

**TERMS OF REFERENCE (TOR)
CONSULTANCY TO CONDUCT CONFLICT ANALYSIS IN GREATER PIBOR
ADMINISTRATIVE AREA (GPAA)**

I. SUMMARY OF SERVICE

Title of Consultancy	Conflict Analysis in Greater Pibor Administrative Area (GPAA) and surrounding counties
Locations for the Assignment:	Greater Pibor Administrative Area (Pibor, Jebel Boma, and Pochalla County)
Application Deadline:	1 st December, 2022
Type of Contractor:	Open to National and International Consultancy firms/Individuals
Languages Required:	English
Starting Date:	9 th December 2022
Expected Duration of Assignment:	25 Days

2. BACKGROUND

Finn Church Aid (FCA) is a faith-based organization founded in 1947. FCA is largest Finland development cooperation NGO and second largest in providing disaster relief aid through Right to Education, Right to Livelihood, and Right to Peace. FCA is a professional, nonprofit, non-political neutral and faith-based humanitarian organization with head office in Helsinki, Finland. FCA established a local presence in South Sudan in 2010 implementing integrated humanitarian, education, peacebuilding and livelihoods projects in Lakes State, Central Equatoria, Jonglei State, Greater Pibor Administrative Area, Western Bahr-El-Ghazal, and Upper Nile State. FCA implements programs directly and through partners in in various locations in South Sudan: Jonglei State, Greater Pibor Administrative Area (GPAA), Upper Nile State, Lakes State and Central Equatorial State. Finn Church Aid established its presence in GPAA in 2015 and has been implementing programs in sectors of Livelihood, Peacebuilding and Education.

FCA is implementing an MFA - Funded multiyear Project “Enhancing sustainable peace and intercommunal reconciliation in Greater Pibor Administrative Area of Jonglei State”. The project seeks to support holistic conflict transformation processes and initiatives and facilitate the establishment/ strengthening of local peacebuilding structures and conflict resolution mechanisms. Under Result 1: Inclusive and non-violent spaces for dialogue are created. This project therefore seeks to undertake Conflict Analysis in Greater Pibor Administrative Area (GPAA) to help inform the (re)design of the FCA’s program interventions in the area in view of the multiple lenses that underpin the causes, typologies, actors, and impacts of intra/inter communal/county/state conflicts in this area. An increased understanding of how FCA can progressively design its interventions in this geographic scope is important for building synergies, drawing lessons of best practices, relevance, effectiveness, responsiveness and sustainability of FCA’s interventions.

3. PURPOSE OF THE CONSULTANCY

The key purpose of this assignment (Contextual Conflict Analysis) is to refresh FCA's right to peace programmes understanding of the types, causes, actors, and dynamics of conflict(s) in GPAA and surrounding counties, as well as its impact on FCA operations. The analysis will also provide quality inputs and strategic road map for FCA to effectively engage or mainstream peacebuilding and conflict transformation at the community level. Overall, the consultant should aim to generate information related to contextual changes, conflict profiles, root and proximate causes of conflicts, main actors, and the contextual conflict dynamics.

Specifically, the conflict analysis aims to:

- Provide an understanding of conflict (inter/intra) profiles of conflicts in the GPAA, main drivers and causes, actors, and dynamics to help inform FCA’s country programme and right to peace country strategy.
- Identify potential entry options for interventions and peace building, keeping consistency with the core programme objectives of FCA in South Sudan.
- Identify potential synergies and opportunities for mainstreaming peace building and conflict resolution within the scope of current programs and approaches, potential entry point/roadmap for mainstreaming peace building in to the FCA programs.
- Provide recommendations for FCA’s country programme and right to peace strategy, including but not limited to best practices and tools for making conflict analysis an on-going process within reasonable frequency as per-the needs and requirements of FCA.

4. SCOPE OF THE WORK

The consultancy work will be focusing on an in-depth analysis of the conflict, the causes and dynamics and the characteristics of the conflicts and its impact on FCA programmes and identifying opportunities for peacebuilding initiatives within the current program and for future programming. The consultant will provide a comprehensive conflict analysis report that addresses the types and profiles of conflicts, main causes and drivers, main actors, and impacts of such conflicts. The Conflict Analysis will be conducted in GPAA counties with its surrounding counties. The table below summarizes the geographical scope of this consultancy

State	County	Proposed sample per county
Greater Pibor Administrative Area	Greater Pibor Counties (Likuangule, Gumuruk, & Verteth)	
	Jebel Boma	
	Pochalla County	
Other Locations	Jonglei State (Bor, Duk, and Akobo Counties), and Central Equatoria State (Juba and Terekeka County)	
Total		

Specifically, the scope for this mapping includes but not limited to the following.

