

USAID Resilience through Agriculture in South Sudan Activity (RASS)

REQUEST FOR QUALIFICATIONS (RFQ)

Issue Date: 27, Sept 2022

Deadline: 06, Oct 2022

Request No: RASS-JBA-22-0115

Recruitment of three (3) Consultants (Rapid Skills Assessment to Promote Entrepreneurship Opportunities) practices that will be promoted to increase productivity among the producer groups in DAI/RASS Activity

NOTICE: Prospective Consultants who have received this document from a source other than the RASS Activity should immediately contact rass_procurement@rassactivity.org and provide their name and mailing address so that any amendments to this RFQ or other solicitation-related communications can be sent directly to them. Any prospective Consultants who fail to register their interest with DAI/RASS assumes complete responsibility if they do not receive communications prior to the closing date of this RFQ. Any amendments to this solicitation will be issued via email.

Issuance of this RFQ in no way obligates DAI to award an Independent Consultant Agreement and Consultants will not be reimbursed for any costs associated with the preparation of their application. No discussions or negotiations are permitted with Consultants under this RFQ. Consultants shall submit their best and final price

Request for Qualifications – Individual Consultant recruitment

Overview: DAI Global LLC, a legally registered company in South Sudan and implementer of the USAID-funded Resilience through Agriculture in South Sudan (RASS) Activity, hereby invites eligible Individual Consultants to provide Individual Consultant Services as **Rapid Skills Assessment to Promote Entrepreneurship Opportunities**. The RASS Activity will improve food security and community household recovery and resilience in 13 target counties, reducing long term reliance on humanitarian assistance (HA).

1. RFQ No.	RASS--JBA-22-0115
2. Issuance Date	Sept,27, 2022
3. Title	Rapid Skills Assessment to Promote Entrepreneurship Opportunities Consultant
4. Issuing Office	DAI Global LLC USAID-funded RASS Activity Afex Camp River, Hai Malakal, Along side Nile River, Juba, South Sudan
5. Email Address for Submission of Quotations	All quotes must be submitted by email to rass_submissions@rassactivity.org with "Consultancy Services for Rapid Skills Assessment to Promote Entrepreneurship Opportunities" in the email subject line. Any other form of submission will not be accepted.
6. Deadline for Receipt of Applications	17:00 CAT, 6th Oct,2022. Late submissions will not be accepted.
7. Submission of Questions / Clarification Requests	Consultants may submit questions and requests for clarifications by email no later than Sept 30th, 2022, at 17:00 CAT . Please only submit questions to: rass_procurement@rassactivity.org . All questions received will be compiled and answered in writing and distributed to all registered Consultants.
8. Anticipated Award Type	DAI anticipates awarding an Independent Consultant Agreement (ICA) for the services
9. Basis for Award	Any application that does not meet the technical minimum score of 70 out of 100 points will be rejected. Any application that does not meet the mandatory criteria set out in Attachment B will be rejected. The candidate who meets the selection criteria will be invited for an interview. The final candidates that successfully pass the interview will be recommended for award upon satisfactory reference checks, document verification for successful candidates and screening requirements. To be considered for award, Consultants must follow the instructions provided in this RFQ, submit a complete application (see section 11), and meet all the requirements identified in Sections 10, 12 and 13 prior to award.
10. Technical Specifications and Requirements	See Attachment A – Terms of references See Attachment B – Evaluation criteria
11. Complete Applications Response	A complete submission in response to this RFQ includes: 1. Attachment C – Application submission form Form 1. CV with relevant attachments Form 2. Financial Proposal Form 3. Past Performance References

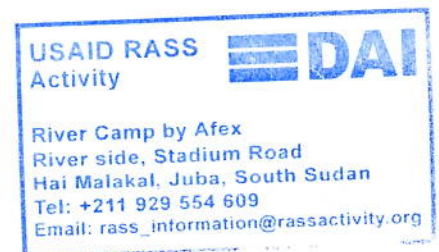
<p>12. General Instructions to Consultants</p>	<ul style="list-style-type: none"> • Each eligible and interested consultant is responsible for reading very carefully and understanding fully the terms and conditions of this RFQ. Failure to do so will be at the Consultant's risk. • All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email. • If this RFQ solicitation is amended, then all terms and conditions not modified through the amendment shall remain unchanged • By applying, the interested consultant fully understand that their quote must be valid for a period of 90 days, which shall be indicated in the cover letter submission. • Prior to any award the Offeror must meet all determination of responsibility requirements as listed in Box 13. • Consultants shall submit applications <p>Consultants shall complete Attachment B: Price Schedule template in United States Dollars (USD) only</p>
<p>13. Procurement Ethics</p>	<p>By applying, the eligible & interested consultant certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Bidders or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com.</p>



