

TERMS OF REFERENCE

Procurement of personal protection equipment, hygiene kits and health monitoring kits to support school re-enrolment in the context of COVID-19

Regional (Central America, Dominican Republic, Mexico and Colombia)
RG-T3742

SUPPORTING SCHOOL RE-ENROLLMENT AND LEARNING OUTCOMES RECOVERY FOR VULNERABLE YOUTH IN MESOAMERICA WHILE ADDRESSING THE COVID-19 PANDEMIC

1. Background and Justification

- 1.1.** The Inter-American Development Bank is partnering with the Secretariat of the Council of Ministers of Health of Central America and Dominican Republic (SE-COMISCA) and the Japanese Special Fund (JSF) to support Mesoamerican countries in the process of addressing the crisis resulting from COVID-19. In particular, technical cooperation will support country efforts to re-open schools providing a safe environment for learning and reduce the impact of the COVID-19 pandemic on the re-enrollment of children and youth into school and providing support to vulnerable youth to limit learning losses during the crisis.
- 1.2.** One of the key aspects to be considered is to provide the minimum sanitary conditions hardest to reach schools require for reopening. For that reason, the IDB and SE-COMISCA are seeking to procure personal protection equipment, hygiene kits and health monitoring kits to support school re-enrolment in the context of COVID-19.

2. Objectives

- 2.1.** Procure personal protection equipment, hygiene kits and health monitoring kits to support school reopening for the hardest to reach schools.

3. Scope of Services

- 3.1.** Procurement of the following items according to the quantities and technical specifications detailed in annex A:
 - Non-medical masks that include three layers: an innermost layer of a hydrophilic material, an outermost layer made of hydrophobic material, a middle hydrophobic layer of synthetic non-woven material.
 - Antibacterial gel without rinse containing 70% Alcohol.
 - Infrared thermometers with a measuring distance of 5-15 cm and with an accuracy of plus or minus 0.3 degrees Celsius.
- 3.2.** Items should be delivered to selected countries with a delivery time of no more than 30 calendar days after the signing of the contractual documents. The places of delivery of the awarded goods

will be coordinated with the Ministries of Education of each country.

4. Key Activities

- 4.1. Planification of the purchase and distribution:** The firm will need to estimate the expected day of delivery of goods to the locations required by the Ministries of Education of each country. The provider may consider delivery of goods in tiers, having the latest arrival date no more than 30 calendar days after the signing of the contractual documents.
- 4.2. Compliance with Technical Specifications required by SE-COMISCA:** The firm will need to present a catalogue with a photograph or image of the offered good that allows the evaluation of its components and compliance with Technical Specifications.
- 4.3. Provision of goods:** The firm will need to deliver the goods to the locations required by the Ministries of Education of each country. Evaluation of compliance of the items with the Technical Specifications provided will be performed.

5. Expected Outcome and Deliverables

- 5.1. Deliverable 1: Technical Specifications and work plan:** the firm will produce a short document that details the technical specifications of the goods to be provided and a work plan to describe the activities to be carried out and the schedule. The technical specifications should follow the guidelines provided by SE-COMISCA and will require their approval.
- 5.2. Deliverable 2: Provision of goods:** the firm will provide the required items (non-medical masks, antibacterial el and infrared thermometers) according to the technical specifications presented in Deliverable 1. A copy of the record of receipt shall be sent to SE-COMISCA to the full satisfaction of the goods received.

6. Project Schedule and Milestones

6.1 *Length of contract:* 3 months

6.2 *Starting date:* September, 2020.

7. Reporting Requirements

- 7.1.** The firm is required to produce reports by email describing the main activities carried out for notification of progress according to the approved schedule.

8. Acceptance Criteria

- 8.1.** SE-COMISCA is responsible for the approval of the products presented by the firm. The delivery of products and reports will be the sole responsibility of the firm.

