Call for Proposal

Reference: 139.39/NFE042/2020
Issue date: 30 July 2020

Request to submit a written proposal for a work assignment with UNESCO

UNESCO is inviting written proposals from an organization for the work assignment described in attachment A.

To enable you to prepare a proposal for this assignment, please find attached the Terms of Reference (see attachment A);

Your written proposal should comprise:

(a) A Technical Proposal which includes implementation strategies/approaches, work plan and comments on the Terms of Reference if any (in brief); and
(b) A Financial proposal for the assignment quoted in US dollars only. Please show any travel costs separately if any.

Your proposal and any supporting documents must be in English.

UNESCO places great emphasis on ensuring that the objectives of the work assignment, as described in the Terms of Reference, are met. Accordingly, in evaluating the proposals for the assignment, attention will focus first on the technical elements. From those proposals deemed suitable in terms of the criteria in the Terms of Reference, UNESCO shall select the proposal that offers the Organisation best value for money.

Your proposal should be submitted by e-mail no later than close of business 16:00, Bangkok time, on 10 August 2020. E-mail proposals should not exceed 5MB.

The e-mail address is: eisd.bgk@unesco.org

It is your organization’s responsibility to ensure that the proposal is received by the deadline.

Thank you for your interest in this UNESCO assignment; and we look forward to receiving your proposal.

Libing Wang
Chief of Section for Educational Innovation and Skills Development (EISD)
UNESCO Bangkok Office
Actions of ASEAN Declaration for Out-of-School Children Project (Phase 2)

Background

Southeast Asia is home to over 4 million children who still remain out of school. These children face multiple barriers to education which include geographical distance, disabilities, languages, emergency situations and natural disasters, gender discrimination, statelessness and migration. In response to this critical situation, the ASEAN Declaration on Strengthening Education for Out-of-School Children and Youth was adopted by the Heads of the ASEAN Member States (AMS) during the ASEAN Summit held in September 2016 in Vientiane, Lao PDR. Led by Thailand’s Ministry of Education with support from the ASEAN Secretariat and UNESCO Bangkok, the declaration marks the first unified commitment of the AMS to addressing the needs of out-of-school children (OOSC) in this region.

Following the adoption of the declaration, UNESCO Bangkok with the support of POSCO 1% Foundation, Republic of Korea has been implementing an initiative titled “Actions of ASEAN Declaration for Out-of-School Children” with an aim to support the AMS in achieving the goals of the declaration to enhance access to basic education for out-of-school and marginalized children in ASEAN. During the initial phase, the project specifically supported OOSC in Thailand through an expansion of flexible learning programmes (FLS) and a capacity development of teachers and government officials to better address the learning needs of these children. Over 40,000 OOSC and marginalized children at 63 schools/community learning centers (CLC) in Thailand have been supported through the project in 2019.

To promote equitable learning opportunities of OOSC in ASEAN, UNESCO Bangkok together with UNESCO Jakarta and POSCO 1% Foundation has carried out the project (Phase 2) in Indonesia since early 2020. This 15-month initiative aims at increasing access to basic education of at least 1,000 marginalized primary and/or lower-secondary school-aged children in 3 provinces in Indonesia, namely Banten, West Java and Jakarta through enhancement and expansion of FLS or equivalent non-formal education programme. This approach will be proceeded by 1) capacity development of government officials and teachers/facilitators of the CLC; 2) programme implementation through the development of individual learning programme for children who dropped out with the use of ICT and online learning; and 3) communication and advocacy.

In this connection, the Contractor is expected to support UNESCO to design and implement the project under activity 2) programme implementation through the development of individual learning programme for children who dropped out with the use ICT and online learning, in collaboration with POSCO 1% Foundation and the government/non-governmental counterparts in the selected districts in Indonesia.