TABLE OF CONTENTS

Request for Qualifications – Individual Consultants

1. Attachment A: Terms of references	5
2. Attachment B: Evaluation criteria.....	11
3. Attachment C: Application submission form	12
3.1 Form 1. CV with attachments	12
3.2 Form 2. Financial Proposal.....	13
3.3 Form 3. Past Performance References.....	14



Attachment A

TERMS OF REFERENCES

1) RASS ACTIVITY DESCRIPTION

USAID's four-year (2021-2025) Resilience through Agriculture in South Sudan (RASS) Activity will improve food security and community household recovery and resilience in 13 target counties, reducing long term reliance on humanitarian assistance. To achieve this ambitious aim, RASS will employ a resilience pathways approach to improve the effectiveness of local systems and strengthen the capacities of community groups to achieve gender responsive and diversified market-sensitive production; facilitate increased production of diverse nutritious foods by strengthening productivity, reducing food loss, and improving nutrition behaviours; and strengthen and expand household and community opportunities for sustainable, locally driven livelihoods. RASS targets graduating communities from high integrated food security phase classifications to low IPC acute food insecurity and support a change from a focus on humanitarian assistance to inclusive development assistance and economic growth.

USAID has designed the RASS Activity as a vital companion to the many humanitarians' relief and recovery efforts. Layering, sequencing, and integrating development activities with these efforts, RASS will strengthen capacities to sustain gender-responsive, diversified, and market-sensitive agricultural production; increase availability of, access to, and utilization of diverse, safe, and affordable diet; and expand opportunities for sustainable, locally driven livelihoods, thereby graduating communities from emergency to insecure, per the IPC classification.

2) BACKGROUND

South Sudan's rural areas are generally remote, with poor infrastructure, limited health and education services, weak institutions, lack of opportunity, and a nascent private sector. Largely outside the formal economy, livelihoods are resource-based and often insufficient to enable households to sustain and recover from reoccurring shocks and stresses and break out of poverty. According to the Integrated Phase Classification (IPC) scale, most of South Sudan is in a state of acute food insecurity (phase 3), or worse, in a food emergency (phase 4), indicating severe levels of acute and chronic malnutrition.

Extended periods of intense conflict for more than 40 years have weakened social cohesion, eroded trust within and between communities, and resulted in significant levels of trauma and gender-based violence (GBV). Women have had less access and agency in economic, political, and social decision making and opportunities due to existing gender inequalities, patriarchal social norms, and an aggressive form of masculinity. Polygyny and early and forced marriage are legal and constitute an impediment toward women's agency, equality, and result in severe negative consequences for girls/women's health. Historic tensions, a "gun culture," increasing competition for natural resources, lack of employment options, inflation of the "bride price," and the combination of weak infrastructure and unpredictable civil insecurity present a challenging operating environment.

3) CONTEXT OF THE CONSULTANCY AND GENERAL TECHNICAL REQUIREMENTS

Key Performance Areas

The overall purpose of this assessment is to identify skills in demand amongst the 104 producer groups in the five Counties of Akobo, Budi, Kapoeta North, Jur River and Wau. This will enable the development and implementation of an entrepreneurship program that reflects the low literacy and numeracy levels thus increasing employment opportunities for the youth including women. Specially:

1. Assess and identify skills in demand to foster pathways for increased employment, including for young men and women. This includes a Focused Group Discussion (FGD) with the 104 producer groups as well as Key Informant Interviews (KII) in collaboration with CBOs, local business people and training programs in the target counties such as the Dorcas Community Development Training Center and Don Bosco in Wau to share information about employment or business opportunities with high and medium demand.
2. Identify viable placement approaches—such as internships and the creation of village-level agents that work on commission-based sales jobs with agricultural input suppliers or equipment manufacturers (e.g., AFGRI Agri Services, and Green Horizon).
3. Explore entrepreneurship opportunities for youth, including young women by developing an entrepreneurship program that reflects the low literacy and numeracy levels in the target counties. Potential opportunities to focus on during the assessment includes business opportunities with high demand, such as leather works, tailoring, welding, beautician services, food processing, masonry and mechanic/Boda Boda repair.

