



CALL FOR EXPRESSION OF INTEREST AND REQUEST FOR DETAILED TECHNICAL & FINANCIAL PROPOSALS

Integrated Baseline Knowledge, Attitudes and Practices and Behavioural & Social Drivers (KAP-BeSD) Assessment and RCCE Analytics

Bundibugyo Virus Disease Preparedness | Central & Western Equatoria, South Sudan

Tender Reference: TRI-SS/EOI/KAP-RCCE/2026/01 | Issue Date: 21 August 2026 | Submission Deadline: Friday, 28 August 2026 at 5:00 PM South Sudan time (CAT)

Procuring organisation	The Rescue Initiative South Sudan (TRI-SS)
Assignment duration	10 working days from formal Notice to Proceed, subject to required ethics/administrative clearances being in force
Geographic scope	Central Equatoria: Juba, Yei River, Morobo and Kajo-Keji; Western Equatoria: Ezo and Tambura
Submission method	Electronic submission by email only
Attention	Procurement / Logistics Department, The Rescue Initiative South Sudan
Submission email	Triss.jobs@gmail.com

This Call for Expression of Interest should be read together with the attached "Terms of Reference - Integrated Baseline Knowledge, Attitudes and Practices and Behavioural & Social Drivers (KAP-BeSD) Assessment and RCCE Analytics" (Attachment 1). The attached Terms of Reference forms an integral part of this solicitation and sets out the detailed scope of work, methodology, ethical and safeguarding requirements, deliverables, 10-working-day implementation schedule, reporting standards and academic-publication requirements. All bidders are required to review the attached Terms of Reference in full before preparing and submitting their proposals.

Tender Documents

The tender package comprises the following documents, which must be read together:

- Call for Expression of Interest and Request for Detailed Technical & Financial Proposals (this document).
- Attachment 1: Terms of Reference - Integrated Baseline KAP-BeSD Assessment and RCCE Analytics, including the approved technical scope, methodology, ethical requirements, deliverables and 10-working-day completion requirement.
- Any formal written clarification or addendum issued by TRI-SS before the submission deadline.

Bidders must base their Technical and Financial Proposals on the attached Terms of Reference. Where this Call for EOI addresses procurement instructions, submission requirements or evaluation procedures, those instructions govern the tender process; the Terms of Reference governs the technical scope and performance requirements of the assignment.

1. Invitation for Expression of Interest

The Rescue Initiative South Sudan (TRI-SS) invites qualified consulting firms, research institutions, universities, consortia and other legally eligible service providers to submit an Expression of Interest supported by a detailed Technical Proposal and a separate Financial Proposal for the implementation of an integrated baseline KAP-BeSD and RCCE assessment, in accordance with the attached Terms of Reference (Attachment 1).

The assignment requires a rapid, publication-quality convergent mixed-methods assessment combining a probability-based household survey, focus group discussions (FGDs), key informant interviews (KIIs), contextual evidence review, quantitative and qualitative analysis, structured triangulation, RCCE behavioural diagnosis, stakeholder validation, final reporting and academic publication preparation.

The complete assignment must be delivered within 10 working days. Bidders must demonstrate immediate mobilisation capacity, parallel field teams, real-time Kobo/data QA, rolling qualitative processing, concurrent analysis and an immediately deployable relationship with an accredited public university in South Sudan for academic quality assurance and publication support.

2. Summary of the Assignment

The selected provider will be responsible for the complete technical cycle, including:

- Inception, review of programme documentation, protocol confirmation and sampling finalisation.
- Technical review and finalisation of the quantitative household questionnaire, FGD guide and KII guide.
- Kobo programming, testing, translation/reconciliation, cognitive testing and pilot.
- Implementation of the household survey, FGDs and KIIs across the programme counties.
- Daily field supervision, real-time data-quality assurance and documentation of sampling/non-response.
- Quantitative data cleaning and analysis using appropriate survey-design methods.
- Systematic qualitative coding and thematic analysis.
- Triangulation of quantitative, FGD, KII and contextual evidence.
- RCCE behavioural diagnosis and prioritised action matrix.
- Stakeholder validation, final report publication/public release, and preparation of a university-reviewed submission-ready academic manuscript.
- Secure handover of datasets, codebooks, analysis syntax, qualitative matrices, reports and the final research archive.

