



INVITATION TO TENDER (ITT)

pk

Company Name:

IMPORTANT INFORMATION

- (a) This is **not a purchase order**.
- (b) The Tender Document should be enclosed in a **plain envelope** and clearly marked "**TENDER NO. 00157T/HIRE OF CONSULTANT TO CONDUCT A SPECIFIC REVIEW ON INTERGRATION OF YOUNG MOTHERS INTO THE EDUCATION SYSTEM**" and addressed to "**THE TENDER PANEL**" **Plan International South Sudan** to be submitted not later than **10:00am of September 20th 2024**

Date: **6.09.2024**

You are hereby invited to submit your financial and technical proposals for the hire of consultant to conduct a specific review on integration of Young Mothers into the education system as per the Instructions to Bidders (ITB) provided in this tender document. All prices must be filled in the list of finance activities below to be done and the totals must be quoted in the bellow table. You are strongly reminded to carefully follow all instructions provided in this tender document or otherwise, your bid will be disqualified.

Plan International South Sudan Invites tenders for the Hire of a Consultant to conduct a specific review on intergration of young Mothers into the education System

S/No.	Materials Descriptions	QTY	UNIT	Unit	Total
				Cost	Cost(USD)
				(USD)	
1	HIRE OF CONSULTANT TO CONDUCT A SPECIFIC REVIEW ON INTERGRATION OF YOUNG MOTHERS INTO THE EDUCATION SYSTEM	1	As per the attached T.O. R		



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 finding.	Maximum Score
1	Competitive Consultancy fee	25
2	Company Profile (including Copies of original documents defining the constitution or legal status, place of registration, and principal place of business of the Bidder; written power of attorney of the signatory of the Bid to commit the Bidder, Certification of registration and Tax Clearance Certificate)	20
3	Bank Statement of six months	20
4	Women owned Consultancy Firm	5
5	Evidence of similar items supplied to other reputable NGO's	20
6	Provide lead time to execute if awarded the Contract	10
	Total Score	100

Important conditions				
(a) Plan International South Sudan will enter into agreement with awarded contractor.				
(b) Price variation or change of currency will not be accepted				
(c) No tender will be received after closing date and time				
(d) Overwriting and/or use of correction fluid is forbidden and will render the bid document disqualified				
(e) The prices must be stated in USD				
(f) All other tender requirements stated on this tender document MUST be met.				
PLEASE NOTE:				
λ The Tender should be submitted hand delivered to the above stated address or by email to SSProcurement.Committee@plan-international.org within the deadline.				
➤ Plan International South Sudan 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. Plan International South Sudan may retender if it deems right.				



➤ If you do not hear from the tender panel two weeks after the closing date, please consider your bid unsuccessful.		
➤ Tenders must be filled in permanent ink. Any tender filled in pencil 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.		
CONF IRM	FOR SUPPLIERS USE ONLY	
(1)	QUOTATION VALIDITY: _____	
(2)	WORK COMPLETION 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: _____

Managing Director's name _____ (Male/Female) _____

Email Address _____

Passport Number: _____ Issuing Country: _____ Date of Issue: _____

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Company Stamp and signature: _____

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Save the Children



Consultancy Terms of Reference (ToR)

Review of Integration of Young Mothers in the Education System in South Sudan

1. Background

Plan International with support from UNICEF and Education Cannot Wait (ECW) are collaborating on a project aimed at improving the educational opportunities and integration of young mothers in the education system in South Sudan. The country has faced prolonged conflicts, economic instability, and cultural challenges, which have adversely affected the education system, particularly for young mothers. This review aims to assess the current state of integration of young mothers in the education system, identify barriers, opportunities and recommend strategies for improvement.

It is with this background that PISSD plans to conduct a country-specific review on the integration of young mothers in the education system with a specific focus in locations where the MYRP2 is implemented. This will need the services of a consultant who will conduct the review and compile recommendations for improving the integration of young mothers and share findings with relevant stakeholders.

2. Objectives:

This is a study that specifically looks at young mothers coming back to education in SSD looking at the barriers and opportunities for their access to the education system in the Multi-Year Resilience Project that is supported by ECW is being implemented. Challenges will be assessed, and recommendations made for improved re-integration of young mothers in the education system in the country.

The primary objectives of this review are:

1. To assess the current status of young mothers in the education system in South Sudan.
2. To identify the key barriers and challenges that young mothers face in accessing and continuing their education.
3. To evaluate the effectiveness of existing policies and programs aimed at integrating young mothers into the education system.
4. To provide recommendations for improving the integration of young mothers in education.
5. To share the findings and recommendations with relevant stakeholders, including policymakers, educational institutions, and non-governmental organizations (NGOs).

