



Term of Reference (TOR)
for
Consulting Firm to conduct Benchmark with Baseline Survey under
Integrated Livestock Development Project in Haor Areas

1. Background

Bangladesh is a densely populated agro-based developing country. Agriculture sector plays an important role in economic development of Bangladesh. This sector contributes around 19% of the gross domestic product (GDP) and provides employment for around 48% of the total labor force of the country. There are about 28.67 million households in the country. The number of Agriculture farm households has been recorded at 14.72 million, which account for 51.33% of total households. About 50% of total households have reared livestock and poultry in their homestead areas and get nutrition from these livestock.

Livestock has been established as a promising and profitable industry in Bangladesh for the last two decades. At fixed prices, the livestock sector contributed 1.60% to the GDP in the 2016-17 financial year and the growth rate was 3.32%. Total agriculture the contribution of livestock sector to GDP is about 14.31% (2016-17). About 20% of the total population of the country is directly and 50% indirectly dependent on the livestock sector. The vision of the Department of Livestock is to build a talented, healthy and intelligent nation by increasing the production of milk, meat and eggs in the country and meeting the demand for essential meat. With this goal in mind, the Department of Livestock is working on modern technology transfer, prevention and treatment of animal diseases and extension. Livestock is inextricably linked to an integrated farm system. Livestock is a source of cash income, nutrition, food security and social status. Livestock has a lot of potential in rural areas, especially in women's empowerment, poverty alleviation and sustainable livelihood development.

Proper farm management, improved health care, adequate technical knowledge, advanced technology services are provided for the livestock rearing in the area, it will be possible to alleviate poverty and improve the living standards of the people by creating employment opportunities. On the other hand, by increasing the production of milk, eggs and meat, the shortage of family meat can be met and healthy strong working nation.

Livestock Department play an important role in creating local small entrepreneurs, increasing women's income and empowering women. There is no substitute for a sustainable project aimed at the balanced development of the Haor people and integrating them into the mainstream of the country's overall development and contributing to a rapid transformation of their socio-economic conditions. In this light, the Department of Livestock Services, under the initiative of the Ministry of Fisheries and Livestock, has set up in 7 haor districts of the country This project proposal has been formulated for the poor people living in the 53 upazilas. Which

will be implemented at the grassroots union level under the direct supervision of the Department of Livestock.

Therefore, raising ducks, chickens, goats and sheep in this area and the adjoining Haor area can be a source of immense potential income. But the productivity and production efficiency of the livestock is not satisfactory as there is no advanced technology in the area yet. Outbreaks of disease, underdeveloped technology, lack of proper farm management, poor quality health care and technical services, inadequate technical knowledge, lack of coordination between farms and organizations are major obstacles to livestock development and production in the Haor area.

2. About the Haor's of Bangladesh.

The Haor is basically a vast desert, with many basin-shaped wetlands that become waterlogged every year during the monsoon season. Haor is a large body of water without a current, which is a floodplain of a dead or bending river, which is a tributary of lakes, , beels, ditches, etc. The origin of the haor is taken from the word Sagar. The geographical location of Bangladesh is in the tropical region of South Asia within 880 to 930 east longitude and 200 to 270 degrees north latitude. The waters of the Ganges and the Brahmaputra, two of the largest rivers in the world, originate from the Himalayas and flow south, and flow into the Bay of Bengal through this country. Moreover, the water of the Barak River, which originates from the Lusai Hills, flows through Bangladesh into the Bay of Bengal. At the moment of entry into Bangladesh, Barak river has been divided into two branches named Surma and Kushiya near Amalshik of Sylhet. The famous haors of Bangladesh are located in the basins of the Surma and Kushiya rivers. The haors in the north-east were originally haors in the abandoned region after the Brahmaputra river floods and earthquakes in 1787 and changed its course from east to west of Madhupur Garh.

Throughout the monsoon season, the water of the haor appears to be the sea, and the villages within it appear to be islands. The haors are under water for seven months of the year. In the dry season most of the water dries up and leaves a narrow canal in that place and at the end of the dry season the water dries up completely. Sh In the dry season, grass grows all over the desert of Haor, becoming a grazing ground for cattle. The water coming into the haor leaves a lot of silt which is very useful for paddy production. The haor area consists mainly of 07 districts in the northeastern part of Bangladesh such as Sunamganj, Sylhet, Habiganj, Moulvibazar, Netrokona, Kishoreganj and some parts of Brahmanbaria district.

Haoranchal is very remote to the geographical location of Bangladesh and the villages are isolated. The 07 northeastern districts of the country viz., The whole of Sunamganj district, a large part of Habiganj district, Sylhet, Brahmanbaria and Moulvibazar districts, the greater Sylhet region and a large part of Kishoreganj and Netrokona districts are surrounded by haors. According to the Bangladesh Haor and Wetland Development Board, there are a total of 373 haors in the country, but according to the Bangladesh Water Development Board, the number of haors is 423. The area of these 373 haors is about 859 thousand hectares which is 43% of the total area of the haor district.

