

TERMS OF REFERENCE TO ENGAGE SERVICE PROVIDER/S TO PROVIDE FURNITURE FOR SIX (6) BASIC SCHOOL IN THE UPPER WEST REGIONAL PROGRAMME.

Background

ActionAid is a global justice Federation working to achieve social justice, gender equality and poverty eradication. ActionAid Ghana (AAG) is an affiliate of ActionAid International and has been working in Ghana since 1990, as the first Southern Affiliate programme. ActionAid work apply the Human Rights Based Approach (HRBA) where right holders are empowered and mobilized to demand for accountability and the fulfilment of their rights. With this approach, AAG work with the active agency of the most vulnerable (people living in poverty, excluded and marginalized) and their communities, social movements and people's organizations to protect and promote their rights; build their resilience to poverty and climate change; and ensure the redistribution of resources and power.

However, in some rare occasions ActionAid addresses immediate needs of its constituents and use that to advocate for more state actions towards addressing the development challenges confronting our communities. It currently works directly in 11 out of Ghana's 16 administrative regions. These are: Upper East, Upper West, Northern, Savannah, North-East, Bono, Bono East, Ahafo, Volta, Oti and Greater Accra Regions. Its work in the Upper West Region dates back to 1999. Mainly, its work focuses on promoting the rights of children to quality basic education, Rights to Food and Women's rights.

JUSTIFICATION FOR THE PROVISION OF THE FURNITURE

Various governments in Ghana have developed several policies and programmes to expand access to quality education. These include the development of the strategic plan for the period 2018-2030 to provide clear direction for the development of the education sector, the passage of the Complementary Education Agency Act, 2020 (Act 1055) to provide functional basic literacy education to disadvantaged groups; provide complementary education pathways or opportunities in the formal education system from primary to tertiary levels for persons including out-of-school children; and to provide occupational skills training for different trade groups. The School Re-Entry Policy also exist to ensure that pregnant girls are retained and/or get back to school after delivery.

Ghana has made significant progress in achieving universal education over the past two decades with primary school enrolment increasing from 2.5 million in 2001 to 4.6 million in 2021. At the Junior High School level, enrolment within the same period increased from 865,636 to 1.8 million. Despite these positive signs, 1 million children aged 4 to 18, constituting nine percent of the total age population of ten million five hundred and eighty-nine thousand, six hundred and fifteen (10,589,615); have never attended school. The Ministry of Education estimates that as of 2021, about 596,000 KG pupils, 1.28 million primary pupils and 425,000 Junior High School students lacked dual desks in public basic schools.

Mr. Chairman, the Education 2030 Framework for Action recommends that governments allocate 4% to 6% of their Gross Domestic Product (GDP) and/or at least 15% to 20% of their total public

expenditure to education, with a focus on basic education. This is where the concern lies as the basic education level has not been given the needed attention over the years.

ActionAid Ghana in its quest to contribute to improving children's access to quality Basic Education, have implemented a number of interventions in various communities in its operational Zones including the provision of furniture, TLMs like exercise books, school bags, uniforms and school bags are occasionally distributed to school children for effective learning. Despite these efforts, many schools still lack basic infrastructure like Furniture for effective learning.

In view of this, the Upper West Regional Programme of ActionAid intend to provide furniture for six most needy Basic Schools with furniture deficit across Jirapa, Lambussie and Sissala East Districts. These Schools are Ul-Kpong Junior High and Nindor-Wala Basic School in Jirapa, Piina JHS and Suke Primary School and under Sissala East we have Challu A and B from Basic 1 to Basic 9 Schools. ActionAid will support these schools through the provision of modern furniture that will provide a safe and interesting school environment for effective teaching and learning. In all **207** mono metal desks and **407** dual metal desks are required for the various schools listed above. The activity responds to the urgent need to improve access to education for all children in the community by creating enabling teaching and learning environments for all pupils.

The intervention has as an objective to improve school infrastructure leading to safe school environment.

The purpose of this TOR is to enable an artisan to be engaged to construct and transport class room furniture to the six Basic Schools listed above in Jirapa, Sissala and Lambussie Districts.

FURNITURE NEEDS FOR LRP 9 (JIRAPA/LAMBUSSIE)

SUMMARISED DATA-LRP 9

KG SCHOOLS	ENROLLMENT	FURNITURE AVAILABLE	FURNITURE NEEDS
SUKE PRIMARY SCHOOL	406	124	61
NINDORWALA PRIMARY SCHOOL	207	32	72
NINDORWALA JHS	75	28	47
UL-KPONG JHS	137	44	93
PIINA JHS	156	89	67
TOTAL	975	317	340

PIINA R/C JHS

FORM	BOYS	GIRLS	TOTAL	FURNITURE AVAILABLE	FURNITURE NEEDED
Basic 7	20	35	55	32	23
Basic 8	26	24	50	29	21

Basic 9	24	27	51	28	23
Total	70	86	156	89	67
SUKE D/A PRIMARY					
Basic 1	26	38	64	16	8
Basic 2	29	27	56	17	9
Basic 3	45	43	88	25	14
Basic 4	40	32	72	25	10
Basic 5	33	42	75	22	10
Basic 6	32	19	51	19	10
Total	205	201	406	124	61

ENROLMENT AT TWO JIRAPA BASIC SCHOOLS.

