



NATIONAL DISASTER MANAGEMENT AUTHORITY



Terms of Reference (TORs) for KAP Survey Urban Slums of KP & ICT

BACKGROUND:

According to the Economic Survey of Pakistan, 2010-11, Pakistan's total urban population is about 37 per cent and on the rise at an annual rate of 3.97. The total slum population of Pakistan was estimated to be 47 percent of its total urban population in 2007.

Islamabad, though a well-planned city of over a million residents, has attracted a significantly large number of economic, environmental and social migrants during the past 15 years, giving rise to slum areas, even within its highly developed neighborhoods. Contemporary economic growth strategies and the resulting urbanization patterns have led to the depletion and deterioration of natural resources, thus reducing the net positive impact and giving rise to new risks and challenges, such as human-induced climate change and issues related to inter-generational equity, gender parity and social justice.

Women constitute 49 percent of the population in South Asia and are disproportionately underprivileged in terms of Human Development Indicators (HDI), such as education and skills, health, employment opportunities, wages, labor force participation, opportunities in leadership, access to financial resources and services, mobility and legal protection etc.

Women's marginalization becomes evident in the slum areas where the various socio-environmental factors reduce their chances of empowerment. The uneven and unsustainable urban densities and congestion are resulting in an increased rate of environmental degradation and increased risks in the face of climate-induced disasters such as urban flooding, storms and heatwaves.

Women are traditionally not documented in the labour market, especially those who work in the slums and contribute to the informal economy. Their socio-economic status is not improving, even though the national economy has been on the up.

The National Disaster Management Authority (NDMA) is the lead agency at the Federal level to deal with the whole spectrum of Disaster Management activities. The Gender and Child Cell (GCC) of the NDMA will be playing an active role towards this direction which includes the development of policy briefs which identify entry points and a multi-year strategic vision to advance on National and Global commitments in line with risk mitigation, prevention and response to Gender Based Violence (GBV) in humanitarian programming.



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PRINCIPAL OBJECTIVE:

To promote the resilience of urban slums population living in the areas most effected or vulnerable to the natural and human induced disasters in PK-Peshawar and ICT.

METHODOLOGY:

The survey requires undertaking of critical analysis of qualitative information. The consultant/ firm/ organization carrying out the survey would require developing of detail methodology of the survey in consultation with the GCC- National Disaster Management Authority. There will be a total of 6 Focus Group Discussions (FGDs) in the most vulnerable disaster prone urban slums, 3 in Islamabad and 3 in P.K-Peshawar UCs. There will be a total 12 In-depth Interviews (IDIs) out of which 4 each will be held with the Govt. line departments in KP-Peshawar & ICT.

DELIVERABLES & RESPONSIBILITY:

1. The consultant/ firm or organization undertaking the KAP survey shall adhere to the followings;
2. The handing over of the topic guides developed for the purpose of data collection both for Focus Group Discussions (FGDs) and In-depth Interviews (IDIs) to NDMA.
3. The handing over of raw data (recordings, notes, transcripts, consolidated date) to NDMA.
4. Sharing of the curriculum vitae (CVs) of the interviewers with NDMA
5. The sharing of fist draft report by the March 20, 2018.

QUALIFICATION & EXPERIENCE;

1. The consultant/ firm or organization must have more than 5 years of experience in the relevant field.
2. The consultant/ firm or organization must exhibit expertise in qualitative data analysis and report development.
3. Proven work experience in the field of DRR program management and project implementation
4. Experience in the design of methodology, tools and questionnaires related to DRR and CBDRM
5. Experience in analyzing of the Capacity, Knowledge, Skills, Attitude, and Behavior Change
6. Practitioner of participatory M&E methodologies



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7. Good interview and analytical skills
8. Fluency in English, Urdu and Pashto
9. Previous documented research experience in the areas of Disaster Risk reduction preferred;

QUALIFICATION & EXPERIENCE OF INTERVIEWERS;

1. At least 14 years of formal education
2. At least 2 years of experience on the field in qualitative data collection.

PAYMENT SCHEDULE:

Total budget for the survey is PKR.1000,000/-, the first installment (30%) to be paid on signing of the contract, the second installment (30 %) on submission of Zero draft and remaining (40%) on the approval of final draft.

TAXES AND DUTIES

All applicable taxes will be paid by the consultant/ firm or organization as per Govt. of Pakistan rules about taxation and duties of all kinds. Exemptions of taxes and duties for this Contract Agreement, if any vide SRO for which necessary documentation will be provided by the Developer/Supplier with the payable invoices.

KAP SURVEY REPORT FORMAT

By the end of this service the Consultant will submit to GCC-NDMA the final product as a narrative and statistical report that follow the agreed format. The report will be presented in English for review and comment then to be finalized by the consultant.

Below is the key content of KAP Survey Report.

COVER PAGE: (**Note:** In the cover page, the consultant needs to make appearance with the clear title of the KAP Survey)

TABLE OF CONTENT

ABBREVIATIONS

LIST OF TABLES AND GRAPHS

EXECUTIVE SUMMARY (Having description of contents; Objectives, Methods, results & conclusion)

CHAPTER I - Introduction

1. Overview of the Project
2. Rationale of the Study



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3. Objectives of the Study

CHAPTER II - Methodology

1. Sampling Design and Sample Size
2. Questionnaire Design and Pre-test
3. Training and Data Collection
4. Data Entry and Analysis
5. Study limitations and some lessons

CHAPTER III – KAP survey findings (quantitative and qualitative)

Specifically these findings section should cover

1. Description and analysis of findings from community and Government agencies/departments
 - ✓ *PDMA KP*
 - ✓ *City Municipal and Development Department – CDMD Peshawar & CDA- ICT.*
 - ✓ *District Government Peshawar*
 - ✓ *Communities in Urban and Rural slums*
 - ✓ *Perceptions, beliefs and myths (If appropriate)*
2. Graphs and Tables

CHAPTER IV – Conclusion and Recommendations

APPENDICES

- ✓ *Survey questionnaire*
- ✓ *Analysis Database*

BUDGET & CONSULTANT DETAILS

The consultant is required to submit a detailed Technical and Financial proposal. The technical proposal must contain:

- CV's of the consultants & proposed team who will conduct the survey (contact details included)
- Name and contact details of 2 references from previous work done in the similar field in last 2 years
- A detailed budget to conduct the study and validity date of the offer including all daily consultancy fees (gross, including tax according to the Pakistani government law), estimated travelling cost in line with the suggested methodology, estimated cost covering data collectors hired.
- A letter of commitment specifying availability to conduct the study during the requested period



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- If possible, copies of past KAP/baseline survey study report undertaken by the consultant/s on CBDRM/DRR in last 2 years.
- A detailed methodology for the qualitative aspects of the assignment.
- A detailed work plan including dates for submission of the draft and final Report
- Evidence of availability of appropriate qualifications, manpower and key staff that will constitute the team.

The financial proposal must be submitted in Pak Rupees (PKR) with a detailed break up of all activities budgeted for, showing unit, unit cost and duration.

All interested candidates may send their application along with latest CV to the po.gcc@ndma.gov.pk by 12, March, 2018 COB