



## **REQUEST FOR PROPOSAL TO ANALYSING AND DOCUMENTING LEARNING FROM INTEGRATED HUMANITARIAN RESPONSE FOR CONFLICT AFFECTED PEOPLE IN SOUTH SUDAN**

**REF:** IRSS-LC001/3/2022

**Location:** Wau

### **1. Background:**

The “Gender-responsive relief assistance and community recovery integrated humanitarian response” is a one-year project funded by IR Sweden/Sida in South Sudan. The overall objective is to contribute to the reduction of vulnerability of crisis-affected communities in South Sudan through the creation of sustainable livelihoods and improving access to multi-sectorial basic services within Health/Nutrition, WASH, FSL and Protection in Wau (Western Bahr el Ghazal (WBeG) and Tonj North (Warrap). IRSS will mainstream protection into FSL, WASH, Health and Nutrition programs in order to maximise the positive impacts on affected population’s safety and dignity. Reflecting on the lessons learnt from previous funding and more the points raised by IR Learning and Third-Party Monitoring. The current SIDA 2021 project has strengthened the partnership between IRSS, local communities and county authorities who Service together to ensure the response through Livelihoods, WASH, Protection, Health and Nutrition benefit villages and people we serve. IRSS prioritizes lifesaving integrated response in hard-to-reach areas in Wau and Tonj that the areas keep sliding back to emergency situation given the unending intercommunal conflicts and the devastating floods.

The project total target of 92,000 Individuals (26,000men, 37,000 Women, 13,500 Boys and 15,500 Girls of whom 5% are PWDs) will be reached through an inclusive approach off targeting the most vulnerable persons and Households from host communities, IDPs and returnees.

### **2. Objectives**

- To identify ways in which cash transfer activities could support the protection of vulnerable groups women and girls affected by conflict or disaster.
- Documenting the experiences of targeted groups to produce case studies that are relevant to the programme intervention
- Main case studies and research question are used to inform effective cash programming in livelihoods and protecting vulnerable groups
- Provide right-based practical recommendations on the basis of humanitarian standards, including the IASC Guidelines, to improve gender equality protection and inclusion efforts within IR South Sudan in relation to cash programming.

### **3. Deliverables:**

Learning document to capture IR South Sudan protection and gender programmatic approaches in livelihood and cash programme. Three to four case studies from within IR programmes to document and inform interventions of cash in South Sudan. Learning document will also provide recommendations for future protection and Gender related concerns in livelihood and cash programming

### **4. Propose Methodologies**

- Interview key staff members in IR South Sudan to identify current protection and gender approaches including the protection and inclusion coordinator, and country director
- Create data collection tools
- The consultant will be responsible for documentation of case studies and Collect data from targeted groups either through focus group discussions or interviews in either English or local language.
- Analyse protection and gender guidelines (both internal and external guidelines that IRSS uses)
- Analyse primary collected data, and support with secondary data available through desk based research
- Document learning and provide recommendations in clear, concise and usable written report format and provide updates, either written or oral, to the Head of program senior management other relevant and staff, as available.
- Finalise learning paper and editing

### **5. Time frame and budget**

Overall estimation of 15 working days, including analysis of data, documenting lessons learnt and finalising learning paper.

Budget: The budget for this practice must be quote in USD.

### **Selection criteria:**

A Bachelor's degree in Women's and/or Gender Studies, Sociology, Anthropology, International Development, community development, or other relevant field certificate in a relevant field with an additional three years of experience.

- Minimum of 3 years of experience Servicing on gender and/or inclusion, at least 3 of which were in South Sudan, preferably in more than one region.
- Must demonstrate ability to use mixed methods research for high-level, timely gender, Case study and inclusion analyses.

- Experience Servicing with and within diverse communities and ethnicities in South Sudan across education, gender equality, and/or youth engagement sectors, and understanding of how gender and youth issues may impact or manifest differently across diverse communities, regions, and ethnic groups in South Sudan, highly desired
- Experience with international donor-funded development projects, particularly in South Sudan and/or Sub-Saharan African countries, desired.
- Outstanding verbal and written communication, interpersonal, and cross-cultural skills required
- Demonstrated leadership, integrity, and versatility
- Fluency in Arabic and/or local languages required for all candidates; professional proficiency in English required;
- Coordination and project implementation experience within development projects, especially women peace and security gender related projects, highly desired should the candidate also indicate interest in the coordination and project advisory support role

#### Other Criteria;

The selection committee will review all proposal as they arrive. All applicants must include;

