

Call for Proposals from International Research Firms International Research Firms to establish an evidence in support of resilience-building and in the implementation of the Revitalized Agreement on the Resolution of Conflict in the Republic of South Sudan

INSTRUCTIONS

Location: Homebased and South Sudan

Type of Contract: Responsible Party Agreement (RPA)

Languages Required: English

Starting Date: December-2019

Duration of Initial Contract: 12 months

I. Background

Following four decades of civil war, South Sudan's independence in July 2011 was met with international goodwill focused on putting the country on a development trajectory that finally brings about food security, health, education, and economic growth and development. However, a resumption of civil war in 2013 hindered the country's road to economic development. The protracted conflict has created a humanitarian crisis in the country that has left tens of thousands of people dead, displaced millions more, and worsened food insecurity in the country. Livelihoods have further been battered by the effects of climate change due to more frequent and prolonged droughts and floods as well as pest infestations.

In 2017, a growing concern about the eroding coping capacity of people, communities and institutions in South Sudan led development partners to pause and reflect on their efforts and the growing vulnerability. In October 2017, a consultation among donors, Non-governmental Organizations (NGOs) and United Nations (UN) agencies noted that in spite of billions of dollars of food and other humanitarian and development assistance, food insecurity in South Sudan steadily increased over the period 2015–2017. And, while conflict and economic challenges have largely driven the country's dramatic increase in food insecurity, health risks, exposure to heightened climate variabilities, lack of access to information and services and some social norms are contributing significantly to the erosion of household and community resilience and associated vulnerability to hunger, with women and children being disproportionately affected. Recognizing that individual donor or sectoral efforts were not changing the situation, it was concluded that development partners must find a new way of working – one which moves beyond coordination towards strategic integration and convergence. A call was therefore issued to direct development and humanitarian assistance towards protecting and building resilience of people, communities and institutions, and increasing attention to tackle the drivers of vulnerability.

The year 2018 began with elevated attention to resilience as a primary objective for development and humanitarian efforts. The year ended with substantial progress made in laying the foundation for advancing integrated efforts to build resilience in South Sudan. The prospect for renewed peace through the Revitalized Peace Agreement signed in September 2018, gives reason for cautious optimism that real change and meaningful progress can be made in improving the lives and livelihoods of South Sudanese people, communities and institutions. Going forward, a first step to reducing vulnerability and sustainable recovery will be building the resilience of people to absorb shocks, adapt to shocks in the existing context, and transform their communities to be socially cohesive.

United Nations Development Programme (UNDP) works to support the implementation of the Revitalized Agreement on the Resolution of Conflict in the Republic of South Sudan (R-ARCSS). The R-ARCSS provides for strengthening national institutions, stabilizing the economy, and entrenching peace and social cohesion. One of the key challenges in anticipation of the Revitalized Transitional Government of National Unity (R-TGoNU) will be a strong base of research evidence to inform investments in delivering the promise of the R-ARCSS for both the Government and its partners. It is in this context that UNDP is seeking for the services of an international research firm to partner with in delivering the critical research evidence needed.

II. Objective of the Assignment

The objective of the Assignment is to establish evidence that would be useful in supporting recovery and resilience-building, as well as, facilitate implementation of the R-ARCSS. Specifically, the Assignment should lead to the following:

- Development of reliable modelling and forecasting tools and systems that would inform in-depth analysis to inform scenario planning;
- Production and dissemination of knowledge to inform policies, strategies, plans, and programs;

III. Scope of Work

This Assignment will cover the following key areas:

Organizing the local economies to tackle the root cause of conflict. The manner in which local economies are organized is sometimes the cause of conflict, but also a consequence of conflict in many parts of South Sudan. For instance, the conflict involving Wau, Tonj and Gogrial is in part associated with how water and cattle has been managed historically economic assets. Revitalizing the local economies and local economic governance as an instrument to consolidate peace will require research evidence on not what is happening today but what has happened in the past and the pathways into the future.

Resilience measurement. Whereas there are multiple measures of resilience, the R-ARCSS calls for a broader conceptualization of resilience that allows whole of society to strengthen

institutions, stabilize the economy and entrench peace and social cohesion. This conceptualization and analysis will enable communities, partners and government at multiple levels build their resilience to multiple shocks and crisis.

Sustainable return and reintegration. The conflict in South Sudan has displaced a significant number of South Sudanese both internally and externally. Part of stabilizing the economy and entrenching peace will be to identify mechanisms and opportunities for sustainable return and reintegration. And research evidence will play a critical role in informing choices policymakers, partners and individuals will make.