(i) Population: In this vast Haoran region, about 987 people out of a population of about 19.37 million live at 8 km per bog which is less than the national density (1142 people / 6sq km) (BHWBD, 2012). According to the Bangladesh Haor and Wetland Development Department

(2012), 29.56 per cent people live below the poverty line in the haor area, which is slightly higher than the national average (29.26 per cent) and the poverty rate in Netrokona district is the lowest among these seven haor districts (39.5 per cent).

On the other hand, according to the World Bank (2010), an average of 18.9 per cent people live below the extreme poverty line in 7 districts of Haor area, of which 9.7 per cent live in Bishwanath Upazila of Lower Sylhet District and 26.4 per cent in Ajmeriganj of Habiganj District.

At a Glance: Area and number of Haors in 7 Districts in Bangladesh

District Name	Total Area (hectares)	Haor Area (hectares)	Number of Haor's
Sunamganj	3,67,000	2,68,531	95
Sylhet	3,49,000	1,89,909	105
Habiganj	2,63,700	1,09,514	14
Moulvibazar	2,79,900	47,602	3
Netrokona	2,74,400	79,345	52
Kishoreganj	2,73,100	1,33,943	97
Brahmanbaria	1,92,700	29,616	7
Total	1,999,800	8,58,460	373

Source: Haor Master Plan, Bangladesh Haor and Wetland Development Board (2012)

(ii) Education rate:

The literacy rate in the Haor region (51.0 per cent) is significantly lower than the national literacy rate in Bangladesh (57.9 per cent) (BBS, 2010). The main reasons for this are high prevalence of water borne diseases and malnutrition and poor health of mothers and children. The average dropout rate at the primary level is 44 percent (boys-45 percent and girls-43 percent) which is higher than the national average (40 percent). Among the Haoranchal districts, Kishoreganj (46%), B, Baria (53%), Sunamganj (44%), Sylhet (42%) and Habiganj (50%) have the highest dropout rate.

Similarly, the number of dropouts at the secondary level is much higher. The main reasons for this are (1) adequate school institutions, (2) old and dilapidated buildings, (3) low lying areas and (4) inadequate teachers and their lack of motivation (Bangladesh Haor and Wetland Development Department (2012).

(iii) Less resources:

In Haor area, the number of able-bodied people above 15 years of age is about 61.84% which is higher than the national average (58.74%). However, about 28.5% of the low-income population is not associated with any type of low income (Bangladesh Haor and Wetland Development Board, 2012).

(iv) Occupation:

Agriculture is the main occupation of the people of this area. Half (53.6%) of the people living in the haor area are engaged in agricultural occupations. In addition, a large portion is associated with business (12.5%), as well as labor (6.13%), employment (5.65%), fisheries (10.3%) and transport services (2.39%). Also a significant portion (3.41%) especially Sylhet (10.3%), Moulvibazar (4.64%), and b. People in Baria (4.56%) area are dependent on remittances.

3. Natural Resources:

(i) Water Resources:

Water Resources-Haor area is basically the Meghna Basin of which Ganga-Brahmaputra-Meghna Basin is a part. About 162,619 cubic meters of water flows into the Bay of Bengal every year. This flow comes from India to Bangladesh and during the monsoon season the haor area is mainly flooded.

(ii) The forest-haor area consists mainly of hilly forests, social forests, forest areas, murta, cane, bamboo etc.

(iii) Biodiversity and Wetlands - The main haor areas are Hakaluki, Tengur, Hail, Matian, Pashur Beel, Dekar, Bar, Gumar, Sonamoral, Baram, Kalnar, Kawadingi and Pagnar haors. This wetland area is home to many species of wildlife, such as -257 species of birds, 40 species of reptiles, 29 species of mammals and 9 species of amphibians. Most of the haor area is a combination of aquatic plants and lowland vegetation.

(iv) Mineral resources:

Many types of minerals are found in the haor area, such as natural gas, crude oil, limestone, white clay, glass-sand, peat, coal and sand as construction materials.

4. Major Productive Sectors:

(i) Agriculture: The area under arable land is 1.93 million hectares in 1.99 million hectares of land in 7 districts of Haor region, of which 1.74 million hectares are under paddy cultivation which is 90.2 per cent of the total cultivable land. The area under paddy in Bangladesh is 11.35 million hectares of which 15.3 per cent is haor area. The remaining 0.19 million places are used for non-agricultural purposes.