Objectives

Within the framework of the extra-budgetary project “Actions of ASEAN Declaration for Out-of-School Children (Phase 2)”, the Contractor will perform the specific tasks to assist UNESCO to implement the project through the development of the individual learning programme for children who dropped out at 10 CLCs/schools in Banten, West Java and Jakarta with the use of ICT and online learning as follows:
Tasks to be performed

1. Develop the test questions and communicate with parents and learners who dropped out as well as teachers at 10 target CLCs/schools (6 CLCs/schools in Cilegon, 2 CLCs in Jakarta and 2 CLCs/schools in Karawang)\(^1\)
   1.1 Design the test questions with a focus on literacy and numeracy
   1.2 Deploy the test questions with at least 400 learners who dropped out (approximately 40 learners per CLC/school)
   1.3 Communicate with learners and their parents on the purpose of the test questions and personalized curriculum implementation in order to support each learner to continue their education programmes (Packet A/B or formal education curriculum) at the CLCs/schools with the use of ICT and online learning
   1.4 Communicate with approximately 30 pre-selected teachers/facilitators of 10 target CLCs/schools on the purpose of the personalized curriculum implementation for their learners (the list of teachers/facilitators will be provided by FK-PKBM to UNESCO)
   1.5 Liaise with FK-PKBM, the local project implementer when necessary, in particular regarding the communications with CLCs/schools

2. Procure and distribute ICT devices and SIM cards with internet data package for the implementation of the individual learning programme and online learning at CLCs/schools
   2.1 Procure ICT devices for 10 target CLCs/schools: a total of 10 laptops and 100 tablets (a laptop and 10 Android tablets per CLC/school)
   2.2 Coordinate with the local telecommunication service providers to procure the SIM cards with internet data package for at least 5 months
   2.3 Distribute the ICT devices and SIM cards with internet data package to 10 target CLCs/schools

3. Organize capacity training of teachers to design and implement individual learning programmes with the target learners
   3.1 Organize capacity development training of approximately 30 pre-selected teachers/facilitators of the 10 selected CLCs/schools. The objective of the training is to provide knowledge and skills for teachers/facilitators to (1) create the portfolio of each of their learners, (2) assess the learning needs of each learner based on their background and education levels, (3) design and develop personalized learning curriculum for each learner with the use of ICT and online learning
   3.2 Develop the training materials and report of the training

4. Conduct the individual learning programme for the learners to return to formal schools or join packet A/B with the use of ICT devices and online learning
   4.1 Provide technical advice and support to teachers/facilitators to conduct the individual learning programme with their learners at 10 CLCS/schools
   4.2 Provide monthly financial incentives for teachers in accordance with the funds allocated by UNESCO

Expected deliverables
The Contractor is expected to submit the following deliverables to UNESCO in English language:
1. Detailed work plan of all activities by 17 August 2020
2. Draft test questions by 31 August 2020
3. Test results and capacity development training report by 30 September 2020

\(^1\) Please refer to Attachment B: List of selected CLCs/schools
Progress narrative report covering all activities undertaken and the results of the programme including a financial report of all activities by 31 December 2020

Inputs of UNESCO and the Contractor

UNESCO will:
• Review the detailed work plan, test questions and results, as well as the training report submitted by the Contractor;
• Maintain regular communications with the Contractor, and conduct monitoring visits to ensure implementation progress when the situation allows;
• Review and confirm the progress narrative report; and
• Provide technical support to ensure that UNESCO rules are followed.

The Contractor will:
• Develop the test questions and conduct the test to identify the target learners for the individual learning programme;
• Organize teacher training to support teachers to design the individual learning programme with the use of online learning platform and provided ICT devices;
• Provide technical support to teachers during the implementation of the individual learning programme. Ensure that the incentives are provided for the teachers; and
• Submit to UNESCO the detailed work plan of all activities, draft test questions and test results, capacity development training report, and progress narrative report covering all activities undertaken and the results of the programme including a financial report of all activities.

Duration of contract

The proposed timing of the working period is from August to December 2020, tentatively.

Qualifications/Requirements

• Must have a minimum of 5 years of experience in the field of online and distance learning, in particular, for primary and lower secondary school age children, and marginalized population in Indonesia;
• Extensive experience in the design of capacity training, personalized curriculum and non-formal education programmes; and
• Previous experience with the community learning centers and Ministry of Education and Culture, Indonesia would be an asset.
Attachment B

List of Selected Community Learning Centres (CLC)/Schools

A. Cilegon Area
1. CLC BAROKAH
2. CLC TERATAI
3. CLC MELATI CIBEBER
4. CLC WIDYA BINA KARYA
5. Regular High School AL KHAIRIYAH 1
6. Regular Junior High School AL-KHARIYAH DELISENG

B. Jakarta Area
1. National CLC 31 - Southern Jakarta
2. National CLC 3 - Northern Jakarta

C. Karawang Area
1. Regular Elementary School SUKAMAKMUR 3
2. National CLC PUSPITA