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Plan International Inc. South Sudan  
Hai Jerusalem  
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Juba, South Sudan

Web: www.plan-international.org



## INVITATION TO TENDER (ITT)

### IMPORTANT INFORMATION

**Company Name:**

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- (a) This is **not a purchase order**.
- (b) The Tender Document should be enclosed in a **plain envelope** and clearly marked "**TENDER NO. 00133T/FY23/SSD1/Provision of Support reflection Consultancy services** and addressed to "**THE TENDER PANEL**" **Plan International South Sudan** to be submitted not later than **10:00am of November 27<sup>th</sup> 2023**

Date: 14/11/2023

You are hereby invited to submit your financial and technical proposals for the provision of support reflection and reporting consultancy services 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 Country Situation analysis for the development of strategic plan as per the attached Terms of reference	01	

<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 Certificate)	15
3	Bank Statement of six months	15



(2) WORK COMPLETION PERIOD: _____		
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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

### Consultancy for Country Situation analysis for the development of a Strategic Plan for South Sudan

#### Introduction

Plan International is a youth centered organization with an ambition “All girls standing strong creating global change” with a purpose which is “Striving for a just world that Advances children’s rights and equality for girls”. Our objective is to **Increased Impact** where we are increasing our impact for children, particularly girls, by adapting our focus where need is greatest and enhancing how we deliver and measure impact; **Strengthened legitimacy where we** are strengthening our legitimacy by modernising our work and by shifting power closer to the point of impact and to those we work with and for especially the children and youth enhancing their participation in our co-creation of strategies, programmes and projects that have a direct impact on their lives. The intention is to move from a “youth feel tokenized and do not engage meaningfully” to “youth meaningfully participation in governance, leadership and decision making”; **Improved sustainability** where we are improving our sustainability through a diversified funding mix and strategic allocation of funds while enabling agility in how we work across the organisation to be effective and responsive. Over the next five years, Plan International will intensify initiatives where children and youth are active drivers of change across our Areas of Global Distinctiveness while engaging partners to deliver our programme and influencing objectives throughout the whole strategic period.

Plan International has been operational in South Sudan for over 17 years since 2006. At the initial stages, the Country Office was implementing Sponsorship and emergency response interventions mainly in Central Equatoria State in The Yei Programme Unit. The December 2013 civil war disrupted the South Sudan context considerably to the extent that sponsorship was no longer feasible due to challenges related to tracing sponsored children displaced by the conflict and thus not being able to meet the sponsorship commitments. The CO in 2017 discontinued sponsorship programme and started to implement emergency response interventions prioritizing lifesaving interventions. With the mandate of the CO focused on emergency response, it expanded its area of operation to other areas such as Lakes, Jonglei, Upper Nile, Eastern Equatoria, Western, Central Equatoria states Upper Nile and Unity State by 2023 implementing Food Security and Livelihoods (FSL), Nutrition, WASH, NFIs, Protection (Child protection & GBV prevention & response), Education, Skills and Opportunities for Youth Employment and Entrepreneurship-SOYEE and SRHR using purely grants to deliver its interventions with a nexus focus.

#### Our Strategic approach

The Strategic duration for Plan International is informed by the context, although globally, it has adopted a mid-strategic duration of 5 years informed by a reflection of the previous strategy.. The 5-year country strategy being developed will spell out clearly our strategic ambition, purpose, impact areas, theory of delivering change in delivering our program and influencing approaches that are gender transformative, budget scale, geographic focus, operational efficiency, a fit for purpose delivery structure, risk management strategy, resource mobilization strategy as well as capacity enhancement



plan. The new Country strategy will run from July 2024 to June 2029 and will be aligned to Plan International's Global strategy, Program and influencing Approach as well as other global initiatives and approaches. The over-arching focus of the new country strategy will be to strive for a just world that advances children's rights and equality for girls in the core Areas of Global Distinctiveness (AoGDs) of Learn, Lead, Decide and Thrive. The new country strategy will also draw from experiences and lessons learnt from previous work through several evaluations and reflections conducted in the past years. Plan International is a youth-centered organization that focuses on the rights of children, adolescents, and youth, especially young women, as drivers of change. Nexus programming and localization are some of the key strategic approaches. The strategy also incorporates gender and inclusion and has the capacity to influence policies, systems, and structures. Working with youth, youth groups, and youth-led organizations is essential and co-creation is aligned with the locally led globally connected principle based on the Building Better Partnership framework. Over the next 5 years Plan International South Sudan wants to become a partner of choice for nexus programming and localisation through diversifying funding portfolio and partnership mix.

