

Terms of Reference
Interactive theatre promoting enrollment and continuation of children/adolescent education
especially out of school girls in Umar kot and Sanghar
Yes I Do Project

1. About Plan

Plan is an international, humanitarian, child centered development organization without any religious, political or governmental affiliations. Plan is committed to achieving a world in which all children realize their full potential in societies that respect people's rights and dignity. Pakistan is one of the 50 programme countries in which Plan operates. Plan International's operations in Pakistan commenced in 1997 and the organization currently implements programmes in the districts of Chakwal, Vehari, Rajanpur, Layyah, Multan, Bahawalpur & Muzaffargarh in Punjab, Nowshera, Charsada, Mardan, D.I Khan, Sawabi, Peshawar, and Haripur in Khyber Pakhtunkhwa, Thatta, Hyderabad, Badin, Kashmir, Sanghar, Ghotki and Khairpur in Sindh, Gilgit, Astore, Hunza Nagar, Guanache, Skardu & Ghizer in Gilgit Baltistan and Neelum, Bagh and Kahuta in Azad Jammu & Kashmir.

Plan International Pakistan also has an Urban Program Unit working with the squatter settlements in Islamabad, the capital city. Our programs cover five main areas: health, education, livelihood, child protection, disaster risk reduction and Water, Sanitation and Hygiene with gender and advocacy as a cross cutting theme.

Plan International Pakistan works in partnership first and foremost with children, their families and communities but also with government departments, corporate agencies and other developmental organizations in addressing the key issues impacting children in Pakistan. Apart from the district level programs, Plan has national level programs reaching-out to children through advocacy with relevant government department and involving other civil society organizations (CSOs).

Plan Pakistan strives to reach-out to as many children as possible with programs that aim to ensure children's right to health and health services, right to quality education, right to adequate standard of living, right to protection and child centred disaster risk reduction. The activities also include community capacity-building for self-reliance, income generation to improve living standards and last but not the least, creating awareness on child rights with an emphasis on child protection, birth registration and children's participation.

2. Project Introduction

Yes I DO (YID) Project funded by Plan International Netherland in collaboration with Ministry of foreign affairs, Government of Netherland.

Plan International, Pakistan under its "Right to Adequate Standard of Living Country Programs" (2015-2020) has included a key objective of Poor and vulnerable families, especially women and youth, enjoy their right to an adequate standard of living.

Yes I do Alliance in Pakistan is comprised of Rutgers Pakistan and Plan International Inc. Both the organizations are committed on issues related to Child Marriages and Teen age Pregnancy and Youth Economic Empowerment.

Plan International Inc. is working in Pakistan since 1997 and is contributing with its rich experience to achieve the Yes I Do alliance (YIDA) strategic goals. Plan's expertise in the programmes aimed at realization of SRHR of marginalized and vulnerable children, and adolescents in Pakistan will support transforming social and gender norms and create awareness amongst the boys and girls about the negative effects of CM so that they can take informed decisions.

In particular, Plan International Inc. bring in its expertise from the Youth Economic Empowerment (YEE) Programme in career counselling and prepare them for employment opportunities through education and training from existing Technical, Vocational Education & Training Institutes (TVET) and linking with Micro Finance opportunities.

The project aims to provide technical and vocational trainings to 425 youth (Girls, Boys) during the project period. To further enhance their skills, trained youth will be attached with employers through internships/attachments. It will be ensured that youth have access to youth friendly micro finance schemes, quality and market driven vocational and technical training, Life skills and enterprise development trainings to pursue economic occupations on self-employment or paid employment basis. 1500 youth/community members will be provided with short duration trainings (Handy skills trainings) such as kitchen gardening, bee keeping, tie and dye. This will make youth/community members aware of the new avenues for enterprise development.

24,000 of youth will receive career counseling sessions to make informed choice either to continue education or engage in income generation activity. 375 girls will receive scholarships to continue their education (Secondary/Higher secondary/technical/vocational).

3. Objective

The objective of this assignment is to develop, produce and perform theatre Performances (advocacy and awareness raising) about promoting enrollment and continuation of children/adolescent education especially out of school girls in Umar kot and Sanghar. The script will also cover economic empowerment along with child marriage and sexual reproductive health rights. Theatre will also highlight child protection among children/adolescent and for adults (community members/parents/teachers) around their roles and responsibilities. The theatre performance will be conducted in local language that is Sindhi.

4. Outputs and Period of performance

The potential firm/production house will conduct 31 performances in 6 project area schools and 25 villages (15 in Umar kot and 10 in Sanghar) for school youth/adolescents/teachers and communities. Theatre performances will be organized at community level for parents/community members and in schools for school youth/adolescents/teachers from Feb, 2017 to Dec, 2017, having following schedule of shows:

Total duration of the performance will be about 45 minutes with following activities:

- Recitation
- Naat
- Speech on project introduction which will include child marriage, SRHR, YEE and gender mainstreaming.
- Theatre performance
- Standees and banners reflecting the narrations about child marriage, SRHR, YEE and gender mainstreaming.
- Closing remarks by Head teachers/ Community representatives (if theatre is performed in community)

5. Specific Tasks/Roles & Responsibilities

Tasks to be performed by the Potential Company/firm:

