



REQUEST FOR PROPOSAL (RFP) (For Low-Valued Services)

NAME & ADDRESS OF FIRM	DATE: July 19, 2019
	REFERENCE: MWI10/PROC/2019/010

Dear Sir / Madam:

We kindly request you to submit your Proposal for **Consulting Services to map out and review data and information management systems on Sexual and Gender-based Violence, Sexual and Reproductive Health Rights, and Harmful Practices**.

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before **4:00 pm Malawi Time, Monday, August 05, 2019** and via email, courier mail or fax to the address below:

United Nations Development Programme
Plot No.. 7, Area 40, Lilongwe 3
procurement.mw@undp.org

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link :

https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscoc/conduct_english.pdf

Thank you and we look forward to receiving your Proposal.

Sincerely yours,



Justin Singbo

DRR(O) ai.

7/17/2019

Description of Requirements

Context of the Requirement	The Spotlight Initiative Programme in Malawi is aimed at accelerating efforts towards elimination of violence against women and girls targeting the most at-risk groups. The initiative is tailored to promote Agenda 2030's guiding principle of "leaving no one behind". A deliberate effort is projected to ensure those facing multiple and intersecting discrimination play a key role not only as beneficiaries but also as key stakeholders, shaping and guiding the program design and implementation. The initiative envisions a comprehensive prevention strategy that uses innovations to addresses structural issues and linkages to SRHR.
Implementing Partner of UNDP	NA
Brief Description of the Required Services ¹	Consulting services to map out and review data and information management systems capturing data on sexual and gender-based violence, sexual and reproductive health rights and harmful practices.
List and Description of Expected Outputs to be Delivered	Please see in the attached TOR
Person to Supervise the Work/Performance of the Service Provider	<i>Please see in the attached TOR</i>
Frequency of Reporting	<i>As per TOR</i>
Progress Reporting Requirements	As per schedules of deliverables.
Location of work	Lilongwe with field trips to Mzimba, Nkhatabay, Ntchisi, Dowa, Machinga and Nsanje.
Expected duration of work	4 months
Target start date	2 September 2019
Latest completion date	31 December 2019
Travels Expected	Field trips to Mzimba, Nkhatabay, Ntchisi, Dowa, Machinga and Nsanje.
Special Security Requirements	<input type="checkbox"/> Security Clearance from UN prior to travelling <input type="checkbox"/> Completion of UN's Basic and Advanced Security Training <input checked="" type="checkbox"/> Comprehensive Travel Insurance

¹ A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

	<input type="checkbox"/> Others [pls. specify]
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	<input type="checkbox"/> Office space and facilities <input type="checkbox"/> Land Transportation <input checked="" type="checkbox"/> Others: UNDP does not provide any facilities.
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required
Currency of Proposal	<input checked="" type="checkbox"/> United States Dollars/Malawi Kwacha <input type="checkbox"/> Euro <input type="checkbox"/> Local Currency
Value Added Tax on Price Proposal ²	<input type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes <input checked="" type="checkbox"/> must be exclusive of VAT and other applicable indirect taxes
Validity Period of Proposals (Counting for the last day of submission of quotes)	<input type="checkbox"/> 60 days <input checked="" type="checkbox"/> 90 days <input type="checkbox"/> 120 days In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted (for each region_ Southern/Central/Northern Region)
Payment Terms ³	

² VAT exemption status varies from one country to another. Pls. check whatever is applicable to the UNDP CO/BU requiring the service.

³ UNDP preference is not to pay any amount in advance upon signing of contract. If the Service Provider strictly requires payment in advance, it will be limited only up to 20% of the total price quoted. For any higher percentage, or any amount advanced exceeding \$30,000, UNDP shall require the Service Provider to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the payment advanced by UNDP to the Service Provider.

	within thirty (30) days upon completion of deliverables and receipt of invoice along with supporting documents.
Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment	UNDP Responsive Institution and Citizen Engagement (RICE) Portfolio Manager.
Type of Contract to be Signed	<input type="checkbox"/> Purchase Order <input type="checkbox"/> Institutional Contract <input checked="" type="checkbox"/> Contract for Professional Services <input type="checkbox"/> Long-Term Agreement ⁴ (if LTA will be signed, specify the document that will trigger the call-off. E.g., PO, etc.) <input type="checkbox"/> Other Type of Contract [pls. specify]
Criteria for Contract Award	<input type="checkbox"/> Lowest Price Quote among technically responsive offers <input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.
Criteria for the Assessment of Proposal	<p><u>Technical Proposal (70%)</u> Please see the detail technical evaluation criteria in the TOR. Only firms/consortium obtaining a minimum of 49 points in the Technical Evaluation will be considered for the Financial Evaluation. Please find the detail technical evaluation criteria in Annex-4.</p> <p><u>Financial Proposal (30%)</u> To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</p>
UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider <input type="checkbox"/> One or more Service Providers, depending on the following factors:

⁴ Minimum of one (1) year period and may be extended up to a maximum of three (3) years subject to satisfactory performance evaluation. This RFP may be used for LTAs if the annual purchases will not exceed \$150,000.00.

Contract General Terms and Conditions ⁵	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) <input type="checkbox"/> General Terms and Conditions for de minimis contracts (services only, less than \$50,000) Applicable Terms and Conditions are available at: http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
Annexes to this RFP ⁶	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> Detailed TOR (Annex 3) <input checked="" type="checkbox"/> Others ⁷ Detailed Technical Evaluation Criteria (Annex 4) and Spotlight CPD Country Context and Pillar 5 Extract (Annex 5)
Contact Person for Inquiries (Written inquiries only) ⁸	Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Other requirements	

⁵ Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

⁶ Where the information is available in the web, a URL for the information may simply be provided.

⁷ A more detailed Terms of Reference in addition to the contents of this RFP may be attached hereto.

⁸ This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

FORM FOR SUBMITTING SERVICE PROVIDER'S TECHNICAL PROPOSAL⁹

(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery¹⁰)

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date], and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions :

A. Qualifications of the Service Provider

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :

- a) *Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) *Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) *Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) *Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contract references;*
- e) *Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) *Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*
- g) *Updated CVs of proposed key personnel*

B. Proposed Methodology for the Completion of Services

The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

⁹ This serves as a guide to the Service Provider in preparing the Proposal.

¹⁰ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

C. Qualifications of Key Personnel

If required by the RFP, the Service Provider must provide :

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

*[Name and Signature of the Service Provider's
Authorized Person]
[Designation]
[Date]*

FORM FOR SUBMITTING SERVICE PROVIDER'S FINANCIAL PROPOSAL¹¹*(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery¹²)*

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date], and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

Cost Breakdown by Region*

Regions	Unit Price (All-inclusive lump-sum price per case, including professional service fee and other related cost)
Southern Region	
Central Region	
Northern Region	

*This shall be the basis of the payment tranches

Cost Breakdown by Cost Component for each case:

Description of Activity	Remuneration per Unit of Time	Total Period of Engagement	No. of Personnel	Total Rate
I. Personnel Services				
1. Services from Home Office				
a. Expertise 1				
b. Expertise 2				
2. Services from Field Offices				
a. Expertise 1				
b. Expertise 2				
II. Out of Pocket Expenses				
1. Travel Costs				
2. Daily Allowance				
3. Communications				

¹¹ This serves as a guide to the Service Provider in preparing the Proposal.

