

CALL FOR AN ASSESSMENT CONSULTANCY

EVE Organization is one of the leading South Sudan women's organization that focuses on women's development in South Sudan. The organization was established in 2006 in Sudan, 2008 in South Sudan and 2017 in Uganda. The Organization is passionate about empowering women to effect positive changes and values in their communities. Through the Leaders of Peace consortium, Eve organization is implementing a five-year program (2021-25) in South Sudan under the grant instrument Women, Peace and Security (WPS) of the Dutch Ministry of Foreign Affairs.

The overall strategic objective of the program is that by the end of 2025, women and girls will be more empowered, feel more safer and better enabled to realize their rights and play influential roles towards conflict prevention and sustainable peace in South Sudan. The alliance through Eve Organization will lead a learning exercise on partnership and collaboration among the consortium partners. The learning agenda will help the alliance to collaborate better, fill gaps in knowledge and generate new evidence to adapt its work and support its advocacy activities. The objectives of the study are;

1. To assess how each alliance partner adds value to the LOP consortium,
2. To Evaluate the level of collaboration among the LOP consortium partners.
3. To identify the best practices from LOP and other consortia.

The primary question for the learning agenda (2) is

How does collaboration among the alliance partners lead to the added value of the partnership? To answer this question, the following specific questions have been developed.

1. How is each partner's contribution as a technical lead for specific key interventions enhance the other partners' capacity building and learning exchange?
2. What are the successes and challenges in collaboration (such as thematic cooperation, capacity building, learning across alliance members, and exchanging views/information) between partners?
3. What are the success factors and barriers of the horizontal government structure, with 2 Southern partners and 3 INGO's of the LOP consortium, and how do these contribute to achieving results?
4. How do the power relations within the partnership develop along with program implementation?
5. How do partners incorporate downward accountability in the partnership?
6. What are the success factors and barriers in the coordination between the donor and alliance partners?

Scope of the study

Eve organization intends to conduct a cross-partnership assessment on partnership and collaboration Among the Dutch-funded consortia in South Sudan. The study will be focussed in Juba where the headquarter of most of the partners are located. The key areas of focus for the analysis will be to answer the question (How does the collaboration of the alliance partners lead to the added value of the partnership?).

Methodology

The consultant/firm is expected to co-create and design the partnership assessment methodology. Qualitative and quantitative methods such as surveys, focus group discussions, in-depth interviews with key informants, and desk review of documents will need to be used to collect primary data. These methods must be rigorous yet proportionate and appropriate to the context of the proposed program intervention. All data collection tools are to be shared with the Program team as part of deliverables.

Sampling

The consultant/ firm is expected to determine a representative sample for respondents to be involved in the study by different methods, ensuring proper conclusions and generalizations are made on the findings. The consultant should clearly describe how they reached the sample size and its representativeness thereof.

Data analysis

A clear data management and analysis plan should explain how collected data will be handled and analyzed to reach conclusions. Appropriate data analysis packages to be used should be explained. Datasets to be produced during this evaluation should be managed and presented as part of deliverables.

Ethical and child protection and safeguarding statements

The Leaders of Peace consortium is committed to ensuring that the rights of those involved in data collection or analysis are respected and protected, by ethical research principles. Those who wish to participate in the Program must include sufficient details in their proposal to clarify how they will guarantee the ethics and protection of Women and children in the data collection process. In particular, the consultants should explain how all stakeholders' adequate, safe, and non-discriminatory participation will be ensured and how special attention will be paid to the needs of children and other vulnerable groups. The consultants should also explain how they will ensure the confidentiality and anonymity of the participants.

