AGA KHAN FOUNDATION

Request For Proposal

RFP Title	**Baseline Study under ECD Program "Strengthening Early Childhood Ecosystems" in Bihar & Telangana, India**
Reference No	AKF INDIA/2026/SERVICE/04
Bid Validity	60 Days
Date of Publishing	**Thursday, April 23, 2026**
Deadline for request for clarification	**Friday, May 1, 2026, 6 p.m. IST**
Date of Written Response to bidders' queries	**Monday, May 4, 2026**
Deadline for Submission	**Wednesday, May 6, 2026, 6 p.m. IST**
Email ID for Submission	akfindia.helpdesk@akdn.org

1. Instructions

All proposals must be in writing, in the English language, and signed and dated by an authorized person of the bidder. Bidders must use the forms provided in the Annexures of this RFP.

2. Validity

The proposal validity period should be at least sixty-days (60) days following the bid deadline. This should be clearly mentioned in both the technical and financial proposal.

3. Costs of preparing bid

No costs incurred by the bidder in preparing and submitting the bid shall be reimbursable. All such costs shall be borne by the bidder. If proposed experts are interviewed or called for presentation, all costs shall be borne by the bidder.

4. Ownership of bid

The Aga Khan Foundation (AKF hereafter) retains ownership of all bids received under this bid process. Consequently, bidders have no right to have their bid returned to them.

5. Alteration or withdrawal of bids

Bidders may alter or withdraw their bids by written notification prior to the stated deadline for submission of bids. No bids may be altered after this deadline. Withdrawal of bids must be unconditional and will end all participation in the bid procedure.

6. Opening of bid

The bid will be opened by AKF within 10 days from the deadline for the submission of the bid. Any attempt by a bidder to influence the evaluation committee in the process of examination, clarification, evaluation and comparison of bids, to obtain information on how the procedure is progressing or to influence the contracting authority in its decision concerning the award of the contract will result in immediate rejection of its bid.

7. Submission of bids

The bid must be submitted in the prescribed format on or before **Wednesday, May 6, 2026, 6 p.m. IST (Indian Standard Time), to** akfindia.helpdesk@akdn.org **.**

7.1 Technical and financial proposals should be submitted simultaneously, **but in separate emails, with the RFP reference and the clear description of the proposal (technical or financial) by the date and time stipulated in this document.** If the emails and email attachments are not marked as instructed, AKF will assume no responsibility for the misplacement or premature opening of the proposals submitted.

7.2 Both email text bodies should indicate the name and address of the bidder and the description of the proposal (technical or financial). The technical email should not contain any pricing information, nor should the financial email contain any component of the technical proposal.

7.3 Technical proposals should be submitted in one (1) email accompanied by the forms prescribed in this RFP, clearly marked as "technical proposal"- in the email subject line and corresponding attachment should read: (RFP Reference No.) – (name of bidder) – TECHNICAL PROPOSAL

7.4 The technical proposal should not contain any details of the financial proposal / budget. Any financial information contained in the technical proposal will invalidate the proposal.

7.5 Financial proposals should be submitted in one (1) email with the email subject line as 'FINANCIAL PROPOSAL' and corresponding email attachment should read: (RFP Reference No.) – (name of bidder) – FINANCIAL PROPOSAL.

7.6 The Financial Proposal should contain the budget in a password protected file (excel and/or pdf), which can be opened only with the password. The bidder should not mention any financial amounts in the email text body, or the password. Passwords should be made available only at a later date, when requested by AKF.

7.7 Proposals should be received by the date, time and means of submission stipulated in this RFP. Bidders are responsible for ensuring that AKF receives their proposal by the due date and time. Proposals received by AKF after the due date and time may be rejected. When receiving proposals by email (as is required for the RFP), the receipt time stamp shall be the date and time when the submission has been received in the dedicated AKF inbox. AKF shall not be responsible for any delays caused by network problems, etc. It is the sole responsibility of bidders to ensure that their proposal is received by AKF in the dedicated inbox on or before the prescribed RFP deadline.