CLASS	BOYS	GIRLST	TOTAL ENROMENT	FURNITURE AVAILABLE	FURNITURE NEEDED
NINDOR-WALA BASIC SCHOOL					
B1	25	18	43	0	22
B2	23	17	40	0	20
B3	13	13	26	0	13
B4	24	10	34	10	7
B5	15	18	33	10	7
B6	19	12	31	12	3
TOTAL	119	88	207	32	72
B7	9	11	20	9	11
B8	8	27	35	11	24
B9	7	13	20	8	12
TOTAL	24	51	75	28	47
CLASS	BOYS	GIRLST	TOTAL ENROMENT	FURNITURE AVAILABLE	FURNITURE NEEDED
UL-KPONG BASIC SCHOOL					
B7	13	22	35	9	26
B8	21	39	60	20	40
B9	16	26	42	15	27
TOTAL	50	87	137	44	93

FURNITURE NEEDS FOR LRP 5 (SISSALA)**SUMMARIZED DATA-SISSALA**

SCHOOLS	ENROLLMENT	FURNITURE AVAILABLE	FURNITURE NEEDS
CHALLU 'A' PRIMARY SCHOOL	278	71	68
CHALLU 'B' PRIMARY SCHOOL	285	72	71
CHALLU 'A' JHS	144	7	65
CHALLU 'B' JHS	90	36	9
TOTAL	797	186	213

ENROLMENT AND FURNITURE NEEDS: CHALLU 'B' PRIMARY SCHOOL

CLASS	BOYS	GIRLS	TOTAL ENROLMENT	FURNITURE AVAILABLE	FURNITURE NEEDED
B1	32	30	62	6	25
B2	17	27	44	10	12
B3	23	29	52	13	13
B4	14	22	36	11	7
B5	22	27	49	16	9
B6	24	18	42	16	5
TOTAL	132	153	285	72	71

CHALLU 'B' JHS

CLASS	BOYS	GIRLS	TOTAL ENROLMENT	FURNITURE AVAILABLE	FURNITURE NEEDED
B7	14	21	35	11	6
B8	16	18	34	15	2
B9	11	10	21	10	1
TOTAL	41	49	90	36	9

CHALLU 'A' PRIMARY SCHOOL

CLASS	BOYS	GIRLS	TOTAL ENROLMENT	FURNITURE AVAILABLE	FURNITURE NEEDED
B1	12	16	28	12	2
B2	24	21	45	16	7
B3	19	31	50	18	7
B4	33	27	60	17	13
B5	15	22	37	3	16
B6	28	30	58	5	14

TOTAL	131	147	278	71	59
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CHALLU 'A' JHS

CLASS	BOYS	GIRLS	TOTAL ENROMENT	FURNITURE AVAILABLE	FURNITURE NEEDED
B7	28	26	54	7	21
B8	17	35	52	0	26
B9	23	15	38	0	19
TOTAL	68	76	144	7	66

CRITERIA FOR SELECTION OF SERVICE PROVIDER

The selection procedure as outlined in the ToR, include the following:

1. Carpenter must have clearly printed invoice.
2. Carpenter who would do quality work.
3. Carpenter must be duly registered
4. Carpenter who is assessed to have the capacity to supply the furniture within the shortest possible time.
5. Carpenter has proven experience of delivering similar tasks.

OBLIGATIONS OF THE CARPENTER/SERVICE PROVIDER

The Carpenter/Service Provider shall,

- Deliver **179** wooden dual desk with metal frame for Junior High Schools.
- Deliver **272** wooden dual desks to six Basic School (Basic 1-6)

OBLIGATION OF ACTIONAID GHANA

- Provide the appropriate description for the type of furniture required.
- Facilitate to introduce the Carpenter/Service Provider to the community.
- Ensure prompt payment of all bills excluding withholding tax relating to the provision and installation of the recreational materials to the artisan upon satisfactory completion of the job.

MODE OF PAYMENT

ActionAid shall pay full cost as provided by the selected Carpenter/Service Provider in Ghana cedis to the, in two instalments.

- 20% of the full cost upon signing the contract
- 80% upon satisfactory delivery of the required furniture and cupboards.