1. CONTEXT

1.1. ORGANISATIONAL CONTEXT

Acid Survivors Foundation (ASF) is a Pakistani non-profit organization whose mission is to eradicate acid violence and promote human rights through peaceful democratic processes. Consequently, ASF follows a holistic approach with the following aims:

I. Establishment of a relevant legal framework;
II. Development of systems, capacities and infrastructures to provide relevant rehabilitation services so that survivors end up as proactive, autonomous citizens;
III. Raise awareness and educate communities, stakeholders, law enforcement agencies, media, youth, NGOs and INGOs about acid violence and human rights in general with particular emphasis on the need to fight against domestic and Gender Based Violence (GBV);
IV. Ensure that the survivors and their family access justice, social support and relevant medical care.

1.2. CONTEXT OF VAWG and ACID VIOLENCE

In the realm of human rights and democracy, women's empowerment and gender equality constitute crucial priorities. Pakistan has ratified the Convention on the Elimination of all forms of Discrimination Against Women, the United Nations Convention on the Rights of the Child and the International Covenant on Civil and Political Rights. Those international commitments make the country legally bound (except for CEDAW) to eradicate violence against women and girls and any form of discrimination against them. Moreover, article 25 of the constitution of Pakistan stipulates: “there shall be no discrimination on the basis of sex alone”, whilst article 25 A, makes education free and compulsory from 5 to 16 years of age. Following upon the recommendations of its 2nd Universal Periodic Review held in October 2012, Pakistan enacted several pro women and girls’ legislation to curb domestic violence, honour killing, rape, child marriage, child labour and sexual violence against children. Women's empowerment programs were developed and women social safety nets such as Benazir Income Support Programme (BISP) reinforced, while National and Provincial Commissions on the Status of Women and Human Rights Commissions were strengthened and support structures for women and girls survivors of VAWG established.

Nevertheless, patriarchal and discriminatory attitudes along with deep-rooted stereotypes concerning women’s roles and responsibilities that discriminate against women and girls and perpetuate their subordination and victimisation within the family and the society, persist1 at structural, institutional and socio-cultural levels in Pakistan. The Punjab Commission on the Status of Women recently documented an increase in the number of reported cases of VAWG: 7,313 reported cases in 2016 against 6,505 in 2015.2 According to a report from UNICEF in 2016, 3% of the girls in Pakistan are married by 15, while 21% are married by 18. Cases of torture and burns inflicted on girls trafficked and enslaved as domestic labourers have been reported in the media. Additionally, laws and policies are still inadequate or even inexistent, the data is still insufficient and

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1 See Concluding observations on the fourth periodic report of Pakistan adopted by the Committee at its fifty fourth session (11 February – 1 March 2013)

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coordination among duty bearers is barely present; capacities of law enforcement agencies, medico-legal officers and support service providers are too weak. The stigma faced by VAWG survivors is very strong hence too few of them access justice and support mechanisms, which is why impunity still largely prevails: the average conviction rate for VAWG cases stands at 0.3% only. The country is therefore characterised by a high prevalence of violence against women and girls.

Interestingly, the only noticeable form of VAWG that has escaped this grim scenario in Pakistan is acid violence. As per ASF data, acid violence has decreased by 50% in the country during 2015 and 2016 and the conviction rate for acid attacks was the highest among VAWG cases in the last two years (10%). Convictions largely entail strong and severe punishment and the fight against acid violence has generated a strong mobilisation among civil society networks, policy and law makers, government departments, LEAs, media and human rights institutions. In four provinces (Khyber Pakhtunkhwa, Balochistan, Sindh and Punjab) and in the federal capital, legislators have been working on enacting a comprehensive legislation to provide relevant and free comprehensive support services to acid and burn survivors.

