

**Terms of References
For the Socioeconomic Survey of the Selected Old Karachi
Areas**

(For the selection of consultant)

Competitive and Livable City of Karachi (CLICK)

Contents

Section-1: Introduction/ Background	3
Assignment's Objective:	4
i. Project Area:	4
ii. Estimated Duration of the project:	4
iii. Sponsoring Agency:.....	4
iv. Executing Agency:.....	4
v. Contracting authority for the Socioeconomic survey:	4
Section-3: Scope of the Assignment	4
Desk Review Exercise (Data Collection from Secondary Sources).....	4
Extensive Field Survey Exercise (Primary Data Collection)	5
Section-4: Deliverables	8
Section-5: Timeframe.....	8
Section-6: Required Qualification and Experience	8
Section-7: Corporate Competencies	10
Section-12: Logistics.....	10
Section-13: Hiring and Selection	10

Section-1: Introduction/ Background

Karachi is thickly populated metropolitan city of Pakistan, with a population of 16 million and counting. Karachi is listed among the five least liveable cities in the world, ranked 137 out of 140. The city contributes 15 percent of national GDP, largest share of industrial employment, manufacturing, national tax revenues and premier services. This vibrant city is beacon of hope and opportunity for people of Pakistan. This city is financial and economic hub of Pakistan. This makes Karachi ideal destination for business, entrepreneurship and employment. Burgeoning population of this city continue to overwhelm delivery of basic services to its citizenry. Which in turn affecting city's competitiveness, business environment and liveability.

Government of Sindh Local Government Department ((LGD GoS) is implementing the Competitive and Liveable City of Karachi (CLICK) project Pakistan financed by the World Bank (WB) to address structural and systemic needs, improve urban management, service delivery, business environment for private sector development, environment and natural resources management amid climate change in Karachi. LGS GoS has established an exclusive Project Implementation Unit (PIU) for effective implementation of the CLICK project. PIU LGD provides incentivized performance-based grants to Local Councils (LCs) for institutional strengthening, capacity building and enhancing operational efficiency to improve delivery of basic services to citizenry.

British Karachi was divided between the "New Town" and the "Old Town(*Jamshed Quarters, Martin Quarters, Jahangir Quarters, Pakistan Quarters, Serai Quarters, Napier Quarters*)", with British investments focused primarily on the New Town. The Old Town was a largely unplanned neighborhood that housed most of the city's indigenous residents and had no access to sewerage systems, electricity, and water. The New Town was subdivided into residential, commercial, and military areas. Given the strategic value of the city, the British developed the Karachi Cantonment as a military garrison in the New Town to aid the British war effort in the First Anglo-Afghan War. The city's development was largely confined to the area north of the China Creek prior to independence, although the seaside area of Clifton was also developed as a posh locale under the British, and its large bungalows and estates remain some of the city's most desirable properties. The aforementioned historic areas form the oldest portions of Karachi, and contain its most important monuments and government buildings, with the I. I. Chundrigar Road being home to most of Pakistan's banks, including the Habib Bank Plaza which was Pakistan's tallest building from 1963 until the early 2000s. Situated on a coastal plain northwest of Karachi's historic core lies the sprawling district of Orangi. North of the historic core is the largely middle-class district of Nazimabad, and upper-middle-class North Nazimabad, which were developed in the 1950s. To the east of the historic core is the area known as Defense, an expansive upscale suburb developed and administered by the Pakistan Army. Karachi's coastal plains along the Arabian Sea south of Clifton were also developed much later as part of the greater Defence Housing Authority project. Karachi's city limits also include several islands, including Baba and Bhit Islands, Oyster Rocks, and Manora, a former island which is now connected to the mainland by a thin 12-kilometre long shoal known as Sandspit. Gulistan-e-Johar, Gulshan-e-Iqbal, Federal B. Area, Malir, Landhi and Korangi

areas were all developed after 1970. The city has been described as one divided into sections for those able to afford to live in planned localities with access to urban amenities, and those who live in unplanned communities with inadequate access to such services.[134] 35% of Karachi's residents live in unplanned communities.

Assignment's Objective:

The objective of this Consultancy is to conduct a comprehensive socioeconomic survey in selected old settlements of Karachi. The socioeconomic be founded on topographic survey and community consultations and will mainly focus on specific community needs including, but not limited to livelihoods, workforce employment, water, sanitation and solid waste management as well as stunting and wasting.

