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Terms of Reference
for
Feasibility Study on Neuro Developmental Disorders in Bangladesh

Introduction:

Neuro Developmental Disorders (NDDs) in Bangladesh is not thick as only recently NDDs have received attention from government though dispersed activities of the urban to rural societies and NGOs have paved the way for the government to intervene. Now Bangladesh is considered as an exemplary country for intervention in autism spectrum disorder including other type of Persons with NDDs. Despite some intervention and allied services are provided to NDDs, comprehensive research on the same is still inadequate in assessing need as on how to extend multi-disciplinary team based services to ensure quality of lives of Person with ASD & other NDDs.

The Neuro-Developmental Disability Protection Trust has been working to improve the quality of persons with Neuro-developmental disabilities since its establishment in 2014 by the Government of Bangladesh under Neuro-Developmental Disability Protection Trust Act, 2013. Section 17 of the said act stated 24 different types of functions to be implemented by the trust to improve the quality of lives of ASD and other NDDs. According to the act trust is working and entrusted with responsibility mainly for the following 4 (four) categories of NDDs:

1. Autism Spectrum Disorders (ASD)
2. Cerebral Palsy (CP)
3. Down syndrome
4. Intellectual Disability (ID)

Currently, around 3 million people are suffering from ASD and other NDDs. NDDP Trust has been working with number of initiatives including a new initiative of establishment of service centers, a GOB funded project, in different location of the country. Each center will work like as 'One stop Service Center' comprising multi-disciplinary team to provide services, like early intervention, different age group based different therapy, counseling, physical therapy, Occupational therapy, Speech and Language Therapy, psycho-social counseling, regular treatment, behavior change, daily activity living, group therapy, Parents and caregivers training, integrated services with special NDD schools etc. The multi-disciplinary team will comprise physiotherapist, Occupational therapist, Speech and Language therapist, clinical psychologist, medical doctor, nurses etc, including evaluation of activities to carried out in the project center. To improve the quality of life of the person with NDD the early identification, therapy and rehabilitation is the key areas of the NDDP Trust.

Recent studies reveal that 1% of the world's population; suffer from an autism spectrum disorder. What does that mean when a country like Bangladesh has a population of over 160 million? As one of the most populated countries in the world, it is of the utmost urgency that the needs of those with ASD & other NDDs be immediately addressed in Bangladesh through proper epidemiological survey programs. A recent 2013 pilot study in Bangladesh, utilizing community health workers, has found prevalence of all kinds of Neuro Developmental Disability is 7.1%. Whereas, for ASD and other NDDs, the study indicates a prevalence of 0.15% (3% in Dhaka city and 0.07% in rural area).

The main objective of the NDDP Trust is to promote the quality of life of the persons with ASD & NDDs and protect their rights throughout their life cycle. To carry out these, the NDDP Trust needs to implement Institute and Community Based Rehabilitation (IBR & CBR) projects that have several rehabilitation work stations at District and upazila level. To find the needs of such projects on rehabilitation service at community level feasibility study is one of the required priorities.

2. Purpose of the Feasibility Study:

"Neuro Developmental Disorder Protection Act 2013" has been constituted under the aegis of Ministry of Social Welfare, Government of the People's Republic of Bangladesh with a view to ensure the rights through rehabilitation services like therapeutic service, psycho-social counseling, treatment and to provide assistive devices for their capability building.

Prime purpose of establishing NDDP Trust is to build life skill development of NDD children through implementing age limit program activities under the provision of "Neuro Developmental Disorder Protection Act 2013" and part of a 05(Five) Years National Strategic Action Plan.

3. Specific Objectives:

Specific objectives of the feasibility study are as follows:

- a) To find out the present status of lifecycle based different services (intervention, treatment, counseling etc.) to ASD & NDDs in the selected areas and to draw inference for the country as well.
- b) To find out scopes and opportunities in providing life cycle based different services to ASD & NDDs based on reality judgment and social context.
- c) To recommend future planned activities on ASD & NDDs for the NDDPT and for the government as well.

4. Scope of the feasibility study:

The Eligible consultant will conduct a feasibility study in quantitative, qualitative and comparative in form on Neuro Developmental Disorders in country particularly in the proposed project areas. The consultant will submit a report considering the following points:

- i) Information of country and world-wide practices on ASD & NDDs in the city area/densely populated area and selected rural areas;
- 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.
- iii) Capital costs for the proposed interventions ;
- iv) Sustainability of the proposed activities ;
- v) Operation and maintenance procedure and costs for the intervention/activities ;
- viii) Facilities for up-gradation, tapping off for the proposed activities (if required).
- ix) Social and Environmental Impacts during and after project activities ;
- x) The Feasibility Study team shall use the same *metadata* convention and GIS management approach for all GIS data (if necessary) for this study and shall be incorporated with the report;
- xi) The Feasibility Study team shall also prepare the estimated cost for proposed actions.

5. Assistance during Implementation of the Project

In addition to services described as the scope of works, the Consultant should also extend its support to Neuro Developmental Disorder Protection Trust-NDDPT in terms of providing written explanations, comments and conclusions whenever required. Such assistance should be extended from its head office only when requested by NDDPT in writing.

6. Interface with and assistance from NDDPT

The consultant will provide technical expert services to NDDPT as described in the scope of works. NDDPT is undertaking the general project management of the works including progress monitoring and issue of payment certificates.

Both NDDPT and Consultant's teams should work together as one single team with integrity in all matters related to the Study. The cost and timing of obtaining the above is entirely the responsibility of the Consultant.

7. Expertise requirement

Social consulting services which will include, but not limited to the following expertise:

SI No.	Expert Name
National Expert (Key Personnel)	
1.	Social Safeguards Expert (Team Leader)
2.	Socio Economic Expert
3.	Neuro Developmental Expert
4.	Data Analyst
Local Expert	
1.	Study Manager-1
2.	Enumerator -2

i. Team Leader (Social Safeguards Expert)

The incumbent will be in charge of study on behalf of consulting services. S/he should masters' degree in social sciences or related disciplines and shall be fluent in English language for day to day communication. And S/he must have the enough qualification and experience in the relevant field out of which at least fifteen (15) years experience as an expert of social development /safeguards project.

ii. Economic/Financial Analyst

S/he will be in charge of economic and financial s sectors under social consulting services. S/he should Minimum Master's degree in Economics, Finance, Business Administration or related disciplines with a minimum of ten (10) years experience in econometrics, demand forecasting, cost estimation, financial and economic analysis and other related matter. S/he must be able to run/operate financial model/tool and familiarity with social sector in Bangladesh.

iii. Neuro Developmental Expert

S/he will be in charge of Nero Development Specialist under social consulting services. S/he should Minimum Master's degree in Psychology/Clinical Social Work/Therapy/ Rehabilitation or related disciplines with a minimum of ten (10) years experience in Neuro Developmental Disability issues.

8. Duration:

The social services consulting services shall be completed not exceeding 3(Three) weeks from signing of the contract.

9. Reports and Schedule of Deliverables:

The feasibility study team will prepare a comprehensive report for feasibility of NDD services through establishing centre including:

- i) Study design/specifications
- ii) Social Impact Assessment, Mitigation Measures and Rehabilitation/Resettlement Action plan including budget estimation.
- iii) Economic and Financial Analysis, Sensitivity Analysis, Needs Assessment, Risk Analysis of the scope of work.

10. Report Submission schedule:

- i) Inception report to NDDPT within 03 days from signing of the contract.
- ii) Interim report to NDDPT within 10 days from signing of the contract.
- iii) Draft final F/S report to NDDPT within 21 days from signing of the contract..
- iv) Final F/S report within the stipulated timeframe .
- v) Field MoM (Minutes of Meeting) upon request.

11. Payment Schedule

Sl no.	Milestones (submission and acceptance of reports under Scope of Services)	Payment (Cumulative) (% of Contract price)
1.	Contract Signing	40%
2.	Inception Report (Feasibility Study Reports)	40%
3.	Final Feasibility Study Report	20%
	Total	100%

The consulting firms are requested to submit end user certificates as evidence of experiences as per requirement. Method of selection of consulting firms is "Quality and Cost Based Selection or

12. Reservation of Authority:

NDDPT reserves the rights to reject or cancellation of part or entire contract without showing any grounds.

13. Selection Methods

Bidder responses will be evaluated against three categories of criteria: Essential Criteria, Capability Criteria, and Financial Offer Criteria. Method of selection will be based on "Quality and Cost Based Selection (QCBS)" (80:20) and as per criteria laid down Public Procurement Act, 2006 & PPR, 2008.

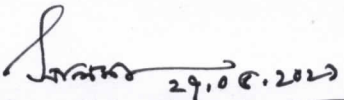
14. SUBMISSION OF BIDS

Bids will be submitted by hard copy:

- Hard copies of bid submitted on headed paper: Technical Proposal Original-1(One), Duplicate-1(One) Copies and Financial Proposal Original -1(One), Duplicate- 1(One) Copies;
 - Bids must be submitted to NDDPT, Padma Life Insurance Tower (14th floor), 115, Kazi Nazrul Islam Road, Banglamotor, Dhaka-1215, Tel: 02-48322674.
 - Bids should be submitted in single sealed envelope addressed to The Managing Director, NDDPT; Ministry of Social Welfare, Bangladesh.
 - All documentation submitted should be done in their own clearly labeled envelopes (e.g. Technical offer in one envelope and Financial Proposal in another envelope.), which are then submitted in one single envelope as detailed above.
 - The score of Technical Proposal evaluation less than 70% will be rejected.
 - The authority reserves the right to cancel the Bid at any circumstances.

15. CLOSING DATE FOR BID SUBMISSION

Bid must be submitted at the specific address, no later than **14:00 Hrs. of June 08, 2021** (All the date & times are in Bangladesh Standard Time). Failure to submit your bid prior to the Closing Date may result in your quote being void and rejected.


(Professor Salma Begum)
Director

(For Managing Director)
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