¹² Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

4. Reproduction				
5. Equipment Lease				
6. Others				
III. Other Related Costs				

*[Name and Signature of the Service Provider's
Authorized Person]*
[Designation]
[Date]



SPOTLIGHT INITIATIVE TO ELIMINATE VIOLENCE AGAINST WOMEN AND GIRLS TERMS OF REFERENCE

CONSULTING SERVICES TO MAP OUT AND REVIEW DATA AND INFORMATION MANAGEMENT SYSTEMS ON SEXUAL & GENDER BASED VIOLENCE, SEXUAL AND REPRODUCTIVE HEALTH RIGHTS AND HARMFUL PRACTICES

1. Background to Data and Information Management Systems

Data is the lifeblood of decision-making and the raw material for accountability. Today, in the private sector, analysis of big data is commonplace, with consumer profiling, personalised services, and predictive analysis being used for marketing, advertising and management. Similar techniques could be adopted to gain real-time insights into people's wellbeing and to target aid interventions to vulnerable groups. New sources of data, new technologies, and new analytical approaches, if applied responsibly, can enable more agile, efficient and evidence-based decision-making and can better measure progress on the Sustainable Development Goals (SDGs) in a way that is both inclusive and fair.¹³

There is also a risk of growing inequality and bias. Major gaps are already opening up between the data haves and have-nots. Without action, a whole new inequality frontier will split the world between those who know, and those who do not. Many people are excluded from the new world of data and information by language, poverty, lack of education, lack of technology infrastructure, remoteness or prejudice and discrimination. There is a broad range of actions needed, including building the capacities of all countries and particularly the Least Developed Countries (LDCs)¹⁴

In 2015, the world embarked on a new development agenda underpinned by the Sustainable Development Goals (SDGs). Achieving these goals requires integrated action on social, environmental and economic challenges, with a focus on inclusive, participatory development that leaves no one behind.

¹³ <https://www.un.org/en/sections/issues-depth/big-data-sustainable-development/index.html>

¹⁴ Supra

Critical data for global, regional and national development policymaking is still lacking. Many governments still do not have access to adequate data on their entire populations. This is particularly true for the poorest and most marginalized, the very people that leaders will need to focus on if they are to achieve zero extreme poverty and zero emissions by 2030, and to 'leave no one behind' in the process.¹⁵

Although Malawi has made recent progress on data, including through the national registration of 9.2 million Malawians, gaps still exist when it comes to reliability, availability, disaggregation, quality, and effective use, including the generation of evidence for planning and programming at all levels. Issues include: lack of harmonized and standardized comparable data collection approaches, methodologies, and tools; limited technical and financial capacity of key stakeholders at all levels to collect, disaggregate, manage, use, and disseminate administrative data through routine data systems; limited technical and financial capacity of district councils and research institutions to collect, analyse, and generate evidence for Violence Against Women and Girls (VAWG), SGBV/HP, and SRHR interventions using standard global methodologies with accepted ethical standards and safety procedures; and, most importantly, lack of a functional VAWG information management system to support effective dissemination of, access to, and use of SGBV data for development planning and programming.

While some district councils have integrated monitoring and evaluation systems, sector-specific data is entered in a sector-specific information management system that is not aligned with the integrated system, and sector-specific data is sent directly to sector heads and sector ministries (ie. Demographic and Health Information System [DHIS]). In the district councils, there are different data collection tools, systems, methodologies, and reporting channels and mechanisms that do not respect the principles of decentralization, inclusivity, and transparency. However, some of the reporting is done through District Council meetings, district executive meetings and technical committee meetings. . This reveals a failure of the systemic change following decentralization. There is limited vertical or horizontal integration of cross-sectoral information. Harmonization of data management systems at both district and national levels needs to be improved to ensure real-time monitoring of trends and patterns of VAWG and SGBV/HP by location and characteristics of the population.

2. Situation Analysis

Malawi ranks 145/188 on the Gender Inequality Index, reflecting high levels of inequalities in reproductive health, women's empowerment and economic activity. Women in Malawi generally fare worse than men on most social and economic indicators including wage equality, political participation, secondary and tertiary education enrolment and literacy. Additionally, violence against women and girls and harmful practices, including early and forced marriages, sexual assaults, harmful sexual initiation, and domestic violence, remain serious issues. Nearly half of Malawi's girls marry before turning 18 (47%), and the adolescent birth rate is very high, with 30% of babies born to mothers 19 years or younger. Early sexual initiation with limited access to sexual and reproductive health services, lead to early pregnancies, which prevent girls from finishing school, expose them to HIV/AIDS and is the leading cause of mortality among girls 15-19.

Violence against women and girls (VAWG) is one of the most widespread, persistent and devastating human rights violations in the world today. It is a major obstacle to the fulfilment of women's and girls' human rights and development and therefore a threat to the achievement of the Sustainable Development Goals. While there have been efforts to address and eliminate Sexual and Gender Based Violence (SGBV) and Harmful Practices (HP) in the African region, and improved access to, and exercise of, Sexual and Reproductive Health Rights (SRHR), progress has remained slow and uneven, and the approaches have been fragmented. It is increasingly clear that the elimination of all forms of SGBV and HP is intrinsically connected to transformation of gender and socio-cultural norms including those related to women's sexuality and reproduction; and to improving women's access to comprehensive sexuality education and sexual and reproductive health information and services.

¹⁵ Supra

In response to this, the European Union and the United Nations are embarking on a new multi-year program, entitled the Spotlight Initiative (SI), focused on eliminating violence against women and girls and harmful practices. The Spotlight Initiative is a flagship programme under the UN Reform, showing how the UN agencies in Malawi will work together towards a common goal, and a targeted investment in a usually underfunded SDG (SDG 5).

The SI Program has six pillars one of which is Pillar 5 on Data under the technical leadership of UNDP. The Pillar is aimed at achieving the following goal: *Quality, disaggregated and globally comparable data on different forms of violence against women and girls and harmful practices collected, analysed and used in line with international standards to inform laws, policies and programme.* UNDP is therefore seeking consulting services from a reputable institution that has the expertise and experience in the use of information, communication and technology (ICT) to collect, analyse and share data to promote use, as well as to manage data systems.

3. Assignment objectives

With the first wave of data for development initiatives focused on exploring, prototyping and testing new ways of using data to advance development, in a less developed country like Malawi, it is necessary to take stock of where the nation is at and look at emerging trends that are likely to shape the next generation of data collection and management in specialised areas like SGBV, VWAG, SRHR and Harmful Practices. This exercise is expected to map out existing data and information management systems at national level and in six SI districts to determine and document location, type of data and information management system, and networks that are available on SGBV, VAWAG, SRHR and HP data collection and management, and make recommendations to inform legal reforms, policy reviews and programs.