2.1 Expected quantitative and qualitative coverage

For planning and proposal comparability, the accepted Terms of Reference anticipates approximately 600 completed household interviews across Central and Western Equatoria. Bidders shall validate the final sample statistically and justify any technically superior alternative. Qualitative proposals should normally anticipate approximately 10–12 FGDs and 18–24 KIIs, subject to the final sampling matrix, evidence needs and field feasibility.

3. Minimum Eligibility and Qualification Requirements

Eligible applicants should demonstrate:

- Legal registration and authority to contract and operate in South Sudan, or a documented consortium/partnership arrangement enabling lawful implementation.
- Demonstrated experience in public-health, KAP, behavioural, epidemiological or mixed-methods research of comparable scale and complexity.
- Demonstrated experience with probability household sampling, Kobo/ODK data collection, data management and statistical analysis.
- Strong qualitative research capability covering FGD/KII facilitation, coding and thematic analysis.
- Demonstrated RCCE/SBC/BeSD experience, preferably in outbreak preparedness, health emergencies or community-engagement programming.
- Capacity to deploy multilingual field teams and supervisors in Central and Western Equatoria.
- Documented safeguarding/PSEA, confidentiality and secure-data-management capacity.
- An established or immediately deployable relationship with an accredited public university in South Sudan for independent academic review and publication support.

- Demonstrated capacity to complete comparable rapid assignments within an accelerated 10-working-day delivery window.

4. Required Submission Package

Applicants must submit a complete EOI package containing the documents below. The Technical Proposal and Financial Proposal must be submitted as separate files.

4.1 Expression of Interest / Cover Letter

- Signed letter expressing interest and confirming availability to mobilise immediately.
- Full legal name, registration details, physical address and primary contact person.
- Confirmation that the bidder accepts the 10-working-day delivery requirement.
- Confirmation of proposal validity for at least 60 calendar days from the submission deadline.
- Disclosure of any actual, potential or perceived conflict of interest.
- Confirmation that the bidder has reviewed and accepts the attached Terms of Reference as the technical basis of the proposal, subject to any clearly stated assumptions or proposed technical enhancements.

4.2 Detailed Technical Proposal

The Technical Proposal should clearly address:

- A section-by-section response to the attached Terms of Reference demonstrating how the bidder will meet the required scope, methodology, ethical safeguards, deliverables, quality standards and 10-working-day completion schedule.
- Understanding of the assignment, intended use of findings and key methodological risks.
- Detailed mixed-methods approach and justification.
- Proposed sample-size calculation, sampling design, cluster/household/respondent selection and weighting approach.
- Proposed qualitative sampling matrix and analytical approach.
- Tool finalisation, translation, cognitive-testing, pilot and Kobo deployment approach.
- Ethics, informed consent/assent, safeguarding, PSEA, referral and data-protection approach.
- Field staffing, supervision, security/access planning and daily real-time QA model.
- Data-management, cleaning, statistical analysis and reproducibility approach.
- Qualitative coding, inter-coder consistency and thematic analysis approach.
- Triangulation and RCCE behavioural-diagnosis methodology.
- Accredited public-university partnership and publication plan.
- Detailed day-by-day 10-working-day workplan demonstrating concurrent fieldwork, data processing, analysis, validation, university review and final reporting.
- Team structure and roles, including CVs of key personnel.
- Relevant organisational experience and at least three references for comparable assignments.

4.3 Financial Proposal

The Financial Proposal shall be submitted separately and shall provide a complete, itemised cost for delivering all requirements of the attached Terms of Reference (Attachment 1), including the full 10-working-day assignment, fieldwork, analysis, reporting, academic quality assurance, publication preparation and handover.

