



Health And Nutrition
Development Society (HANDS) **USAID**
FROM THE AMERICAN PEOPLE

Consultants Required

Health And Nutrition Development Society (HANDS) is a non-profit and a non-governmental organization. HANDS require 03 different consultants for following assignments under USAID funded Water Governance and Capacity Building Project Jacobabad.

- 1- Update/develop Operations manual for training of staff on Electrical, Mechanical, filtration and distribution Operation of Water Services at Jacobabad
- 2- Technical Assistance to engage Legislators to establish and mobilize WASH Caucus
- 3- Technical Assistance to local Govt. to establish Public Private Partnership- PPP Node

HANDS invite sealed Technical and Financial Proposal from reputable consultants for the services. The Detail TORs document/Terms & Conditions can be downloaded from Website: www.hands.org.pk. The Sealed Technical and Financial proposals along with CVs should reach on the below address, before 18-10-2019 at 12:30 hours.

NOTE:

HANDS reserve the right to accept/cancel or reject any or all the Technical and Financial Proposal without assigning any reason whatsoever.

Huma Siddiqui

General Manager (HR & ID HANDS)

HANDS, HEAD OFFICE

Plot # 158, off M-9 (Karachi-Hyderabad Motorway),

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Website: www.hands.org.pk

HANDS is an equal opportunity employer

Clean water, decent toilets and good hygiene are vital for living a dignified, healthy life.



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**Hiring of Consultant
for
Engaging Legislators to establish and mobilize WASH Caucus
under
Water Governance and Capacity Building- WG&CB Activity**

Background of the assignment:

WASH has become a major governance issue across Pakistan during the last few years. Currently, as much as 21 million Pakistanis lack access to clean drinking water, 79 million remain without access to at least basic sanitation. Besides, rising population, rapid urbanization and climate change are making it difficult to sustain gains in the WASH sector as well as threatening the coverage in new areas. Access to water and sanitation is a human right. This human right is in itself essential for life and dignity, but it is also the foundation for achieving other human rights, including the right to health and the right to development. It is also fundamental to a healthier, safer society.

The human right to water and sanitation was explicitly recognized in 2010 by the United Nations General Assembly and the Human Rights Council. Since 92 countries have guaranteed the right to water and sanitation within their constitution. Pakistan is yet to provide explicit constitutional provision for the right to safe water and decent sanitation. Hence, engaging parliamentarians as advocates for WASH would be the great effort to achieve the targets of SDG-6 and would also support for the 5-years Clean Green Pakistan Campaign announced by the Prime Minister of Pakistan.

The establishment of caucus can create enabling environment for political buy-in and raise attention of legislators, media and decision makers towards the political commitments for water and sanitation in the Sindh Province. Such initiative can pave the pathways to lobbying for supportive legislation, implementation of policies, facilitation in technical and governance capacity, financing mechanisms and community mobilization.

HANDS has provided technical support to MSDP and Municipal Committee under different ways and establishment of Water Caucus has remained the priority agenda of technical support. CMHH team carried out series of meetings with different parliamentarians. In the result of meetings and lobbying for establishment of Water Caucus, Ms. Rubina Qaimkhani (MPA Sindh) submitted resolution for establishing of Caucus through a private member bill in Sindh Assembly on October 17, 2018. HANDS has provided support in the drafting of resolution.

On that note Deputy Speaker Ms. Shehla Raza gave chance to parliamentarian to share their views. The majority of parliamentarian supported in favor of the resolution while some of them having reservation and shared that, already a task force of SDGs is available so, there is no need to establish caucus and suggested that a committee would be formed under the SDG task force specially for Water and sanitation issues. After the submission of resolution, a meeting was carried out by Deputy Mission Director USAID and Development Assistance Specialist (Multi sector) USAID Pakistan with Chairperson SDGs Pir Mujeeb-ul Haq, MPA Ms. Rubina Qaimkhani & parliamentarians. The main agenda of the meeting was to discuss regarding the establishment of the Water Caucus or Sub Committee. During the discussion it was finalized that a subcommittee will be formed which will work under the SDG task force and that subcommittee will be led by Ms. Rubina Qaim Khani (MPA Sindh).

After the formation of subcommittee, it noted that the sub-committee is unable to play an effective role which was expected under the agenda of proposed WASH Caucus.

HANDS under the Water Governance and Capacity Building Support- Jacobabad funded by USAID, intend to hire a consultant to work with legislators of Provincial assembly of Sindh to establish the Water/ WASH caucus at the floor of assembly. Consultant will be engaged for 60 Man-days for two years (30 man-days in a year).

Objective

The overall objective of the initiative is to proactively engage provincial legislators to facilitate policy-making and legislation for securing the status of WASH agenda on priority the provincial government and enhancing their capability to influence WASH planning and oversight. The initiative will include advocating a progressive rise in sector financing in addition to legislative work to promote and protect the sustainable provision of WASH services in Pakistan.

Scope of Work

The Consultant will conduct networking meetings with legislatures at the provincial level including treasury and opposition benches. Such meeting could be arranging bilaterally with the selected parliamentarians with the consensus of HANDS. Later, joint meeting/s will be organized in Karachi to get consent and commitment of group of parliamentarians regarding formation of WASH Caucus.

He/She will mobilize the group of parliamentarians for the establishment of WASH caucus in Provincial Assembly of Sindh. The consultant will facilitate to develop bylaws and required documents for the submission at the floor of provincial assembly. He/She will be responsible for issuance of notification for WASH caucus through the Speaker of Sindh Assembly.