If the fight against acid violence in Pakistan has demonstrated significant progress, major challenges still remain: the state still does not provide free comprehensive support services to victims, many survivors are still forced to compromise out of court so that the perpetrator can escape justice and survivors may still experience other types of VAWG once back in their communities. Additionally, a report produced by ASF in 2016 shows that acid attacks mostly occur as the result of a pre-existing cycle of gender based violence: 60% of the attacks derive from domestic violence and most of the young girls were attacked by their adult “suitor” because they refused to marry. Recently, other types of burn cases have increasingly been reported (kerosene burns) especially with marginalised girls enslaved and trafficked as domestic labourers such as in the “Tayyaba's case”3 when a 10 years old girl was found enslaved and tortured in a house in Islamabad. In the context of Sustainable Development Goals and Pakistan’s vision 2025, it is therefore important to capitalise upon the positive results achieved for acid violence so far and use this non-controversial, positive momentum from all stakeholders –including religious leaders- to pursue efforts to a) eradicate acid attacks and other forms of burns b) prevent other forms of VAWG that happen prior to acid and burn violence.

**Target groups of the action are therefore the following**

**Women and girls survivors of/vulnerable to acid and burn attacks:** they need to be equipped with stronger skills and knowledge to reintegrate society safely and/or prevent and respond to acid and burn violence and other types of VAWG. The project will train them on conflict management and first aid response, some of them may become BISP beneficiaries. They will be part of the referral mechanism and will avail the social and political momentum in their favour to access free support services and promote their rights.

**Women BISP beneficiaries, transwomen:** they need skills and knowledge to protect themselves and their peers from VAWG (including acid and burn violence), they require easier access to support services. The project will train them on conflict management and first aid response and will improve coordination to support them. They represent a highly vulnerable segment of the society that once transformed can inspire other equally vulnerable groups. Their association with BISP structure favours their cohesion and facilitates the outreach and the monitoring, the evaluation process.

**The final beneficiaries are:** Women and girls at grass root level/women in general: overall, they require a safer environment to assert their rights. The momentum created by the project will ensure that they have greater access to justice and support services.

**1.3. OBJECTIVES OF THE PROJECT**

In order to counter VAWG and Acid and Burn violence against Women and Girls, in ICT, KP and Punjab, ASF

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**RFP (EU2/RFP/4) for Selection of Consultant/firm for Development of KAP Survey**

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and GD Pakistan with the financial assistance of European Union's EIDHR program, are currently conducting a project under the title: “TAAWUN (SYNERGIES)”. Under this project, the partners will support gender equality and contribute to supporting women’s rights in Pakistan, contribute to preventing Violence Against Women and Girls, support women’s rights and fight against acid and burn violence.

2. SCOPE OF WORK

Pre/Post project KAP (Knowledge, Attitude and Practices) survey on VAWG including acid and burn violence to be conducted:

- **Objective:** Strengthening the basis of evidence on VAWG including acid & burn violence: the previous structural and institutional analysis must be coupled by a socio-cultural research to ensure that the proposed project carries relevant advocacy and sensitisation messages to foster legal and policy reforms but also behavioural change.

- The pre and post KAP surveys will enable the project team and its associates to partly assess the impact of the project on targeted beneficiaries. The KAP surveys will compare and analyse the pre and post levels of prevalence of acid/burn and VAWG among target groups; it will also assess levels of vulnerability among women and girls, reasons of prevalence as well as levels of capacity to prevent and respond to such forms of VAWG among target groups. Finally, it will also assess the variations in the perceptions of such forms of GBV as a whole. The KAP surveys will highly contribute to the project final evaluation and to documenting examples of good practices to foster behavioural change in favour of gender equality at grass root level. Both KAP surveys will be conducted among BISP (Benazir Income Support Programmes) beneficiaries and within communities highly prone to acid violence.

- BISP and ASF community mobilisers will be trained and engaged to conduct the survey by the recruited consultant.

- Production of a baseline report: the first KAP survey will contribute to providing a baseline for the action. The baseline report will be produced in collaboration with ASF staff.

2.1. ASF’S EXPECTATIONS FROM THE ASSIGNMENT

- A set of relevant questions developed with the involvement of beneficiaries to measure the level of awareness, skills and knowledge on VAWG and the perception of the target groups on this issue

- A capacity to develop short training manual to train community based workers on how to ask questions and gather answers on VAWG at community level

- The consultant will propose a proven methodology for data collection and analysis.