4. Specific Tasks:

The consulting firm will be expected to perform the following tasks:

- Conduct a desk review of existing SGBV, SRHR and HP reports conducted in Malawi to identify Government and non-government institutions that collect, manage, analyse and use the data including establishing sources of the data and determine the adequacy, relevance and efficiency of SGBV, SRHR and HP related data collected from various sources including identify international/regional standards for privacy and protection of SGBV, SRHR, HP data.
- Compile an Inventory of Data and Information Management Systems for public institutions, CSOs and other non-state actors (ie research and academic institutions) that collect, analyse, manage and disseminate SGBV, SRHR, and HP related data.
- Review existing SGBV, SRHR, and HP data and information management systems at national and local levels to determine robustness of the system.
- Determine the timeliness data collection and extent of interoperability of the available data and information management systems.
- Assess the levels of compliance of generated data with international and regional standards for purposes of informing SRHR, SGBV and HP related laws, policies and programmes.
- Identify overlaps and inconsistencies in existing web-based SGBV, SRHR and HP data and information management systems.

- Evaluate the harmonization of data capture, analysis and reporting to determine interoperability of various sets of data collected at district and national levels.
- Make recommendations on strategies for enhancing SGBV, SRHR and HP related data and information management systems.
- Develop and propose specifications schedule for the procurement of ICT Equipment, of an international standard, for use in the Observatory Hub. The Specifications Schedule shall contain a mapping of distributors within Malawi and in the region or globally.

5. Deliverables:

The firm will be expected to produce deliverables as per prescription below and related time-frames:

Item no.	Deliverable	Timeframe
1.	Inception report including workplan and a list of institutions and data sources to be reviewed/assessed.	5 days
2.	An inventory of institutions that host SGBV, SRHR and HP data and information management systems/mechanism.	20 days
3.	Accepted draft mapping report of national and district SGBV, SRHR and HP data and information management systems in Malawi.	15 days
4.	Validation meeting report on review and endorsement of National and district SGBV, SRHR and HP data and information management systems in Malawi.	5 days
5.	Final approved report on "National and District SGBV, SRHR and HP data and information management systems in Malawi".	5 days

6. Consulting Firm Specifications

The bidding firm will be expected to have grounded knowledge of interpersonal violence, gender and statistics, and an advanced appreciation of administrative data collection for government policy and practice and the ability to interpret high level data to inform policy. The firm will also be expected to have experience or some expertise in management of web-based data, information and communication technology used for big data collection, management and dissemination. The firm should have the following set of experts to conduct the exercise:

Team Leader – Applied Research Expert or Business Information Management Expert:

The team leader will be expected to lead the team in conceptualizing the mapping exercise, developing the necessary data collection tools, visualizing the possible data sources, institutional capacity assessment, and reporting.

- **Qualifications:** Masters Degree in any research or business oriented field including Demography, Sociology, Development, Business Administration and any related field.
- **Experience:** At least 5 years' experience in information management systems, monitoring & evaluation, gender equality and leadership skills.
- **Other competencies:**
 - o Delivering results
 - o Team work and leadership skills

- Demonstrable communication and writing skills
- Ability to advocate for gender equality and women's empowerment
- Gender Analysis
- Computer systems management

A Statistician:

- **Qualifications:** At least a master's degree in Statistics, Computer Science, demography and other related fields.
- **Experience:** Demonstrated previous gender-related work including SGBV, SRHR and HP data collection, management, analysis and dissemination.
- **Other Competencies:**
 - Statistical skills including data analytical skills.
 - Knowledge of gender sensitivity in data capture, analysis and presentation
 - Demonstrable communication and writing skills.
 - Ability to mainstream gender in data collection and management.
 - Computer skills management

A Gender and Development Expert:

- **Qualifications:** At least a master's degree in Gender/Women's Studies, Development Studies, Sociology or other related fields.
- **Experience:** Demonstrated previous gender-related work including SGBV, SRHR and HP data collection, management, analysis and dissemination.
- **Other Competencies:**
 - Advocacy and coordination of Gender Equality and Women's Empowerment interventions
 - Research skills including data collection, analysis and dissemination.
 - Demonstrable communication and writing skills.
 - Gender mainstreaming and gender responsive budget tracking and accountability
 - Rights-based approach to issues of sexual and gender-based violence, sexual and reproductive health and harmful practices.

7. Management Arrangements:

The firm will work under the oversight of UNDP Responsive Institution and Citizen Engagement (RICE) Portfolio Manager and a National Reference Group (NRG), whose composition will include key stakeholder, that will be providing quality assurance of the work produced by the firm at each stage until a final report is validated and approved by stakeholders.

8. Timeframe

The exercise will be expected to be conducted over a period of four months (2nd September to

31st December 2019) covering a total of 50-person days.

9. **Location of Assignment:** Duty station will be Lilongwe and the task will involve field travels to Mzimba, Nkhatabay, Dowa, Ntchisi, Machinga and Nsanje.

10. Scope of Price Proposal and Payment Schedule

The price proposal has to be fully inclusive of all costs relating to the consultancy, including professional fees, transport, materials, travel and DSA etc. Proposed schedule of payments will be as follows:

Item no.	Deliverable	Timeframe	Payment Milestones (% of the total Contract Amount)
1.	Inception report including workplan and a list of institutions and reports to be reviewed/assessed.	5 days	10 %
2.	An inventory of institutions that host SGBV, SRHR and HP data and information management systems/mechanism.	15 days	20 %
3.	Accepted draft mapping report of national and district SGBV, SRHR and HP data and information management systems in Malawi.	20 days	30%
4.	Validation meeting report on review and endorsement of National and district SGBV, SRHR and HP data and information management systems in Malawi.	5 days	20%
5.	Final approved report on "National and District SGBV, SRHR and HP data and information management systems in Malawi".	5 days	20%

Technical Evaluation Criteria

Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1.	Expertise of Firm / Organization	30%	30
2.	Proposed Methodology, Approach and Implementation Plan	40%	40
3.	Management Structure and Key Personnel	30%	30
Total			100

Technical Proposal Evaluation Form 1		Points obtainable
Expertise of the Firm/Organization		
1.2	General Organisational Capability which is likely to affect implementation (loose consortium, holding company or one firm)	5
1.3	Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialised skills).	5
1.4	Quality assurance procedures, warranty	5
1.5	Relevance of: <ul style="list-style-type: none"> - Specialized expertise in data and IT management - Experience on conducting mapping exercises - Experience on data and information management - Work for UNDP/ major multilateral/ or bilateral programmes 	15
		30

