



## **REQUEST FOR PROPOSAL FOR GENDER ANALYSIS STUDY CONSULTANCY FOR ISLAMIC RELIEF SOUTH SUDAN**

**CONSULTANCY LOCATION;** Kapoeta East and North Counties

### **BACKGROUND**

Islamic Relief South Sudan (IRSS) with funding from IR Canada, is implementing a 24-month project “Promoting Gender Equality and Resilient Livelihoods in South Sudan (PROGRESS)” which is expected to increase resilience of most vulnerable populations (35,700 individuals) through the following:

- Protection: access to structured PSS services to GBV survivors will be done through Community-Based-Protection Committees, Women and Child-Friendly Spaces and community sensitization.
- Resilient Livelihoods: 4,000 farmer households will adopt improved agricultural practices to increase food production, maintain livelihood assets, and mainstream DRR. Vaccination of 20,000 and treatment of 3,000 livestock with animal diseases will be undertaken by 20 trained Community Animal Health Extension Workers.

The project-specific objectives:

1. Enhance livelihoods opportunities among conflict-affected IDPs, Returnees, and Host Community members, with special attention to female headed households 240 HHs (1104)
2. Improved knowledge and skills on peace-building, gender equality and GBV reduction, rights of children and people with disabilities.
3. Improve community awareness and practice to prevent COVID-19 among the target community in Kapoeta East

Islamic Relief Worldwide- South Sudan is an international humanitarian organization that has been working with vulnerable communities in South Sudan since 2004. With funding from IR UK, IRSS is currently implementing a 24-month project “Promoting Gender Equality and Resilient Livelihoods in South Sudan (PROGRESS)” which is expected to increase resilience of most vulnerable populations (35,700 individuals) through the following. The purpose of the project is to respond to humanitarian gaps felt by communities in Kapoeta East and North Counties.

## **CONSULTANCY SERVICE DESCRIPTION:**

### **Objective:**

In close coordination with Head of Program, the consultant will lead components of IRSS's Gender and Inclusion analysis, including

- 1) desk review of research in local language(s);
- 2) conducting key informant interviews and focus groups in local language(s); and
- 3) drafting the preliminary data analysis.

### **Responsibility of the Consultant:**

- Conduct and provide a preliminary desk review of English language resources.
- Conduct a supplementary desk review of Arabic language resources on gender equity and social inclusion.
- Based on the desk review, identify experts from CSOs, government, and/or international bodies, and conduct online or phone key informant interviews on gender and humanitarian issues in South Sudan.
- Based on the desk review, identify target communities and an appropriate means to engage male and female leaders, and conduct online or phone focus group discussions on gender and humanitarian issues in South Sudan.
- Advise the design of the program quantitative baseline survey by contributing a "gender and inclusion lens" to the questionnaire and methodology, if needed.
- Advise on the adaptation of IRSS's Safeguarding Guidelines for Prevention of Sexual Exploitation and Abuse (PSEA) of Children and Vulnerable Adults, if needed.
- Contribute recommendations for early work planning to ensure that project design and design of all project activities consider gender and include marginalized groups; including recommendations and considerations of COVID-19 impact and long-term consequences.
- Document and present findings and recommendations in a clear, concise and usable written report format and provide updates, either written or oral, to the Head of Program and senior management and other relevant staff, as available.
- Other duties as assigned.

## **Methodology -**

This will be developed and specified by the consultants and will cover the following:

- Literature review: national gender reports, most recent gender-related researches and reports, and the project documents
- Stakeholders consultations: national and county gender key players
- Field survey/assessment in selected counties/areas
- Data analysis: the data collected from desk review, stakeholder consultation and field survey will be analyzed as per scope above.
- Validation: with stakeholders and, target groups
- Report: based on the data collected and analyzed, recommend the key gaps for intervention.
- Debriefing with IRSS team

## **Outputs/Deliverables / Duration (30 days)**

1. Inception report and methodology development -2 days
2. Background research-5 days
3. Presentation of background research and incorporating feedback-2 days
4. Development of guidance and tools-3 days
5. Data Collection-15 days
6. Finalization of all materials-3 days

**Assignment duration:** This assignment is expected to take no more than 30 days to complete.

## **PERSON SPECIFICATION**

### **Qualifications**

- Master's degree in Women's and/or Gender Studies, Sociology, Anthropology, International Development, community development, or other relevant field or a Bachelor's degree in a relevant field with an additional three years of experience.
- Minimum of 5 years of experience working on gender and/or inclusion, at least 5 of which were in South Sudan, preferably in more than one region (Warrap, Kajo Keji or Kapoeta).
- Must demonstrate ability to use mixed methods research for high-level, timely gender and inclusion analyses.
- Experience working with and within diverse communities and ethnicities in South Sudan across education, gender equality, and/or youth engagement sectors, and