- Capacity to assist in the analysis of the compiled data

- Culturally and gender sensitive as well as ethical behaviour while asking questions/training social workers and helping for the analysis

2.2. METHODOLOGY, APPROACH & WORKPLAN

Technical approach, methodology and work plan are key components of the Technical Proposal. You are suggested to present your Technical Proposal divided into the following three chapters:

2.2.1. Technical Approach and Methodology: In this chapter you should explain your understanding of the objectives of the assignment/job, approach to the assignment/job, methodology for carrying
out the activities and obtaining the expected output. You should highlight the problems and their importance and explain the technical approach you would adopt to address them.

2.2.2. Work Plan: The consultant should propose and justify the main activities of the assignment/job, their content and duration, phasing and interrelations, milestones (including interim approvals by the client), and delivery dates. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan.

Thus, the consultant is required to submit a methodology to be used. The KAP questionnaire and training manual will be developed and shared with the program technical staff (and ASF partners). An agreed comprehensive working calendar will guide the process.

2.3. DELIVERABLES

2.3.1. A Knowledge, Attitude and Practices (KAP) Questionnaire to be developed for a pre-project and post-project KAP survey, based on the criteria mentioned in section 2 (Scope of Work)

2.3.2. Training to be conducted by the chosen applicant, to train ASF and BISP staff on how to conduct the survey and analyse findings

2.3.3. Training Manual for above mentioned training.

3. ELIGIBILITY CRITERIA

To be eligible for evaluation of its proposal, the applicants should fulfil all of the following conditions;

3.1. Qualifications Required: The applicant should have prior experience in Pakistan relating to the social sector including the following;

3.1.1. Advanced university degree in Human Rights, Social Science (Sociology, Anthropology, Gender studies, etc.), Economics/Statistics or other areas relevant for the assignment

3.1.2. At least 5 years of professional work on social development, gender (especially GBV) and Human Rights issues

3.1.3. Proven experience in designing KAP surveys and providing training, preferably dealing with the aforementioned target groups

3.1.4. Ability to work in a team and good communications skills

3.1.5. Good knowledge on legal instruments regarding Human Rights, Child Rights, child protection and other ASF’s thematic issues

3.1.6. Legal knowledge on legal instruments at national level, and including Pakistan’s international legal obligations

3.1.7. Fluency in written English and local languages

3.1.8. Knowledge of and experience in Pakistani context will be preferred along with the ability to speak Urdu and Pashto.

3.2. Financial Requirements:

3.2.1. The applicant should be financially viable to undertake such assignment and work as per the schedule of payment proposed. The applicant shall have received a minimum of PKR 1 million per annum as professional fees from consultancy business in social sector during the last financial year. For avoidance of doubt, the professional fees hereinafter refer to fees received by the applicant for providing consultancy services full time/equivalent sector projects to its clients.
4. EVALUATION OF PROPOSALS

The evaluation of the bid would be carried out in two stages;

4.1 Technical Evaluation

Technical evaluation of the proposal would be carried out applying the evaluation criteria specified below. Combined Quality and Cost Based Selection method (CQCBS) will be followed during the evaluation stage. Each respective technical bid will be attributed a technical score as per following breakup:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Weightage</th>
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<tbody>
<tr>
<td>1</td>
<td>Financial capability of the applicant</td>
<td>20 marks</td>
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<tr>
<td>2</td>
<td>Specific experience of the firm in equivalent/ relevant sectors – experience in carrying out similar assignments of eligible projects in the last ten years</td>
<td>30 marks</td>
</tr>
<tr>
<td>3</td>
<td>Project understanding, approach &amp; methodology (to be evaluated by Committee based on presentation of the proposal)</td>
<td>30 marks</td>
</tr>
<tr>
<td>4</td>
<td>Key professional experience of the personnel engaged in the firm</td>
<td>20 marks</td>
</tr>
</tbody>
</table>

Based on the evaluation of technical bids, the bidders shall be ranked highest to lowest technical score (St) in accordance with the total marks obtained. The bidders with technical bid score of minimum 70%. The number of applicants ranked on the basis of technical scores, not more than six shall be prequalified and shortlisted for financial evaluation in the second stage.