Private sector development. The private sector in South Sudan is nascent and will be instrumental for the implementation of the peace agreement. The evidence on options for the private sector to play a meaningful role in delivering the R-ARCSS will be critical in choices business leaders, partners and policymakers make.

Economics of child marriage. The girl child faces multiple challenges in the context of South Sudan, including child marriage. There are concerns that the structure of local economies tends to perpetuate this practice, and if child marriage has to end, the structure of future economies must change. Evidence to inform conversation and decision at family, community, subnational and national is required in the new dispensation of the Revitalized Agreement on the Resolution of Conflict in South Sudan.

IV. Methods

During the assignment, the firm will be expected to apply multiple methods as appropriate, including review of relevant literature, primary data collection, and statistical modeling techniques. UNDP will establish a reference group as a sounding board to ensure relevance and quality assurance.

V. Duties and Responsibilities

UNDP is now seeking for an International firm to collaborate in undertaking systematic research in the areas related to (as detailed above):

1. Organizing the local economies to tackle the root cause of conflict.
2. Resilience measurement.
3. Return and reintegration.
4. Private sector development.
5. The economics of child marriage.

VI. Key deliverables

Within each area of research, the international research firm working closely with UNDP is expected to deliver:

1. Organizing the local economies to tackle the root cause of conflict.
 - a. Historical diagnosis of economic sources of conflict

- b. Local plans (or strategies) to tackle the economic root cause of conflict
- 2. Resilience measurement.
 - a. Resilience index
 - b. Measuring change in resilience capacities
- 3. Return and reintegration.
 - a. Simulations of returns and related impacts (e.g. markets, conflict and environment)
 - b. Evidence-based return plans (or strategies)
- 4. Private sector development.
 - a. Business-labor market matching system
- 5. The economics of child marriage.
 - a. Report on pathways to child marriage and shifts in the structure of local economies

VII. Qualifications and Experience

UNDP is looking for an international research firm with experience in undertaking research in the above areas and in contexts of conflict/post-conflict situations.

Qualified firm should have the following credentials:

- Proven track record in the conduct of researches and in the development of modelling and forecasting tools;
- Demonstrated field experience and ability to work with government, private sector, and civil society entities and the community;
- Ability to organize and deploy at short notice.

It should also be able to field a team with the following capacities:

- a) Advanced University degree in International Development, Economics, Social Development, or other related fields.
- b) Minimum of 7 years of relevant professional job experience;
- c) Experience in working with international and national NGOs and UN organizations, or with government authorities at national and state levels;
- d) Expertise in designing and executing high quality documentation and knowledge sharing initiatives commensurate with the best in the industry;
- e) Familiarity with UNDP rules and regulations and experience within UN system would be an advantage;
- f) Willingness to deploy at short notice.

The parameters that will determine whether an International Research Firm is eligible to be considered by UNDP will be based on the NGO Request for Information (RFI) template. NGOs or firms who already submitted the information requested in the RFI do not have to resubmit it.

Request for Information template – **Annex One**

VI. PROPOSAL

Proposed Methodology, Approach, quality assurance plan and Implementation Plan – this section should demonstrate the Firm’s response to the Terms of Reference by identifying the specific components proposed, how the outputs/ delivery shall be addressed, as specified; providing a detailed description of the essential performance characteristics proposed; identifying the works/portions of the work that will be subcontracted.

The proposal should also demonstrate how the proposed methodology meets or exceeds the TOR, while ensuring appropriateness of the approach to the local conditions and the rest of the project operating environment. This methodology must be laid out in an implementation timetable and a quality assurance.

Management Structure and Resource (Key Personnel) – This section should include the comprehensive description of the management structure and information regarding required resources including curriculum vitae (CVs) of key personnel that will be assigned to support the implementation of the proposed methodology, clearly defining the roles and responsibilities vis-à-vis the proposed methodology. CVs should establish competence and demonstrate qualifications in areas relevant to the TOR.

VII. EVALUATION CRITERIA & METHODOLOGY

a) Proposals will be evaluated based on the following criteria:

- 1) Sound technical proposal that includes innovative and replicable inclusion mechanisms to maximize the value transfer to the beneficiaries.
- 2) High impact interventions directly targeting and responding to the needs established in the Terms of Reference.
- 3) Size of budget requested commensurate with the organization’s proven administrative and financial management capacity.
- 4) Participatory monitoring and evaluation that will contribute to building a sense of ownership among the beneficiaries to promote the sustainability of the interventions.

Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1.	NGO Eligibility and qualifications	30%	300
2.	Proposed Methodology, Approach and Implementation Plan	40%	400
3.	Management Structure and Key Personnel	30%	300
Total			1000

Detailed sub-criteria are provided in Annex 1

b) Evaluation methodology: Quality based under Fixed Budget Selection (QB-FBS)

QB-FBS methodology implies that all proposals have the same maximum overall price (which cannot exceed a known fixed budget amount), focusing the selection on the quality of the proposal and the CSO/ NGO/Firm proposed approach and methodology. CSO/NGO/Firm have to provide their best technical proposal and financial breakdown (within the budget) in one single envelope (clearly stating proposed overheads). Evaluation of all technical proposals shall be carried out, in accordance with below outlined evaluation criteria, and the institution which obtains the highest technical score shall be selected. CSOs/ NGOs/Firm exceeding the established fixed budget in their financial proposals will be rejected

Proposals have to translate community needs into implementable activities by the NGOs/CSOs/Firm Under QB-FBS, assessment focuses on maximizing transfer of value to the beneficiary user within a given budget.

c) Budget size and duration

The budget amount requested in the proposal should be commensurate with the organization's administrative and financial management capabilities. In principle, project duration will not exceed 12 months.

6. SELECTION PROCESS:

The UNDP will review proposals through a five-step process: (i) determination of eligibility; (ii) technical review of eligible proposals; (iii) scoring and ranking of the eligible proposals based on the assessment criteria outlined in the previous section to identify highest ranking proposal; (iv) round of clarification (if necessary) with the highest scored proposal; and (v) Responsible Party Agreement (RPA) signature

7. SUBMISSION PROCESS

Applicants shall bear all costs related to proposal preparation and submission.

Applicants must submit their proposals through eTendering online system and by the deadline indicated in

- **Number of copies: one**

The following documents must be submitted in order for the submission to be considered:

- 1) Proposal Template
- 2) Project Synopsis
- 3) Documentation requested in the Request for Information (RFI)
- 5) Audited financial statements for past two years, including management report and footnotes that accompany the financial statements.

Only one submission per organization is allowed.

Submission Deadline

Proposals, comprising of a Technical and Financial Proposal, with supporting documents should be submitted through

Call for Proposal Addressed to:

Attention: Procurement and Supply Chain Specialist

Reference: **International Research Firm to establish an evidence in support of resilience-building and in the implementation of the Revitalized Agreement on the Resolution of Conflict in the Republic of South Sudan**

Proposals should be received by UNDP no later than **10th December 2019** at 11.30 AM (Juba time)

Via Emails; aicha.cherif@undp.org and jose.manzano@undp.org

Potential applicants should refer to the “Frequent Asked Questions” posted in UNDP’s website. For additional questions about the Call for Proposals Guidelines or application forms, please e-mail **procurement.ng@undp.org**.

Note; UNDP reserves the right not to fund any proposals arising from this Call for Proposals

Estimate Competition Timeline: 12 months

IMPORTANT ADDITIONAL INFORMATION

UNDP implements a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical practices, and obstruction. UNDP is committed to preventing, identifying and addressing all acts of fraud and corrupt practices against UNDP as well as third parties involved in UNDP activities. (See http://www.undp.org/content/dam/undp/library/corporate/Transparency/UNDP_Anti_Fraud_Policy_English_FINAL_june_2011.pdf and <http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/> for full description of the policies)

In responding to this Call for Proposals, UNDP requires all Proposers to conduct themselves in a professional, objective and impartial manner, and they must at all times hold UNDP's interests' paramount. Proposers must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. All Proposers found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Proposers, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they:

- * Are or have been associated in the past, with a firm or any of its affiliates which have been engaged UNDP to provide services for the preparation of the design, Terms of Reference, cost analysis/estimation, and other documents to be used in this competitive selection process;
- * Were involved in the preparation and/or design of the programme/project related to the services requested under this Call for Proposals; or
- * Are found to be in conflict for any other reason, as may be established by, or at the discretion of, UNDP.

In the event of any uncertainty in the interpretation of what is potentially a conflict of interest, proposers must disclose the condition to UNDP and seek UNDP's confirmation on whether or not such conflict exists.



REQUEST FOR INFORMATION (RFI) FROM CSO/NGO/Institution

1. OBJECTIVE

This is a Request for Information (RFI) from national and/or international CSOs/NGOs or institution for potential partnership with UNDP in delivering outputs for development projects requiring expertise and experience in the following areas: **International Research Firm to establish an evidence in support of resilience-building and in the implementation of the Revitalized Agreement on the Resolution of Conflict in the Republic of South Sudan**

2. INFORMATION REQUESTED

Interested CSOs/NGOs/Firms are requested to fill out the below questionnaire, attaching all supporting documentation where specifically requested.