4) PERIOD AND PLACE OF PERFORMANCE

The period of performance is expected from 21days.

DAI/RASS will contract the Rapid Skills Assessment to Promote Entrepreneurship Opportunities Consultants on the following Level of Efforts (LOE):

Level	County	Estimated Number of Days for Completion
County	Akobo	10 days travel included
County	Budi and Kapoeta North	21 days travel included
County	Wau and Jur River	21 days travel included

Pre-meeting phase: The Consultant will meet with RASS/HQ in Juba and then travel one or a series of the five prioritized counties of Akobo, Budi, Jur River, Kapoeta North and Wau.

5) EXPECTED RESULTS AND SUPPORT

5.1) RASS expectations of the Consultant

Under the supervision of the DCOP that will provide overall technical direction and acceptance of all consultant deliverables, the Consultant is expected to:

- The consultant will provide his/her own working laptop with fully functioning Microsoft Word, Excel, and PowerPoint/
- The consultant will provide his/her own cell phone and connect to the internet when in the field to remain in contact with RASS, using the Microsoft Teams or other web-based conference, when available.
- The consultant will work closely with the RASS operations team to ensure adherence to travel schedules and to troubleshoot any field implementation challenges.
- The consultant is expected to adhere to all updated safety guidelines and restrictions for COVID-19 and identify solutions that may arise from limitations with in-person meetings.
- Given the current restrictions in the country, the Consultant is expected to communicate any security restrictions that may impede their work.
- Exude and apply standard ethical principles and practices for the duration of the assignment. Some of these must deal with confidentiality of interviewee statements when necessary, refraining from making judgmental remarks about stakeholders.
- The Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the service without prior written consent by the contracting authority. Proprietary interests on all materials and documents prepared by the contract holder under this assignment shall become and remain property of DAI/RASS.

5.2) RASS support to the Consultant

RASS support will consist to:

- Share available contacts for county level work and assist in the coordination, booking, and payment of approved regional travel arrangements.
- Provide reimbursement as approved in the consultant agreement for internet and communications costs

Expected deliverables

The following are expected deliverables:

- Assessment report indicating skills in demand, identified viable placement approaches to foster pathways for increased employment, including for young men and women. The results of these findings should reflect outcomes of the focused group discussions with the 104 producer groups and key informant interviews/consultations with CBOs, training programs and local businesses in the target counties.
- Entrepreneurship program developed to support the implementation of the activity by RASS. The program should reflect low literacy and numeracy levels in the target counties and promotes positive masculinity.

4. Proposed timeframe

The assignment indicated in this Terms of Reference to assess skill demand amongst the RASS producer groups in all the selected counties will be completed by **Monday October 31, 2022**. In view of the tight timelines, the approach is to identify competent expert who would be supported by the

RASS frontline staff in collection of the data. It is envisaged that the STTAs would spearhead data collection processes in at least 2 of the five target counties. The timeframe for this consultancy is 21 days, from the time of signing the contract. The consultant must commit to finishing the consultancy assignment within the specified timeframe. The proposed timeline is divided as follows:

Timeframe and estimated working days (LOE)

S/N	Task	Deliverable	# of Days
1	Preparation of schedule for field work, data collection tools	An inception report clearly outlining the approach and methodology, proposed activity implementation timelines, the outline of the skills assessment plan,	03
2	Fieldwork	A comprehensive and well-organized draft skills audit report for each of the target counties, and processes report.	10
3	Preparation of report capturing key findings and recommendations	Fact sheet or abstract and PowerPoint Presentations to be used for dissemination of findings to RASS.	05
4	Presentation of findings/validation, feedback and final reporting		01
5	Finalization and submission of the final report	Final validated skills assessment reports for each of the targeted counties.	02
Total LOE			21

5. Management of the Consultants

Under the overall supervision of the RASS Chief of Party (COP) and in collaboration with relevant DAI/RASS technical personnel, the Consultants will be directly under the supervision of the Deputy Chief of Party (DCOP).