- understanding of how gender and youth issues may impact or manifest differently across diverse communities, regions, and ethnic groups in South Sudan, highly desired
- Experience with international donor-funded development projects, particularly in South Sudan and/or Sub-Saharan African countries, desired.
  - Outstanding verbal and written communication, interpersonal, and cross-cultural skills required
  - Demonstrated leadership, integrity, and versatility
  - Fluency in Arabic and/or local languages required for all candidates; professional proficiency in English required;
  - Coordination and project implementation experience within development projects, especially youth and gender related projects, highly desired should the candidate also indicate interest in the coordination and project advisory support role

### **Application Process;**

#### **Individual:**

Female candidates are strongly encouraged to apply

Interested and qualified persons are requested to make their applications including a technical and a financial proposal as single documents to :

Professional writing samples that reflect ability or experience conducting gender and inclusion analyses may also be submitted and are highly encouraged. Please provide 2-3 professional references that Islamic Relief South Sudan may contact should your application be short-listed, and documentation of daily rate (e.g. invoices, payment receipts or salary agreements) from your 3 most recent consultancy positions.

#### **consultancy firm;**

Interested consultancy firm are encouraged to submit their applications with subject line clearly marked: Gender Analysis Consultancy **REF; Canada/PROGRESS/001/09/2021 PR# 2566**

The selection committee will review all proposal as they arrive. All applicants must include;

1. An application letter addressing how the firm's/group's previous experience matches the consultancy objectives as well as the interest for the position. It should also indicate the candidate's availability and willingness to travel.
2. An updated CV including relevant work experience and qualifications in conducting gender analysis; especially in conflict and humanitarian context.
3. A sample of a recently written analysis for a similar assignment

4. A comprehensive technical proposal for the consultancy assignment with methodology.  
· An updated CV including relevant work experience and qualifications of all team members. Only a team member whose CV has been attached to the technical proposal will be eligible to participate in the research.
5. Financial Proposal (quote in USD)
6. Contact details of 3 references.
7. The following documents are mandatory for consultancy firms (Certificate of incorporation/registration certificate, TIN, Tax Clearance, Trade license, Bank statement for the last three months i.e. July, August and September 2021)

#### **LANGUAGE OF THE BID**

The bid, all correspondence & documents relating to the bid shall be in English language.

#### **COST OF BIDDING**

The bidder/s shall bear all costs associated with preparation and submission of its bid. IRSS will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

#### **CLARIFICATION OF BIDDING DOCUMENTS**

A bidder requiring any clarification shall notify IRSS in writing or by telephone & IRSS will respond in writing to any request prior to the deadline.

#### **AMENDMENT OF BIDDING DOCUMENT**

At any time prior to the deadline for submission of bids IRSS may for any reason whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents & will be binding on them. The amendment will be notified in writing or by email or letter to all prospective bidders, who have received the bidding documents & will be binding on them. In order to allow prospective bidders responsive time in which to take the amendment into account in preparing their bids, IRSS may, at the discretion, extend the deadline for the submission of the bids.

#### **AWARD CRITERIA**

The contract shall be awarded to the most economically advantageous tender/bid that meets quality, specification, delivery, price and good terms of payment. IRSS reserves the right at the time of award of contract to increase or decrease the number of days.

Please send your application to: [IRSS.Tender@islamic-relief.or.ke](mailto:IRSS.Tender@islamic-relief.or.ke) or drop hard copy to IRSS Head office in Juba Hai Cinema, by deadline end; 6<sup>th</sup> Oct 2021.

All bids to be directed to;

IRSS Procurement Committee

## Supplier Code of Conduct

### 1 Islamic Relief's Supplier Code of Conduct

### 2 Islamic Relief Worldwide requires all suppliers to adhere to:

The Modern Slavery Act 2015

The International Labour Standards as defined by the ILO (International Labour Organisation).

The United Nations Global Compact's 10 principles as stated below:

#### Human Rights

**Principle 1:** Businesses should support and respect the protection of internationally proclaimed human rights;

and

**Principle 2:** Make sure that they are not complicit in human rights abuses.

#### Labour

**Principle 3:** Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;

**Principle 4:** The elimination of all forms of forced and compulsory labour;

**Principle 5:** The effective abolition of child labour;

and

**Principle 6:** The elimination of discrimination in respect of employment and occupation.

#### Environment

**Principle 7:** Businesses should support a precautionary approach to environmental challenges;

**Principle 8:** Undertake initiatives to promote greater environmental responsibility;

and

**Principle 9:** Encourage the development and diffusion of environmentally friendly technologies.

#### Anti-Corruption

**Principle 10:** Businesses should work against corruption in all its forms, including extortion and bribery.