Call for Proposal

Reference: 139.39/NFE007/2020
Issue date: 20 February 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 3 March 2020. E-mail proposals should not exceed 5MB.

The e-mail address is: eisd.bkg@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.

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

Background

Southeast Asia is a 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 will carry out the project (Phase 2) in Indonesia in 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 an 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 and expansion (learning programmes with stipends support); and 3) communication and advocacy.

Objectives

Within the framework of the extra-budgetary project “Actions of ASEAN Declaration for Out-of-School Children (Phase 2)”, the Contractor will support the Non-Formal Education and Literacy Team of UNESCO Bangkok to conduct the situation analysis to identify the target OOSC/marginalized children and implement the project activities in collaboration with POSCO 1% Foundation and the government/non-governmental counterparts in the selected districts in Indonesia.

Tasks to be performed

1. Provide support to UNESCO to organize the capacity development training
   1.1 Assist UNESCO to organize the 2-day capacity development training of approximately 60 government officials and CLC managers/facilitators/teachers of the 10 selected CLCs/schools (6 CLCs/schools in Cilegon, 2 CLCs in Jakarta and 2 CLCs/schools in Karawang). The event is expected to be held in March 2020 in Jakarta, Indonesia.
   1.2 Take the lead to conduct the training sessions to enhance the capacity of the CLC managers/facilitators/teachers in providing flexible learning approaches to address learning challenges and needs of the OOSC.

1 Please refer to Attachment B: List of selected CLCs/schools
1.3 Provide logistical arrangements of the training including sending invitation letters, managing travel arrangements, accommodation and daily subsistence allowance for the participants, and meeting package at the training venue (lunch and refreshments).
1.4 Design and develop training materials for the aforementioned training.
1.5 Develop a report of the capacity development training.

2. Conduct situation analysis to identify target population in the selected districts
2.1 Identify the target OOSC/marginalized children of primary and/or lower-secondary school age in 10 targeted CLCs/schools for the project support. The OOSC include those who never enter any forms of educational programmes or have dropped out from education systems and will be supported to return to schools/CLCs through the project.
2.2 Collect CLC/school data on number of learners and teachers/facilitators, curriculum and activities for marginalized children, discuss with the CLCs/schools regarding the children’s profiles, current challenges and needs including potential supports.
2.3 Develop a situation analysis report based on the compiled data and consultations with the CLCs/schools.

3. Conduct community dialogues at the CLCs and social mobilization campaign to enrol/re-enrol the OOSC/dropped out children
3.1 Conduct community dialogues and social mobilization campaign with the CLC managers/facilitators/teachers of the 10 selected CLCs/schools, parents and/or the target OOSC/dropped out children. The purpose of this campaign is to enrol the OOSC or encourage the dropped out children to re-enrol in Packet A and B programmes at the CLCs, or an appropriate level at schools.
3.2 Develop a report of the community dialogues and social mobilization campaign.

Expected deliverables
The Contractor is expected to submit the following deliverables to UNESCO in English language:
1. Work plan and estimated budget of all activities by 13 March 2020
2. Capacity development training report by 20 April 2020
3. Report covering situation analysis and the community dialogues and social mobilization campaign, including financial report of all activities by 31 May 2020

Inputs of UNESCO and the Contractor
UNESCO will:
- Review the work plan and estimated budget prepared by the Contractor;
- Conduct monitoring visits to ensure implementation progress;
- Review and confirm the finalized reports; and
- Provide technical support to ensure UNESCO rules are followed.

The Contractor will:
- Conduct situation analysis to identify target population in the selected districts
- Provide support to UNESCO to organize the national project launching event and conduct training sessions as well as prepare the training materials of the capacity development training for government officials and CLC managers/facilitators/teachers
- Conduct community dialogues at the CLCs and social mobilization campaign to enrol/re-enrol the OOSC/dropped out children
- Submit to UNESCO the work plan and estimated budget, situation analysis report, report covering the capacity development training and the community dialogues and social mobilization campaign, including financial report of all activities
Duration of contract
The proposed timing of the working period is from March to May 2020, tentatively.

Qualifications/Requirements
- Must have a minimum of 5 years of experience in the field of non-formal education, with a focus on equivalency programme for out-of-school children and marginalized population in Indonesia
- Extensive experience in non-formal education programme implementation and management
- Previous experience with the community learning centers and Ministry of Education and Culture, Indonesia would be an asset.
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