(ii) Fisheries: Different species of fish are found in the haor area including 143 native species and 12 exotic species and freshwater fish. There are basically 2 species of fish-large and small. Fish migrate in an area of about 966,900 hectares. The amount of fish farmed in the ponds in the haor area is about 0.114 million tons which is 26.3 percent of the total domestic production.

(iii) Livestock: Many people in the haor area are involved in dairy and poultry farming. The livestock of the haor area is mainly cattle, buffaloes, goats, sheep, chickens and ducks. It is to be noted that 24 per cent of the total number of ducks in the country is in this haor area. The people of Haor mainly raise cattle, ducks and chickens. The area has about 32.68 million livestock, of which 22 per cent are cattle. The haor area produced about 0.62 million tons of milk, 0.14 million tons of meat and 989 million eggs in 2010.

There is very little support from the government to the livestock sector, many people in the haor area do not know that there is one livestock development center / office in each of the upazilas. The main reason for this is inadequate vehicles, lack of knowledge and the people of Haor do not know how to make the best use of government services. There is a huge opportunity for livestock development in the region, especially for dairy and poultry farming. However, in recent times, various non-governmental organizations (NGOs) have undertaken small scale livestock development activities which are far short of the demand.

Details of recent flood damage in the area

Heavy rains on March 7-April / 2017 and mountain slopes from upstream flooded vast areas of the country's northeastern haors and lowlands. About 90 per cent of vegetables, fruits,

livestock and houses were damaged in 286 unions of 44 upazilas of 06 northeastern districts (Sylhet, Moulvibazar, Sunamganj, Habiganj, Netrokona and Kishoreganj).

The loss in three sectors including paddy, fisheries and livestock and poultry is about five thousand crore rupees. They have calculated the market value of 1 million tonnes of rice, 2,000 tonnes of fish and 11,305 tonnes of beef destroyed by the floods.

According to the Department of Livestock under the Ministry of Fisheries and Livestock, the number of flood-affected cattle and poultry in 6 districts was 10 lakh 91 thousand cows, 30 thousand buffaloes, 1 lakh 82 thousand goats, 88 thousand sheep, 26 lakh 38 thousand chickens. And 59 lakh 72 thousand ducks were affected out of which 3900 ducks died. Also 6 lakh acres of grazing land was flooded, 30 thousand tons of granular food was lost, 8 lakh 95 thousand tons of hay and 3 lakh 38 thousand tons of grass were lost. The total loss was about 417 KT 58 lakh 63 thousand 200 rupees. The highest loss was in Kishoreganj district amounting to Tk 168.96 crore and the lowest loss was in Sylhet district amounting to Tk 4.98 crore. Besides, 92 KT 16 lakh in Sunamganj, 45 KT 77 lakh in Habiganj, 79 crore 57 lakh in Netrokona and 26 crore 14 lakh in Moulvibazar. About 2 lakh cattle and 9 lakh 35 thousand poultry were vaccinated by the Department of Livestock in various post-flood measures and 94 thousand Cattle and 7 lakh 38 thousand poultry have been treated. Besides, 34 tons of granular food was distributed among the affected farmers in Sunamganj, Kishoreganj and Netrokona districts under the management of the department and Rs. 70.0 lakh was spent on the work. But the extent of the flood damage was so great that this little service could not be solved with aid or food aid. And this requires long-term planning such as floating grass cultivation for post-flood rearing for livestock rearing, poultry rearing, etc. If the project is adopted on the component, real development of the poor people of Haor region will be possible.

5. Involvement with other projects / organizations:

No other project is directly related to this project proposed by the Department of Livestock for the development of livestock with the aim of improving the socio-economic and livelihood of the people of Haor. The proposed project is a promising and profitable industry to improve the socio-economic and living standards of all the poor people living in the haor area.

As the livestock sector has been given priority. The smooth implementation of the project will require the cooperation of local government departments, district and upazila administrations.

Poverty situation:

Despite various public and private development efforts, the population of this haor area is still lagging behind due to various reasons. But in order to make the country economically self-sufficient, not only the plains but also the economic development of the haor areas, especially the poor, helpless and people living below the poverty line, is very important. In this case, the livestock at the small farm level

The proposed project will be able to play a significant role in alleviating poverty in selected areas through continued production growth and sustainable income generation.

6. Project Development Objectives:

(a) Project Description:

(b) Objectives:

- i) To increase the per capita consumption of animal meat and improve food and nutrition security through integrated management of livestock production.
- ii) Expansion of advanced and sustainable technology in the livestock sector.

iii) Creation of women's self-employment and improvement of their living standards.

