



INVITATION TO TENDER (ITT)

IMPORTANT INFORMATION

Company Name:

- (a) This is **not a purchase order**.
- (b) The Tender Document should be enclosed in a **plain envelope** and clearly marked "TENDER NO. 00141T/FY23/SSD1/Review of South Sudan's Current PTAs/SMCS school and Governance Training guide /Policy for inclusion of Gender Based Violence and child Protection and addressed to "THE TENDER PANEL" Plan International South Sudan to be submitted not later than **10:00am of February 7th 2024**

Date: 24/1/2024

You are hereby invited to submit your financial and technical proposals for the **Review of South Sudan's Current PTAs/SMCS school and Governance Training guide /Policy for inclusion of Gender Based Violence and child Protection** 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.

S/No.	Service Description	Quantity	Total Cost (USD)
1	Plan International Invites tenders for the Review of South Sudan's Current PTAs/SMCS school and Governance Training guide /Policy for inclusion of Gender Based Violence and child Protection	01	

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<u>Evaluation Criteria</u>		
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 Price-Consultancy fees	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	15



	Certificate)	
3	Bank Statement of six months	15
4	Women owned Consultancy firms	5
4	Qualifications and experience of key technical personnel with their CVS and academic testimonials	20%
5	Evidence of previous Review of South Sudan's Current PTAs/SMCS school and Governance Training guide /Policy for inclusion of Gender Based Violence and child Protection provided to other reputable organizations	20
6	Provide lead time for the items on the T.O.R	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: _____

Company Stamp and signature: _____



TERMS OF REFERENCE FOR CONSULTANCY SERVICES**REVIEW OF SOUTH SUDAN'S CURRENT PTAS/SMCS SCHOOL GOVERNANCE GUIDE/POLICY FOR INCLUSION OF GENDER-BASED VIOLENCE (GBV) AND CHILD PROTECTION (CP) MITIGATION ELEMENTS****1. INTRODUCTION**

Plan International (PI) strives 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. Plan International supports 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 Plan International has built powerful partnerships for children, and is active in over 80 countries.

Crises are high-catalyst settings for gender and social norm change, which often occurs originally 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 in systems and structures at national level and communities.

South Sudan recognizes the importance of quality education for its citizens for securing better living prospects for every member of the society.

However for many South Sudanese, accessing basic education remains a dream.

Background to the project

The 2023-2026 Multi-Year Resilience Programme (MYRP) for South Sudan builds on the successes and lessons learned from the 2019 MYRP. Led by Save the Children International (SCI) and the additional grantees of the Norwegian Refugee Council (NRC) and Finn Church Aid (FCA), the 2023 MYRP aims to reach 135,000 of the most in-need girls and boys across fourteen prioritized counties. These partners, along with technical and implementing partners, will leverage their complementary strengths to implement a holistic programme across five outcomes. These works together to ensure safe and equitable access, improved quality of teaching and learning, increased inclusivity, and a more resilient education system. Working closely with the MOGEI, the Education Cluster, and other flagship education programmes in the country, the MYRP will seek to reach the most in-need learners and improve the overall capacity to reach more in the years to come.

The programme has a significant gender approach, aiming to reach at least sixty per cent of girls and engaging both girls and boys in comprehensive sexuality education. The

objective will be to ensure girls have equal access to education while boys and men begin to become advocates for, not obstacles to, equitable education for all.

The programme will also work to engage, enrol, and support the education of those girls and boys with disabilities. South Sudan presents a challenge in identifying and enrolling girls and boys with disabilities, so the MYRP partners will work to improve data alongside activities to increase the capacity to support those with disabilities. The MYRP aims to ensure at least ten percent of those reached are girls and boys with disabilities.

The consortium has adopted the following strategies to implement the MYRP2 Theory of Change:

Outcome 1: Safe, equitable, gender responsive, and uninterrupted access to protective and quality learning opportunities increased for crisis-affected girls and boys including those with disabilities.

Outcome 2: The quality of teaching and learning is improved in crisis-affected communities through inclusive and gender transformative approaches.

Outcome 3: Education becomes more inclusive through comprehensive, gender transformative and disability inclusive strategies.

Outcome 4: The education system becomes more responsive and resilient to the impacts of crisis through improved data for decision-making, strengthened coordination, and meaningful engagement of local actors.

Consultancy Objectives

The primary objectives of this consultancy are as follows:

1. To review and assess the current state of South Sudan's **PTAs/SMCs School Governance Guide/Policy** for inclusion of gender-based violence (GBV) and child protection (CP) mitigation elements.
2. To propose necessary amendments, additions, or revisions to the aforementioned documents, ensuring they reflect best practices, international standards, South Sudan's legal, and policy frameworks related to gender-based violence and child protection in the education sector.
3. To provide training and capacity building for relevant stakeholders in the education sector to effectively implement and monitor the revised guidelines.

