

TERMS OF REFERENCE/ SCOPE OF WORK

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| Request for Proposal (RFP) Reference | Hire an engineer for the assessment of the SE workplace, Pathein |
| Project Location: | Pathein, Ayeyarwaddy |
| RFP launch date | 15th May 2024 |
| TOR clarification date | 17th May 2024 at (10:00AM to 11:00AM) See meeting link in submission of offer clause |
| Deadline for submission of application | 21 May 2024 |

Background

We are Plan International; we work with children and girls in over 80 countries to help create a world where we are all equal. We work together with children, young people, supporters and partners to strive for a just world, where we are all equal. To do that we tackle the root causes of the challenges and inequalities that children and young girls face. We're there for children from birth until adulthood and we enable children to prepare for and respond to crises and adversity.

A. Objectives

- To guarantee the safety of toy-making social enterprise workplace and take a comprehensive assessment.
- To transform the working environment into a safe workplace with effective renovation services.

B. Deliverables

- This assessment will involve a thorough examination of the entire structure, including but not limited to the foundation, walls, roof, electrical system, and plumbing.
- Submit the finding assessment to the ECCD team and based on the findings of this assessment, we will identify any necessary renovations and repairs that need to be made to the building.
- Once the renovations are complete, we will perform a series of quality checks to ensure that the work has been carried out to the standards and that the building is safe for occupancy.

C. Scope of Work

PIM is seeking an experienced engineer to assess the safety of our building, identify renovations needed, and perform quality checks after renovating. The position is based at a social enterprise workplace in Pathein, Ayeyarwaddy.

D. Project Schedule

The consultant/firm is expected to work from 27th May 2024 to 17th June 2024.

E. Project Management

- Discuss with the ECCD team regarding the field trip and action plan. Meet with DSW Pathein to assess the social enterprise workplace in Pathein.
- The Engineer will report to the Education Advisor and ECCD specialist. Issuing payment will start on the agreement of the work plan at 40% and deliver on the completion report at 60%.

F. Safeguarding and Prevention of Sexual Harassment, Exploitation and Abuse

Plan International is committed to creating a safe environment for children and programme participants, including promoting child and programme participant safe practices, approaches, interventions and environments that respect, recognize and respond to the specific safeguarding needs and the different protection risks faced by children and programme participants based on their gender and other identities. We will challenge and do not tolerate inequality, discrimination or exclusion.

Consultancy Service has been obliged to sign off Global Safeguarding, PSHEA Policy, and Non-Staff Code of Conduct. He/she acquires a sound knowledge of Plan's safeguarding procedures and ensures that all activities are carried out in line with Plan's policies including content of construction, and process are not to be put at risk to all Children and Programme Participants in all setting.

G. Submission of offers

Please send your application to Plan International <Myanmar.Procurement@Plan-international.org> by **21st May 2024** > referencing **“hire an engineer for the assessment of the SE workplace, Pathein.”** Interested service providers are encouraging to contact above email address for their interest.

a) To contact for expression of interest to above email is 16th May 2024 with CV or business profile.

b) ToR clarification meeting will conduct with interested service provider on 17th May 2024 via MS team at 10:00AM to 11:00AM.

Meeting link : [Join the meeting now](#)

Meeting ID: 390 292 767 84

Passcode: Cym2qS



c) Deadline for financial proposal submission: 21st May 2024, 17: 00 PM.

If you have any queries in relation to your submission, or to any requirements of this RFP, please email: <Myanmar.Procurement@Plan-international.org>

Thank you for your proposal