- i. **Project Area:** Karachi *Jamshed Quarters, Martin Quarters, Jahangir Quarters, Pakistan Quarters, Serai Quarters, Napier Quarters*, Pakistan
- ii. **Estimated Duration of the project:** 4 Months: December 1, 2023- March 30, 2024
- iii. **Sponsoring Agency:** The World Bank
- iv. **Executing Agency:** Local Government Department
- v. **Contracting authority for the Socioeconomic survey:** Competitive and Livable City of Karachi (CLICK).

Project Objectives:

The proposed project objective will be achieved through an inclusive community driven development (CDD) approach based on roles and responsibilities envisioned in the current legal framework and GoS's Poverty Reduction Strategy (PRS)¹. The project also aims to increase incomes of the target group - especially women, youth and persons with disabilities, by enhancing their entrepreneurial skills, improving value chain of their products, and enhancing their access to markets, providing drinking water, sewerage system, access roads, implemented through PRS's foundational 'Community Driven Local Development' (CDLD) approach.

Project beneficiaries

Project beneficiaries will include residents of the selected areas mentioned above, - men, women, youth, persons with **disabilities**, as well as the Government counter parts such as Local Council, Karachi Metropolitan Corporation (KMC), Sindh Solid Waste Management Board (SSWMB) relevant local councils, development authorities such as Karachi Development Authority (KDA).

Section-3: Scope of the Assignment

Following is the broader scope of the assignment, additional and micro level scope of work will be discussed and agreed upon once the Consultant-is hired.

Desk Review Exercise (Data Collection from Secondary Sources)

Desk review exercise will be conducted prior to the detailed field assessment part of this activity. Team Leader along with Senior team members and experts from the Consultant's team will play their active role in this exercise. Round of meetings (Skype, Audio, In-Person) will be conducted between the team part of this exercise which will discuss and review in detail secondary source data, analysis, reports, assessments, impact evaluations done by the World Bank and other reliable sources, external and internal stakeholders. The consultant's team will

¹ <https://pnd.sindh.gov.pk/storage/resourcePage/XaScAszEXMCKfDssQp1aNAGw2qfYEwCT1RW1OSz.pdf>

list down all potential stakeholders, prepare checklist and conduct meetings with them to gather information about the current status and future plans.

A short and informative report will be the output of this activity, which will be part of the main socioeconomic report including the main survey findings.

Extensive Field Survey Exercise (Primary Data Collection)

The consultant will conduct an initial preliminary overview of the area to update the table of presented above in this document. Based on the revised table, the sample for field survey will be agreed using scientific and customized local justification. As an indication, the sample may range from as low as 4% in larger area and as high as 100% in smaller area.

The field survey comprises of a household survey, updating the maps of each area and a settlement level survey mainly focusing on public infrastructure / services with regards to their availability, access, physical condition etc particularly focusing on drinking water, sanitation, solid waste management, parks, markets, roads, street lights and any other priority need identified through CDD approach. The consulting Firm / Company / Organizations /Academic or Research Institute) need to clearly specify if the data collection will be done using tablets / mobile phone application or through paper-based survey and accordingly propose data entry, data cleaning and field monitoring process in their proposals.

Key indicators

Main indicators to measure during the socioeconomic survey include the following. It is important to note that all data should be gender disaggregated

- i. Basic demographic data including information about persons with disabilities
- ii. Average household income and average breakup of household's expenditure categories
- iii. Access to utility services (gas, electricity), fuel for cooking, vulnerable segments of population
- iv. Key economic activities both in informal and formal economy
- v. Occupational and employment status of adult population including distance from workplace, mode of transportation to work
- vi. Skills level of population (particularly focusing on youth and women)
- vii. Access to financial services by type, coverage, usage etc.
- viii. Housing condition (rooms, toilet, kitchen etc), household assets
- ix. Current level of mobile phone penetration and use of digital media for economic activities or learning skills both for men and women
- x. Current level of financial and digital literacy
- xi. Literacy levels
- xii. Net enrolment, completion, retention, dropout rate of children at primary school level
- xiii. Infant mortality rate
- xiv. Prevalence of stunting, wasting among children and the average amount of protein intake in households.
- xv. Number / percentage of households having access to piped drinking water and other drinking water sources. The average hours they receive water supply, the cost they bear and they average quality of water.
- xvi. Number / percentage of households having access to type of sewerage system and the existing arrangement for final disposal.

xvii. Number / percentage of households having access to type of solid waste disposal system

Other settlement level required information includes the following

- i. Updated map of each area with clear demarcation and showing level of access to services related to drinking water, sanitation, sewerage system, solid waste disposal system, condition of roads / streets, locations of public facilities, etc.
- ii. Profile along with list of external and internal partners and their current level of engagement in each of the area.
- iii. Identification and prioritization of development needs by the community

Specific work

Preparation of survey implementation

- Finalize survey tools (questionnaires including one for HH listing, HH survey and settlement level survey)
- Listing² and mapping³ of the selected areas.
- Sampling methodology, sample size and its allocation
- Organise tablet computers for data collection or printed copies of the questionnaires along with survey guidelines
- Recruit enumerators and supervisors and arrange survey teams
- Translate survey questionnaire in Urdu
- Develop programme software to use survey instrument on tablet computers or for data entry
- Organise logistics for fieldwork including transport, accommodation, etc.
- Select households for survey according sampling strategy approved by the CLICK
- Develop the socioeconomic for the set of indicators discussed above and propose additional indicators to capture the spectrum of development needs of the old areas.
- Select documentation that ensures that households can be identified for follow-up survey

Preparation and implementation of trainings for enumerators

- Prepare and print training material/manuals
- Organise training of enumerators and supervisors including resource person, space, rooms, transport, and catering.

Run pre-test

² The "Listing" is the process of ("Getting started from North West corner or some prominent point/landmark, moving clockwise, the closing point of the sector will coincide with starting point") listing structures, households, dwellings, establishments, industries, within a demarcated area by "asking" from door to door. This process means visiting each of the selected clusters, recording on listing forms a description of every structure, together with the names of the heads of the households found in the structure and drawing a location map of the cluster as well.

³ Collect base map of each area from relevant authorities or get confirmation of the boundaries using the Google map or any other relevant source. Identify the boundaries of the area carefully. During the field visit draw a fresh sketch map showing the location & boundaries of the area.

- Carry out about 50 interviews in 2 areas to test survey questionnaire (25 before the training and 25 after the enumerators training).
- Organise and implement additional enumerator training if pre-test leads to adjustments in the survey methodology.

Survey implementation

- Conduct interviews of randomly selected in the project area
- Conduct focus group discussions and key informant interviews
- Conduct settlement level survey through physical observation, group interviews, KII
- Monitor and check data quality
- Prepare clean dataset
- Data analysis and submission of draft Report
- Incorporate feedback, comments and finalize the Socioeconomic report

Survey Reports

The Consultant will submit the following reports in English, one in original and one soft copy:

- a. Inception Report of maximum 25 pages to be produced within 10 days after the signing of the contract, or before the start of data collection in the field whichever is earlier. In the report the consultant shall describe e.g., planning of the assignment, progress on developing the survey tools / software (if needed), availability of tablets/ computers, hiring and training of the data collection team, analysis and finding of the pre-test any difficulties encountered or expected in addition to the work Programme and staff travel. The consultant should not proceed with his/her work unless the Contracting Authority sends comments on the inception report.
- a. Draft final report of maximum 75 pages (main text, excluding annexes). This report shall be submitted no later than one month before the end of the period of implementation of tasks. The report will provide a robust area-wise analysis that triangulates community perspective, data from survey and scientific rationale. The draft report should be able to classify the type of service required in each area and the possible alternate solutions to operationalize demanded services, knowing realities on the ground. The expected role of community, CBOs, NGOs and public sector should also be commented upon.
- b. Final report with the same specifications as the draft final report, incorporating any comments received from the CLICK / World Bank the draft report. The deadline for sending the final reports is 10 days after receipt of comments on the draft final report. The report shall contain a sufficiently detailed description of the different options to support an informed decision. The detailed analyses underpinning the recommendations will be presented in annexes to the main report.

Submission and approval of reports

The report referred to above must be submitted to the Project Manager identified in the contract. The Project Manager is responsible for approving the reports.