- Currency: United States Dollars (USD).
- Professional fees by role and level of effort.
- Enumerator, supervisor and qualitative-research staffing costs.
- Training, piloting and field deployment costs.
- Travel, vehicle/transport, accommodation and field logistics.
- Devices, communications, printing, translation and data-management costs as applicable.
- Academic/public-university quality-assurance and publication-related costs.
- Validation, reporting, dissemination and final archive/handover costs.
- Taxes, statutory charges and other levies shown separately where applicable.
- Any assumptions, exclusions or third-party costs clearly stated.
- The total proposed price must represent the full cost of completing the assignment; undisclosed mandatory costs may not be added after award.

4.4 Mandatory Administrative Attachments

- Certificate of registration/incorporation and valid operating documentation.
- Tax identification and valid tax-compliance documentation where applicable.
- Company/institutional profile.
- CVs of proposed key personnel.
- Evidence of at least three comparable assignments, contracts, completion certificates or reference letters.
- Evidence of, or letter of intent for, the proposed accredited public-university collaboration.
- Relevant safeguarding/PSEA, data-protection or confidentiality policy/capability statement.
- Any consortium or subcontracting agreement/letter of commitment, where applicable.

5. Submission Instructions and Deadline

Submission deadline: Friday, 28 August 2026 at 5:00 PM South Sudan time (CAT). Submissions must be received within normal TRI-SS working hours. The email receipt timestamp will determine whether a submission is on time.

Addressed to	Procurement / Logistics Department, The Rescue Initiative South Sudan (TRI-SS)
Email	Triss.jobs@gmail.com
Email subject	EOI – KAP-BeSD & RCCE Assessment – TRI-SS/EOI/KAP-RCCE/2026/01 – [Bidder Name]
File 1	TECHNICAL_PROPOSAL_[Bidder Name].pdf
File 2	FINANCIAL_PROPOSAL_[Bidder Name].pdf
Other attachments	EOI cover letter and mandatory administrative documents; these may be combined in one clearly indexed PDF.

Late submissions, incomplete submissions, proposals sent to another address, or financial information embedded in the Technical Proposal may be rejected. TRI-SS may request clarification of a proposal but will not permit material alteration of the offer after the deadline.

5.1 Clarifications

Requests for clarification should be sent to the same Procurement/Logistics email address with the subject "Clarification – TRI-SS/EOI/KAP-RCCE/2026/01" no later than 5:00 PM CAT on Wednesday, 26 August 2026. TRI-SS may circulate material clarifications to all known interested bidders to ensure equal access to information.

6. Evaluation Method and Weighting

Evaluation will use a quality-and-cost approach. Administrative compliance will be assessed first on a pass/fail basis. Only substantially compliant proposals will proceed to detailed technical evaluation.

Overall weighting: Technical Proposal 80% | Financial Proposal 20%. A minimum raw technical score of 70 out of 100 is required to proceed to financial evaluation.

6.1 Technical evaluation – raw score out of 100

Technical criterion	What will be assessed	Raw points
Methodology and overall technical approach	Understanding of KAP-BeSD/RCCE objectives; mixed-methods design; feasibility; methodological coherence; alignment to the ToR.	25
Sampling, data management, analysis and triangulation	Sample-size justification; probability sampling; weighting; Kobo/data QA; reproducible quantitative analysis; qualitative analysis; triangulation and confidence framework.	20
Key personnel and team structure	Qualifications and experience of Team Lead/PI, epidemiologist/statistician, RCCE/BeSD lead, qualitative lead, data/Kobo lead, field supervision and safeguarding functions.	15
Relevant organisational experience	Evidence of comparable KAP, public-health, RCCE, epidemiological or mixed-methods assignments, including references and successful delivery.	10

Technical criterion	What will be assessed	Raw points
10-working-day implementation capacity	Day-by-day workplan; immediate mobilisation; parallel field teams; real-time QA; concurrent analysis/reporting; risk and logistics planning.	10
Ethics, safeguarding and data protection	Ethics pathway, consent/assent, PSEA/safeguarding, referral, confidentiality, data security and research-integrity controls.	10
Accredited public-university and publication plan	Credible university arrangement; independent academic QA; peer review; final report publication; submission-ready manuscript within the 10-working-day assignment.	10

Technical Score (weighted) = Raw Technical Score × 80%.