7. Project Output:

2552 Beneficiary Parties (BG) will be formed in 53 upazilas 51126 beneficiaries will be trained. 51,276 trained beneficiary families will receive equipment and technology and livestock services in various packages. A total of 360 silage exhibition plots will be set up in 53 upazilas. A total of 676 (50% female) trained vaccinators from 338 unions will be produced. 50 cheese producers of Ashtogram Upazila will get the benefit. The quality of life of poor families in Haoran will be improved. 338 recruited livestock field facilitators will be trained

8. Project Outcome:

Production and supply of safe animal meat will increase.

- Promote food and nutrition security and promote per capita animal meat intake.
- Employment opportunities will be created directly and indirectly.
- Income will be increased and empowerment will take place through employment of women.
- The proposed project will achieve grass food self-sufficiency through grass cultivation and market creation.
- Poor people will be inspired to take business initiative.
- Awareness and craft will increase through exchange of experiences.
- Poor families will be able to survive the risks of climate change and hostile conditions.
- Increase intake of per capita animal protein and improve food security
- Development of modern technologies in Livestock sector
- Self-employment and Women empowerment
- To reduce poverty of rural people through Livestock rearing.

9. Project Activities

- Benchmark Survey/Baseline Survey.
- Livestock Field Facilitator (LFF) Appointment.
- Beneficiaries Group (BG) Selection.
- Training of the Beneficiaries.
- Vaccinator Appointment.
- Preparation of Housing for small animal and Poultry.
- Inputs supply.
- Monitoring.
- Reporting and Documentation.

10. Overview of the benchmark with baseline survey:

A baseline assessment is expected to measure the status of all indicators as defined in the logical framework as well as defined in consultation with project team and other stakeholders after commencement of work to understand the starting point of key elements of the work against which later progress will be measured. This will enable project indicators at output and objectives/results level to be measured and tracked during the implementation. The baseline report is to be used for monitoring benchmark of and later evaluating the project implementation.

10.1 The Benchmark with Baseline Survey study aims to:

Understand the extent of participation of women farmers across the livestock and poultry production chain, their aspirations for moving up the value chain and the opportunities and challenges in doing so. The survey also captures the current level of institutional support for women farmers to engage in livestock farming, vaccination, treatment, training, marketing and value addition. The survey tries to understand the potential for promotion of women lead and managed livestock & poultry enterprises in the region, focus areas of capacity building, value addition and livestock business promotion. It captures the current level of household income and employment opportunities and employment days available for women farmers in the study location.

The survey attempts to map the livestock activities of the target group in the region, articulates from the various players in the value chain the opportunities and challenges of participation and vertical and horizontal movement along the value chain. The survey captures the gendered division of labour, gendered decision making, gendered roles and responsibilities and 24 hour time use of women and men, to generate useful inputs for engendering the livestock activities. The institutional support is mapped to understand the strong and weak linkages and also to generate inputs for facilitating stronger linkages, convergence and synergy. Details of the survey methodology and implementation plan are described in the subsequent sections.

11. Integrated Livestock Development Project Areas:

The project will operate in a total 53 Upazila & 338 unions of 7 districts. These are Sylhet, Sunamgonj, Moulvibazar, Mymensingh, Netrokona, Kishorgonj and Brahmanbaria.

The 53 numbers of Upazilas are presented in Table

ক্রমিক নং	জেলার নাম	উপজেলা
১.	সুনামগঞ্জ	১. সদর, ২. জগন্নাথপুর, ৩. ধর্মপাশা, ৪. জামালগঞ্জ, ৫. ছাতক, ৬. শাল্লা ৭. তাহিরপুর, ৮. বিশ্বম্ভপুর, ৯. দিরাই, ১০. দোয়ারাবাজার এবং ১১. দক্ষিণ সুনামগঞ্জ
২.	সিলেট	১. জৈন্তাপুর, ২. বিয়ানীবাজার, ৩. ফেঞ্চুগঞ্জ, ৪. বালাগঞ্জ, ৫. বিশ্বনাথ, ৬. দক্ষিণ সুরমা, ৭. গোয়াইনঘাট, ৮. জকিগঞ্জ, ৯. কানাইঘাট এবং ১০. গোলাপগঞ্জ
৩.	হবিগঞ্জ	১. আজমেরীগঞ্জ, ২. সদর, ৩. বাহবল, ৪. লাখাই ৫. বানিয়াচং, ৬. নবীগঞ্জ এবং ৭. মাধবপুর
৪.	মৌলভীবাজার	১. কুলাউড়া, ২. রাজনগর, ৩. শ্রীমঙ্গল, ৪. বড়লেখা এবং ৫. জুড়ি
৫.	নেত্রকোণা	১. আটপাড়া, ২. কমলাকান্দা, ৩. খালিয়াজুরী, ৪. মোহনগঞ্জ, ৫. মদন, ৬. কেন্দুয়া, ৭. নেত্রকোণা সদর ৮. দুর্গাপুর এবং ৯. বারহাটা
৬.	কিশোরগঞ্জ	১. মিঠামইন, ২. করিমগঞ্জ, ৩. অষ্টগ্রাম, ৪. ইটনা, ৫. নিকলী, ৬. বাজিতপুর ৭. কুলিয়ারচর, ৮. তাড়াইল, ৯. ভৈরব এবং ১০. কটিয়াদি
৭.	বি.বাড়ীয়া	১. নাসিরনগর