8. Request for Clarification

All questions regarding the preparation of proposals must be submitted in writing (by e-mail) to akfindia.helpdesk@akdn.org by Friday**, May 1, 2026, 6 p.m. IST**. Responses will be provided to all interested organizations by Monday**, May 4**, **2026,** through email. AKF is under no obligation to consider or respond to questions that are not received in a timely manner.

9. Content of bids

Each bid must comprise a technical offer and a financial offer, each of which must be submitted separately.

Technical Offer

The Technical offer must include the following documents:

a. Bid form (Annexure I)
b. technical proposal, as per the guidelines detailed under the terms of reference (Annexure II)

Financial Offer

The financial offer should be presented as per the template provided as Annexure III and if necessary, completed with a separate sheet for details.

10. Evaluation of bids

The criteria presented below have been tailored to the requirements of this RFP. Bidders should note that these criteria serve to:

(a) Identify the significant matters that bidders must address in their proposals and
(b) Set the standard against which all bidders will be evaluated.

All proposals will be evaluated by a review committee based on the extent to which proposals meet the selection criteria outlined below; to the extent that they are deemed necessary, negotiations may be conducted with the highest rated bidders. Evaluation percentage scores are also provided against each of the selection criteria. The number of points assigned indicates the relative importance of each factor.

In evaluating proposals, AKF will follow a Quality and Cost Based Selection, using a three-stage value selection procedure. The most economically advantageous bid is established by weighing technical quality against price on an 80/20 basis.

Stage I - Technical Evaluation

Each technical proposal shall be evaluated on:

S. No.	Technical Assessment	Weightage
1.	Organization profile and profile of the team (Subject expert) to be staffed on this project	20
2.	Demonstrated experience of undertaking research specifically in AWC quality assessments using structured observation tools to evaluate pedagogy, learning environments, TLM use, gender responsiveness, and play-based, child-centred ECCE practices within ICDS settings	30
3.	Demonstrated experience of conducting studies in Bihar	10
4.	Technical Approach and Methodology (methodology, data collection methods, sampling strategies and data analysis techniques)	30
5.	Timeline and risk mitigation assessment for the evaluation	10
	Total	**100**

Stage II – Financial Evaluation

Upon completion of the technical evaluation, the financial offers of those bids who score 60 or more during the technical evaluation based on the experience and qualifications required, will be considered for the next stage of the process.

Stage III – Presentations

Based on total scores at the end of Stage Two, AKF may shortlist up to five bidders for an in-person presentation as the third stage of the evaluation. The presentation shall discuss and/ clarify the technical and cost proposals of shortlisted bidders. AKF expects that at a minimum the named bidder's Project Leader shall be in attendance. Once the presentations are completed, AKF shall re-score the proposals of the shortlisted agencies and select the firm with the highest total score.

11. Signature of the contract

11.1 The successful bidder will be informed in writing that its bid has been accepted (notification of award). Before the contracting authority signs the contract with the successful bidder, the successful bidder may be required to provide documentary proof or statement required under the law of the country in which the company (or each of the companies in case of a consortium) is established.

11.2 If the successful bidder fails to provide, upon request by the contracting authority, documentary proof or statement or evidence of the financial and economic standing and the technical and professional capacity within 7 calendar days following the notification of award or if the successful bidder is found to have provided false information, the award will be considered null and void. In such a case, the contracting authority may award the bid to the next lowest bidder or cancel the bid procedure.

11.3 Within 7 days of receipt of the contract signed by the contracting authority, the selected bidder must sign and date the contract and return it to the contracting authority. On signing the contract, the successful bidder will become the contractor and the contract will enter into force.

12. Confidentiality

The entire evaluation procedure, from the drawing up of the shortlist to the signature of the contract, is confidential. The evaluation committee's decisions are collective, and its deliberations are held in closed session. The members of the evaluation committee are bound to maintain secrecy. The evaluation reports and written records are for official use only and may be communicated to neither the bidders nor to any party other than the contracting authority.

13. Ethical clauses/corrupt practices

13.1 Any attempt by a bidder to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or the contracting authority during the process of examining, clarifying, evaluating, and comparing bidders will lead to the rejection of its bid and may result in administrative penalties.

13.2 The bidder must not be affected by any potential conflict of interest and shall have no link with other bidders or parties involved in the project.

