



## INVITATION TO TENDER (ITT)

**Company Name:**

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### IMPORTANT INFORMATION

- (a) This is **not** an order.  
(b) The Tender Document should be enclosed in a **plain envelope** and clearly marked "**TENDER NO.088/**  
**FY23/SSD1/ PROVISION OF GENDER**  
**CONSULTANCY SERVICES** and addressed to  
"THE TENDER PANEL" Plan International South Sudan to  
be submitted not later than 10:00 am of Wednesday 17<sup>th</sup>  
Nov 2022.

**Date:** 20<sup>th</sup> /10/2022.

Eligible and suitable service providers are hereby invited to submit their quotations and appropriate documents as per the specifications provided in this tender document for the provision of services **as stated here above**. You are strongly reminded to carefully follow all instructions provided in this tender document or otherwise, your bid will be disqualified.

### Goods/Services Specifications and Prices:

You are required to submit your prices in United States Dollars (**USD**) in the spaces provided per each item in the table here below.

S/No.	Tender Description	Quantity	Units	Unit Price (USD)
1	Provision of gender analysis for South Sudan in four programme implementation areas of Plan International	As per the TOR		
Important condition: Please read carefully.				

### Evaluation Criteria

S/No.	The tender documents shall be evaluated based on the criteria stated here below. Note: All documents must be attached as per the below order for easy reference	Maximum Score
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1	Competitive Prices	30
2	Company Profile (stating names of the company directors)	10
3	Certificate of Incorporation	10
4	Valid Tax Clearance Certificate	10
5	Certificate of similar work completion (or attach awarded contract for similar work)	10
6	Evidence of similar consultancy work done for other organizations. ( <b>provide copies of contracts</b> )	10
7	Consultancy deliver Period (lead time)	10
8	Quotation Validity (Must be for one year from the date of submission)	10
	<b>Total Score</b>	<b>100</b>

	<b>Important conditions</b>				
	(a) Plan International South Sudan will enter into agreement with awarded supplier/ service provider.				
	(b) Price variation or change of currency will not be accepted				
	(c) No tender will be received after closing date and time				
	(d) <b>Overwriting and/or use of correction fluid is forbidden and will render the bid document disqualified</b>				
	(e) The prices must be submitted in USD				
	(f) All other tender requirements stated on this tender document MUST be met.				
	<b>PLEASE NOTE:</b>				
	λ <b>The Tender should be registered</b> at the reception and deposited in the tender box at Plan International - South Sudan Country Office, Hai Jerusalem Juba OR EMAIL RO <a href="mailto:SSProcurement.Committee@plan-international.org">SSProcurement.Committee@plan-international.org</a>				
	➤ <b>Plan International South Sudan</b> reserves the right to accept or reject any tender either wholly or in part and is not bound to accept the lowest or any tender or assign reasons for its decision. <b>Plan International South Sudan</b> may retender if it deems right.				
	➤ <b>If you do not hear from the tender panel two weeks after the closing date, please consider your bid unsuccessful.</b>				
	➤ Tenders must be filled in permanent ink. Any tender filled in <b>pencil</b> will be disqualified.				
	➤ All alterations must be countersigned and use of correction fluid is prohibited				



➤ You must fill in all sections of this form. Failure to do so may lead to disqualification		
➤ Ensure accuracy in your calculations both horizontally and vertically.		
<u>CONF</u> FOR SUPPLIERS USE ONLY IRM		
(1) QUOTATION VALIDITY: _____		
(2) DELIVERY PERIOD: _____		

**Bank Account Details: (Plan only pays by cheque or electronic transfers – No cash payments)**

Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Branch Name: \_\_\_\_\_

Currency: \_\_\_\_\_

Swift Code: \_\_\_\_\_

Tel No(s). \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Office Location: \_\_\_\_\_

Contact Person \_\_\_\_\_ Position \_\_\_\_\_

Email Address \_\_\_\_\_

Passport Number: \_\_\_\_\_ Issuing Country: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

Company Stamp: \_\_\_\_\_



## Introduction

We strive to advance children's rights and equality for girls all over the world. As an independent development and humanitarian organisation, we work alongside children, young people, our supporters and partners to tackle the root causes of the challenges facing girls and all vulnerable children. We support children's rights from birth until they reach adulthood and enable children to prepare for and respond to crises and adversity. We drive changes in practice and policy at local, national and global levels using our reach, experience and knowledge. For over 80 years we have been building powerful partnerships for children, and we are active in over 75 countries.

