

Government of the Peoples Republic of Bangladesh

Ministry of Social Welfare

Neuro Developmental Disability Protection Trust (NDDPT)

Padma Life Tower (14ft Floor)

115, Kazi Nazrul Islam Avenue Bangla Motor Dhaka-1215

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Ref: 41.05.0000.000.04.037.22.

825/A

Date: 19.05.2022

Express of Interest (Eol)

Assignment Brief

Sl#	Title	Description
01.	Assignment Type	Feasibility Study
02.	Project Name	Special Program for Food and Nutritional Safety for Autism and NDD including Person with Disabilities [অটিজম ও এনডিডিসহ প্রতিবন্ধী ব্যক্তির খাদ্য ও পুষ্টি নিরাপত্তার জন্য বিশেষ কর্মসূচী]
03.	Project Duration	July 2022 up to June 2025 (জুলাই ২০২২-জুন ২০২৫)
04.	Sponsoring Ministry/Division	Ministry of Social Welfare, Government of Bangladesh
05.	Executing Agency	Neuro-Developmental Disability Protection Trust
06.	Location	Project proposed in 08(Eight) Division in Bangladesh.
07.	Background	<p>There are countless parentless autism and NDD children and individuals are living across the country. Under the Neuro-Developmental Disability Protection Trust Act, 2013- Section 16 and the National Strategic Action Plan 2016-30, 800 (Eight hundred) people (100 [one hundred] people each in 06(Six) housing areas are eligible for autism and NDD children/ persons. In arranging accommodation to implement the directives of Hon'ble Prime Minister, multi-disciplinary team consisting of social and medical models at different stages of life cycle to nurture with international standard Early Intervention, provide education, food &amp; nutrition security and training, workplace, set up standard housing centers and implement rehabilitation activities in 08 divisions are pre-requisite. To improve the quality of life of children/ individuals with NDDs and to integrate them into the mainstream of society.</p> <p>Neuro Developmental Disability Protection Trust (NDDPT) is hereby invited Eol from interested experienced bona-fide person(s)/ firms/ organizations to conduct the above-mentioned title as "Feasibility study on Special Program for Food and Nutritional Security for Autism and NDD including Person with Disabilities".</p>
08.	Eol Submission guideline and procedure	<p>All bidder has to attached following documents (i) Valid registration certificate, (ii) Copy of E-Tin (iii) Copy of VAT Registration/BIN Certificate (iv) Bank Account Information (v) A list of three former or current clients for whom similar work has been done, together with their addresses, telephone numbers, and name of contact person.</p> <p><b>Special instruction:</b></p> <ul style="list-style-type: none"><li>❖ Bids must be submitted in single sealed envelope addressed to The Managing Director, NDDPT, Ministry of Social Welfare, Bangladesh. Padma Life Insurance Tower (14th floor), 115, Kazi Nazrul Islam Road, Bangla motor, Dhaka-1215, Tel: 02-48322674.</li><li>❖ All documentation submitted should be done in their own clearly labeled on top of the cover, and agency name &amp; address on the bottom envelopes (e.g. Technical offer in one envelope and Financial Proposal in another envelope.), which are enclosed in one single envelope as detailed above.</li><li>❖ Total 02(Two) sets of Hard copies need to be submitted either in Bengali (must) and/or English (optional).</li><li>❖ Briefly describe proposed methodology for conducting feasibility study.</li><li>❖ One Pen-drive consisting Soft copies either in Bengali (must) and/or English (optional) need to be submitted in both Microsoft Word and PDF format.</li><li>❖ The score of Technical Proposal evaluation less than 70% will be rejected.</li><li>❖ The authority reserves the right to cancel the Bid at any circumstances.</li></ul> <p><b>Method of Selection:</b> Method of selection will be based on "Quality and Cost Based Selection (QCBS)" (80:20) as per criteria laid down Public Procurement Act, 2006 &amp; PPR, 2008.</p> <p><b>Award Criteria:</b> NDDPT is committed to running a fair and transparent tender process, and ensuring that all bidders are treated and assessed equally during this tender process. Bidder responses will be evaluated against 03 (Three) categories of criteria: Essential Criteria, Capability Criteria, and Financial Offer Criteria. Except financial offer, other criteria will be consulted with sub criteria which will carry define or allocated weightage. The weightage to be assigned by the evaluation committee before examining the submitted documents.</p> <p><b>Clarification and amendments to Eol: NDDPT reserves the right to add or delete information, or otherwise amend the contents of this Eol during the period of preparation of proposals.</b></p> <p><b>Address:</b> Professor Salma Begum Director Neuro-Developmental Disability Protection Trust Padma Life Tower (14<sup>th</sup> Floor) 115, Kazi Nazrul Islam Avenue Bangla Motor Dhaka-1215.</p>
09.	Contact information for query	Any questions/queries concerning this Eol, must be mailed to Mr. Rifat Mahmood Email: rifatmahmood.nddpt@gmail.com by 5.00pm Bangladesh Standard time (BST) on May 25, 2022. All questions and answers will be shared with all agencies who would submit Eol. This Eol (soft) copy also available NDDPT Website. <a href="http://www.nddtrust.gov.bd">www.nddtrust.gov.bd</a>