13.3 The evaluation committee reserves the right to suspend or cancel project financing if corrupt practices of any kind are discovered at any stage of the award process or during the implementation of a contract and if the contracting authority fails to take all appropriate measures to remedy the situation. For the purposes of this provision, "corrupt practices" are the offer of a bribe, gift, gratuity, or commission to any person as an inducement or reward

for performing or refraining from any act relating to the award of a contract or implementation of a contract already concluded with the contracting authority.

13.4 Bidders will be rejected, or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses. Such unusual commercial expenses are commissions not mentioned in the main contract or not stemming from a properly concluded contract referring to the main contract, commissions not paid in return for any actual and legitimate service, commissions remitted to a tax haven, commissions paid to a payee who is not clearly identified, or commissions paid to a company which has every appearance of being a front company.

13.5 Failure to comply with one or more of the ethical clauses may result in the exclusion of the bidder or contractor from other commission contracts and in penalties.

14. Cancellation of the bid procedure

In the event of cancellation of the bid procedure, bidders will be notified of the cancellation by the contracting authority.

Cancellation may occur where:

- The bid procedure has been unsuccessful, i.e., no qualitatively or financially worthwhile bid has been received or there is no response at all.
- the economic or technical data of the project has been fundamentally altered.
- Exceptional circumstances or *force majeure* render normal performance of the contract impossible.
- All technically compliant bids exceed the financial resources available.
- There have been irregularities in the procedure, where these have prevented fair competition.

In no event shall the contracting authority be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of a bid even if the contracting authority has been advised of the possibility of damages. The publication of a procurement notice does not commit the contracting authority to implement the program or project announced.

Annexure I - Bid Form

Bidder's Details

1.	Name of the Agency / Individual	
2.	Name and Designation of Authorized Signatory	
3.	Communication Address	
4.	Office Phone No, Mobile No:	
5.	E-Mail ID of key contact person	
6.	GST registration Number:	
7.	PAN Number	

Details of Bidder's representative

8.	Name of the Contact Person:	
9.	Designation:	
10.	Phone No:	
11.	E-Mail ID:	

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

DECLARATION

I, _____, Resident of _____, Proprietor / Director / Authorized Signatory of the Company / Firm, mentioned above, is competent to sign this declaration and execute this bid document.

I / We hereby certify that I / we have read the entire terms and conditions of the bid documents, including all documents like annexures etc., which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

The rates quoted by me / us are valid and binding upon me for the entire period of contract and period of extension.

The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I / we are aware of the fact that furnishing of any false information / fabricated document would lead to rejection of my / our bid at any stage besides liabilities towards prosecution under appropriate law.

The corrigendum(s) issued from time to time by your department/organization too have all been taken into consideration, while submitting this declaration letter.

I / we hereby unconditionally accept the bid conditions of above-mentioned bid document(s) in its totality. In case any provision of this bid is found violated, then your organization shall without prejudice to any other right or remedy be at liberty to reject this bid.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

Please check section / serial no. 7 (Submission of Bids) of the RFP for details of submission of Financial Proposal.

Vendor Due diligence and Registration

1.	Conducted by:		2.	State	
3.	Vendor ID		4.	City	
5.	Nature of Vendor:				
	(Partner, Company, Firm, Proprietor, Trust, AOP, etc.)				
6.	Vendor Name: -				
	(Name as appearing in your Invoice / Bill & on which you are registered)				
7.	Vendor Address				
8.	City & State		9.	Pin Code	
10.	Contact Person Name:		11.	Mobile No.	
	(Person who we will deal with / respond to us)				
12.	Landline No. (STD Code)		13	Email Address:	
14.	Nature of Services:		15.	Years in this business	
16.	Annual Turnover		17.	IT returns Submitted (If Applicable (last 3 years)	
18.	List of Vendor's Clients Submitted		19.	References Submitted: (from mentioned clients)	
20.	PAN Number		21.	GST Number	
22.	MSME Number		23.	Mode of Payment	
24.	Name in Bank Account		25.	Complete Bank Account Number:	
26.	Bank Name:		27.	IFSC Code	
28.	Branch Address:				
29.	Branch City		30.	Pin Code	
31	Approved		32	Rejected	
33	Are the vendor is related to Aga Khan Foundation or any of its Employee - Yes / No				
34	If Yes, Name of Person and Relation -				