Crises are high-catalyst settings for gender and social norm change, which often occurs organically because of power shifts that can be either unintentionally negatively exacerbated or positively facilitated by humanitarian actors. A humanitarian response that does not tailor toward an analysis of these factors risks doing further harm by entrenching these inequalities, being less effective and not upholding rights. It is therefore important to explore the factors that increase the gender inequality gaps.

## Scope and focus of the study

Plan International South Sudan Country offices intends to conduct a Country Gender Analysis in Juba, Yei, Torit/Magwi, Pibor administrative area, Rumbek and Malakal between November and December 2022. The key areas of focus for analysis will include protection, education, Nutrition, food security, livelihood and nutrition with a deep dive into the impact of hunger on women, girls, boys and men in all their diversity.

The Gender Analysis should provide qualitative information, sex-age disaggregated data and analysis on the gender situation in South Sudan in order to contribute to the gender transformative outcomes and facilitate the development of gender-transformative programmes and influencing strategies

## The consultant shall ensure:

- Use of key recent statistics on the situation of women and girls, men and boys – which will also provide relevant statistics that reflect Plan SSD thematic areas;
- Identify key barriers to achieving gender equality (including social norms, legislative, institutional capacity, political will etc.) focusing on those areas that are of interest to Plan International;
- A mapping of actors with mandate and capacity to act for gender equality- NGOs, donors, International Organizations, International Financial Institutions, line ministries, gender equality national machineries, etc.;
- Clear assessment of where Plan International can add value for achieving South Sudan agenda on gender equality as part of national development;
- Identify realistic opportunities for policy advocacy and dialogue;
- A number of clear tangible suggestions for the inclusion of gender in the areas of intervention in each thematic area.

## Justification of the study





# TERMS OF REFERENCE FOR SOUTH SUDAN GENDER ANALYSIS

South Sudan Plan International programme areas are highly affected by a multifaceted hazard such as hunger, floods, famine likely situation and conflict which complicates the disaster situation in the area thus putting the lives of women, men, girls and boys at risk and thus uniquely changes the gender dynamics. These challenges have adverse effects on the lives of the people and therefore it's important to understand how it influences their lives so as to improve our programming.

Plan International has an ambitious three- year Country strategy that is running for three years and key to its success is ensuring we achieve gender transformative outcomes by June 2024.

## Objectives

The main objectives of this study is to assess how the crisis and disasters (hunger, floods, drought, displacement and communal conflict) has affected the lives of women, men, girls and boys including persons with disability in Plan International Programme Implementation Areas of South Sudan.

## Objective of the consultancy

The purpose of this consultancy is to conduct a gender analysis that will inform the design, implementation including monitoring of Plan International South Sudan Programme and Influencing work to ensure gender transformative outcomes. The consultancy will also provide recommendations for mainstreaming/ integrating gender transformative strategies into the projects in a specific Gender action plan.

## Specific Objectives

1. Understand the roles and responsibilities of women, girls, boys and men in the community and how it has been affected by hunger, conflicts, floods, drought and displacement.
2. How the crisis (hunger, conflicts, floods, drought and displacement) has affected the gender and protection issues that affect women, young mothers, adolescents, girls, boys and men and ways of addressing them.
3. How the crisis (hunger, conflicts, floods, drought and displacement) has affected the power dynamics and its relation to access and control over productive assets, access to public services and participating in household and community decision making
4. Assess the existing services (Nutrition, protection, SOYEE, Education, FSL) including the response mechanisms (referral system) available for women, young mothers, adolescent girls and boys and how plan International can intervene to meet the gaps.
5. Review gender related policies and legislation in the programme thematic areas to assess the gendered impact of its presence and implementation and where Plan can add value.
6. Recommend strategies aimed tackling the root causes of gender inequality and exclusion and on reshaping unequal gender and power relations to realise girls' rights and equality between all children, young people and adults in Plan operation areas.

## Research questions:

- How has the crisis and disasters including hunger crisis in South Sudan affected the roles and responsibilities of women, girls, boys and men in the community
- What are the emergent unique and similar needs of women, men, girls, boys, and persons with disabilities in the communities, especially related to education, SRHR, FSL, SOYEE, Nutrition and protection?



- What are the current gaps in humanitarian and service delivery including legislation for women, men, girls, boys, and persons with disabilities in the communities, especially related to PI thematic areas?
- What are the opportunities upon which humanitarian and development aid could leverage based on the local efforts and ambitions of women, men, girls, boys, and persons with disabilities in host and displacement communities, especially related to PI thematic areas?