হাওর এলাকাতুক্ত এবং তৎসংলগ্ন উপজেলা ও ইউনিয়ন ভিত্তিক তথ্যাদি (হাওর উন্নয়ন বোর্ডের হালনাগাদ তথ্য অনুযায়ী)

বিভাগের নাম	জেলার নাম	উপজেলার নাম	সুফলভোগী ইউনিয়ন সংখ্যা (টি)	সুফলভোগীর পরিবার (সংখ্যা)	
সিলেট	১. সুনামগঞ্জ	১. সদর	৮	১০০০	
		২. জগন্নাথপুর	৮	১০০০	
		৩. ধর্মপাশা	১০	১৩০০	
		৪. জামালগঞ্জ	৫	৭০০	
		৫. ছাতক	১৩	১৬০০	
		৬. শাল্লা	৪	৬০০	
		৭. তাহিরপুর	৭	১২০০	
		৮. বিশ্বম্পুর	৫	৭০০	
		৯. দিরাই	৯	১২০০	
		১০. দোয়ারাবাজার	৯	১২০০	
		১১. দক্ষিণ সুনামগঞ্জ	৮	১২০০	
	২. সিলেট	১. জৈন্তাপুর	৫	৭৫০	
		২. বিয়ানীবাজার	৪	৫৫০	
		৩. ফেঞ্চুগঞ্জ	৫	৭৫০	
		৪. বালাগঞ্জ	৫	৭৫০	
		৫. বিশ্বনাথ	৫	৭৫০	
		৬. দক্ষিণ সুরমা	২	৩৫০	
		৭. গোয়াইনঘাট	৯	১৩০০	
		৮. জকিগঞ্জ	৫	৭৫০	
		৯. কানাইঘাট	৮	১২০০	
		১০. গোলাপগঞ্জ	২	৩৫০	
	৩. হবিগঞ্জ	১. আজমেরীগঞ্জ	৫	৭৫০	
		২. সদর	২	৫৫০	
		৩. বাহুবল	৫	৮০০	
		৪. লাখাই	৪	১০০০	
		৫. বানিয়াচং	৭	৭০০	
		৬. নবীগঞ্জ	৪	৭৫০	
		৭. মাধবপুর	৫	৭৫০	
	৪. মৌলভীবাজার	১. কুলাউড়া	৮	১২০০	
		২. রাজনগর	৫	৭৫০	
		৩. শ্রীমঙ্গল	৩	৭০০	
		৪. বড়লেখা	৫	৭৫০	
		৫. জুড়ি	৫	৭৫০	
	ময়মনসিংহ	৫. নেত্রকোণা	১. আটপাড়া	৭	১০০০
			২. কমলাকান্দা	৭	১০০০
			৩. খালিয়াজুরী	৬	৯০০
			৪. মোহনগঞ্জ	৭	১১০০
			৫. মদন	৮	১২০০

		৬. কেন্দুয়া	১৩	১৬০০
		৭. নেত্রকোণা সদর	৬	১০০০
		৮. দুর্গাপুর	৭	১০০০
		৯. বারহাটা	৬	১০০০
ঢাকা	৬. কিশোরগঞ্জ	১. মিঠামইন	৭	১০০০
		২. করিমগঞ্জ	৯	১২০০
		৩. অষ্টগ্রাম	৮	১৫০০
		৪. ইটনা	৯	১৫০০
		৫. নিকলী	৭	১২০০
		৬. বাজিতপুর	১১	১৭৮৪
		৭. কুলিয়ারচর	৬	১০৯২
		৮. তাড়াইল	৭	১০০০
		৯. ভৈরব	৭	১৩০০
		১০. কটিয়াদি	৩	৬০০
চট্টগ্রাম	৭. ব্রাহ্মণবাড়ীয়া	১. নাসিরনগর	৩	৬০০
সর্বমোট=	০৭টি	৫৩টি	৩৩৮টি	৫১,২৭৬টি

12. Overall Objective of the Benchmark with Baseline Survey

The main objective of the benchmark survey especially in livestock is to understand the socio-economic condition of environmental issues as:

