

**Application Guideline for Contract Research on**  
**“Household Survey on Role Model Women and Female Labor Force**  
**Participation in Gaibandha District in Bangladesh, Phase I”**  
**Commissioned by IDE-JETRO**

June 17, 2019  
Yasushi Akahoshi  
President, Japan External Trade Organization

**APPLICATION GUIDELINE**

All of applicants should apply in accordance with this guideline, with recognition about contents of this specification.

**1. Proposal Form Submission**

Submit the Proposal Form in which all necessary items are filled, following the instruction stipulated above clauses by the deadline shown below by e-mail or mail/courier service.

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**Application DEADLINE: 18 : 00 July 8, 2019 (JST=GMT+9)**

**2. Evaluation Schedule**

Accepting Proposal: June 17, 2019 ~ July 8, 2019  
Evaluation Process: July 9, 2019 ~ July 12, 2019  
Notification: by the middle of July , 2019  
Contract: July 30, 2019

# **SPECIFICATION**

Enclosed Proposal Form shall be submitted following all requirements and conditions specified in the clauses below.

## **1. Title of the Research**

Household Survey on Role Model Women and Female Labor Force Participation in Gaibandha District in Bangladesh, Phase I

## **2. Evaluation Criteria**

- 1) Soundness and feasibility of sampling strategy to collect the required data.
- 2) Systematic arrangement for the survey to submit final results by the deadline without delay.
- 3) Credibility on institutional management experience to establish the team for conducting the questionnaire survey, especially by appropriate and sufficient allocation of its personnel. Some experiences in conducting questionnaire surveys with foreign clients (e.g. universities).
- 4) Experience with household surveys with questionnaires on the related subjects.
- 5) Familiarity with the conditions of the study area such as previous survey experiences, possession of networks/resources.
- 6) Qualifications and competence of the principal researcher. Proficiency in speaking/writing/reading Bengali and English required.

## **3. Background and Objectives of the Research**

IDE-JETRO conducts household survey with an aim to encourage female labor force participation in Gaibandha district in Bangladesh. Gaibandha is one of the most poverty-prone areas in Bangladesh. This is also the area where girls' child marriage is prevalent. As a measure to alleviate poverty and delay girls' marriage, female labor force participation seems effective (Jensen 2012, Heath and Mobarak 2015). We plan to conduct the randomized controlled trial (RCT) to explore how communicating with role model women enhances female labor force participation. Prior to the RCT, we conduct the baseline household survey. In particular, this household survey collects the base-line information of the basic socioeconomic variables in the household, including questions to three different individuals within the household.

## **References**

- Heath, Rachel and A. Mushfiq Mobarak. 2015. "Manufacturing Growth and the Lives of Bangladeshi Women," *Journal of Development Economics* 115: 1–15.
- Jensen, Robert. 2012. "Do Labor Market Opportunities Affect Young Women's Work among Family Decisions? Experimental Evidence from India", *Quarterly Journal of Economics* 127(2): 753–792.

## **4. Scope of Work on the Research**

A CONTRACTOR will do the following activities:

- (1) Random sampling of 100 villages from GUK-familiar villages in Gaibandha district.

- (2) Identify all the eligible households in each 100 villages. The eligible households are defined as those with at least one unmarried daughter aged 16 to 29. Based on the list of eligible households, random sampling of 10 households is conducted in each 100 villages.
- (3) Conduct household survey of 1000 households using the agreed questionnaire.
- (4) Double data entry of 1000 households.
- (5) Submission of the data (computer-based format).

## **5. Expected Outcome**

Data of 1000 households with three respondents (father, mother, and an unmarried daughter) within the household.

## **6. Research Schedule**

Term of Research work:

Research work shall be conducted from July 30, 2019 to March 31, 2020.

Making a contract: July 30 2019

Submission of the reports (specified in clause 8): February 8, 2020

## **7. Payment method**

IDE shall remit the amount of contract in two (2) installments as follows after receiving an invoice from a CONTRACTOR for each payment.

- (1) First payment (50% of total amount): upon the signing of the Agreement
- (2) Second and final payment: upon submission of the Report (as specified in clause 8)

## **8. Reports**

A CONTRACTOR submits to IDE the following by February 8, 2020.

- List of all eligible households in 100 villages (computer-based in Excel format).
- Data of 1000 households (computer-based format, preferably in STATA).
- Summary Report minimum of 1 page in A4 paper.
- Statement of accounts and time sheets.

## **9. Budget Estimation Guideline**

- (1) Total Budget: Maximum budget is JPY 4,300,000, which consists of Direct Expenses and Administrative Overhead.
- (2) Direct Expenses: See clause 10 for details.
- (3) Administrative Overhead: Administrative expenses on the Research activities, such as the cost on facility management and maintenance. 10 % of direct expenses is maximum.
- (4) Amount: Payment is conditional on the completion of submission specified in clause 8. If the data collected is less than 1000, the amount should be reduced. Methods to reduce the amount shall be negotiated between both parties.

## **10. General Condition of Expenditure and Account Management on the Research**

### (1) Expenditure Items

Expenditure items on the Research should be confined to the following items.

a. Honoraria for researchers

Keep daily reports describing the contents of your research to confirm the status of the work.

b. Wages and salaries for research assistants

Upon hiring research assistants, keep daily reports specifying the name of the employee and content of service, to confirm the status of work.

c. Point to Notice on Calculation of Honoraria for Researchers or Wages and Salaries for Research Assistants

A CONTRACTOR shall be required to instruct joint researchers or research assistants to take an appropriate and adequate recess (e.g. noon recess) in accordance with the labor law or the employment practice of your country.

A CONTRACTOR shall be required to exclude the rest period from the working hours of the day when a CONTRACTOR calculates the honoraria for joint researchers or wages for research assistants.

### (2) Expenditure such as telecommunication and translation on the Research shall be borne within the amount of Administration Overhead.