- a) Conduct a desk review (a combination of qualitative and quantitative analysis) of the previous and current relevant project documents related to local level peace structures and access to TVET. The selected candidate may source secondary data from other electronic or print documents.
- b) Developing all the necessary tools for undertaking the mapping exercise. This would include but not limited to questionnaires, maps etc.
- c) Pretesting of the tools and incorporate any changes needed as required
- d) Recruiting and training of enumerators for the baseline study in compliance with national labour laws
- e) Planning and conducting field work including carrying interviews, informal/formal discussions with relevant stakeholders e.g., government officials, faith-based leaders, traditional leaders, NGOs, etc.
- f) Present a comprehensive final report (max 20-30pages excluding annexes). Annexes will include list of local peace structures, location, Programme/activities focus, Composition of these structures, etc.
- g) Hold meetings with FCA and the technical consortium team.
- h) Conduct debriefing/validation meeting with grassroots level peacebuilding and reconciliation project stakeholders.

5. METHODOLOGY

The consultant/consultancy firm will be required to develop and share a detailed methodology, all necessary tools, and propose the outlines/structure of how he/she will carry out the baseline study, to the contracting authority for approval before proceeding with the field work. The proposed methodology must include

contextual considerations. The inception report must provide details on the sampling strategy and quality assurance measures along the process. The consultant is expected to conduct; -

- a) Desk review: conduct a desk review with documents provided by FCA R2P team, and documents from consultant's own references. All references should be listed in the final report.
- b) Secondary data: comparable and available secondary data should be collected. The sources for these data should be clearly documented with verifiable details.
- c) Primary data: The consultant is expected to collect primary data through samples from the counties specified above. Lot quality Assurance sampling method may be applied. The sample should be equally distributed per location, per target groups, per subject areas.
- d) All the baseline study supporting staff such as enumerators will be selected and managed by the consultant
- e) The consultant is expected to submit the findings of the conflict analysis as a draft report to the project manager for review and the report will be validated through discussion with the project manager after the review and the consultant is expected to make all the necessary changes in line with the comments provided by the project manager and other project staff.

The inception report must account for ethical approaches to data collection, analysis, and dissemination of findings. The consultant shall commit to protect the rights and confidentiality of informants and abide by "do no harm" principles. Data and information collected during the assignment will be used for the purpose of the assignment only and handed over to FCA once the assignment has been completed. The consultant will be expected to carry out the analysis according to the Terms of Reference and will include all the necessary tools and exercises required to meet analysis objectives.

6. EXPECTED DELIVERABLES

Minimum requirements under deliverables are as follows:

- 1) Inception report within 3 days after signing the consultancy agreement with FCA. The re-port **MUST** detail the study design, methodology, data collection instruments and tools of analysis, and work plan/ field work schedule, and an outline of the final report.
- 2) Presentation of the preliminary findings and analysis of main findings to the FCA highlighting key conflict issues (intra/inter communal, county, and state). This should be in form of a draft report maximum 20 pages excluding annexes
- 3) Final Report maximum 30 pages excluding annexes. The consultant shall submit the final report in both hard copies and electronic copies with a clear list of all data (in EXCEL or SPSS compatible formats), transcripts of the FGDs, KIIs, photographs and any approvals granted. In addition, the report should annex in form of a table; a cluster of Conflict Profiles, Causes, Actors, and their implications to FCA programming in form of a table, and very clear recommendations for FCA's holistic peacebuilding programming.