### Consultant's tasks

The consultant will perform the following activities:

- Conduct secondary data review while reviewing most recent data and resources at national, regional and International.
- Carry out a robust gender analysis in the communities that Plan International South Sudan Operate in while looking at the socio-economic and gender issues at the national level
- Consult National Gender Mechanisms (e.g. women's ministries, national women's council), women's civil society organizations, or women/girls in the target region of the project been involved in the design of the project

### Key deliverables:

- Prepare and submit an inception report
- Development of child friendly, gender responsive and inclusive data collections tools.
- Data collection and analysis- Secondary and Primary data
- Produce a comprehensive Gender Analysis report with clear thematic findings and recommendations.
- Presentation of the gender analysis findings and recommendations to the country management for review and approval.

### Methodology

The study will employ a mix method of both qualitative and quantitative data collection methods that will involve collecting both primary and secondary data where primary data will involve generation of new data using the available tools while secondary data will be collected using desk review of already available data sources. Child friendly and inclusive data collection tools should be used to capture views of children.

### Data collection tools and target

In addition to the new tools developed by the consultant, standard data collection tools used by PI will be adapted and ensure they are adolescent and child friendly so that their views and opinions are captured it is critical in our programming. One of the tools recommended in PI's work is to capture the views and interest of the children and adolescent is "A day in the life of an adolescent" which is a qualitative tool that helps to understand and profile the adolescents' roles and responsibilities in the day today life.

Key informant interviews will be done with different people and key stakeholders especially government who have more information, knowledge and authority on the issues at national and community level.



## TERMS OF REFERENCE FOR SOUTH SUDAN GENDER ANALYSIS

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Focus group discussions will be conducted with boys, girls, adolescent boys and girls, young mothers, men and women separately and also as mixed group with the view of understanding the collective concern raised by these groups.

The community resource/ service mapping tool should also be issued to identify and understand the services being provided in addressing the gender needs/ gaps and areas that need strengthening.

RGA implementation timeframe will start from 1<sup>st</sup> November and end on 31<sup>st</sup> December 2021 with a final submission of an RGA report.

### **Location and duration**

Assessment locations will consist of Plan International, programme Implementation Programme area South Sudan which will include Yei, Torit/Magwi, Pibor administrative area, Rumbek and Malakal and Juba.

### **Duration**

The gender analysis will take **45 days starting** 1<sup>st</sup> November- 15<sup>th</sup> December 2022

### **QUALIFICATIONS OF THE SUCCESSFUL CONSULTANCY FIRM**

#### **a. Academic Qualifications:**

The consultancy team should include a gender expert, a human rights expert and a Monitoring and Evaluation expert.

- The team should possess post graduate degrees in Project Management, Social Sciences, Development Studies, Public Policy, Economics, Gender Studies, Human Rights or related discipline.
- Advanced university degree (Master's degree or equivalent) in a field relevant to the assignment, for example in gender studies, social sciences, development studies or equivalent

#### **b. Years of experience:**

- Minimum of ten (10) years professional experience in social development, gender analysis, project management and a very good understanding of project/programme development.
- Specific experience and expertise on gender analysis, gender mainstreaming and women's participation;
- Extensive experience working on national gender policies in developing and humanitarian countries; Experience of working in the South Sudan is essential, other field experience being desirable;
- Knowledge of international/regional frameworks on gender such as SDGs, CEDAW, Beijing Platform, etc.);
- Demonstrated experience in programmes related to the following sectors such as education, Child Protection, Gender Based Violence, Livelihood, Private Sector Engagement, Food security, Nutrition, peace building, climate change, Youth and women empowerment

#### **c. Competencies:**

- Prior demonstrated experience in developing programmes for development partners within a developing country context.



## TERMS OF REFERENCE FOR SOUTH SUDAN GENDER ANALYSIS

- Extensive knowledge on gender analysis, gender M&E framework and action plan development and gender mainstreaming into projects and programs.
- General knowledge of gender transformative approach with substantial experience in project design, implementation, monitoring and evaluation

**d. Language and other skills:**

- Excellent knowledge of English, including the ability to set out a coherent argument in presentations and group interactions; Arabic will be an added advantage
- Oral and written communication: Capacity to communicate fluently with different stakeholders (development partners, government authorities, local communities, project staff); and reflect results in comprehensive report.
- Computer skills: full command of Microsoft applications (Word, Excel, PowerPoint) and common internet applications will be required.

*All interested applicants should submit a copy of their CV and a letter of interest, detailing their experience and approach to conducting the gender analysis including cost.*

Prepared by: Hellen Alebo ..... Sign: [Signature] ..... Date: 17/10/22

Approved: Francis Opono ..... Sign: [Signature] ..... Date: 17/10/22