6. Payment schedule

Task/Deliverable	Due Date	Payment	Approver
1. An inception report clearly outlining the approach and methodology, proposed activity implementation timelines, the outline of the skills assessment plan	Not applicable	30% upon submitting the inception report	Not applicable
2. Finalization and submission of the final report	9 business days upon returning from the field	70% upon approval of Final validated skills assessment reports for each of the targeted counties	Deputy Chief of Party

RASS will directly facilitate air tickets, airport pick up and drop off, ground transport and accommodation while in Juba and field locations – depending on need basis. Payment will be as follows: First instalment (30%) of the total cost on submission and acceptance of inception report. Final payment (70%) upon completion and approval of the final report. Additional information on payment terms and conditions will be included in the contract.

6. Consultants Competencies

The minimum qualifications, competencies and experiences for the desired consultant/s are as follows:

- Relevant Master’s degree in Agriculture, Agricultural Economics, and developmental studies or any other related field.
- Proven Strong demonstrated experience in conducting stakeholders-centered local planning or related assignment. This should be backed up by the number of similar skills audits and/or assessments that have been conducted by the individual or institution.
- Minimum experience of 5 years in conducting skills assessments and audits using participatory methodologies with proven results.
- Demonstrated ability to write high-quality, methodologically sound, analytical papers, and reports in user-friendly English language.
- Excellent organizing, facilitating, presentation, communication, and report writing skills.
- Experience using feminist methodologies will be considered an asset.
- Good knowledge and proven experience in research design, implementation, and data analysis; and,
- Sound knowledge of the context in South Sudan and the geographic scope of the study area.

1.1 *Additional Information*

- Consultants shall abide by WHO and the Government of South Sudan COVID-19 SOPs.
- Consultants shall be required to sign and abide by DAI Safeguarding Policy (which includes prevention of sexual exploitation and abuse, and behavior protocols).
- Consultants shall abide by USAID beneficiary data privacy/management policies.

2.

2.1 *Ethical Considerations, Confidentiality and Proprietary Interests*

DAI Organization and Values: DAI is a global development company with corporate offices in the United States, the United Kingdom, EU, Nigeria, Pakistan, and Palestine and project operations worldwide. We tackle fundamental social and economic development problems caused by inefficient markets, ineffective governance, and instability. DAI works on the frontlines of global development. Transforming ideas into action—action into impact. We are committed to shaping a more livable world.

DAI and its employees are committed to confronting racism and holding ourselves accountable for positive change within the company and in the communities, cultures, and countries in which we live and work. DAI is committed to attracting and retaining the best employees from all races and backgrounds in our continued effort to become a better development partner. DAI upholds the highest ethical standards. We are committed to the prevention of sexual exploitation, abuse, and harassment as well as other ethical breaches. All of our positions are therefore subject to stringent vetting and reference checks.

DAI is an equal opportunity/affirmative action employer with a commitment to diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran.

- The Consultants must apply standard ethical principles during the assignment. Some of these must deal with confidentiality of interviewee statements when necessary, refraining from making judgmental remarks about stakeholders.
- The Consultants shall not either during the term or after the termination of the assignment, disclose any proprietary or confidential information related to the service without prior written consent by the contracting authority. Proprietary interests on all materials and documents prepared by the contract holder under this assignment shall become and remain properties of DAI/RASS.

7. Submission

To apply, please send your complete and updated CVs/resumes of the proposed experts, technical and financial proposals detailing methodology, work plan, required resources and budget; and previous reports as one single document to: rass_submissions@rassactivity.org. Your attachment must be not exceeded 1 megabyte in size. Please DO NOT submit any other recruitment documents currently. In the subject line, please include the: “**Consultancy Services for Rapid Skills Assessment to Promote Entrepreneurship Opportunities**”. DAI/RASS encourages applicants to submit their applications electronically. Only shortlisted candidates who meet all the minimum qualifications will be contacted. DAI/RASS will carry out reference checks and document verification for successful candidates. The deadline for submissions is **Thursday 6th, October 2022, at 05:00 PM (17:00) CAT.**

Kindly be reminded that DAI does NOT tolerate canvassing and will not answer questions via phone calls.

