerations:

- Safeguarding – demonstrating the highest standards of behavior towards children. Sensitive – to child Rights, gender, inclusion, and cultural contexts.
- Openness – of information given to the highest possible degree to all parties involved.
- Confidentiality and data protection – measures will be put in place to protect the identity of all

Participants and any other information that may put them or others at risk. ¹

- Public access – to the results when there are no special considerations against this.
- Broad participation – the relevant parties should be involved where possible.
- Reliability and independence – the survey should be conducted so that findings and conclusions are Correct and trustworthy.
- Informed consent will be used as appropriate.

10. EXPECTED DELIVERABLES:

The study deliverables and tentative timeline (subject to the commencement date of the study) are outlined below.

¹ If any Consultancy Service Provider, Freelancer or Contingent worker will have direct contact with children and/or vulnerable adults and/or beneficiaries and/or have access to any sensitive data on safeguarding and/or children and/or beneficiaries, it is the responsibility of the person receiving the consulting service to contact the HR team and child safeguarding focal point to ensure vetting checks and on-boarding are conducted in line with statutory requirements, local policies and best practices guidance.

Deliverables and Tentative Timeline

Tasks/Deliverables	Timeframe*
Introductory meetings with Parittran management for agreement signing	5 February 2025
Draft Questioner sharing with Parittran Management (Household data, FGD & KII)	20 February 2025
Conduct baseline data collection (including enumerator's training) <i>NB: No. of interview can proceed without completing consent forms</i>	10 March 2025
Baseline data analysis and draft report submit	15 March 2025
Develop Power point presentation for validation Workshop and submit final report	20 March 2025

11. REPORTING AND GOVERNANCE:

For this research, the Parittran Monitoring Coordinator **will be responsible for approving all the deliverables**. The following regular reporting and quality review processes will also be used:

- A written progress by email to the Parittran Monitoring Coordinator every week, documenting progress, any emerging issues to be resolved and planned activities for the next month.
- Consultant team will share draft and full report as on timeline.

A draft and final report including the raw data should be submitted to Parittran in both hard and soft copy. The ownership of the report for publication rests with Parittran. All the data and reports including the findings and recommendations will remain the property of Parittran and must not be published or shared with a third party. The Programme Coordinator of Parittran will be accountable for approving the final survey report.

12. RESEARCH TEAM AND SELECTION CRITERIA:

Qualifications of the consultant

- Post-graduation degree in Social Science or other related disciplines.
- Demonstrated experience in quantitative and qualitative data analysis, including supervision and transcription of Key Information Interviews and structured surveys.
- Experience leading data collection team of enumerators.
- Strong discussion facilitation skills to help in elicitation of the required information.
- Knowledge of Dalit, Marginalized and Rights Based Approach (RBA) programs.
- Fluency in English (written and spoken) and Bangla.
- Excellent communication and writing skills.

There is a high expectation that:

- ✦ Members of the research team have a track record of working together.
- ✦ Team leader will be appointed considering seniority and experience in leading complex situation analysis, and who has the ability and standing to lead a team on a common goal.
- ✦ The team has a strong track record of working flexibly to accommodate changes as the project is implemented.

13. SCHEDULE OF PAYMENT:

The payment will be made through account pay cheques/EFT with the following payment modality:

- ✦ Upon hiring and onboarding of data collection team and inception report: 30%
- ✦ Upon submission of first draft report: 50%
- ✦ Upon approval of final study report: 20%

14. TECHNICAL EVALUATION CRITERIA:

The organization will assign a committee composed of management and technical teams to evaluate the proposals submitted by consultant. The selection committee will evaluate the bidders. The consultant is expected to provide detailed information based on the framework to ensure fair and effective comparison. The committee reserves the right to drop a competitor that scores the least. The proposals submitted will be reviewed based on the set criteria.

15. APPLICATION PROCEDURE

Interested **individual consultants/consultancy firms** are requested to submit following documents in the mentioned email address:

- ✦ **A Technical Proposal** including –
 - Brief understanding of the task
 - Descriptions in brief on the experiences of carrying out high-quality and credible completion of relevant tasks (proof required)
 - Brief on the methodologies for the task completion
 - Tentative schedule for completing the task
 - Work references – contact details (e-mail addresses) of 2 referees (organizations by whom you were contracted for similar assignments)
 - CV and a Cover Letter for individual or lead consultant.
 - NID copy and TIN certificate (with acknowledgement copy of income tax return for the most recent year) and registration certificate for the consultancy firms.
- ✦ **A Financial Proposal** including -
 - Detail breakdown of financial proposal including vat and tax (tax will be deducted as per government rules)
- ✦ Email: procurement@parittran.org

- ✦ Please only mention **“Baseline Survey”** in the subject line of the email. ▪ Application closing date: **January 28, 2025.**
-