The consultant will facilitate to organize the quarterly/ need based meetings with parliamentarians regarding WASH Caucus on following agenda items but not limited to;

1. Status of municipal water services in Sindh Province including quantity and quality
2. Allocation and expenditures against municipal water services
3. Political buy in and sensitization of masses regarding sustainability of water services/willingness to pay
4. Water security issues on seasonal and long-term basis
5. Implementation status of key performance indicator related to municipal water and sanitation sector
6. Aligning the provincial level water and sanitation agenda at national and international level

To create discussion around these agendas the consultant will provide the reliable data to facilitate the WASH caucus to take the decisions. The WASH caucus agenda items are not fixed. The consultant will prepare and circulate policy papers/ research/ success model stories and case studies of wash programme with the Legislators group.

The selected consultant will report to the Chief of Party Water Governance and Capacity Building Support- Project Jacobabad on monthly basis. He/She will be responsible to arrange networking meeting between the WASH Caucus representatives and USAID and other stakeholders.

Scope of work / Milestones:

Milestone	Task	Means of Verification	Level of Effort in man-days	Timeline
MS 01	- Submission of Work Plan	-	2	Within 5 days of signing the contract
MS 02	- Conduct networking meetings with legislatures at the provincial level including treasury and opposition benches	- Photographs - Meeting report	5	Within 20 days of 1 st milestone
MS 03	- Lobbying for the establishment of WASH caucus in Provincial Assembly of Sindh - Notify the WASH caucus through the Speaker of Sindh Assembly	- Report/s - Copy of Resolution tendered at the floor - Copy of Notification for establishment of Caucus	20	Within 35 days of 2 nd milestone
MS 04	- Organize and facilitate to conduct quarterly meetings ¹ of WASH Caucus - To prepare, circulate and discuss policy papers/ research/ success model stories and case studies of wash programme with the Legislators group	- Report - Photographs - Signature sheets of participants - Document of policy papers/ research/ success model stories and case studies and evidence of sharing with legislators	5	Within 90 days of 3 rd milestone
MS 05	- Organize and facilitate to conduct quarterly meetings of WASH Caucus - To prepare and circulate policy papers/ research/ success model stories and case studies of wash programme with the Legislators group	- Report - Photographs - Signature sheets of participants - Document of policy papers/ research/ success model stories and case studies and evidence of sharing with legislators	5	Within 90 days of 4 th milestone
aMS 06	- Organize and facilitate to conduct quarterly meetings of WASH Caucus - To prepare, circulate and discuss technical and legal issues affecting the municipal water supply quantity, quality, and	- Report - Photographs - Signature sheets of participants - Document and evidence of its sharing with legislators	7	Within 90 days of 5 th milestone

¹The cost of logistic arrangements for the participants will be born by HANDS, all associated costs for boarding, lodging and communications by consultant will be paid by consultant under the fix price agreement

	water conservation and security related matters with the Legislators group			
MS 07	<ul style="list-style-type: none"> - Organize and facilitate to conduct quarterly meetings of WASH Caucus - To prepare a draft bill (Municipal Water Act) / amendment in the existing laws to protect municipal water quality, and security at the service provider's level. 	<ul style="list-style-type: none"> - Report - Photographs - Signature sheets of participants - Document of draft bill / amendment bill in the existing laws. 	8	Within 90 days of 6 th milestone
MS 08	<ul style="list-style-type: none"> - Organize and facilitate to conduct quarterly meetings of WASH Caucus - To present the bill before provincial assembly for discussion 	<ul style="list-style-type: none"> - Report - Photographs - Signature sheets of participants - Documented evidence of discussion of the proposed bill on assembly floor. 	8	Within 90 days of 7 th milestone

Eligibility Criteria for the consultant:

1. Post graduate qualification in political science / law / sociology or other relevant area.)
2. Demonstrably sound knowledge of the legal processes adopted in the provincial assemblies and acquaintance with the rules of business
3. Previous experience of working with the legislators on social issues will be preferred
4. Presence of publications on the development issues of Sindh will be regarded as an asset.
 - a. As a proof the writing specimen will be obtained and reviewed

Period of assignment:

October 2019 to February 2021

Guideline for submission & Opening of Proposal:

Interested consultants may submit their Technical and Financial proposals in separate sealed envelopes clearly marked with the name of the consultancy and “**Technical Proposal**” and “**Financial Proposal**”. The sealed proposals must reach to **HANDS HR section** at the address: **HANDS-Pakistan, HEAD OFFICE: Survey No, 158 Deh Thore, Tapo Konker Taluka Gadap Road, 1 KM from Baqai Medical College Hospital, Main Super Highway Karachi**, on or before 18th October 2019 till 12:30 pm.

The proposals should comprise the followings:

- a. Brief introduction of consultant (attach detailed CV with references)
- b. Understanding of context
- c. Methodology
- d. Work Plan
- e. The contract has a total level of effort of 60 man-days. The consultant has to quote the financial cost as Cost per man-day in PKR.

Technical Proposals will be opened by HANDS REVIEW COMMITTEE on the same date 18th OCTOBER 2019 at 1550 hours in front of the participant who wish to attend. The financial proposals shall be kept in safe custody and will be opened only for the participants whose technical proposals stand qualified. The financial Proposals of technically unqualified participants shall be returned un opened.

Contract Type:

This is a fix cost assignment and “reimbursement mode of payment” against the achievement of milestone/s. No any additional/ support/ operational cost will be paid by HANDS beyond the quoted amount by the Consultant at the proposal submission stage.