ATTACHMENT B
EVALUATION CRITERIA

Mandatory criteria

The Rapid Skills Assessment to Promote Entrepreneurship Opportunities Consultant will be eliminated if its application does not demonstrate that it meets the following minimum mandatory criteria:

Evaluation criteria

#	Evaluation criteria	Maximum Points
1	<u>Education and qualifications</u>	20
1.1	<ul style="list-style-type: none"> Relevant Master's degree in Agriculture, Agricultural Economics, and developmental studies or any other related field. 	20
2	<u>Professional experience</u>	80
	<ul style="list-style-type: none"> Proven Strong demonstrated experience in conducting stakeholders-centered local planning or related assignment. This should be backed up by the number of similar skills audits and/or assessments that have been conducted by the individual or institution. 	20
2.2	<ul style="list-style-type: none"> Minimum experience of 5 years in conducting skills assessments and audits using participatory methodologies with proven results. 	20
2.3	<ul style="list-style-type: none"> Demonstrated ability to write high-quality, methodologically sound, analytical papers, and reports in user-friendly English language. 	10
2.4	<ul style="list-style-type: none"> Ability to work independently and in a team environment to inspire communities to succeed Excellent organizing, facilitating, presentation, communication, and report writing skills. 	5
2.5	<ul style="list-style-type: none"> Experience using feminist methodologies will be considered an asset. Good knowledge and proven experience in research design, implementation, and data analysis; and, Sound knowledge of the context in South Sudan and the geographic scope of the study area. 	5
TOTAL POINTS		100

To be qualified, the
, you must obtain a minimum of 70/100 points.
The final candidates that successfully pass the interview will be recommended for the award upon satisfactory references.

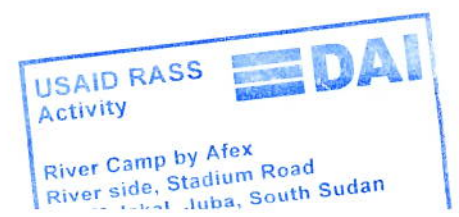
Attachment C
APPLICATION'S SUBMISSION FORM

- Form 1. CV

The **Rapid Skills Assessment to Promote Entrepreneurship Opportunities Consultant** must provide his/her complete and updated CV/Resume with a recent work plan or technical report that was originally authored by him/her. The CV must specify his/her Nationality.

1. Form 2. Financial proposal

Recruitment of three (3) Rapid Skills Assessment to Promote Entrepreneurship Opportunities
Consultants for the DAI/RASS Activity
Procurement Ref: RASS-JBA-22-0115



Jonglei: Akobo

Item No.	Level of Efforts (LOE)	Daily rate (USD)	Total rate (USD)
1	10 days		

Western Bahr Ghazel State: Wau and Jur River

Item No.	Level of Efforts (LOE)	Daily rate (USD)	Total rate (USD)
1	21 days		

Eastern Equatoria: Budi and Kapoeta North

Item No.	Level of Efforts (LOE)	Daily rate (USD)	Total rate (USD)
1	21 days		

NB: The Consultant must provide its financial proposal for the county he applies only. Biodata will be required for the selected Consultant.

We, the undersigned, provide the attached financial proposal in accordance with RASS-JBA-22-0115 dated [Insert full date].

I certify a validity period of 90 days for the rates provided in the attached proposal. I have read and understood fully the instructions provided in the subject RFQ which I intend to fully comply.

We understand that DAI is not bound to accept any applications it receives, and that DAI will not reimburse any costs associated with the preparation of this application.

Consultant's signature

2. Form 3. Past performance references

The Rapid Skills Assessment to Promote Entrepreneurship Opportunities Consultant must provide at least 3 past performance references information. This may include any good performance certificate he/she may have received during his/her past performance.

Reference # 1

Name of Project:	
Location of Project:	
Period of Performance:	
Description of Services Provided:	
Reference Contact Name:	
Reference Contact Number:	

Reference # 2

Name of Project:	
Location of Project:	
Period of Performance:	
Description of Services Provided:	
Reference Contact Name:	
Reference Contact Number:	

Reference # 3

Name of Project:	
Location of Project:	
Period of Performance:	
Description of Services Provided:	
Reference Contact Name:	
Reference Contact Number:	