- (1) To identify Duck, chicken, goat, sheep & the numbers of other animals & to identify the interested rearer & to identify their socio-economic condition
- (2) The problem facing by different Livestock rearer to field out
- (3) To find out the different steps for eradication of animal diseases
- (4) To know the existing technical know-how of the of the livestock rearer & to need assessment of the training
- (5) Problems of marketing & to find out the useful ways that means for marketing channel
- (6) To find out the involvement of family members in Livestock rearing in the selected 338 Unions of 53 Upazilas under 7 districts in Bangladesh. Total Number target Beneficiaries are 51276.
- (7) To Identify the Fodder Cultivator in project areas.
- (8) To Find out the Chees Producers in Austragram Upazilla at Kishorgonj District.
- (9) Find out the Livestock Beneficiary those who are not involved in another project of DLS.
- (10) To Form Total 2552 Beneficiary groups (BG) each group will form 25 Farmers of Duck, chicken, goat, sheep & Fodder cultivation individually

13. Expected Outputs from the Benchmark with Baseline survey

A comprehensive analytical report including qualitative and quantitative data/information on the present situation of the poor and marginal farmers of the project areas.

14. Methodology

Important respective parameter of Benchmark survey will establish the baseline situation. The following activity will include in Benchmark survey/baseline survey.

To set the project development direction the project related documents such as DPP, Progressive report of other project documents is to be discussed. The demonstration packages are to be discussed to identify the usefulness of the project area.

Quantitative survey should be done based on sampling statistically & scientifically. To conduct the survey the area, find out the sampling size, questionnaire, check list etc. is to be prepared in the Mouja/Village is to be selected representatively randomly from all the districts of the project. Representative family is to be selected from the selected mouja/village statistically. At least a part of the district will include ecological character.

As per supplied questionnaire & checklist the data is to be collected from the field level. The parameter must be relevant which may help for future evaluation. The enumeration should be aware regarding the objectives of data collection & the idea of questionnaire, checklist clearly, so that can collect data as per the necessary of the project quantitative survey is to be performed in 2 system.

(i) **FGD:** FGD is to be done in 5 location of a selected Mouja/Village. each FG 10-15 participants will participate.

(ii) **KII:** Some of the persons those have experience on livestock should be interviewed from the selected Mouja/Village (stakeholder detail may be mentioned here)

15. Deliverables

The consulting firm will follow the following steps and will submit the following reports and documents:

- Assess the socio-economic status the families of the project areas at the time of starting project interventions. This include information regarding family size, income, area of land owned, knowledge of rearing of livestock
- Assess and prepare a work plan schedule of the involvement of project families in the field level;
- Selection of sample family based on statistically & scientifically
- Conduct quantity survey based on questionnaire;
- Conduct survey through Focus Group Discussion (FGD);
- Interview for key Informers
- Identity the nos. of small animals of the interested farmers & to know the socio-economic condition of them;
- Find out the problems of livestock marketing & to know the marketing channel;
- Field test the formats/questionnaire and incorporate changes if required after approval of PD; ILDP in Haor Areas.
- Translate the formats/questionnaires in Bangla and multiply them as required;
- Organize a comprehensive training session to orient the enumerators on formats/questionnaires and data collection methods.
- Carry out the data collection from the selected number of families mentioned
- Monitor the data collection process and provide on the spot guidance to the enumerators during the data collection process.

- Develop total 2552 Beneficiary groups (BG) each group will form 25 Farmers of Duck, chicken, goat, sheep & Fodder cultivation individually.
- Develop a detailed database along with a Mobile app
- Need to develop a software have CRM or MIS module
- Must be incorporated the targeted beneficiaries (51276 HH) inside the software.
- Data sorting, cleaning, correction and scrutinizing and Analyzing
- Quantitative data analysis using statistical techniques/methods and tools;
- Prepare a report based on the quantitative analysis of the data
- Incorporate feedback and present revised draft report to present digital presentation to PD and DLS, and MOFL officials
- Finalize report after incorporating feedback.
- Submission of final report to PD, ILDP in Haor Areas as well as an electronic copy of the raw database and analysis tables.

15.1 Document Review

Consultant team will use all project documents. Once selected, the project team will provide relevant documents. Also, secondary data sources will be used for further data analysis.

Engagement of project stakeholders

The consulting firm/bidder will have to fully engage project stakeholders (i.e. Local leaders, Community Disease Reporters (CDRs), Village Committees and Natural Resource Management committees.

Sample size:

The baseline information will be collected from questionnaire survey. The sample size of this survey will be determined by the consultant from a total of 51,276 target beneficiaries. For qualitative survey the participants should be community people, civil society, policy actors of different departments, different government service providing organizations at local and national level, NGOs, etc.

15.2 Data analysis and interpretation

Primary data and data analysis process will be disaggregated by the gender as well as other disaggregation as and when defined in consultation with project team. Collected data will be processed using statistical data analysis software. Draft findings will be presented with project team and key partners to validate.

