**Request for Proposal and TOR for Need Assessment**

**Terms of Reference (ToR) To Conduct Needs Assessment on Child situation in Central Equatoria, Eastern Equatoria, Jongelei and Upper Nile States**

**Request for Proposal for Needs Assessment**

**SOS Children’s Villages, South Sudan**

**2022**

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**Background**

**SOS Children Villages, South Sudan** is an affiliate member of SOS Children’s Villages International, a federation of 137 national associations, working together with a single mission: to ensure that every child grows with love, respect and security. We take action for children as an independent nongovernmental social development organization. We work for children who are orphaned, abandoned or whose families are unable to care for them. We give these children the opportunity to build lasting relationships within a family

**Areas of Focus (prepare needs assessment)**

Undertake all required preparations for the field evaluation: propose a detailed methodology, conduct desk research, identify key informants, plan data collection process, organization & logistics, and prepare field visit schedule. Submit and secure approval for the refined evaluation design and methodology in an inception report: document(i) proposed methodological set-up, (ii) locally adapted and proposed data collection tools. Preparation of checklists, participant lists and other management/organizational

**overall objective of the needs assessment**

* Provide specific information on the type and extent of vulnerability of children who have lost parental care and those ones that are at significant risk of losing it. To create deep understanding of the magnitude and root causes of child vulnerability, abandonment and neglect.
* Provide information on how the situation of these children is being addressed
* To analyze local context and existing responses on child abandonment in Juba Central Equatoria, Torit Eastern Equatooria, Bor in Jonglei State and Malakal in upper Nile.
* Provide information on the availability and scope of local initiatives aimed at addressing the situation of these groups of children.
* Identify existing program and intervention approaches used by other stakeholders in addressing the situation of the children.
* Identify the strength and weaknesses of existing interventions run by key stakeholders, and community based organizations.
* To identify whether SOS Children’s Village is the best placed stakeholder to respond to child abandonment.
* To recommend needs driven programme planning to reduce the level of child vulnerability, abandonment and neglect.
* To assess Key actors and local stakeholders for planning and intervention of the project.
* The commitment level of duty bearers specially the zone government offices in providing land, house and other etc

**Geographical Location**

Interested consulting firms/social researchers are welcome to submit their proposal for a needs

assessment in,Central Equatoria, Eastern Equatoria, Jonglei and Upper Nile States. This bid is open to all national consulting firms/social

researchers that are legally constituted and can provide the requested services. The bidder shall bear

all costs of the bid; costs of a proposal cannot be included as a direct cost of the assignment. The

proposal and all supplementary documents have to be submitted in English. The financial bid also needs

to be stated in English (including Taxes).

**Logistics and coordination**

At the programme location, accommodation and m a j o r transportation can be borne by the contractors themselves.

**Requirements of the job (Skills and competencies**

1. Proven competency (record of previous experiences for more than 10 years) in project/programme evaluations, including formative programme evaluations/needs assessments
2. A good understanding of development work in South Sudan
3. A good understanding of child rights and issues affecting vulnerable children and their families
4. Good organizational and interpersonal skills
5. Reputation of firm/organization/social researcher and staff and individual consultant/s
6. Relevance of: - Specialized knowledge
7. Proven expertise in carrying out formative evaluations
8. CVs for key staff
9. Proven experience in participatory processes and data collection methods (including age appropriate data collection methods
10. Strong analytical and conceptual skills
11. Excellent written communication skills

**Other relevant terms will be stated in a Terms of Reference and made available to the hired consultant.**

**Documents to submit**

* Bid submission / identification form
* Previous experience format
* Price schedule form (to be sealed in a closed envelope or a separate PDF file)
* Technical proposal
* CVs of the research team member(s) including current geographical location(s)
* Three references (at least two of them must be familiar with your work)
* An example of a recent/relevant evaluation report

**Time frame**

The proposal has to be received by latest 13th January 2023, until 5:00 am. Proposals received after the deadline will not be considered.

**Process of Submission of Bids**

To facilitate the submission of proposals, duly stamped and signed proposals can be submitted either in hard copy to SOS Children’s Villages South Sudan at Juba, Yei Road Falcon Company Compound 1500 Meters from UNMISS or electronically in PDF format through email to [Taban.Gabriel@sos-southsudan.org](mailto:Taban.Gabriel@sos-southsudan.org) and [isaac.james@sos-southsudan.org](mailto:isaac.james@sos-southsudan.org)

**N/B:** Applications received after the deadline specified for submission may be rejected and disqualified.