6.2 Financial evaluation – 20%

Only bidders achieving the minimum technical threshold will have their Financial Proposals evaluated. The lowest evaluated substantially responsive price will receive the maximum financial score.

Financial Score (raw) = (Lowest Evaluated Price ÷ Bidder's Evaluated Price) × 100
 Financial Score (weighted) = Raw Financial Score × 20%

TRI-SS may correct arithmetic errors, seek clarification of obvious cost inconsistencies, and assess whether a price is complete, realistic and consistent with the proposed methodology. An abnormally low or materially incomplete price may be queried and may be rejected where the bidder cannot demonstrate that the assignment can be delivered to the required standard.

6.3 Final combined score

Final Combined Score = Weighted Technical Score + Weighted Financial Score. Subject to due diligence and any required clarification/negotiation, the highest-ranked substantially responsive bidder will be recommended for award.

7. Procurement Conditions

- TRI-SS is not bound to accept the lowest-priced proposal or any proposal submitted.
- TRI-SS may verify references, qualifications, legal status, past performance, university collaboration and other information provided by bidders.
- TRI-SS may invite the highest-ranked bidder to clarify or negotiate non-material contractual matters before award, without changing the essential competitive basis of the procurement.
- Any misrepresentation, falsified document, undisclosed conflict of interest, fraud, corruption, collusion or attempted improper influence may result in disqualification and other action permitted under TRI-SS policies and applicable law.
- Costs incurred in preparing and submitting an EOI/proposal are entirely the bidder's responsibility and are not reimbursable.
- TRI-SS reserves the right to cancel, postpone, amend, re-advertise or terminate the process without creating liability to bidders, subject to applicable procurement requirements.
- Submission of a proposal does not create a contractual relationship. A contract exists only after a formal written agreement is signed by authorised representatives of TRI-SS and the successful bidder.

8. Contract and Delivery Expectations

The successful bidder will be expected to enter into a professional-services agreement with TRI-SS and commence immediately upon written Notice to Proceed. The 10-working-day implementation period begins only after TRI-SS confirms that all mandatory ethics and administrative approvals required for participant-facing data collection are in force.

- The selected provider must maintain daily coordination with the designated TRI-SS technical focal point during implementation.
- Critical ethics, safeguarding, security, sampling or data-integrity issues must be escalated immediately.

- All primary data, assignment-specific analysis files and deliverables will be handed over to TRI-SS in accordance with the Terms of Reference and contract.
- No publication, presentation, dataset release or external sharing may occur without written TRI-SS clearance and any other approvals required by the authorised ethics body, Ministry of Health or funding arrangements.
- Journal acceptance is outside the 10-working-day assignment; the provider's academic deliverable is an approved, university-reviewed, submission-ready manuscript and evidence of submission where TRI-SS authorises immediate submission.

9. Bidder Submission Checklist

- ☐ Signed Expression of Interest / cover letter.
- ☐ Detailed Technical Proposal.
- ☐ Separate detailed Financial Proposal in USD.
- ☐ Day-by-day 10-working-day workplan.
- ☐ Key personnel CVs and team structure.
- ☐ Registration and operating documents.
- ☐ Tax documentation where applicable.
- ☐ Evidence of at least three comparable assignments and references.
- ☐ Evidence/letter of intent for accredited public-university collaboration.
- ☐ Safeguarding/PSEA and data-protection capability documentation.
- ☐ Conflict-of-interest disclosure.
- ☐ Confirmation of at least 60-day proposal validity.
- ☐ Confirmation of full review and acceptance of the attached Terms of Reference.