Documentation List to attached (self-attested by vendor):

1. Registration Certificate
2. Copy of PAN

3. Copy of GST registration
4. Copy of MSME
5. Address of proof
6. Copy of cross cheque
7. ITR Details Last 3 Years

Annexure -II

Terms of Reference

Baseline Study under ECD Program "Strengthening Early Childhood Ecosystems" in Bihar & Telangana, India

1. INTRODUCTION

The Aga Khan Foundation (AKF) is a leading global development organisation dedicated to addressing the root causes of poverty. AKF began operations in India in 1978 and currently implements programmes across four states (Bihar, Delhi, Telangana, and Uttar Pradesh) spanning 1,635 villages and 93 urban wards and benefiting 3.9 million people, two-thirds of whom are women.

AKF adopts a holistic and systems-strengthening approach to Early Childhood Development (ECD), working across health, education, and civil society systems to empower caregivers, families, communities, and local service delivery mechanisms. AKF's work is guided by core strategies that ensure programmes are community-driven, inclusive, evidence-based, and sustainable.

AKF is planning to implement the "Strengthening Early Childhood Ecosystems" (2026–2029) across Bihar and Telangana As part of its Monitoring, Evaluation, Research and Learning (MERL) framework, AKF proposes to commission independent external agency to conduct a rigorous baseline study s to assess the effectiveness and impact of the intervention.

This Terms of Reference (ToR) invites qualified research/evaluation agencies to submit proposals for conducting the Baseline Study (Year 1) of the project.

2. ABOUT THE PROJECT

2.1 Project Overview

The project "Strengthening Early Childhood Ecosystems" aims to build strong foundations for holistic development during the early years by strengthening the quality of ECD services, while systematically integrating gender equity and socio-emotional learning (SEL) as cross-cutting pillars. The project is implemented across 600 Anganwadi Centres (AWCs) in six blocks across Muzaffarpur and Patna districts in Bihar and Vikarabad district in Telangana, directly benefiting approximately 15,000 children in the 3–6-year age group.

2.2 Project Objectives

The project works to achieve the following objectives:

- Integrate gender-sensitive and inclusive perspectives across ECD materials, curricula, and communication tools by systematically reviewing, strengthening, and contextualising content developed by AKF.
- Improve the quality and consistency of play-based, child-centred preschool education at Anganwadi Centres by strengthening modelling, mentoring, and continuous capacity building of Anganwadi Workers (AWWs), with a specific focus on enhancing children's cognitive and language development.
- Empower communities to actively champion ECD by leveraging existing Self-Help Groups (SHGs), ward members, and Panchayati Raj Institutions (PRIs), nurturing local ECD champions who promote responsive caregiving and early learning through play.
- Strengthen family-level caregiving practices, including increased father engagement and shared caregiving responsibilities, ensuring that children aged 0–6 years receive consistent, nurturing care and early stimulation both at home and within their communities.

2.3 Project Geography

State	District	No. of Blocks	No. of AWCs
Bihar	Muzaffarpur	2	200
	Patna	2	200
Telangana	Vikarabad	2	200
Total		**6 blocks**	**600 AWCs**

2.4 Expected Project Outcomes

Goal: Children aged 0–6 years, particularly from marginalised communities, experience improved holistic development through equitable, nurturing, and gender-responsive care at home, in Anganwadi Centres, and within communities.

The project has three strategic outcomes:

- Outcome 1: Gender-sensitive and inclusive ECD content is systematically integrated across AKF materials, curricula, and communication tools.
- Outcome 2: Consistent, high-quality, play-based and child-centred early learning is delivered at Anganwadi Centres through modelling and continuous mentoring of AWWs.
- Outcome 3: Communities are empowered to champion early childhood development through strengthened engagement of SHGs, Panchayat representatives, and caregivers.

3. PURPOSE AND OBJECTIVES OF THE STUDY

AKF will commission an independent external agency to conduct a Baseline Study at project inception (May/June, 2026). The primary purpose of both studies is to establish empirical evidence on the status of key project indicators, assess the effectiveness of the intervention, and generate actionable learnings for programme improvement, advocacy, and scale.