Technical Proposal Evaluation Form 2		Points Obtainable
Proposed Methodology, Approach and Implementation Plan		
2.1	To what degree does the Offeror understand the task?	5
2.2	Have the important aspects of the task been addressed in sufficient detail?	5
2.3	Is the conceptual framework adopted appropriate for the task?	5
2.4	Is the scope of task well defined and does it correspond to the TOR?	15
2.5	Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	10
		40

Technical Proposal Evaluation Form 3	Points Obtainable
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Management Structure and Key Personnel			
3.1	Team Leader – ICT or Data & Information Management Expert		12
		Sub-Score	
	General Qualification	4	
	Suitability for the task		
	- Experience in IT & Data management of gender-related information	4	
	- Knowledge of Malawi's data and development situation	3	
	- Language Qualifications – English, Chichewa and any of the following Tumbuka, Yao, Sena.	1	
		12	
3.2	Statistician		8
		Sub-Score	
	General Qualification	3	
	Suitability for the Project		
	- Experience in data management and analysis	2	
	- Knowledge of Malawi's data & development situation	2	
	- Language Qualifications – English, Chichewa and any of the following Tumbuka, Yao, Sena.	1	
		8	
3.3	Gender and Development Expert		
		Sub-Score	10
	General Qualification	2	
	Suitability for the exercise		
	- Experience in gender-related work including Sexual & Gender-Based Violence, Sexual & Reproductive Health Rights & Harmful Practices	4	
	- Knowledge of the SGBV/SRHR/HP Situation of Malawi	3	
	- Language Qualifications – English, Chichewa and any of the following Tumbuka, Yao, Sena.	1	
			30



Spotlight Initiative

*To eliminate violence
against women and girls*

Malawi Country Program Document 2018-2023 15 November 2018

Initiated by the European Union and the United Nations:



PROGRAMME DOCUMENT

I. Situational Analysis

I.1 Country Situation Analysis

Malawi is a landlocked country. It is bordered by Tanzania to the north-east; Mozambique to the east, south, and west; and Zambia to the north-west. The country is 901 kilometres long and ranges in width from 80 to 161 kilometres. The total area is over 118,000 square kilometres, of which Lake Malawi takes up about a third.¹⁶ The lake is about 475 kilometres long and runs down Malawi's eastern boundary with Mozambique. According to the recent Malawi

¹⁶ <https://en.wikipedia.org/wiki/Malawi>.

Demographic Health Survey (MDHS) 2015-2016, Malawi's population is estimated to be 18.1 million, with more than 70 percent below the age of 30. It has a population density of 161 per square kilometre¹⁷. Malawi is divided into 28 districts within three regions: Central (9 districts), Northern (6 districts), and Southern (13 districts).¹⁸

Despite advances in gender equality over the last decade, Malawi ranks 145/188 on the Gender Inequality Index (GII), reflecting high levels of inequality in reproductive health, women's empowerment, and economic activity. Additionally, violence against women and girls (VAWG) and harmful practices (HP) remain serious issues.

According to the MDHS 2015-16, 38 percent of ever-partnered women aged 15-49 years experienced intimate partner physical and/or sexual violence at least once in their lifetime. Twenty four percent of ever-partnered women aged 15-49 years experienced intimate partner physical and/or sexual violence in the last 12 months.

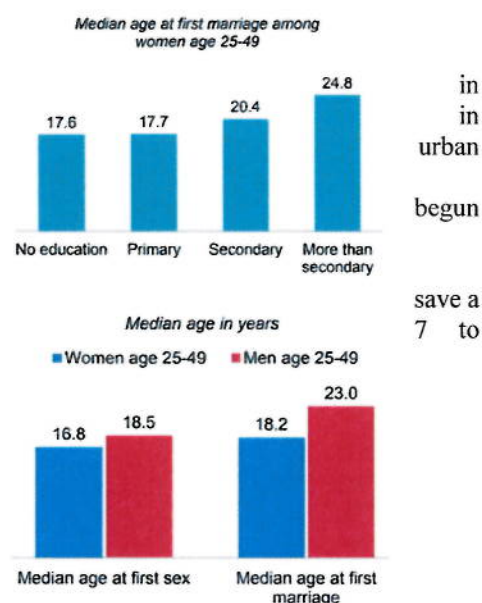


Thirteen percent of Malawian women age 15–49 are in a polygynous union. This practice is most commonly affecting women with no education (21 percent) and those residing in rural settings.¹⁹ One in ten women in their 40s is widowed, which in most cases leads to property seizures and evictions by the late husband's family, thereby exposing the widow to poverty. Among the factors contributing to widowhood is the prevalence of child marriage and the practice of marrying off young girls to much older men. Almost two-thirds of the women have had their first sexual experience before age 18, one in five before age 15.²⁰ The

median age at first sexual intercourse is 16.8 years for women aged 25–49. Age at first marriage is widely considered a proxy indicator for the age at which women begin to be exposed to the risks inherent to sexual activity.

Early sexual initiation, often without their consent or under coercion, combined with limited access to sexual and reproductive health (SRH) services, can lead to early pregnancies and prevent girls from attaining their goals and dreams for a better life. Girls often fail to negotiate for protected sex, especially in inter-generational relationships, due to power imbalances.

There is high rate of teenage pregnancy – 29 percent of adolescent women age 15–19 are already mothers or pregnant with their first child. Teenage pregnancies are on the rise, and little progress has been made reducing unmet need for family planning among youth. Teenage girls rural Malawi are more vulnerable to pregnancy (31 percent) than their peers (21 percent). Adolescent women in the poorest households are nearly three times as likely as those in the wealthiest households to have childbearing (15 percent versus 44 percent). As most of these pregnancies are not intentional, they are terminated in unsafe conditions. The law of the land allows abortion only if performed to woman's life, other attempts to conduct an abortion are punishable by 14 years' imprisonment.²¹



¹⁷ Worldpopulationreview.com

¹⁸ file:///Users/kebe/Downloads/Malawi%20Country%20Programme%20Evaluation%20Report%207th%20CP%202012-2018.pdf.