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10.	Dead line for EoI Submission	:	No later than 5:00 p.m. Bangladesh Standard Time on Tuesday, June 07, 2022.
11.	Project Goal	:	Explore services and opportunities for the Children and Person with Autism and Neuro Developmental Disabilities from pediatric to geriatric population of Bangladesh in all spheres of life.
12.	Project Broad Objectives	:	According to the Neuro-Developmental Disability Protection Act, 2013- Section 17 and Rules of Allocation of Business under Ministry of Social Welfare- Section 09: Education, training and rehabilitation for the handicap.
13.	Project Specific Objectives	:	<p>A. Food management or nutrition therapy to ensure food and nutrition.</p> <p>B. Diet according to the type of person with disability.</p> <p>C. Individual (single) food list selection.</p> <p>D. Parental counseling.</p> <p>E. Monitor the co-morbidities to ensure nutrition.</p> <p>F. Distribution of nutritious food recipes.</p> <p>G. BMI (Body Metabolic Index) monitoring.</p> <p>H. Nutritional care and nutrition activities / distribution for pregnant and lactating mothers.</p> <p>I. 06 Bela making food habits and providing food aid.</p> <p>J. Increase brain function and alleviate and prevent anemia, supply of nutritious food / supplementary food.</p> <p>K. Pregnant mothers care and nutrition / counseling training and promotion of disability prevention.</p> <p>L. (a) Financial / food incentives for post-natal food and nutrition assistance to the mother of a poor disabled child (b) Financial / food incentives for food and nutrition assistance to the newborn / child of the mother of a poor disabled child.</p> <p>M. Campaign / Awareness Activities.</p> <p>N. Research.</p> <p>O. Seminars / O Workshops.</p> <p>P. Training.</p> <p>Q. To undertake linking activities to involve government and non-government activities to ensure food and nutrition of NDD person.</p> <p>R. Help to create food sources to sustain food and nutrition for Children and person with NDD. (Raising cattle, fish farming, setting up agricultural farms etc.).</p>
14.	Project Proposed intervention	:	<p>Neuro-Developmental Disability Protection Trust Act, 2013: Section 17 stated 24 different types of function to be implemented by the trust to improve the quality of lives of ASD and other NDDs. According to the act proposed intervention should be based on mainly following 4 (four) categories of NDDs:</p> <p>1. Autism Spectrum Disabilities (ASD)      2. Cerebral Palsy (CP)</p> <p>3. Down Syndrome (DS)                              4. Intellectual Disability (ID)</p>
15.	Project Expected outcomes	:	Children and Person with Autism and Neuro Developmental Disabilities need more divisional setups focusing Housing, Education, Training, Employment and Rehabilitation services.
16.	Scope of Work	:	<p>The Eligible consultant will conduct a feasibility study in quantitative, qualitative and comparative in form on Neuro Developmental Disabilities in country particularly in the proposed project areas. The consultant will submit a report considering the following points:</p> <p>i) Information of country and world-wide practices on ASD &amp; NDDs in the city area/densely populated area and selected rural areas.</p> <p>ii) Identification of the feasible interventions /activities to be undertaken by the NDD Trust which can be implemented by the GoB Fund and also recommend any possible alternative.</p> <p>iii) Capital costs for the proposed interventions.</p> <p>iv) Sustainability of the proposed activities.</p> <p>v) Operation and maintenance procedure and costs for the intervention/activities.</p> <p>vi) Facilities for up-gradation, tapping off for the proposed activities (if required).</p> <p>vii) Social and Environmental Impacts during and after project activities.</p> <p>viii) The Feasibility Study team shall use the same <i>metadata</i> convention and GIS management approach for all GIS data (if necessary) for this study and shall be incorporated with the report.</p> <p>ix) The Feasibility Study team shall also prepare the estimated cost for proposed actions.</p>
17.	Duration of Feasibility Study	:	The social services consulting services shall be completed not exceeding 12(Twelve) weeks from signing of the contract. Early submission before said timeline is appreciated.
18.	Deliverables	:	<p>The feasibility study team will prepare a comprehensive report for feasibility of NDD services through establishing center including:</p> <p>i. Study design/specifications.</p> <p>ii. Social Impact Assessment, Mitigation Measures and Rehabilitation/Resettlement Action plan including budget estimation.</p> <p>iii. Economic and Financial Analysis, Sensitivity Analysis, Needs Assessment, Risk Analysis of the scope of work.</p> <p><b>Report Submission schedule to NDDPT:</b></p> <p>i) Inception Report according to IMED within 03 days from signing of the contract.</p> <p>ii) Interim Report according to IMED to NDDPT within 10 days from signing of the contract.</p> <p>iii) Draft Final F/S Report according to IMED within 21 days from signing of the contract.</p> <p>iv) F/S- Final Submission Report according to IMED within the stipulated time frame.</p> <p>v) Field MoM (Minutes of Meeting) upon request.</p>