Specifically, the studies aim to:

- Establish baseline values for all key performance indicators (KPIs) in the project log frame for the intervention and a comparison group, against which endline changes can be measured.
- Assess child learning outcomes across developmental domains for children aged 3–6 years in project areas.
- Assess the quality of ECD service delivery at AWCs by examining pedagogical practices, use of teaching-learning materials, and the gender-responsiveness of content and approaches, while also evaluating AWW and Supervisor knowledge, skills, and confidence in delivering play-based, child-centred, and gender-responsive ECCE.
- Assess caregiving knowledge, attitudes, and practices of parents and primary caregivers, including dimensions of responsive caregiving, father engagement, and early stimulation.
- Evaluate the extent of community engagement and agency, particularly among SHG members and PRI representatives in promoting ECD in project targeted blocks.
- Provide recommendations for strengthening programme design and implementation based on evidence gathered.

4. PROGRAMME COVERAGE AND TARGET BENEFICIARIES

The study will cover the intervention and comparison groups across the project geography. The estimated coverage for the study is as follows:

S.No.	Description	Details / Estimated Coverage
1	States	Bihar (Muzaffarpur, Patna) and Telangana (Vikarabad)
2	Districts	Muzaffarpur, Patna (Bihar); Vikarabad (Telangana)
3	Number of Blocks (Intervention)	6 blocks
4	Number of AWCs (Intervention)	600
5	Comparison Blocks	Contiguous blocks with similar socio-economic characteristics
6	Target Children (3–6 years)	15,000 children
7	AWWs and Supervisors	600 AWWs and 30Supervisors
8	Parents / Caregivers	Proportional sample (household survey)
9	SHG Members	Sample from project SHGs
10	PRI Members	Sample from project Gram Panchayats

5. SCOPE OF WORK

5.1 Need for Research

The Baseline Study is essential to:

- Generate evidence on the status of ECD outcomes before and after the project intervention.
- Establish a counterfactual comparison through a control group to enable impact attribution.
- Inform programme design and adaptive management during implementation.
- Provide accountability to donors and government counterparts.
- Contribute to AKF's broader evidence base on gender-transformative ECD, play-based ECCE, and community-led care ecosystems.

5.2 Key Research Areas and Information Domains

The study will assess the following information domains for the Baseline survey:

Research Domain	Key Research Questions / Indicators	Respondent Category
Child Development Outcomes	• % of children (3–6 yrs) meeting age-appropriate developmental milestones (cognitive, language, social-emotional, physical)	Children (direct assessment) / Caregivers
AWC Service Quality	• % of AWCs demonstrating play-based learning environments; use of TLMs; adherence to structured daily routine; gender-responsive and inclusive pedagogical practices	AWCs (Observation tool) / AWWs
AWW & Supervisor Capacity	• % of AWWs and Supervisors demonstrating knowledge and skills in child-centred and gender-responsive ECCE; confidence in implementing play-based approaches	AWWs, Supervisors
Caregiver Knowledge & Practices	• % of parents/caregivers reporting knowledge and skills on child development and responsive caregiving; father engagement in caregiving; early stimulation practices at home	Parents / Primary Caregivers
Community Engagement (SHG & PRI)	• % of SHG members demonstrating engagement to create supportive ECD environments; % of AWCs receiving Panchayat leader visits; ECD included in village plans and Gram Sabha resolutions	SHG members, PRI representatives

5.3 Study Design and Methodology

The evaluating agency is expected to propose a robust, mixed-methods evaluation design with both quantitative and qualitative components. The methodology must include a comparison (control) group, selected from contiguous blocks with similar demographic and socio-economic characteristics to enable quasi-experimental impact assessment.

Quantitative Component

- A cross-sectional household survey covering caregivers of children aged 3–6 years in the intervention and comparison blocks.
- Structured AWC observation tools to assess ECCE quality, pedagogical practices, and use of TLMs.
- Knowledge and skills assessment of AWWs and Supervisors using interview schedule.
- Survey of SHG members and PRI representatives on ECD knowledge, engagement, and community action.
- Child developmental assessment tool (standardised or contextually validated instrument) for children aged 3–6 years.
- Statistically defensible sample sizes with appropriate power calculations for detecting minimum detectable effects at 95% confidence level.

Qualitative Component

- Focus Group Discussions (FGDs) with caregivers (mothers and fathers separately), SHG members, AWWs, and community members.
- Key Informant Interviews (KIIs) with AWC Supervisors, CDPO/ICDS officials, PRI representatives, and AKF programme staff.
- Case studies to assess participation, effectiveness, and sustainability dimensions of the project.

- Qualitative findings must complement, contextualise, and explain quantitative results.

6. RESPONSIBILITIES OF THE AGENCY

The responsibilities of the selected agency include, but are not limited to:

- Design a rigorous mixed-methods research methodology for evaluating the programme at Baseline, including a comparison group design.
- Submit an Inception Report detailing the implementation plan, sampling strategy, survey design, and first draft of data collection tools, for review and approval by AKF.
- Develop, pre-test, and finalise all research tools (structured questionnaires, observation checklists, FGD guides, KII protocols) in consultation with AKF.
- Translate research tools into relevant local languages (Hindi for Bihar; Telugu for Telangana).
- Hire, train, and deploy field surveyors, supervisors, monitors, and field executives for Baseline surveys.
- Provide oversight and management control to ensure adherence to survey protocols and high standards of data quality.
- Ensure regular relay and transfer of field data to AKF, with periodic reports on data quality and collection progress.
- Prepare a detailed analysis plan in consultation with AKF and produce data tables as per the approved plan.
- Prepare a chapterisation plan for the Baseline report, for AKF's approval, prior to report writing.
- Present topline findings highlighting key results (not more than 20 slides) to AKF and key stakeholders within three weeks of completing field data collection.
- Prepare and submit comprehensive Baseline Report as per the approved chapterisation plan.
- Submit all primary data in secure, accessible formats (SPSS/Stata/CSV for quantitative; audio/video recordings and transcriptions for qualitative components).
- Ensure consistency of the project team; turnover of senior team members must be minimised and communicated in advance to AKF.
- Collaborate with the AKF MERL team to revise survey plans, tools, and methods as needed to ensure study objectives are realised.
- Be available to answer questions pertaining to the survey, data, and methodology throughout the project period.
- Include technical experts (e.g., ECD specialists, gender experts) in the design, training, and interpretation of survey tools.
- Liaise with relevant government counterparts (ICDS/DWCDW officials) with support from AKF to ensure cooperation during field data collection.
- Attend periodic meetings with the AKF team and provide updates on progress as required.

7. KEY DELIVERABLES

The following deliverables are expected from the selected agency:

1. Inception Report (including sampling plan, tool design framework, and analysis strategy, first draft of all data collection tools and field plan).
2. Pre-testing report with updated tools based on pre-test findings.
3. Final data collection tools (translated)
4. Operationalisation plan: detailed field plans and periodic field progress reports.
5. Topline presentation post Baseline Survey (within two weeks of completion of field work).
6. Comprehensive Baseline Study Report with all findings, data tables, methodology, limitations, and recommendations.
7. All primary quantitative data in SPSS/Stata/CSV format.

8. Transcriptions and audio/video recordings for all qualitative components (FGDs and KIIs).

8. TIMELINES

Activity	Baseline (Year 1 – 2026)
Submission of proposals by agencies	May 2026
Enumerator training	June 2026
Field data collection	June 2026
Data cleaning, analysis, and topline presentation	July 2026
Submission of draft report	July 2026
Finalisation and submission of study report	July 2026

Note: Exact timelines will be confirmed at the time of contracting, aligned with the project implementation calendar.

9. ELIGIBILITY AND QUALIFICATIONS OF APPLYING AGENCIES

AKF invites proposals from reputed research and evaluation organisations, academic institutions, and consultancy firms with demonstrated experience in social sector evaluations. Applicants must meet the following eligibility criteria:

- Minimum five years of experience in conducting large-scale surveys, impact assessments, or programme evaluations in the education, early childhood development, health, or social development sectors in India.
- Prior experience in conducting evaluations in Bihar and/or Telangana with demonstrated data collection capabilities in rural areas.
- Demonstrated expertise in mixed-methods research design, including quasi-experimental designs with comparison groups.
- Experience in child development assessments and/or ECCE quality evaluations is highly preferred.
- Technical team with relevant expertise, including a qualified team leader, gender and ECD specialists, and experienced data analysts.
- Proven capacity for CAPI-based data collection on tablets/smartphones.
- Understanding of child safeguarding and research ethics protocols, with capacity to obtain ethical clearance.
- Must not have conflicts of interest with AKF or any sub-implementing partners.