- Conceive, develop and conduct a theater performances (8-10 characters) with one fame category "A" local artist highlighting the importance of enrollment and continuation of children/adolescent education especially out of school girls and developing awareness among adolescent/youth, teachers, parents and community members around their roles and responsibilities on said concept. The shows will be humorous, simple, dramatic, child friendly language and persuasive in nature for better and easy understanding, leaving a strong impact on the minds of viewers.
- Provide all pre-production services, that is; concept note, script, and production schedules. All the material will be reviewed by Plan International, Pakistan and the suggestions will be incorporated in the final script.
- Provide all production facilities including performance set and stage, tents, sound system, costumes, make-up, crew, all logistics for the crew, which may include but not be limited to travel, accommodation, food etc.
- Conduct full HD video recording on Cannon Mark III camera & DSLR photography of the shows in each district/taluka having sub title in English language for video recording. A compilation of shows in each district/taluka is to be provided with duration of 30 min in DVDs along with 100 Photograph in JPEG format ensuring Plan International Pakistan branding and marking compliance.

6. Qualification/ Experience

Possess considerable evident experience (at least 5 years) in delivering interactive theatre performances on social issues.

7. Deliverable

The production house/firm will deliver the followings:

- Finalized script of the theater performance about the importance of the education for children/adolescent/youth as well as elders (Parents, teachers and community members)
- 31 theatre performances will be organized for parents, teachers, community members at community level in same villages where schools are established)
- Each performance will last for at least forty five minutes.
- Full HD video recording of each theatre performance. Camera Mark III, duration and high resolution Photography (DSLR).
- Detailed report of the activity with list of participants and other means of verification.

8. Proposal Requirements

All Firms/Production houses will have to submit a comprehensive technical proposal, keeping in account the requirements specified above. The proposal should provide:

- Company profiles clearly stating the company's capabilities of undertaking the presented task.
- Previous and existing client list.
- Experience in conducting Theatre performance of similar nature with other organizations Govt/NGO at least three.
- Recommendation letter from 02 previous or existing clients stating the competency of the firm/production house conducting Performance of similar nature/social issues.
- Physical evidence of previous work produced, preferably for the development sector clients.
- Detail work plan of activities for the theatre campaign for the current consultancy with clearly laid out deadlines.
- Two different innovative scripts in alignment with the objectives of current consultancy listed above.
- CVs/profiles of the team, who will work on the assignment, along with their related experience, Name of Script writer along with his/her experience
- Group/firm/organization Registration Certificate
- Financial Proposal will include itemized fees per performance which is inclusive of all as mentioned under specific task as above and administrative cost including all Taxes.
- CD of any previous theatre performance.

9. Ownership/copyright

This assignment is be funded by **Plan International Pakistan** and therefore it shall be the owner of the assignment output. The consultant firm/organization will have no right of claim to the assignment or its outputs once completed. Any reports / research reports / process documentation produced as a part of this assignment shall be deemed to be the property of **Plan International Pakistan** and the consultant firm/organization will not have any claims / rights and will not use or reproduce the contents related documents/material without the prior written permission of **Plan International Pakistan**

10. Time frame for this assignment

The assignment will start from Feb, 2017 upon signing of the contract and is expected to go till December, 2017;

11. Indicative Budget

The available budget for this activity is only PKR 1,801,120/- including administrative costs related to travel, transport, accommodation and stationary.

12. Payments

Terms of payment shall be 25% on approval of the inception report and tools, 50% upon the completion of the theatre performances and 25 % on submission of approved final report. The final report should be submitted within 30 days period of time after completion of the assignment. Professional fees, government taxes [Plan will deduct all applicable government taxes at source will provide the tax certificate on final settlement, administrative costs related to transport, accommodation, ethics approval and stationary will be handled by the consultant firm/organization.

13. ETHICAL AND CHILD PROTECTION CONSIDERATIONS

The consultant firm/organization must follow Ethical Principles for involving human subjects in this assignment and obtain written/ verbal consent from the human subjects. Permission from elder must be sought if the children under 18 years are involved as subjects. The consultant must ensure signed informed consent of each child and his/ her parents after explaining purpose of the event and its usage. Individual responses should not be shared to observe confidentiality of data. Plan has to ensure that no risk or harm is involved in this activity. The consultant should understand and sign child protection policy of Plan International, Pakistan at time of signing agreement with Plan. In case, the report contains photos; the consultant has to take written consent from the photographed person, on a form will be shared by Plan and should be submitted in original form separately along with final report. Moreover, to protect the children, do not use their real names when providing a quote in the report. The preferred style for giving reference to an individual child is to provide the false name instead of its real name, age and where he/she is from. The consultant shall avoid plagiarism of any kind and abide by the principle of intellectual property and joint data ownership in the case the event is carried out in collaboration with others.

14. Submission Procedure:

The technical and financial proposals (both hard and soft form) should be sent in separate sealed envelopes, marked on the top right hand corner Technical and financial Proposals for “Interactive theatre promoting enrollment and continuation of children/adolescent education especially out of school girls in Umar kot and Sanghar”

Please submit proposals to The Country Director Plan Pakistan, 3rd Floor, Kamran Center, 85-East Jinnah Avenue Blue Area, and Islamabad by or before close of business on January 22nd, 2016

Only short listed applicants will be contacted. Plan reserves the right to reject any or all proposals and is not bound to any legal claim in this regard. No telephone inquiries will be entertained.