16. Roles and Responsibility

Phase	Role	Primary Task
Planning	Project team	<ul style="list-style-type: none"> • Inception meeting with consultant team • Share project documents with consultant team
	Consultant Team	<ul style="list-style-type: none"> • Draft inception report which shall include the overall approach, methodology, data collection tools & procedures, detailed work plan etc; • Piloted data collection tools in the field adjust • Train field data enumerators
	DLS	<ul style="list-style-type: none"> • Provide technical inputs to improve baseline methodology/data collection tools
Data Collection and Analysis	Project team	<ul style="list-style-type: none"> • Fully facilitate the data collection process in the field • Facilitate in arranging meetings with beneficiaries and other stakeholders
	Consultant Team	<ul style="list-style-type: none"> • Fully responsible for data quality assurance • Present and validate data to the project team;

Reporting and Follow up	Consultant Team	<ul style="list-style-type: none"> • Prepare a Database of 51,276 Project Beneficiaries and formation of 2552 beneficiary group within the project area. • Prepare draft report in English and Bangla • Discussion with project team on findings and reflect the feedback in the final report • Final report submission
	Project Team	<ul style="list-style-type: none"> • Participate in discussion meeting and provide feedback
	DLS	<ul style="list-style-type: none"> • Provide feedback on baseline report.

17. Brief Description of Assignment:

- Review of project proposal and project logical framework;
- Preparation of questionnaire, training for data collectors, data collection, processing, analysis and Prepare a Database of Haor Areas
- Arrange a short presentation on draft report;
- Submission of final report;

18. Eligible Criteria of the Firm:

- (1) Capable in conducting Benchmark surveys using digital application and infrastructure. Must have experience of developing multi-tier applications based on mobile and web.
- (2) Need to have experienced team to collect, analyze and interpret the survey data.
- (3) The firm must need to collect data using custom develop data collection mobile application. All the data must need to store in well-structured data base.
- (4) Experience in developing and managing data management application.
- (5) Experience in statistical analysis using SPSS.
- (6) The firm must need to have excellent report writing capacity.
- (7) The firm must need to have ISO certification.
- (8) Must have at least one mobile application published in Google Playstore regarding data analysis and statistics related.
- (9) Must have experience with managing high performance database clusters in cloud with redundancy, automated backup and restore mechanism
- (10) Must have experience to store and manage data in both document oriented and relational data models
- (11) Experience of working with complex queries and data aggregation on large scale data stores

19. The short-listing criteria are as follows:

1. The firm should have minimum seven (7) years general working experience (individual/joint venture- Lead Partner) in the relevant field including 3 years of experience in the areas of livelihood and food security improvement (Agricultural field, such as Livestock, agriculture, fisheries, women entrepreneurship, value chain development);
2. Preference will be given for working experience in Public/Semi government/Autonomous organizations;
3. Must have registration from authorized body or authority and properly constituted managing body with clearly defined rules and responsibilities for office bearers;
4. The firm should have adequate knowledge to work on Agricultural related project's benchmark survey.
5. Updated income tax return certificate & VAT certificate;

6. Bank solvency certificate;
7. Audit report of last fiscal year;
8. Experience certificate; and
9. Number of team members & their Key Experts.

20. General considerations

- a) All documents prepared during the assignment will be property of ILDP in Hoar Areas.
- b) Assignment will not be sub-contracted to a third party by the consultant.
- c) In the event that, additional time is required to complete the assignment, over and above that previously agreed to, without changing the scope of work, then it has to be agreed by ILDP in Hoar Areas written.
- d) Confidentiality of all the assignment will be assured at all times.

20.1 Budget

Total cost for baseline study from GOB funded

20.2 Mode of payment

Payments will be made after finalization and submission of the final report.

ILDP in Hoar Areas will deduct VAT & TAX from the contract value during payment as per rules and regulations of GoB.

21. Key contact person

The Individual Consultant/Consultancy firm will maintain regular communication and discussion with PD, ILDP in Haor Areas Dr. Md. Zahirul Islam and will ensure that things are well agreed beforehand to avoid any future confusions on roles and responsibilities and the deliverables. Any changes made on the agreed deliverables needs to be communicated in writing. The Individual Consultant/Consultancy firm should ensure that s/he will submit reports including all documents etc. to the Project Director.

22. Duration and working schedule

The duration of the assignment is 120 days, which could also be discussed between both parties. It is expected that the whole task should be finished before scheduled time.

