Country: South Africa

Description of the assignment: An Analysis of the Social and Governance Implications of COVID-19 Pandemic in South Africa

Project name: COVID-19 Project

Period of assignment/services (if applicable): 2 – 2.5 months - estimated

Proposal should be submitted by email to lerato.maimela@undp.org no later than Friday 12h00 midday of the 10th April 2020

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. Procurement Unit will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.
1. BACKGROUND

The first COVID-19 case in South Africa was announced on the 5th of March 2020. Since then, the number of cases has grown exponentially over a period of two weeks to 709\(^1\) cases. The image below indicates the spread of COVID-19 cases by province as at 28 March 2020.

It is predicted that this number will continue to rise due to the community infections being recorded and will further put a strain on public services. It is clear from the evolution and development of COVID-19 in other countries and from prognosis of South Africa’s medical and economic experts, that extraordinary measures are required to contain the spread of the virus. With each increase in numbers, the government has taken incremental measures to stem the tide of COVID-19. On 15\(^{th}\) March, with 61 new cases reported, the President announced a national state of disaster and declared a number of significant measures the country was to take to contain the virus.

The measures started effectively from Thursday March 26 2020 at midnight with the principle objective of disrupting the increase in transmission and to flatten the increasing and steep curve of the coronavirus.

As stated by H.E. President Cyril Ramaphosa: “The next few days are crucial. Without decisive action the number of infections will increase. This extremely dangerous for a population like ours. Our fundamental task is to contain the spread of the disease. We must therefore do everything to reduce the overall number of infections”.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The purpose of the analysis is to investigate the social and governance implications of the COVID-19 pandemic in South Africa, with a view to proposing measures to ameliorate the impact in the short to medium term and identifying early lessons for the future development of a policy framework.

Objectives:

- To examine the state capacity to manage the spread and containment of COVID-19 in the country, especially for the most vulnerable population groups, particularly health, education system, social services, security services – police, prisons, defence; and border management, and other affected government sectors as elaborated above
- To assess the social impact of the extraordinary state measures that have been taken to combat COVID-19, including access to basic services such as health, safe drinking water and sanitation, food, adequate housing and social security and most vulnerable groups.
- To determine the state’s capacity to institute early recovery measures during the crisis response
- To identify lessons regarding the role of partnerships between the state and various types of civil society partners in response to COVID-19.

This analysis will also investigate the capacity of state departments to provide continuous services – direct and front line, indirect and back end, during the two to three-month critical period.

The consultant (must be linked to a company/firm/organization), is expected to undertake the following activities:

1) Review measures to strengthen the capacity of the state in key critical service areas and their social and human rights implications to general citizenry and particularly the vulnerable groups.
2) Assess the social, measures the State has put in place to combat COVID-19.
3) Highlight the coping mechanism employed by people during the lockdown and implications on their finances and social and human rights
4) Assess the Impact of the lockdown on neighbouring countries
5) Undertake in-depth interviews with key stakeholders during the period immediately following the initial lockdown/crisis response to assess the adequacy of early recovery government plans in the critically affected public services during this period, particularly from a good governance and gender perspective
6) Prepare a draft report to be presented to UNDP and UNCT for review, and possibly participate in the presentation of the report and discussions with key stakeholders in the social, human rights, and governance sectors in the country.
7) Assist in developing a policy brief based on the analysis.
3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

An individual expert (must be linked to company/firm/organization), must possess the following:

1) A minimum of a Master’s degree in Social Sciences, Law, Conflict Management, Public Policy, Political Science, or equivalent; with some experience in gender and human rights;
2) 10 years extensive experience and understanding of public policy, governance, gender, human rights in public sector, civil society, research or academia;
3) Fluency in English with strong presentation, writing and analytical skills; and
4) Work experience in the public sector (government, community, academic, research) will be advantageous.
5) Clearly articulated proposal and methodology to undertake the assignment in a rapidly changing and fluid environment

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal:
   (i) Explaining why they are the most suitable for the work
   (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)
2. Financial proposal
3. Personal CV including past experience in similar projects and at least 3 references

5. FINANCIAL PROPOSAL

- Lump sum contracts
  The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

Travel:
All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed
6. EVALUATION

Individual consultants will be evaluated based on the following methodologies:

1. Lowest price and technically compliant offer

When using this method, the award of a contract should be made to the individual consultant whose offer has been evaluated and determined as both:

a) responsive/compliant/acceptable, and
b) offering the lowest price/cost

“responsive/compliant/acceptable” can be defined as fully meeting the TOR provided.

Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation

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<tr>
<th>Criteria for Selection</th>
<th>Points Allocated</th>
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<tr>
<td>(As per RFQ or RFP)</td>
<td>Per Criteria</td>
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<td>1. Technical Proposal</td>
<td>60</td>
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<td>Clearly articulated proposal and methodology to undertake the assignment in a rapidly changing and fluid environment</td>
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<td>Experience in conducting assessment and analytical reports during crises situations</td>
<td>30</td>
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<td>2. Qualification &amp; Experience</td>
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<td>A minimum of a Master’s degree in Social Sciences, Law, Conflict Management, Public Policy, Political Science, or equivalent;</td>
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<td>10 years extensive experience and understanding of public and social policy, governance and gender in public, civil society, research or academia.</td>
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<td>Knowledge and Skills:</td>
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<td>• Fluency in English with strong presentation, writing and analytical skills</td>
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<td>• Work experience in the public sector (government, academic, research) will be advantageous.</td>
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<td>TOTAL TECHNICAL SCORE (Passing Rate = 70%)</td>
<td>100 pts</td>
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ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3- OFFEROR’S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY