



**Terms of Reference  
Provision of 456  
communication boards with  
gender-responsive messages**

*Deadline:  
7/5/2020*

## **1. 1. General provision**

### **1.1. Contracting Authority**

- This Term of Reference (ToR) is issued by VVOB Vietnam, represented by its Programme Manager, Mr. Wouter Boesman.
- Address: 3-5 Nguyen Binh street, Hoa Cuong Nam ward, Hai Chau district, Danang city, Vietnam

### **1.2. Background on the organisation**

- VVOB – education for development is an organisation based in Belgium with more than 35 years of experience in sustainably improving the quality of education systems. VVOB reinforces the capacity of education and their institutions to implement their education policies as effectively as possible. This guarantees the sustainability of results. Our main objective is to improve the quality, efficiency and effectiveness of sustainable education in developing countries.

## **2. Technical provision**

### **2.1. Background**

VVOB Vietnam is engaged in a 5-year program that aims to identify and mitigate the main barriers to learning in early years in 3 central provinces (BaMi program). Simultaneously we are implementing a 3-year project to address gender stereotypes and prevent gender-based violence through gender-responsive early childhood education (GENTLE project) being co-funded by European Union and Belgian Government. From June 2019 to May 2020, VVOB has implemented the “Communities of practice Inspiring Teaching Innovations in the early Education System in Vietnam (CITIES project). Since December 2019, a new project titled iPLAY – Vietnam has been implemented with aim to integrate learning through play in primary education for 6 provinces in three regions of Vietnam.

In order to communicate the gender-responsive messages in early childhood education and the gender roles to parents and teachers in 15 mountainous districts of Quang Nam and Quang Ngai, VVOB Vietnam is calling for the purchase of 456 white boards with specifications as below.

### **2.2. Specifications**

- Estimated number: 456 white boards
- Good quality white board: 5mm MDF mica whiteboard with aluminum frame
- Size: 1m x 1,2m, horizontal, hook-up, easy to write and erase
- 1 decal gender-responsive message in the corner of each board, title of project and 3 small logos of EU, VVOB and CGFED in another corners. (See model simulated the location of

decal in table and message list in attached appendix). The supplier provides the design of board and wait for approval of VVOB for further implementation.

### **2.3. Place of delivery**

Deliver to one central location in 15 districts as follow:

- Quảng Nam (9 districts): Nam Trà My, Bắc Trà My, Tiên Phước, Hiệp Đức, Phước Sơn, Nông Sơn, Nam Giang, Đông Giang, Tây Giang.
- Quảng Ngãi (6 districts): Tây Trà, Trà Bồng, Ba Bơ, Sơn Tây, Minh Long, Sơn Hà.

### **2.4. Deliverables and Payment Methods**

- VVOB shall check the quality and design of a sample according to all abovementioned specifications. After getting VVOB approval, the provider shall make further steps for the provision of all whiteboards as requested.
- The provider shall be responsible for the delivery to 15 locations as prescribed in Section 2.3 before 26 May, 2020, collect hand-over minutes and fully attach to document set for payment before 28 May, 2020.
- VVOB shall pay the transfer within 3-5 working days after receiving enough goods, invoices and liquidation contract. In case the provider needs an advance to secure the contract, the advance amount will not exceed 50% of the total contract value.

### **2.5. Profile of the provider**

- Experience and reputation in the field of providing whiteboard and printing
- Provide customized products at competitive price
- Provide quality and timely delivery

### **2.6. Request for proposal**

- Providers are required to submit the quotation of whiteboard in accordance with the abovementioned specifications (VAT and delivery costs included).
- A full set of information would be provided including: product specifications, unit price, total contract value before tax and after tax is added, deliverables, warranty and valid period of quotation.
- The quotation form would be signed and sealed by the provider.

### **2.7. Awarding criteria and procedure**

Proposals that meet the abovementioned requirements will be reviewed and ranked on the following criteria:

- Price, VAT inclusive (60 points)
- Quality (40 point):
  - Quality of whiteboard and decal (30 points)

- Time of delivery (05 points)
- Method of payment (05 points)

## 2.8. Deadline for proposal submission: 07/05/2020

**Hard copies** can be delivered at the following address:

VVOB Viet Nam.

3-5 Nguyen Binh, Hoa Cuong Nam ward, Hai Chau district, Danang city, Vietnam.

Proposals can be emailed to Ms. Le Thi Huong Giang, email: [giang.lth@vvo\*\*b\*\*.org](mailto:giang.lth@vvo<b>b</b>.org)

For any further information on the content of this term of reference, please contact Ms. Le Thi Huong Giang via mobile: 0394766497

**Annex:**

### 1. Communication messages

<i>Messages</i>
<ol style="list-style-type: none"><li>1. <i>Hãy cho trẻ trai và trẻ gái cơ hội ngang nhau để mọi trẻ đều phát triển hết tiềm năng và cơ hội nghề nghiệp trong tương lai!</i></li><li>2. <i>Khi trẻ được làm quen và tìm hiểu nhiều nghề nghiệp khác nhau, trẻ sẽ học được các kỹ năng quan trọng hữu ích cho cuộc sống và công việc sau này!</i></li><li>3. <i>Dạy trẻ trai và trẻ gái làm quen với các công việc trong gia đình là giúp trẻ học cách tự chăm sóc bản thân và gia đình mình!</i></li><li>4. <i>Khi trẻ trai và trẻ gái được chơi tự do theo ý thích, trẻ sẽ trở nên thoải mái, tự tin, và mạnh dạn!</i></li><li>5. <i>Hãy để mọi trẻ (dù là trai hay gái) chơi tất cả các trò chơi mà trẻ thích, dù là đá bóng hay nhảy dây!</i></li><li>6. <i>Giáo dục không áp đặt các khuôn mẫu cho trẻ trai và trẻ gái sẽ giúp trẻ suy nghĩ và có lối sống tích cực, lành mạnh!</i></li><li>7. <i>Trẻ được yêu thương và chăm sóc của cả cha và mẹ sẽ trở nên biết yêu thương, chia sẻ và tôn trọng người khác hơn.</i></li><li>8. <i>Người cha chủ động và tích cực tham gia nuôi dạy con cái sẽ mang lại những lợi ích đặc biệt đến khả năng học tập, sự phát triển nhân cách và sự tự tin của trẻ!</i></li></ol>

### 2. Simulation of decal position

**Khi trẻ trai và trẻ gái được chơi tự do theo ý thích, trẻ sẽ trở nên thoải mái, tự tin và mạnh dạn!**

Dự án Giáo dục mầm non quan tâm đến giới