Work Items	Deliverable	Timeframe
<ul style="list-style-type: none"> • Inception meeting with consultant Team • Sharing of project documents 	N/A	One Week
<ul style="list-style-type: none"> • Documents review by consultant team • Preliminary discussion with stakeholders • Project documents review by consultant team • Designing research design, sampling framework, data collection tools, field visit plans and overall action plan 	Inception Report	Two Weeks
<ul style="list-style-type: none"> • Field data collection and collation by consultant team 		Eight Weeks
<ul style="list-style-type: none"> • Data validation meeting with project team 	N/A	
<ul style="list-style-type: none"> • Data cleansing and analysis • Submit draft report by consultant team 	Draft Report	One Week
<ul style="list-style-type: none"> • Draft report review by Project team and other stakeholders • Submit Final Report along with data sets, picture and other relevant information to the Project Office 	Final Report	

23. Expiry of agreement and negotiable flexibility

There will be an agreement between the Consultancy firms for the tenure of the baseline survey and preparation of the report. The Agreement will be invalidated after expiry of duration unless

further extension is made by ILDP in Haor Area also reserves the right to amend or change or cancel the agreement at any time.

In the event of a major natural disaster, war or major civil or political unrest this agreement may be renegotiated and jointly revised between the two parties recognizing any consequent change in the environment for implementation.

For any clarifications, please write to Dr. Md. Zahirul Islam, pdhaordls@gmail.com

24. Withdrawal/Termination

The MoU and the agreement will be effective between dates mentioned in agreement, unless otherwise earlier terminated. Both ILDP in Haor Area and consultancy firm may terminate this agreement with immediate effect on occurrence of any irregularities, anomalies relating to review and non-compliance of any terms and conditions as agreed upon in this agreement.

25. Outline of the Technical Proposal

It is mandatory that the proposal should maintain the following format:

Topic

Title of the survey

Understanding of the Task

Technical aspect of the proposal

Methodology (sampling design and strategy, data collection methods, Data Processing & Analysis, Data quality control measures)

Operational plan

Proposed team with names and curriculum vitae

Submitted by: (with contact details)

Detailed CV's of the team members should be included in the annexure of the technical proposal.

26. Outline of the Financial Proposal

The budget of the task should be broken down in details as like the following format:

Consultancy fees

Questionnaire development cost

Data collection cost

Communication and transportation cost

Data processing & analyzing cost

Reporting cost

Miscellaneous (stationeries, printing, etc.)

All the pages of the financial proposal should be signed by the respective person of the firm/bidder.

For firms, the company profile must be submitted with technical proposal.

27. Context and other related Indicators

This section includes a list of context specific indicators that are to be covered in the baseline with benchmark survey.

27.1 Livestock Production & Household Socio-Economic Indicators:

1. Household demographics including education levels of individuals and household social status.
2. Livestock production and productivity
3. Marketing of the livestock products
4. Livestock value addition: Awareness, level of engagements and skill sets on Agro-processing
5. Awareness and extent of engagement in livestock-entrepreneurship
6. Household incomes (Farm and Non-Farm)
7. Income from the target groups
8. Percent increase in farm income due to Livestock value addition

9. Access to Marketing and Agricultural marketing channels
10. Employment days

27.2 Community Level:

1. Gendered livestock activities
2. Gendered decision making
3. Gendered roles and responsibilities
4. Women and men's time use

28. Work location:

A total of 53 upazila of 7 districts (Upazilas).

29. Reporting language

All reports and databases shall be submitted in English and Bangla

30. Tentative time frame for the Benchmark survey with Baseline survey:

The whole process of conducting the Benchmark survey with Baseline survey in the field shall take three (3) months, and the production of the final report shall take one (1) month. Progress Report should be submitted to the Project Director (PD) in every 15 days intervals. Consultancy service will start within 10 (ten) days from the signing of the contract.

31. Technology

The Consulting Firm/Service provider should have adequate technology to collect, store and analysis the data.

32. Details budget

A detailed budget shall be submitted by the consulting firm during the Request for Proposal.

33. Profile of Consulting Firm

The Consulting Firm/Service provider should have: The team will be consisting of the following experienced members:

Sl. No.	Position (number)	Qualification/experience
1	Team leader (1)	Masters in Livestock Sciences/Agricultural Science/Agricultural Economics 10 years of experience in the respective field
2	Livestock Specialist (Health & Production) (2)	Masters in Livestock Sciences/Animal Husbandry/Veterinary Science 8 years' experience in the respective field
3	Economist (1)	Masters in Sociology/Economics/Agri economics/ 5 years. Experience in the respective field
4	Social/Gender Specialist (1)	Masters in Sociology/Economics/Agri economics/ 5 years. Experience in the respective field
5	Data Analyst/ programmer (1)	Bachelor in CSE/Statistics/ IT 15 (5 years' experience in the respective field)
6	Data Entry Operator (1)	Minimum Bachelor Degree (5 years' experience in the respective field)