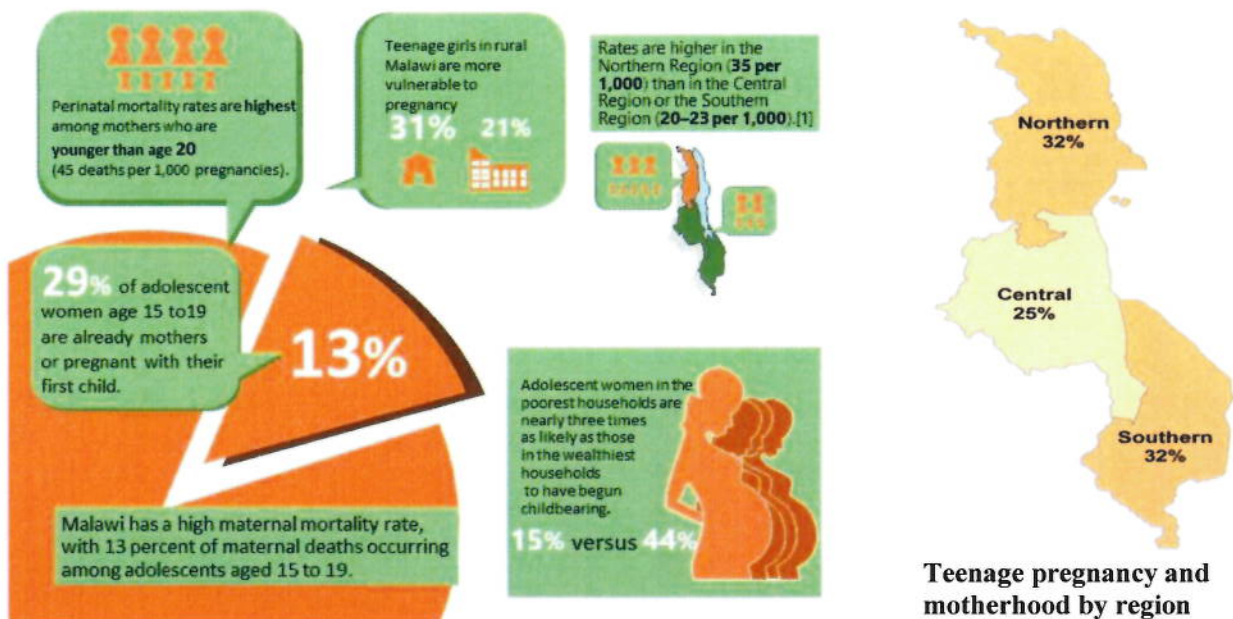
¹⁹ Figure on marital status (Malawi DHS – 2015-2016)

²⁰ Malawi DHS 2015-2016 key findings (SR237).

²¹ <https://journals.plos.org/plosone/article?id=10.1371/journal.pone.0173639>.

Not surprisingly, unsafe abortion is common in Malawi. By one estimate, approximately 141,044 induced abortions occurred in Malawi in 2015, amounting to a national rate of 38 abortions per 1,000 women aged 15–49. According to this study, close to 53 percent of pregnancies in Malawi are unintended, and 30 percent of unintended pregnancies end up in abortion. Rates are higher in the Northern Region (35 per 1,000) than in the Central Region or the Southern Region (20–23 per 1,000).²² Methods used to carry out induced abortion involve the insertion of soil, plant roots, sticks, beverage bottles, and broken glass.²³

Malawi has a high maternal mortality



rate, with 13 percent of maternal deaths occurring among adolescents aged 15 to 19.

²² <https://journals.plos.org/plosone/article?id=10.1371/journal.pone.0173639>.

²³ http://catalogue.safaid.net/sites/default/files/publications/SAfAIDS_Policy_Brief_Malawi.pdf.

Perinatal mortality rates are highest among mothers who are younger than age 20 (45 deaths per 1,000 pregnancies).²⁴

The underlying contributing factors to unsafe abortion include criminalization of abortion, early sexual debut, limited access to comprehensive SRH education and services, stigma around young women's sexuality acting as a barrier to accessing to health services, absence of youth-friendly health facilities, absence of privacy, judgmental health personnel attitudes towards young clients, and institutionalized stigma towards pregnant schoolgirls who are removed from the school system (and, as studies show, rarely return to school because of stigma).

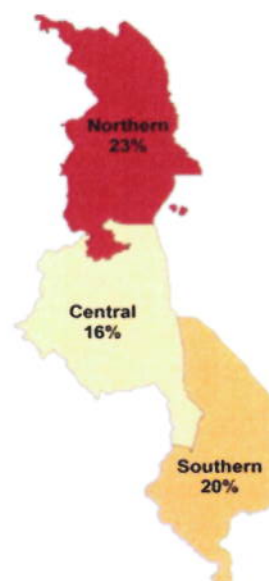
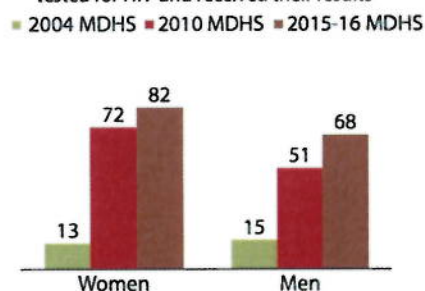
Knowledge of contraception is high among women (97.9 percent) and men (98.6 percent) in the 15–49 age group. Malawi made progress in increasing its overall modern contraceptive prevalence rate since 2000, resulting in a reduction of the total fertility rate from the 5.7 children a woman is expected to have over her lifespan in 2010 to 4.4 children in 2015. However, similar success fails to register among youth aged 15–24 years. With two-thirds of the population under the age of 25 and with Malawi's rapid population growth, reducing unmet need for family planning among youth is critical. Nearly one in five married women in Malawi have an unmet need for family planning: 11 percent want to delay childbearing, while 8 percent want to stop childbearing. The unmet need for family planning among currently married women ranges from a low of 16 percent among women age 45–49 to a high of 22 percent among women aged 15–19 (MDHS 2015–2016).²⁵

The situation is worse for young women who may lack the knowledge or means to access contraception. Participants of focus group discussions organized by BioMed Central (BMC) researchers said involving community leaders in family planning discussions, improving counselling services, integrating family planning services and education within school curricula, and utilizing youth clubs could improve family planning services. A recent study found that 68 percent of health centre providers had been trained in youth-friendly health services (YFHS) and only 63 percent of those trained in YFHS were trained in contraceptive counselling. In that study, youth reported some of the barriers to accessing reproductive health services as being long waiting times, negative health provider attitudes, and a lack of confidentiality²⁶.

Additionally, 8.8 percent of Malawians age 15–49 are HIV positive, which is one of the highest rates in the world.²⁷ The HIV prevalence rate is almost five times higher among young women (4.9 percent) than young men of the same age (1 percent), which is partially attributable to early sexual debut with older men.²⁸ An estimated 1 million Malawians were living with HIV in 2016, and 24,000 Malawians died from AIDS-related illnesses in the same year.²⁹

Knowledge about modes of HIV transmission and prevention. Women appear to have a lower level of knowledge, with 42 percent compared to 48 percent for men, though it has shown a slight increase from 2010.

Trends in HIV Testing
Percent of women and men age 15–49 who were ever tested for HIV and received their results



Unmet need by regions

²⁴ Malawi Demographic Health Survey (MDHS), 2015–2016.

²⁵ https://www.unfpa.org/sites/default/files/pub-pdf/ADOLESCENT%20PREGNANCY_UNFPA.pdf.

²⁶ Malawi Demographic Health Survey (MDHS), 2015–2016.

²⁷ <https://www.avert.org/professionals/hiv-around-world/sub-saharan-africa/malawi>.

²⁸ MDHS 2015/16.

²⁹ <https://www.avert.org/professionals/hiv-around-world/sub-saharan-africa/malawi>.