Deliverables

The following deliverables are expected from the Consultant/firm:

- I. Inception report including:**
 - 1.1. Data collection tools: These should be shared with the consortium staff before the data collection phase. This should be a comprehensive set of qualitative and quantitative tools to collect all key information necessary to meet the assessment objectives.
 - 1.2. A work plan with full details of the assessment timeframe that will be shared with the consortium to ensure that consortium members avail necessary support to the consultant during the survey
- II. Draft report:** The draft report should synthesize the findings and conclusions of the evaluation. The consultant will also present the draft findings to consortium members and collect comments. The comments will be addressed in the final report. The report should be consolidated from the receipt of the consolidated comments.
- III. Final report** - with the same specifications mentioned above, incorporating any comments from concerned parties on the draft report.
- IV. Summary Report** – drawn from the main report mainly focuses on recommendations for future programming and quantitative and qualitative explanations for the cross-partnership assessment.
- V. A slide deck(ppt)** - with key findings and recommendations aimed at informing the constituents of the consortium.
- VI.** A cleaned data set and transcriptions (electronic).
- VII.** All other materials used during the assessment (audio recordings etc.).

Roles of Eve Organization and the consortium partners

- Provide guidance and support to the consultant about Program locations and contact persons for other consortium partners.
- Provide relevant Program documents to the consultant
- Assist the consultant with identifying and accessing stakeholders

Criteria for selection of consultant

The consultant should demonstrate clear competencies in one or more professional backgrounds in conducting assessments for qualitative Programs that specifically cross partnership and collaboration among consortia. More specifically, the consultant is expected to have:

- Master's degree in above mentioned or related fields of expertise.
- Sufficient knowledge and understanding of Lobby and Advocacy in South Sudan.

- Experience in conducting lobby and advocacy Program assessments in South Sudan.
- Experienced in qualitative and quantitative statistical analysis packages such as NVivo, ATLAS.ti, SPSS, STATA, or other similar software.
- Strong interpersonal skills and capacity to work with people at all levels.
- Committed to work and meet the deadline as agreed by Program management.
- Excellent English communication and writing skills and proven experience in producing written research reports.

Proposal criteria

A proposal detailing the technical and financial aspects of the evaluation (with the consultant's understanding of the assignment, a clear outline of the proposed methodology, consultant(s)' up-to-date CVs, and detailed study cost) should be submitted. All proposals must include the following details:

- Proposed methodology and justification
- How the consultant will ensure quality at all steps of the process
- How analysis of each type of data will be completed
- Implementation plan
- Specifically, how the consultant and their team understand the specified Program pathways and benchmark to be measured.
- Demonstration of how the consultant (and their team) meet the qualification and experience required, as detailed above
- Competitive price.

The technical proposal will be evaluated based on the Quality Cost-Based Selection (QCBS) criteria:

- The individual general reliability, experience, and capacity in carrying out the assignment (30%).
- The approach to the TOR and detailed work plan (45%).
- The qualifications and competencies of the proposed personnel for the assignment (25%)

Proposals obtaining more than 70% of the technical points will be considered technically suitable and qualify for a financial assessment.

Disclosure and Ownership of Information

The consultant(s) or consulting firm technical proposal should describe how disclosure, confidentiality, and ownership shall be handled during the assessment.

Application process

Consultant(s) who meet the above requirements should submit the following:

- 1) A narrative/technical proposal that should include researcher(s) very clear understanding and interpretation of the assessment, a thorough methodology, and a detailed timeline;
*Technical proposal content should not exceed ten pages (Trebuchet MS font 12 should be used), and financial proposal should not exceed two pages;
- 2) A financial proposal indicating fees for the consultancy to complete the task (excel format with itemized budget lines)
- 3) Updated CVs/Profiles that clearly show the qualification and experience of the lead researcher and his/her team;
- 4) Contacts of three organizations recently worked with similar/related work.
- 5) Annexes and cover pages/information not requested should not be attached to the proposals.
- 6) Registration and tax clearance certificates (for Consulting firms)

Qualified applicants are strictly requested to adhere to the assessment requirements and application procedure; otherwise, your proposals (technical and financial) will not be considered. All documents should be submitted in soft copies.

This assignment is expected to take a month, and the first draft should be out by Oct 1, 2023.

The total budget for this study ranges between **3,500- 4,000 USD**, including all taxes and costs.

Deadline for Application: 25th of August, 2023– 4:00 pm local time

Please submit your application through: info@evesouthsudan.org