7. CONSULTANCY TIMELINE

S/No	Task/Deliverable	Estimated # of days
01	Submission of inception report and work plan	02
02	Desk Research and Data collection	10
04	Data Entry, Cleaning, Coding, and Analysis	04
05	Draft Report	02
06	Presentation of Findings/Validation	01
07	Feedback and final reporting	03
08	Submission of final comprehensive report	03
	Total Number of Days	25

8. REQUIRED QUALIFICATIONS, COMPETENCIES AND EXPERIENCE

The consultant (firm) must demonstrate expertise and grounded experience in carrying out context and conflict analysis, with grounded experience on participatory research methods and data collections/analysis tools. He/she should be competent in organizing and interpreting quantitative and qualitative data. S/he should meet the following minimum requirements.

- The Lead Consultant should have a post-graduate University degree (minimum a master's degree) in a field related to Peace and Conflict Studies, Education, Development Studies, and or relevant professional certification.
- Minimum of five years of professional experience in conducting context/conflict analysis, mapping exercises or baseline studies, and strategic planning.
- In-depth knowledge and experience in conducting social research, public policy development, management, and related work.
- Knowledge of and familiarity with the socio-political, economic context, and cultural configurations of the GPAA and Jonglei.
- Excellent analytical, facilitation and communication skills for effective stakeholder engagements. A proven skills in managing networks with partners, duty bearers especially government officials, religious and traditional leaders, and military leaders.
- Language Capabilities: Excellent written and spoken English. Team members should have good understanding of local languages within the assignment geographical scope.
- Excellent report writing, data collection and analysis skills
- Ability to work with minimal supervision, efficiently and deliver on committed outputs under the assignment within agreed timelines and deadlines.

9. REPORTING

The Consultant/firm will report to FCA's Peacebuilding Advisor whilst with regular support from FCA's GPAA/Jonglei State Team Leader based in Pibor. He/she shall ensure quality and timely delivery of the expected results and will inform FCA of the progress as well as any obstacles that might occur.

10. EVALUATION CRITERIA

The applicants will be evaluated based on the quality and cost-effective approach as shown in the table below:

Technical Proposal Evaluation (70 %)		
a)	A post-graduate University degree (minimum a master's degree) in conflict analysis and resolution and development studies.	10
b)	Sufficient experience (5 Years Minimum) in conducting Conflict or Context Analysis or Conflict Research. Evidence of 2 final reports relevant to this assignment in South Sudan within the last 5 Years. (Broken down into: Most relevant experience – 20 points and 5 points each for sample approved report of similar assignments provided)	30
c)	Study design, Methodology, and Interpretation of the TOR	10
d)	Relevant Analysis Questions. (6 Questions, 2 points @ question)	12
e)	Work Plan and Availability	08
Financial Proposal (30%)		
a)	Price, this includes technical and other cost.	20
b)	Compliance with South Sudan Taxation Policies.	10
TOTAL SCORE		100

The consultancy payment will be processed as follows

- 30% upon submission and approval of inception report
- 30% upon submission and presentation of draft report

- 40% upon submission and approval of final report

II. APPLICATION PROCESS

The closing date for receipt of applications is **1st December 2022** before **16:00hrs** South Sudan Time. The interested candidates should submit their applications by email with the heading **“FCA CONFLICT ANALYSIS PROPOSAL”** to Procurement.Ssuko@kirkonulkomaanapu.fi with a Cc to Seme.Nelson@kua.fi and Johanna.Tervo@kua.fi

The applications should include; -

- A one-pager cover letter indicating the consultant’s expression of interest.
- Technical Proposal (maximum 10 pages) containing an Introduction, an interpretation of the TOR, design and conceptualization of the assignment, proposed methodology, methods, main assessment questions, and proposed work plan.
- A Financial proposal (maximum 1 Page) in USD Only. This includes technical fees, Airfare/ local transport, and all other related costs relevant to the consultancy. *Note: FCA shall **withhold** 20% of the **technical fees** per South Sudan taxation policy.*
- The Detailed Curriculum Vitae of the Lead Consultant(s) with at least 3 professional referees (official emails ONLY)
- 2 Approved sample reports of such previous consultancy undertaken within the last 2 years

Note:

- *Considering urgency, technical applications will be reviewed on rolling basis. Firms whose technical proposal is successful will be contacted.*
- *FCA is an equal opportunity employer with zero discrimination policy*
- *FCA has zero tolerance concerning aid diversion and illegal actions and may screen potential applicants, contractors, suppliers, consultants, etc. against international lists to ensure due diligence and compliance with Anti-money laundering and Combating the Financing of Terrorism requirements*