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SI#	Title	:	Description
19.	General Clause:	:	<p>All documents prepared during the assignment will be treated as NDDPT property. The assignment will not be sub-contracted to anyone.</p> <ul style="list-style-type: none"> <li>• No additional time will be allowed to complete the target of the task.</li> <li>• If required any change by NDDPT, should be rationalized in written with required cost or time, or any part of the work under the contract, an equitable adjustment in the contract price, delivery schedule, or both will be amended in writing.</li> <li>• The consultant/team will be responsible for all their costs including taxes, subsistence, transport, and accommodation.</li> <li>• Submissions which do not meet all the basic requirements will not be reviewed.</li> </ul>
20.	Penalty Clause:	:	<p>If the agreed deadline and/or deliverables are not adhered to by the consultant/team, financial penalties will be imposed upon the consultant/team in terms of payment. This is specified as follows:</p> <ul style="list-style-type: none"> <li>• In case of delayed submission of the deliverables up to 01(one) month delay, 30% of the contract amount will be deducted.</li> <li>• Delay of more than one month, will result in the auto cancellation of the contract and forfeit of the remaining 50% of the contract value.</li> <li>• Confidentiality of all aspects of the assignment is to be assured by the consultant/team at all times. If the consultant fails to produce and submit a quality report accepted by NDDPT</li> </ul>
21.	Disclaimer	:	NDDPT reserves the right to accept or reject any or all proposals/applications without assigning any reason whatsoever.
22.	Discloser of information	:	It is understood and agreed that the Consultant(s) shall, during and after the effective period of the contract, treat as confidential and not disclose unless authorized in writing by NDDPT, any information obtained in the assignment of the performance of the Contract. Information will be made available for the consultants on a need-to-know basis.

  
 22/04/2022  
 Professor Salma Begum  
 Director  
 (On Behalf of The Managing Director)  
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