### **Purpose of the Consultancy**

The purpose of this Consultancy is to develop context relevant Country situational analysis to inform the development of the New Country Strategy including making the relevant strategic choices aligned to the Country Context and to the Global Strategy. The situational analysis should clearly spell out the political, Economic, social, Technological, Environmental, and Legal and policy as well as clearly identify the gaps to meet the needs and rights of children using the humanitarian, development and peace building approach under Learn, Lead, Decide and Thrive AoGDs with a geo specific information of 10 states and 2 administrative areas in South Sudan so that this can help the management to do informed decision for future potential strategic expansion.

### **Scope of Work**

The Consultant will work closely with Plan International's Country Strategy Development Core team to develop the situation analysis for South Sudan to inform strategic choices and overall country strategic plan. The Consultant will be expected to review and finalize a draft Situational Analysis report based on reflection the country strategy evaluation and situation analysis that was prepared internally by Plan International's Thematic Specialists to ensure that it is of high quality and provides adequate information to inform strategy development. The process will be guided by the global planning situation analysis guide on Planet.

### **Expected Deliverables**

Working closely with the Country Strategy Core team and Country leadership team, the Consultant is expected to deliver the following deliverables in one report:

- Review and finalize the Country Situational Analysis report that should include Political, Economic, Social, Technological, Environmental and Legal situation including challenges and opportunities;



- Review the current situation of children, adolescent, and youth in South Sudan, and what are the key challenges that impacting on their lives, and possible recommendations
- Potential footprint and hard to reach area analysis for potential growth
- Funding analysis including Donor and partner Landscape analysis. Where possible the Consultant will collect additional information mainly from desk reviews to beef up identified gaps from the draft report.
- The Consultant will facilitate a Country reflection session over the past years to capture key lessons that can be considered for the new strategy including utilising the evaluation findings of the current CSP ending, project reports, evaluation reports and other relevant documents with the country relevant to the context. The Consultant will suggest the most suitable methodology to be used for this reflection session.

### Timeline

The consultancy is expected to be conducted between November and mid-December 2023 and will take a total of 7 person days. Specific deliverables are expected to take specific timelines specified in the table below. The Consultant will be paid as per specific person days specified on the table below

Ref	Activity Description	Total person days
1	Facilitate and Country Learning and Reflection Session	3
2	Review and finalization of the Country Situational Analysis Report	4
<b>Total Days</b>		<b>7</b>

### Budget and Payments

The consultant is expected to provide a technical and financial proposal for the work. The technical proposal will first be evaluated and then later the financial proposal before a decision is made.

### Consultancy Qualifications and Experience

Plan International is looking for an experienced Consultant to Lead processes of situational context analysis to inform Country Strategy development process. The consultant we are seeking should have significant experience in strategy design and managing organizational change in volatile contexts. The successful Consultant is expected to have a postgraduate degree in a relevant discipline as well as significant experience in Country Strategy development, Organizational development, Change Management, Gender analysis and humanitarian programming. Specific expected qualifications and experience will include:

- Advanced degree in International Development, Social Sciences, Women's and Gender studies, International Humanitarian Law, or other related disciplines.



- Significant Experience with an international NGO working in Humanitarian settings, human rights, women empowerment, including mainstreaming gender equity into different sectoral program programs.
- At least five years' experience in Developing Country and thematic strategies, leading Context and gender analysis and preparing Country Strategies for International Non-Governmental Organizations.
- Proven successful ability to conduct context and gender analyses and develop strategies based on that analysis.
- Demonstrated ability to develop evidence-based recommendations and interventions to promote gender equity and women's and girls' empowerment.
- Excellent verbal and written communication skills, including demonstrated ability to write context analysis and Country Strategy documents, analyses and reports in a clear, concise, well-organized manner.
- Fluency in English, written and oral, required; Arabic language skills are an asset

### Application Process

Applicants are expected to provide a short technical and financial proposal that details how they propose to execute the required tasks and clearly explained cost structure. Proposals for this assignment will be evaluated according to the following criteria:

- Technical and Financial proposal's ability to meet the expectations of this ToR.
- Proposed personnel qualifications and experience in Country Strategy development, Context analysis in a humanitarian context.
- Record of accomplishment and experience in doing similar work in related contexts (volatile and chronic humanitarian contexts).
- Profile of applicants -corporate or individual references of previous work done.

### Application details

Applications can be emailed to: [ssprocurement.committee@plan-international.org](mailto:ssprocurement.committee@plan-international.org) not later than 26<sup>th</sup> November 2023

*M. Kamal*

*BS*