Section-4: Deliverables

Sr#	Deliverables	Key activities	Estimated time
1	The Consultant will propose/ share a robust methodology to develop a socioeconomic including, but not limited to, summary of sources of existing data, sampling, socioeconomic parameters, risks and key experts and timelines. (To be agreed with CLICK) – Inception Report	<ul style="list-style-type: none"> Meetings between Consultant and CLICK on ToRs and proposed methodology of the assignment 	10 Days
2	Survey Rollout as per the approved methodology by the CLICK	<ul style="list-style-type: none"> Weekly/mid-term reporting of the survey progress to CLICK Fortnightly review meetings to discuss and address issues and progress 	40 Days
3	Finalization of first draft of the Survey report on Old areas of Karachi and submission to CLICK. The Consultant will also submit a soft and hard copy of complete datasets of listing, household and settlement surveys.	Meetings between Consultant and CLICK	10 Days
5	Submission of final version of survey report to CLICK	<ul style="list-style-type: none"> Review and end of assignment meetings between Consultant and CLICK 	30 Days

Section-5: Timeframe

Total time frame of this assignment is 4 months. Contract signing date between Consultant and CLICK will be considered as start date of this assignment. Due to time constraints, extension in time for completing the assignment is not recommended and will not be encouraged (though if slight changes are needed, a dialogue can be done on this topic).

Section-6: Required Qualification and Experience

- The consultants should have documented experience of at least 7 years in undertaking socioeconomic surveys, action research and/or impact assessments/evaluations of economic and livelihoods, water and sanitation and solid waste management related sectors preferably in urban environment of similar to that in Karachi.
- Academic or Research Institutions can apply for this Consultancy. The Academic or Research Institution will be selected on the basis of their proven experience, qualifications and ability to deliver a quality product in a timely and efficient manner.
- Priority would be given to those entities who have proved track record of carrying out research in relation to complex urban poverty dynamics in Pakistan.
- A team of specialists will be required to undertake this assignment. The Consultant should propose a team with a mix of relevant experts and ensure that the team is well-versed with local context and linguistic requirements. Outlined below is some guidance on the minimum number of key experts necessary for the overall assignment and their

qualifications. Key proposed experts include a Team Leader to manage and coordinate the overall assignment, a Survey Expert to manage the survey exercise and a Data Analyst to support the data management and analysis. CVs and signed Statements of Exclusivity and Availability of key experts for the duration of the assignment must be submitted. The total number of specialists required and the configuration of the full survey team however are expected to be proposed by the Consultant.

- The following minimum number of key experts and requisite qualifications are suggested for the overall assignment:

Key expert 1: Team Leader (1)

Qualifications and skills

- i. Minimum of master's degree, preferably PhD, in relevant subject or Social Sciences, Project Management, or equivalent' from a recognized University is required.

General professional experience

- ii. Preferably 10 years' experience but a minimum of 5 years' experience in managing large scale surveys and evaluations.

Specific professional experience

- i. Minimum of 5 years' experience in conducting assessment and evaluations of community demand-driven development programmes/projects in Pakistan or South Asia region.
- ii. Knowledge of community mobilization and livelihoods components within the context of Pakistan.
- iii. Excellent and demonstrated skills in writing and presenting analytical reports in English. The team leader is expected to write the survey reports.

Key expert 2: Survey Expert (1)

Qualifications and skills

- i. Minimum of Masters Degree in Social Sciences, Research and evaluation or equivalent from a recognised University is required.

General professional experience

- i. A minimum of 5 years of designing and conducting large scale surveys and evaluation of development programmes is required.

Specific professional experience

- i. Minimum of 5 years' experience in planning and implementing large scale socioeconomic surveys.

Key expert 3: Data Analyst (1)

Qualifications and skills

- i. Minimum of Bachelor's degree or equivalent in Social Sciences, Statistics or computing from a recognised university is required.

General professional experience

- i. A minimum of 3 years' of doing analysis of large-scale quantitative data is required. Additional experience in qualitative data analysis is preferred.

Specific professional experience

- i. Demonstrated skills and experience in data analysis software, for example SPSS, STRAT and MS excel is required.
- ii. Demonstrated skills and experience in preparing cross-tabs, correlation analysis required. Experience of using regression analysis will be preferred.
- iii. All experts must be independent and free from conflicts of interest in the responsibilities they take on.

Section-7: Corporate Competencies

Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability. Treats all people fairly without favoritism.

Section-12: Logistics

The Consultant will be contracted by the CLICK and assignment will be facilitated by the Project Coordinator (with whom the Consultant will coordinate directly). All work will be done in Karachi Pakistan; however, if needed field visit(s) and meetings/ consultations will be arranged and financed by the consultant and budgeted accordingly.

Section-13: Hiring and Selection

CLICK will follow the Consultants Qualification Selection (CQS) method to select the appropriate Consultant for the assignment as per the CLICK's and the World Bank's Procurement Regulations November 2020.