HIV prevalence is generally higher among women (10.8 percent) than among men (6.4 percent). HIV prevalence is higher among women and men living in urban areas. For both women and men, HIV prevalence is lowest at age 15–19 (3.3 percent and 1 percent respectively) and highest at age 40–44 (19.8 percent and 19.2 percent respectively).

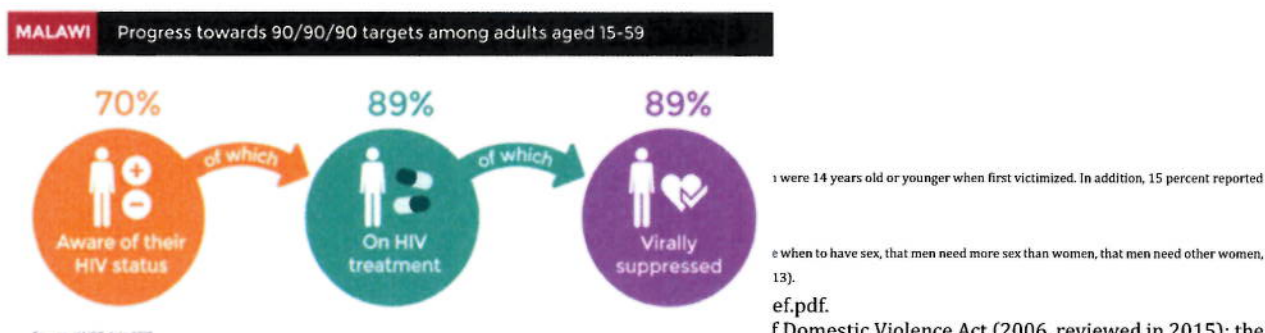
One contributing factor to the high HIV prevalence rate among women is the high rate of sexual violence among women (22 percent) before the age of 18.³⁰ Young people are the other vulnerable group, with roughly one-third of all new HIV infections (12,500 out of 36,000) in Malawi in 2016 occurring among young people (aged 15–24). Of these, 70 percent were among young women.

Female sex workers (FSW) constitute the other vulnerable group. HIV prevalence among this group has shown a huge decline, from 77 percent in 2006 to 24.9 percent in 2016, but it is still too high and is concerning³¹ Given that sex work is illegal in Malawi, coupled with the conservative values of society, it is not uncommon for this group to face a high level of discrimination and stigma when seeking HIV services or victim support services, especially from service providers such as health workers or police at one-stop centres.³²

Having achieved gender parity in primary school enrolment, the transition rate to secondary school in Malawi remains low and the drop-out rate high. Keeping girls in school is key to protecting them from early marriage and reducing their vulnerability to sexual and gender-based violence (SGBV). Additionally, school-related SGBV is a barrier to the right of learners to safe quality education. The Violence Against Children and Young Women in Malawi Survey (VACS) 2013 revealed striking levels of VAC, with 20 percent of girls reporting an incident of sexual abuse prior to age 18.³³ The MDHS 2015–2016 reported that 34 percent of women have experienced physical violence since age 15, with 20 percent having experienced sexual violence. The VACS also showed that one out of three females defined their first sexual intercourse as non-consensual. Rape is rarely reported due to stigma, lack of access to the justice sector, and a lingering belief that sex crimes should be dealt with privately. Thirteen percent of women in Malawi feel that a husband/partner is justified in hitting or beating his wife under certain circumstances,³⁴ and the VACS showed that similar damaging gender biases were held by nine out of ten females and eight out of ten males aged 18 to 25,³⁵ showing how deeply entrenched these issues are in Malawian society.

A study conducted to determine the nature and consequences of school violence in rural Malawi found that domestic violence disrupts schooling for both girls and boys, but in different ways: girls who had ever experienced domestic violence were 20 percent more likely to drop out, while boys were more likely to be absent.³⁶

Despite these challenges, Malawi has made some progress, particularly towards strengthening the legal and policy framework relating to gender. Malawi has a strong policy and legal framework on VAWG and HP,³⁷ has ratified most of the core UN human rights treaties,³⁸ and has made improvements in the architecture for gender equality and violence



Source: UNODC data 2017

Child Care, Protection and Justice Act (2010); the Deceased Estates (Wills, Inheritance and Protection) Act (2011); the Gender Equality Act (2013); the Marriage, Divorce and Family Relations Act (2015); the Trafficking in Persons Act (2015); the Gender-based Violence National Response Plan (2016); the National Policy on Peace (2016); and the National Gender Policy.

38 Malawi has ratified the following Human Rights Treaties: Convention on Rights of the Child; Convention on the Elimination of all Forms of Discrimination Against Women; International Covenant on Civil and Political Rights (ICCPR); International Covenant on Economic Social and Cultural Rights (ICESCR); Convention on the Elimination of Racial Discrimination (CERD); Convention Against Torture (CAT); Convention on the Rights of Persons with Disabilities (CRPD); International Convention for the Protection of All Persons from Enforced Disappearance; African Charter on Human and Peoples' Rights; African Charter on the Rights and Welfare of the Child; Southern African Development Community Protocol on Gender and Development; Beijing Platform for Action; UN Declaration on the Elimination of Violence against Women (1993).

prevention, mitigation, and response. In less than a decade, several significant pieces of legislation have been enacted.³⁹ Recently, the government revised the constitution, aligning previously conflicting definitions of a child between the constitution and the Marriage, Divorce and Family Relations Act, with the intention to end child marriages. A National Strategy on Ending Child Marriages 2018–2023 has been developed to guide national efforts to this end. However, some laws still contain discriminatory provisions in specific areas such as HP, intimate partner violence, marital rape, sexual violence, abortion, same-sex sexual relations, and child marriage.⁴⁰

However, implementation, monitoring, and enforcement of the laws remain limited, causing slow progress and continued challenges for women and girls that relate to discrimination and exclusion. This limitation reflects the general weakness and capacity gaps that exist in institutions in Malawi responsible for gender equality, empowerment of women and girls, and prevention of harmful practices. These challenges are manifested in the weak oversight and accountability on gender-related issues, and are aggravated by inadequate human, financial, and organizational resources, which lead to weak, underfunded delivery systems and inadequate information at household and community levels. Further, the scenario is compromised by lack of consistent collection of disaggregated data and interoperable data systems to inform evidence-based inclusive planning and targeting of beneficiaries to ensure no one is left behind and to support informed and inclusive policy decision making to devise the strategies necessary to address gender issues. The weakness noted herein implies that the responsible institutions are compromised and lack the moral and professional capacity to adequately influence or provide convincing guidance to control early child marriage or SGBV. To address these issues, partnerships between government and non-governmental organizations (NGOs), including the private sector, will be critical to protect women and girls from violence and ensure that they are empowered to demand their sexual and reproductive health rights.