Please note that attachments should be provided to support each answer to the questions. All questions must be answered directly and clearly. Extraneous information that are not directly responding to the questions will only constrain the ability of UNDP to positively assess the CSO/NGO/Firm's alignment with UNDP requirements.

All CSOs/NGOs/Firms whose information are found to be consistent with UNDP programme needs will be sent a subsequent questionnaire to enable UNDP to conduct a Capacity Assessment. Based on the results of this Capacity Assessment Checklist (CACHE), UNDP will determine if the CSO/NGO/Firm may or may not be placed on a roster, for rapid engagement when required.

A copy of the CACHE is attached **for information only**. **Please do not submit the CACHE form at this stage.**

Topic	Areas of Inquiry/ Supporting documentation	Response
1. Proscribed organizations	<p>1. <i>Is the CSO/NGO/Firm listed in the UN's list of proscribed organizations, UNDP Vendor Sanctions List, or indicted by the International or National Criminal Court?</i></p> <p>2. <i>Is the CSO/NGO banned by any other institution/governments? If, yes, please provide information regarding the institution/Government and reasons.</i></p>	

2. Legal status and Bank Account	<p>1. <i>Does the CSO/NGO/Firm have a legal capacity to operate in the UNDP programme country, and does it comply with the legal requirements of the country to register and operate an NGO/CSO/Firm? <u>Please provide copies of all relevant documents evidencing legality of operations.</u></i></p> <p>2. <i>Does the CSO/NGO/Firm have a bank account? (Please Submit proof indicating latest date)</i></p>	
3. Certification/ Accreditation	<p><i>Is the CSO/NGO/Firm certified in accordance with any international or local standards (e.g., ISO), such as in:</i></p> <ul style="list-style-type: none"> • Leadership and Managerial Skills • Project Management • Financial Management • Organizational standards and procedures • Other 	
4. Date of Establishment and Organizational Background	<p>1. <i>When was the CSO/NGO/Firm established?</i></p> <p>2. <i>How has the CSO/NGO/Firm evolved since its establishment? (no more than 2 paragraphs)</i></p> <p>3. <i>Who are your main donor/ partners?</i></p> <p>4. <i>Please provide a list of all entities that the CSO/NGO/Firm may have an affiliation with.</i></p> <p>6. <i>In how many cities/provinces/regions/ countries do you have capacity to operate in? Please provide a complete list and indicate the size of the offices in each location.</i></p>	
5. Mandate and constituency	<p>1. <i>What is the CSO/NGO/Firm's primary advocacy / purpose for existence?</i></p> <p>2. <i>What is the CSO/NGO/Firm's mandate, vision, and purpose? (no more than 2 paragraphs)</i></p> <p>3. <i>Is the CSO/NGO/FIRM officially designated to represent any specific constituency?</i></p>	

6. Areas of Expertise	<p>1. <i>Does the CSO/NGO/Firm have expertise in any of the key areas identified above in this RFI?</i></p> <p>2. <i>What other areas of expertise does the CSO/NGO/Firm have?</i></p>	
7. Financial Position and Sustainability	<p>1. <i>What was the CSO/NGO/Firm's total financial delivery in the preceding 2 years? Please provide audited financial statements for the last 2 years. If audited financial statements are not available, please provide an explanation regarding why it is not possible to obtain them.</i></p> <p>2. <i>What is the CSO/NGO/Firm's actual and projected inflow of financial resources for the current and the following year?</i></p> <p>3. <i>Please provide a list of projects with description, duration, location and budget over the past 2 years (arrange from biggest budget to the lowest).</i></p>	
8. Public Transparency	<p>1. <i>What documents are publicly available?</i></p> <p>2. <i>How can these documents be accessed? (Pls provide links if web-based)</i></p>	
9. Consortium	<p>1. <i>Do you have the capacity to manage a consortium?</i></p> <p>2. <i>Do you currently, or have you in the past, managed or been involved with a consortium? If yes, provide a list of all consortia, the list of partners in the consortia, the role in the consortia, and the total financial budgets involved.</i></p> <p>3. <i>Do you have a formal alliance with other CSOs/NGOs/Firms? If yes, pls. identify and provide details.</i></p>	

3. CLOSING DATE

Interested bidders should submit a completed RFI with requested attachments must be submitted at the below email address:

United Nations Development Programme

aicha.cherif@undp.org and jose.manzano@undp.org

Attention: Procurement and Supply Chain Specialist

Reference: **International Research Firm to establish an evidence in support of resilience-building and in the implementation of the Revitalized Agreement on the Resolution of Conflict in the Republic of South Sudan**

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