5 OTHER TERMS & CONDITIONS

5.1 General terms & conditions

5.1.1 The consultant/firm should bear all the costs associated with the preparation and submission of the proposal and ASF will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the selection process. The consultant/firm is expected to examine all instructions, forms, terms and conditions and technical specifications in the bidding documents. Submissions with insufficient information and which do not strictly comply with the stipulations given above, are liable for rejection.

5.1.2 At any time, prior to the deadline for submission of proposals, ASF may modify the document/issue addenda. These addenda shall be posted at the website of ASF and shall be treated as a part of the documents.

5.1.3 ASF may, at its discretion, extend the deadline for the submission of proposals.

5.1.4 ASF may, at its discretion, abandon the process of the selection associated with this document anytime.

5.2 Preparation and submission of proposal

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5.2.1 The information on subject line of the email should clearly mention: "Proposal for selection of consultant for KAP Survey Development (EU2/RFP/4)".

5.2.2 Two attached files in PDF format, with the following names should be attached
   - Technical proposal
   - Financial proposal

5.3 Corrupt or Fraudulent Practices
ASF requires that bidders under this contract observe the highest standard of ethics. In pursuance of this policy, ASF defines, for the purpose of these provisions, the terms set forth below as follows:

- "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of ASF staff; and
- "Fraudulent practice" means a misrepresentation of facts in order to influence the decision to award the consultancy contract to the detriment of ASF and targeted stake holders and includes collusive practice among bidders (prior to or after the proposal submission) designed to establish bid prices at artificial non-competitive levels and to deprive ASF and targeted stake holders of the benefits of free and open competition. ASF will reject a proposal for award of consultancy work if it is determined that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

6 DEFINITION OF SUPERVISION ARRANGEMENTS
The selected consultant will work in consultation with the National Project Manager and in close collaboration with project staff.

7 DURATION OF THE CONSULTANCY
The duration of the consultancy is 15 days (including the presentation of the work to project staff and partners)

8. SCHEDULE FOR SUBMISSION OF THE PROPOSAL FOR RESEARCH REPORT

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Description</th>
<th>Date/Deadline</th>
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<tbody>
<tr>
<td>1</td>
<td>Launch of this RFP (available on ASF website)</td>
<td>April 8, 2018</td>
</tr>
<tr>
<td>2</td>
<td>Deadline for receipt of complete financial &amp; technical proposals at <a href="mailto:hr.asfpakistan@gmail.com">hr.asfpakistan@gmail.com</a></td>
<td>April 15, 2018</td>
</tr>
<tr>
<td>3</td>
<td>Deadline for processing of Proposals received at ASF at <a href="mailto:hr.asfpakistan@gmail.com">hr.asfpakistan@gmail.com</a></td>
<td>April 18, 2018</td>
</tr>
<tr>
<td>4</td>
<td>Signing of Contract for the KAP Survey</td>
<td>April 19, 2018</td>
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</tbody>
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9. HOW TO APPLY
Please send all queries and complete technical and financial proposals with a cover letter to hr.asfpakistan@gmail.com by 15th April 2018.

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10. DISCLAIMER

10.1. Though adequate care has been taken in preparation of this Request for Proposal (RFP) document, bidders submitting the proposals in response should satisfy themselves that the information provided in this document is complete in all respects.

10.2. ASF, project partners and project donors does not make any representation or warranty as to the accuracy, reliability or completeness of the information in this document.

10.3. Neither ASF nor its employees will have any liability to any prospective Advisory Company/ Firm or any other person under the law of contract, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this document, any matter deemed to form part of this document, the award of the assignment, information or any other information supplied by or on behalf of ASF or their employees, to any consultant or otherwise arising in any way from the selection process for the assignment.

10.4. ASF reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the proposal.

10.5. ASF reserves the right, without any obligation or liability, to accept or reject any or all the proposals at any stage of the process, to cancel or modify the process or change/ modify/amend any or all provisions of this document, at any time, without assigning any reason whatsoever.