9. Supervision and Reporting

9.1. *The firm will be reporting to SE-COMISCA, who may require specific meetings and reports or provide comments or instructions for changes. It shall be the firm's responsibility to ensure that such required meetings are conducted, and such reports are submitted to SE-COMISCA.*

10. Schedule of Payments

10.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

10.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
1. <i>Technical specifications and work plan</i>	30%
2. <i>Provision of goods</i>	70%
TOTAL	100%

Selection process RG-T3742-P002

TERMS OF REFERENCE

Technical assistance to ministries of education to support school re-enrolment in the context of COVID-19

Regional (Central America, Dominican Republic, Mexico and Colombia)
RG-T3742

SUPPORTING SCHOOL RE-ENROLLMENT AND LEARNING OUTCOMES RECOVERY FOR VULNERABLE YOUTH IN MESOAMERICA WHILE ADDRESSING THE COVID-19 PANDEMIC

11. Background and Justification

11.1. The Inter-American Development Bank is partnering with the Secretariat of the Council of Ministers of Health of Central America and Dominican Republic (SE-COMISCA) and the Japanese Special Fund (JSF) to support Mesoamerican countries in the process of addressing the crisis resulting from COVID-19. In particular, the Technical Cooperation will support country efforts to re-open schools providing a safe environment for learning and reduce the impact of the COVID-19 pandemic on the re-enrollment of children and youth into school and providing support to vulnerable youth to limit learning losses during the crisis.

11.2. In order to successfully reinstate classes, Ministries of Education need to design and implement strategies for school reopening, provide incentives to encourage re-enrollment, regular school attendance, and adequate progress, and provide support to low performing vulnerable students at risk of deep learning losses due to the pandemic. For that reason, the IDB is seeking to find a firm that provides the Ministries of Education support in these processes.

12. Objectives

12.1. Present an innovative technical proposal to support Ministries of Education on their efforts to design and implement strategies for school reopening, provide incentives to encourage re-enrollment, regular school attendance, and adequate progress, and provide support to low performing vulnerable students at risk of deep learning losses due to the pandemic

13. Scope of Services

13.1. In-depth understanding of COVID-19 related challenges in education and experience in providing support to governments in education.

13.2. Extensive experience working across all countries in Mesoamerica and comprehensive knowledge of core development challenges and local context confronting Mesoamerican countries.

14. Key Activities

- 14.1.** Desk pedagogical research: the firm will conduct a thorough review on incentives schemes to encourage re-enrollment, regular school attendance, and adequate progress and strategies on how to support low performing vulnerable students.
- 14.2.** Interviews: As needed, the firm will coordinate with representatives from the Ministries of Education of selected countries to discuss existing regulations and procedures for school reopening.
- 14.3.** Analysis and deliverable production: Based on desk research and engagement with representatives from the Ministries of Education, the firm will produce the deliverables defined in the Terms of Reference.
- 14.4.** Training: the firm will elaborate materials and deliver training sessions directed to school staff for school reopening.

15. Expected Outcome and Deliverables

- 15.1.** Deliverable 1: Strategy for school reopening: definition of criteria, guidelines and protocols for restarting educational services and maintaining safe environments.
- 15.2.** Deliverable 2: School staff training: delivery of training sessions for school staff from prioritized schools on how to implement the guidelines and protocols defined in Deliverable 1.
- 15.3.** Deliverable 3: Incentive scheme: design an incentive scheme for vulnerable youth to encourage re-enrollment, regular school attendance, and adequate progress.
- 15.4.** Deliverable 4: Strategy to support low performing vulnerable students: development of a cost-effective strategy to support low performing vulnerable students

16. Project Schedule and Milestones

6.3 Length of contract: 12 months

6.4 Starting date: September, 2020.

17. Reporting Requirements

- 17.1.** The consulting firm is required to produce reports by email describing the main activities carried out for notification of progress according to the approved schedule.
- 17.2.** All materials produced during and for this consultancy will be: Delivered electronically and physically. Property of the IDB (copyright), including the right to produce, distribute, disseminate, and publish.

18. Acceptance Criteria

- 18.1.** The project leader is responsible for the approval of the products presented by the firm.

The delivery of products and reports will be the sole responsibility of the consulting firm.

19. Supervision and Reporting

19.1. *The consulting firm will be reporting to Pablo Zoido, Education Specialist (meetings, frequency, comments to any reports, approve reports, documents, work, and give comments or any instructions for changes). It shall be Firm's responsibility for ensuring that such meetings are conducted and such reports are submitted to the Bank.*

20. Schedule of Payments

20.1. Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.