The Spotlight Initiative will tap into transformational experiences and lessons earned from projects and programmes that have shown to have an impact on women's and girls' lives, with clear evidence of impact. **The Joint Programme on Girls' Education**⁴¹ (JPGE) has demonstrated the importance of keeping girls in school: in the targeted schools, cases of pregnancies dropped by 50 percent from 2016 to 2017, and there was a 39.5 percent decrease in the number of girls experiencing sexual violence or abuse.⁴² **The Gender Equality and Women's Empowerment (GEWE)** programme, which ran from 2011 to 2015, lifted the child marriage debate to a higher level and created a social movement. Two senior female chiefs have received international acclamation for this fight. The programme also established mothers' groups that mobilized more than 4,000 girls to return to school, including teen mothers. Coupled with campaigns such as HeForShe and 16 Days of Activism, issues of VAWG are having increasing prominence in Malawi. Women's and girls' access to justice has been increased through an access to justice project under Chilungamo Program that has recruited local volunteers as village mediators who support women survivors of various offences including GBV.

Malawi has an active but fragmented civil society that lacks a well-coordinated and institutionalized women's movement to drive these issues forward. Civil society in Malawi represents several marginalized groups, including those with disabilities, the lesbian, gay, bisexual, transgender and intersex (LGBTI) population, and women and girls living with HIV. NGOs have taken the lead in calling on the judiciary to respond to cases of HP and VAWG, and recently the first case of HP was successfully prosecuted under the Gender Equality Act (GEA).

Outcome 5: Data

Although Malawi has made recent progress on data, including through the national registration of 9.2 million Malawians, gaps still exist when it comes to reliability, availability, disaggregation, quality, and effective use, including the generation of evidence for planning and programming at all levels. Issues include: lack of harmonized and standardized comparable data collection approaches, methodologies, and tools; limited technical and financial capacity of key stakeholders at all levels to collect, disaggregate, manage, use, and disseminate VAWG administrative

39 The Prevention of Domestic Violence Act, the Child Care, Protection and Justice Act (2010), the National Registration Act (2009), the Wills and Inheritance Act (2011), the Marriage, Divorce and Family Relations Act (2015), the Trafficking in Persons Act (2015), the Gender Equality Act, and the Access to Information Act.

40 As outlined in the 2015 concluding observations of the UN CEDAW Committee to Malawi; see CEDAW/C/MWI/CO/7 available at http://tbinternet.ohchr.org/_layouts/treatybodyexternal/Download.aspx?symbolno=CEDAW/C/MWI/CO/7&lang=En.

41 JPGE is a modelling programme that has been implemented with the support the Royal Norwegian Embassy in Malawi from 2014, focusing on increasing the participation of girls in upper primary school in select schools in Dedza, Salima, and Mangochi.

42 'Mid-Term Review of the Joint Programme on Girls' Education', 14 April 2017

data through routine data systems; limited technical and financial capacity of district councils and research institutions to collect, analyse, and generate evidence for VAWG, SGBV/HP, and SRHR interventions using standard global methodologies with accepted ethical standards and safety procedures; and, most importantly, lack of a functional VAWG information management system to support effective dissemination of, access to, and use of SGBV data for development planning and programming.

While some district councils have integrated monitoring and evaluation systems, sector-specific data is entered in a sector-specific information management system that is not aligned with the integrated system, and sector data (i.e. on VAWG) is sent directly to sector heads and sector ministries. In the district councils, there are different data collection tools, systems, methodologies, and reporting channels and mechanisms that do not respect the principles of decentralization, inclusivity, and transparency (and do not report to the district commissioner). This reveals a failure of the systemic change following decentralization. There is no vertical or horizontal integration of cross-sectoral information. Harmonization of data management systems at both district and national levels needs to be improved to ensure real-time monitoring of trends and patterns of VAWG and SGBV/HP by location and characteristics of the population. For example, SGBV data collected by Malawi Police Services from communities has its own system that is linked to district and national police Victim Support Units. The Ministry of Gender, Children, Disability and Social Welfare (MoGCDSW) has its own integrated information management system that collects data on SGBV, children, and women's political and economic empowerment. The Ministries of Health and Education also have their own information management systems that are not linked to the SGBV cases and data management systems. Analysis and reporting of such sectoral data is neither harmonized nor shared. Further, case management systems need to be strengthened and harmonized to facilitate the tracking of perpetrators and the monitoring of trends and patterns of SGBV cases.

Outcome 5: Data

Quality, disaggregated and globally comparable data on different forms of violence against women and girls and harmful practices collected, analysed and used in line with international standards to inform laws, policies and programme

To achieve this outcome, the following activities will be implemented:

- Establish an observatory hub in an identified institution for sustainable monitoring of trends and patterns of VAWG, SGBV/HP, and SRHR for evidence-based planning and decision making.
- Build the capacity of service providers (police services, Ministry of Health, Ministry of Education, Ministry of Gender, Judiciary, CSOs, Malawi Human Rights Commission, etc.) to conduct forensic investigations and use intersectoral data, standard protocols, and ethical procedures.
- Review, standardize, and harmonize inclusive and participatory data collection tools, methodologies, and reporting registries and systems for data management on VAWG in line with international human rights standards, linking to the national- and district-level database (including disaggregated data by age, disability, and HIV status, including women aged 49+).
- Build the capacity of the districts to collect and manage data and use databases on SGBV, HP, and SRHR.
- Roll out and strengthen the GBV information management system in the six districts and at the central level.
- Support real-time monitoring through mobile technology on SGBV, SRHR, and HP, including through national identity cards as a tracking system for SGBV/HP cases.
- Establish an integrated tracking system for SGBV and HP cases within the justice system.
- Assess, monitor, and advocate for the registration of children below 16 to ensure that all children are registered to prevent child marriages.

The scope and scale of this outcome will be two-fold. First, the Spotlight Initiative will aim to establish an Observatory Hub that will act as an SRHR and SGBV/HP data repository. The national hub will be supported to map existing data management systems, review and harmonize web-based data management systems in the selected six districts, and establish an integrated information-sharing system between the hub and sectoral/district-level management information systems, as well as private companies' human resource databases. This will be used to monitor trends and patterns of VAWG and SGBV/HP in the targeted districts. The hub will have a statistical focus, including trend analysis, building on an existing partnership between the hub-hosting institution (most likely the National Statistical Office) and the UN. Support institutions (e.g. Malawi Human Rights Commission, police, courts, justice, prisons) will have the function of managing and monitoring

cases for early response. In the data system within the hub, adequate provision will be included in the ethical protocols and procedures to ensure compliance with international standards for safety and anonymity, national research ethics, and social services requirements. The harmonization of SGBV, SRHR, and HP data collection tools and management systems will allow for real-time and spatial monitoring of the transformation or non-transformation of HP practices and their impact on levels of SGBV and HP incidents. Under Outcome 3, in phase 1, baseline data will be collected on SRHR, SGBV, and HP, thus providing information against indicators, which will be monitored over the period of the Spotlight programme. In the subsequent phase, the programme will collect qualitative data that will inform the status of HP and other factors contributing to SGBV and SRHR. The programme will also partner with the Malawi Human Rights Commission (MHRC), the Office of the Ombudsman, the Malawi Police Service, and other justice service providers to share with the National Observatory Hub their datasets on SGBV and HP cases for the hub to harmonize and analyse for evidence generation.