1. An application letter addressing how the firm's/group's previous experience matches the consultancy objectives as well as the interest for the position. It should also indicate the candidate's availability and willingness to travel.
2. An updated CV including relevant Service experience and qualifications in conducting gender analysis; and case studies especially in conflict and humanitarian context.
3. A sample of a recently written learning paper for a similar assignment
4. A comprehensive technical proposal for the consultancy assignment with methodology.
  - An updated CV including relevant Service experience and qualifications of all team members. Only a team member whose CV has been attached to the technical proposal will be eligible to participate in the research.
5. Financial Proposal (quote in USD)
6. Recommendation/ Contact details of 3 references.
7. The following document are mandatory for consultancy firms (Certificate of incorporation/registration certificate, Tin, Tax Clearance, Trade license, Bank statement for the last three months i.e. November, December 2021 and Jan 2022

#### 4.2 Clarifications and Query Handling

IRSS has taken care to be as clear as possible in the language and terms it has used in compiling this and IRSS will not accept responsibility for any misunderstanding of this document or any others relating to this PROPOSAL.

Requests for additional information or clarifications can be made up the deadline noted in section 2 above, and no later. Any queries about this PROPOSAL should be addressed in writing to IRSS via email at [IRSS.PROPOSAL@islamic-relief.com.ss](mailto:IRSS.PROPOSAL@islamic-relief.com.ss) with the reference IRSS/002/03/2022

#### 4.3 Conditions of PROPOSAL Submission

PROPOSALS must be completed in English.

Quotation providers must disclose all relevant information to ensure that all PROPOSALS are fairly and legally evaluated. Additionally, Quotation providers must provide details of any implications they know or believe their response will have on the successful operation of the contract or on the normal day-to-day operations with IRSS. Any attempt to

withhold any information that the Quotation providers knows to be relevant or to mislead IRSS and/or its evaluation team in any way will result in the disqualification of the PROPOSAL.

IRSS will not be liable in respect of any costs incurred by respondents in the preparation and submission of PROPOSALS or any associated Service effort.

IRSS will conduct this PROPOSAL, including the evaluation of responses and final awards in accordance with the detail set out at in the Evaluation process. IRSS reserves the right to accept any bid and to annul the bidding processes and reject all bids at any time prior to award of contract, without, thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds of its action.

#### 4.4 Submission of PROPOSALS

1. Completed bid documents (financial and technical offers) in a sealed envelope marked PROPOSAL Ref: **IRSS-LC001/3/2022** before the deadline **11<sup>th</sup> March 2022 at 16: 00 hrs Juba:**

Chairman Proposal Committee, Islamic Relief South Sudan  
Hai Cinema, 2nd class, Plot no 54, Block B-XVI, Juba, South Sudan

Envelope may be sent through postal or courier services or delivered by hand; and will be accepted during normal Service hours for the country of submission.

## 5. evaluation process

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### **5.1 PROPOSAL Evaluation**

IRSS will convene an evaluation team which may include members of the Finance, Logistics, Programmes.

During the evaluation period clarifications may be sought by e-mail from quotation providers. Clarifications may include testimonials from customers in support of particular aspects of a PROPOSAL, whether such aspects are contained in the original submission or in subsequent responses to requests for clarification. Deadlines will be imposed for the receipt of such clarifications and failure to meet these deadlines may result in the disqualification of the PROPOSAL or loss of marks. Responses to requests for clarification shall not materially change any of the elements of the proposals submitted. Unsolicited communications from quotation providers will not be entertained during the evaluation period.

### **5.2 Award Criteria**

The contract shall be awarded to the most economically advantageous PROPOSAL/bid that meets (value for money) quality, specification, delivery, price and good terms of payment.

IRSS reserves the right at the time of award of contract to increase or decrease the quantity.

IRSS is not bound to accept the highest, lowest or any other PROPOSAL or bid, and is not bound to give any reasons thereof.

All prices must be in United States Dollar (USD) and a comprehensive and clear breakdown of prices must be shown where possible and the total bid price of the Service separately (for each Service). The Prices quoted by the bidder shall be fixed for a period of four months i.e. during evaluation, award and implementation.

## **Supplier Code of Conduct**

- 1 Islamic Relief's Supplier Code of Conduct
- 2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

### **Human Rights**

Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and

Principle 2: Make sure that they are not complicit in human rights abuses.

### **Labour**

Principle 3: Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

Principle 4: The elimination of all forms of forced and compulsory labour;

Principle 5: The effective abolition of child labour; and

Principle 6: The elimination of discrimination in respect of employment and occupation.

### **Environment**

Principle 7: Businesses should support a precautionary approach to environmental challenges;

Principle 8: Undertake initiatives to promote greater environmental responsibility; and

Principle 9: Encourage the development and diffusion of environmentally friendly technologies.

### **Anti-Corruption**

Principle 10: Businesses should Service against corruption in all its forms, including extortion and bribery.