20.2. The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
1. Strategy for school reopening	20%
2. School staff training	20%
3. Incentive scheme	30%
4. Strategy to support low performing vulnerable students	30%
TOTAL	100%

TERMS OF REFERENCE

Evaluation of strategies to support low performing vulnerable students

Regional (Central America, Dominican Republic, Mexico and Colombia)

RG-T3742

SUPPORTING SCHOOL RE-ENROLLMENT AND LEARNING OUTCOMES RECOVERY FOR VULNERABLE YOUTH IN MESOAMERICA WHILE ADDRESSING THE COVID-19 PANDEMIC

21. Background and Justification

21.1. The Inter-American Development Bank is partnering with the Secretariat of the Council of Ministers of Health of Central America and Dominican Republic (SE-COMISCA) and the Japanese Special Fund (JSF) to support Mesoamerican countries in the process of addressing the crisis resulting from COVID-19. In particular, the technical cooperation will support country efforts to re-open schools providing a safe environment for learning and reduce the impact of the COVID-19 pandemic on the re-enrollment of children and youth into school and providing support to vulnerable youth to limit learning losses during the crisis.

21.2. To successfully reinstate classes and maintain attendance rates, Ministries of Education need to provide support to low performing vulnerable students at risk of deep learning losses due to the pandemic. Cost-effective interventions to be developed will consider open source platforms implemented in the region to provide flexible supplementary education in low resource communities with limited internet access. Nonetheless, existing literature shows lack of robust evidence on their impact to increase learning outcomes. For that reason, the IDB is seeking to find a firm that develops an evaluation of the platforms to be implemented through this project, in order to build evidence to inform the design of future similar interventions.

22. Objectives

22.1. Conduct a Randomized Controlled Trial (RCT) aimed at evaluating the effectiveness, relevance and impact of the open source platforms to be implemented through this project to support low performing vulnerable students at risk of deep learning losses due to the pandemic

23. Scope of Services

23.1. In-depth understanding of COVID-19 related challenges in education and experience in evaluating interventions in education.

23.2. Extensive experience working across all countries in Mesoamerica and comprehensive knowledge of core development challenges and local context confronting Mesoamerican countries.

24. Key Activities

- 24.1.** Design: The firm will develop an appropriate research design to address the scope and objectives of the study and within available budget.
- 24.2.** Tools: The firm will develop, revise, adapt appropriate data collection tools.
- 24.3.** Baseline: The firm will conduct a baseline survey across control and treatment groups, which includes defining a data collection strategy, tool piloting, and fieldwork data collection.
- 24.4.** Endline: Conduct similar activities for the endline as set out above for baseline.
- 24.5.** Data analysis and final study report: analyze the collected data and write the final evaluation report.

25. Expected Outcome and Deliverables

- 25.1.** Deliverable 1: Approach and methodology: research design document and working plan.
- 25.2.** Deliverable 2: Information gathering tools: set of instruments for data collection.
- 25.3.** Deliverable 3: Final study report: document containing main findings of the evaluation.

26. Project Schedule and Milestones

6.5 Length of contract: 18 months

6.6 Starting date: September, 2020.

27. Reporting Requirements

- 27.1.** The consulting firm is required to produce reports by email describing the main activities carried out for notification of progress according to the approved schedule.
- 27.2.** All materials produced during and for this consultancy will be: Delivered electronically and physically. Property of the IDB (copyright), including the right to produce, distribute, disseminate, and publish.

28. Acceptance Criteria

- 28.1.** The project leader is responsible for the approval of the products presented by the firm. The delivery of products and reports will be the sole responsibility of the consulting firm.

29. Supervision and Reporting

- 29.1.** *The consulting firm will be reporting to Pablo Zoido, Education Specialist (meetings, frequency, comments to any reports, approve reports, documents, work, and give comments or any instructions for changes). It shall be Firm's responsibility for ensuring that such meetings are conducted and such reports are submitted to the Bank.*

30. Schedule of Payments

- 30.1.** Payment terms will be based on project milestones or deliverables. The Bank does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The Bank wishes to receive the most competitive cost proposal for the services described herein.
- 30.2.** The IDB Official Exchange Rate indicated in the RFP will be applied for necessary conversions of local currency payments.

Payment Schedule	
<i>Deliverable</i>	%
3. Approach and methodology	20%
4. Information gathering tools	30%
5. Final report	50%
TOTAL	100%