The hub will be the implementing partner that will be identified through a competitive bidding process. Based on a contractual agreement, a grant will be given to the hub for its operations and activities. To ensure that the hub has the requisite technical capacity, the programme will recruit a data expert with strong competencies in information technology and data collection, analysis, and management. The data expert will provide technical assistance through the mentoring programme for sectoral and district-level data management staff.

The programme will support a mentorship programme to develop the capabilities of government personnel at national and local levels, women's rights advocates, independent researchers, MHRC, police officers, and personnel from selected CSOs in collecting, analysing, and reporting on prevalence and/or incidence data, including qualitative data on VAWG, including SGBV/HP, in line with international and regional standards. It is expected that experts working at the Observatory Hub will be among the key technical personnel involved in the mentorship programmes on data collection, analysis, and reporting through technical partnerships that will be established under the Spotlight Initiative.

The Observatory Hub will be supported to develop or adapt and contextualize methods and standards at the national level to produce prevalence and/or incidence data on VAWG, including SGBV and HP. The Spotlight Initiative will also support the harmonization of tools, methodologies, protocols, and systems for collecting disaggregated data on prevalence and incidents of VAWG, including SGBV and HP, in line with international and regional standards.

Building on the existing ethical guidelines, a revised version will be developed to respond to Spotlight needs for data collection, sharing, and reporting and guide any VAWG data collection processes. The guidelines will include confidentiality and safety provisions for each sector, how data should be de-identified to protect women's private information, and under which security conditions data must be stored. Likewise, it will be determined what data can be shared and with which institutions, as well as how it should be shared. The guidelines will also determine ethical principles to inform training for all of those involved at every stage of data collection, processing, and dissemination. Secondly, the Spotlight Initiative will strengthen the existing data systems, ensuring that various forms of SGBV, HP, and obstacles to women and girls' SRHR are reported on a regular basis at country and district levels. The initiative will support existing data collection systems; administrative data interoperability; and independent research on specific topics to fill information gaps. For any specific research that would be required in the course of programme implementation, the Observatory Hub will be commissioning the research through sub-contracting. To ensure the interoperability of various sets of data being collected, SGBV/HP and SRHR data collection tools will be harmonized, and community, district, and national data collectors oriented on their use. Capacity assessments of various institutions collecting and analysing SRHR, SGBV, and HP data will be conducted to identify entry points for strengthening the data generation and reporting systems. A capacity-building plan for the stakeholders will be developed and implemented in the first year of programme implementation. The hub will collaborate with academic and other research institutions to implement the capacity-building plan. The plan will aim to ensure the quality of the data collection tools, orientation materials, data analysis models, and reports. The training institutions will be sub-contracted to provide continuous training of VAWG, HP, SRHR and SGBV data management staff for refresher trainings and in case of staff turnover. To ensure sustainability, the NSO will be capacitated to institutionalize VAWG, SGBV, HP, and SRHR data collection and analysis in all key sectors relevant to the Spotlight focus areas, both at national and local levels. This institutionalization will be done in collaboration with the UN Data Programme that will be up and running during the same period the Spotlight Initiative will be implemented.

In the first phase, the Spotlight Initiative will support the strengthening of the SGBV information management system at both national and district levels, including mentoring of sector-based gender officers, M&E officers, and district development planning officers in data collection, entry, analysis, management, and reporting. Where needed, software and hardware will be procured following a proper capacity assessment. Subsequently, a GBV information management system will be operationalized in the six districts and linkages ensured with other SGBV, HP, and SRHR data management platforms, including 'Kuwala Knowledge Management Platform', SGBV, HP, and SRHR case reporting and management technologies, and other SGBV case management systems. Officers from enforcement bodies will be trained to conduct forensic investigations and track VAWG cases using unique identifiers to ensure that perpetrators and victims are monitored and managed within international standards.

This outcome primarily targets SGBV, HP, and SRHR data collectors at community, district, and sectoral levels. At the national level, the targets are the NSO; the Ministry of Gender, Children, Disability, and Social Welfare; MHRC; Malawi Police Service, the Ministry of Labour, Youth, and Human Development; and the Ministry of Local Government. At the local level, the targets will be the six selected district councils; community police structures, including Victims Support Units; and CSOs that work closely with local councils in the areas of SGBV, HP, SRHR, and access to justice (i.e. the Paralegal Services Institute). The primary beneficiary population includes women and girls aged 15 and above, including those with HIV and disability living in local communities in the six districts (among whom changes in socio-economic status are expected). The secondary beneficiary population segments are traditional leaders, duty bearers, political leaders, statisticians, and professionals in the identified key sectors who will be capacitated to provide their services using inclusive and gender- and human rights-responsive approaches based on evidence produced with data disaggregated by age, sex, and geographic location. Partnerships will be built through MOUs that the UN Resident Coordinator will enter into with the identified partner (governmental or non-governmental organization). The responsible partners will be identified through two methodologies. First, the Spotlight Initiative will conduct a mapping of stakeholders in SGBV, HP, and SRHR data collection and management. This will be followed by capacity and harmonized cash transfer assessments of identified potential government partners to determine technical and financial management capacity gaps.

For NGOs, the Spotlight Initiative will first conduct an open competition to select NGOs that the programme can partner with in the area of data management. The identified NGOs will then undergo a capacity assessment that will seek to identify technical and financial management capacity gaps. The selected non-governmental organizations will then enter into an MOU with either the Resident Coordinator or the Government of Malawi, through which a grant will be transferred to the NGO. For public institutions (i.e. NSO, police, MHRC, Ministry of Gender, local councils), different financing modalities will be used. Partners that are responsible parties for the implementation of activities under the Gender Joint Work Plan (i.e. Ministry of Gender) will be supported under direct implementation arrangements whereby UNDP will make direct payments for activity costs unless the Harmonized Approach to Cash Transfers (HACT) assessment report graduates the ministry from a high-risk institution to a medium-risk one. Malawi Human Rights Commission will be receiving direct cash transfers through a UN Joint Human Rights Work Plan. UNDP is partnering with the Malawi Police Service on setting up an early warning and early response system to violence, which includes gender-based violence. Through this partnership, UNDP will make direct cash transfers to them to ensure quality and regular conflict/violence data collection and analysis for early warning and early response.

For local councils, depending on HACT and capacity assessment results, UNDP will enter into MOUs to allow for direct cash transfers. For councils that are rated high risk in HACT assessment reports, UNDP will provide direct payments for any interventions such councils would conduct. Capacity building of all these institutions will include mentoring individual officers, procurement of hardware and software, supporting south-south cooperation, and recruitment of local UNVs to supplement the technical assistance provided by the programme..