Scope of Work

The consultancy will involve the following key tasks:

1. In consultation with relevant stakeholders, including government authorities, teachers, school committees, parents, and local communities, Conduct a comprehensive examination and review of South Sudan's current Policy for



PTAs/SMCs School Governance Guide to include gender-based violence (GBV) and child protection (CP) mitigation elements.

2. Comparative analysis of this document with international best practices, conventions, and guidelines pertaining to gender-based violence and child protection in education.
3. Based on the Identified gaps, weaknesses, and opportunities for enhancing the inclusion of gender-based violence and child protection elements in the documents, develop and propose revisions/specific recommendations, amendments and guidelines for the integration of gender-based violence and child-protection mitigation elements in the documents.
4. Ensure that the revised documents align with South Sudan's laws, policies, and international standards.
5. Develop training modules and materials including power-point presentations to be used to capacitate relevant stakeholders on the implementation of the revised guidelines/policy.
6. Conduct training sessions on the revised guideline/policy for key education sector stakeholders, including teachers, PTAs/SMCs, school inspectors and supervisors and incorporate feedback.
7. Provide technical support to relevant government authorities – Ministry of General Education and Instruction to facilitate the adoption and implementation of the revised guidelines.

Deliverables

The consultant is expected to produce the following deliverables:

1. A comprehensive review report of South Sudan's current PTAs/SMCs School Governance Guide/Policy that include current status/gaps concerning gender-based violence and child protection mitigation elements.
2. Draft a version of the revised PTAs/SMCs School Governance Guide/Policy incorporating the recommended amendments with integrated gender-based violence and child protection mitigation elements.
3. Training modules for the revised document including Power Point Presentations and materials for key stakeholders.
4. Present the revised document in one day session and incorporate feedback
5. Documentation of the training session conducted.
6. A final consultancy report-(hard and soft copies), including recommendations for implementation. This final report summarizes the review process, findings, recommendations, and an implementation plan.

Methodology



The review process should adopt the following methodology:

- a. Document analysis and review.
- b. In-depth interviews and focus group discussions with key stakeholders.
- c. Comparative analysis with international standards and guidelines.
- d. Expert consultations to ensure the integration of best practices in Gender Based Violence and Child protection mitigation elements.

Duration

The consultancy is to be completed within 30 days from the date of contract signing.

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 protection 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.'

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 reviews — including 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

Plan International will provide orientation on gender equality, inclusion, child protection and safeguarding issues for consultancy team.

Qualifications

The selected consultant or consulting firm should have the following qualifications:



1. Proven experience in reviewing and developing educational guidelines and policies, particularly related to teacher conduct, alternative education and school governance.
2. Expertise in gender-based violence and child protection, with a focus on the education sector.
3. Knowledge of South Sudan's education system, laws, and policies.
4. Knowledge of international and regional, guidelines, standards and frameworks on GBV and CP mitigation in education
5. Experience in conducting training and capacity building for diverse stakeholders.
6. Strong research and report-writing skills.

Academic Qualifications:

- The consultancy team/consultant with a gender and education expert, child protection, policy and advocacy, a human rights expert and a Monitoring, Evaluation and Research expert will be prioritized.
- The team or at least the team leader should possess advanced university degree (Master's degree or equivalent) in Education Studies, Social Sciences, Development Studies, Public Policy, Gender Studies, Human Rights or related discipline.

Proposal Submission

Interested consultants or consulting firms should submit a detailed proposal that includes the following:

1. Technical proposal outlining the approach to be used for the consultancy.
2. Financial proposal with a breakdown of costs including costs for expert consultations, stakeholder engagement, data collection, analysis, and report writing etc.
3. Curriculum vitae of key team members.
4. Samples of approved reports and certificates of previous work related to education policy and gender-based violence/child protection.

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Technical expertise and experience
2. Methodology and approach
3. Cost-effectiveness
4. Qualifications and experience of key team members
5. Samples of previous work



Application

Interested consultants/applicants are requested to submit their CV and letter of interest, a technical proposal detailing their experience approach to the assignment, and a financial proposal including their consultancy fees and budget breakdown. Applications should be submitted to SouthSudan.procurement@plan-international.org by 31st January, 2024

Note: Plan International reserves the right to accept or reject any or all proposals submitted. The selected consultant or consulting firm will be required to sign a contract and adhere to the terms and conditions outlined therein.

Prepared by: *Markus Tureti* Sign: *[Signature]* Date: *23/01/24*

Approved: *Jane Mwanu* Sign: *[Signature]* Date: *23/01/2024*