10. ROLE OF THE AGA KHAN FOUNDATION (AKF)

The Aga Khan Foundation team will be responsible for the following:

- Sharing relevant documents

- Providing timely feedback and reviews of documents in line with agreed timelines.
- Sharing tools from previous related studies, including baseline tools, to optimize the assessment process (to be factored into the overall timeline).
- Providing lists and contact details of frontline workers and caregivers from the intervention areas.

11. ROLE OF THE ASSESSMENT COMMITTEE

The Assessment Committee, comprising representatives from the Aga Khan Foundation, will oversee the process of hiring an agency or team of experts to conduct the comprehensive assessment of the programme. The Committee's key responsibilities include:

- Collaborating to clearly define the scope and objectives of the comprehensive assessment.
- Reviewing and evaluating proposals received in response to the RFP.
- Assessing proposals against established criteria, with a focus on the agency's or team's approach, qualifications, and proposed methodologies.
- Organising and conducting interviews or presentations with shortlisted agencies or teams of experts.
- Seeking clarifications and additional information as required to support informed decision-making.
- Reaching consensus on the most suitable agency or team of experts based on proposal review and interview outcomes.
- Reviewing and approving assessment tools and methodologies.
- Reviewing the final assessment report submitted by the agency or team of experts.
- Ensuring that findings, conclusions, and recommendations are robust and aligned with programme goals, study objectives, and key research questions.
- Providing feedback on both the assessment process and the performance of the selected agency or team of experts.

Annexure III - Financial Proposal (to be submitted separately)

To be on the organisation Letter head

RFP Title : **Baseline Study under ECD Program "Strengthening Early Childhood Ecosystems" in Bihar & Telangana, India**

Reference (RFP) No : AKF INDIA/2026/SERVICE/ 04

Part A - Baseline						
S/No	**Particular**	**Unit**	**Time Unit**	**Unit Cost**	**Total (INR)**	**Remarks**
1	Professional Fee & Other related Cost				-	
1.1					-	
1.2					-	
1.3					-	
1.4					-	
1.5					-	
1.6					-	
1.7					-	
1.8					-	
1.9					-	
	Total				-	
2 Reimbursable Cost (All the reimbursable costs will be paid only on submission of supporting documents. The travel expenditure should be supported by tickets for train/bus/air, vehicle hire bills, Hotels Bills & Food Bills and any other expenditure should also be supported by original bills/invoices. Further the air tickets should be accompanied with invoice and Boarding passes. Please note that we will not be able to reimburse any perdiem and expenditure supported by self-declaration)						
	2 Reimbursable Cost				-	
					-	
					-	
					-	
					-	
	Total				-	
	Total (A)				**-**	
Part B - Endline						
S/No	**Particular**	**Unit**	**Time Unit**	**Unit Cost**	**Total (INR)**	**Remarks**
1	Professional Fee & Other related Cost				-	
1.1					-	
1.2					-	
1.3					-	
1.4					-	
1.5					-	
1.6					-	
1.7					-	
1.8					-	
1.9					-	
	Total				-	

2 Reimbursable Cost
(All the reimbursable costs will be paid only on submission of supporting documents. The travel expenditure should be supported by tickets for train/bus/air, vehicle hire bills, Hotels Bills & Food Bills and any other expenditure should also be supported by original bills/invoices. Further the air tickets should be accompanied with invoice and Boarding passes. Please note that we will not be able to reimburse any perdiem and expenditure supported by self-declaration)

	2 Reimbursable Cost					
	Total				-	
	Total (B)				**-**	
	Total (A+B) (excl. of applicable taxes)				**-**	**-**
	Add : GST					
	Grand Total				-	

Authorized Signatory (signature in full): _____

*If the budget is not in the above format, it will not be accepted