3. Scope of Work

The review will cover the following areas:

- Desk review of existing literature, policies, and data.
- Conduct qualitative and quantitative research through surveys, interviews, and focus group discussions with young mothers, educators, school administrators, and policymakers. Identify case studies of successful integration of young mothers in education.
- Identify socio-cultural, economic, and institutional barriers that prevent young mothers from accessing and continuing their education.
- Assess the impact of conflict and displacement on the education of young mothers.
- Evaluate the effectiveness of current policies and programs designed to support the education of young mothers and identify gaps and areas for improvement.
- Provide actionable recommendations for improving the integration of young mothers in the education system. Develop a strategic plan for implementing the recommendations.
- Engage with relevant stakeholders throughout the review process.
- Organize workshops and meetings to share findings and recommendations.



4. Methodology

The review of the young mothers return to school program will employ a mixed-methods approach, including: desk research, surveys, interviews, FGDs and case studies.

5. Deliverables

- Inception report with a detailed work plan and methodology, including data collection tools
- Summary of findings from the desk research
- Analysis of data collected from surveys, interviews, and focus group discussions. This will include evaluation of existing policies and programs.
- Comprehensive report with findings, conclusions, and recommendations will be shared for review by the client (PISSD) and finally a validation workshop -Presentation of findings and recommendations to stakeholders.

6. Timeline: Approximately 20 working days between Mid-September – October 2024 – From opportunity advert to completion of sharing findings with other education stakeholders. The consultant will develop a clear work plan with timelines as agreed with the client (PISSD).

7. Budget- USD XXXXXXXXXXXX.

8. Ethics and Confidentiality

The review will adhere to ethical standards, ensuring the confidentiality and privacy of all participants. Informed consent will be obtained from all participants, and data will be handled with the utmost care and confidentiality.

9. Qualifications of the Successful Consultancy Firm

a. Academic Qualifications:

- A consultancy team/person with gender and education expertise, human rights expertise and a Monitoring, Evaluation and Research expertise will be prioritized.
- The team/person 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, education studies, development studies or equivalent.

b. Professional 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 proven experience and expertise in conducting gender analysis, education and gender related studies, preferably in emergency settings/humanitarian response, and empowerment and girls and boys participation;
- Extensive experience working on national gender policies in developing and humanitarian countries; Familiarity with the South Sudan context and education system is essential, other field experience being desirable;
- Knowledge of international/regional frameworks on gender and inclusion such as SDGs, CEDAW, Beijing Platform, etc.;
- Demonstrated experience in programmes related to mainly Education, Gender equality, disability inclusion, Child Protection, Gender Based Violence and women's empowerment.

c. Competencies:

- Prior demonstrated experience in developing programmes for humanitarian and development partners within a developing country context.
- 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
- Excellent research, analytical, and report writing skills.

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
- Excellent research, analytical skills and strong oral and written communication skills: 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.
- Ability to work independently and meet deadlines.

10. Safeguarding Children and Program Participant Policy

Plan International is committed to actively safeguarding children and program participants from harm and ensuring children’s rights to protection are fully realized. Plan takes seriously the commitment to promote child-safe practices and protect from harm, abuse, neglect and any form of exploitation as they come into contact with Plan International-supported interventions. In addition, we will take positive action to prevent child abusers from becoming involved with Plan International in any way and take stringent measures against any Plan International Staff and/or Associate who abuses a child or program participant. Decisions and actions in response to safeguarding concerns will be guided by the principle of ‘the best interests of the child.’

The Integration of young mothers in education systems review will involve conducting interviews with children, also adolescents exploring sensitive topics, such as sexual gender-based violence. The study must, therefore, ensure appropriate, safe, non-discriminatory participation; a process of free and un-coerced consent and withdrawal; confidentiality and anonymity of participants. Environments and working methods should be adapted to the capacities of adolescents; time and resources should be made available to ensure that adolescent girls and boys are adequately prepared and have the confidence and opportunity to contribute their views.

Consultants are required to provide a statement within their proposal on how they will adhere to the above-mentioned policies, including how they will ensure ethics and protection of adolescents in the different stages of the study — including recruitment and training of enumerators.¹, data collection and analysis, visits and report writing — in line with Plan International’s Gender Equality and Inclusion Policy and Safeguarding children and program participant Policy. This must also consider any risks related to the study and how these will be mitigated. Consideration must be given to:

- Safeguards to protect the confidentiality of those participating in the study.
- Data protection and secure maintenance procedures for personal information
- Caregivers’ consent concerning data collection from adolescents and collation of data about adolescents. Age-appropriate assent processes.

Prepared by:

Name: *Martha Tureti Munera*

Date: *06/09/24*

Approved by:

Name: *Auku Dominic*

[Signature]

Date: *06/09/2024*



¹ Please note that if enumerator is to be sub-contracted, the consultant will be ultimately responsible for the enumerators they are subcontracting to.