

TERMS OF REFERENCE FOR INSTITUTIONAL CONTRACT

PART I		
Title of Assignment	Supply of Porta Cabins to Shakawe, Ghanzi and Letlhakane	
Section & Supervisor	Child Protection: Gomolemo Rasesigo	
Location	Shakawe, Ghanzi and Letlhakane	
Duration	1 month	
Start date	From: 01/06/2022	From: 30/07/2022

Background and Justification

Child abuse and neglect remain a worrisome issue in Botswana. The Violence Against Children Survey (VACS), 2016 states that among children aged 13-17 years who had ever had sexual intercourse, one in four females (25.1 per cent) and one in twenty males (4.6 per cent) experienced unwanted sex at the time of their sexual debut. Children in Botswana also experience high levels of physical abuse and the VACS shows that 43 per cent of boys and 28 per cent of girls experience physical violence and 14 per cent of both sexes experience emotional violence.

In Botswana, police records indicate an increase in sexual violence during the 2020 COVID-19 lockdown, illustrated through a 20 per cent increase in defilement cases. This situation resulted from children spending more time at home than school with potential abusers, who are often family members or known to the family. Referral mechanisms for cases of child abuse and sexual assault are weak, and there is a limited number of specialized juvenile justice personnel in both the police and justice system.

The low reporting of cases of abuse with only one in nine girls reporting cases of rape to the police and only one in seven seeking medical attention remains a concern. COVID-19 restrictions at the time significantly reduced access to services for children facing abuse. There is highly likelihood that the number of unreported cases is even higher.

In efforts to improve access to justice by children one child-friendly police station was established in 2020 in Gaborone through advocacy from UNICEF and another in Francistown in 2021. Similar services are lacking in rural areas in Botswana. UNICEF through the Japanese funding aims to increase access to child friendly police station by children in hard-to-reach areas and the targeted locations are Shakawe, Ghanzi and Letlhakane.

Objectives and Work Assignment

Goal and Objective: To supply 3 porta cabins in three locations in Botswana to be used as the Child Friendly Police Centers.

Under the overall guidance of the Botswana Police Service (BPS) and in collaboration with UNICEF's Child Protection Section, the assignment will be responsible for the following key activities and tasks:

Activities and Tasks:

- I. Liaise and work collaboratively with Botswana Police Service (BPS) and UNICEF to provide the following services:
 - a. Construct 3 porter cabins according to the provided specifications
 - b. Deliver the porter cabins to the 3 identified sights being Shakawe, Ghanzi and Letlhakane

Work relationships: The assignment will be supervised by the Botswana Police Service and UNICEF team consisting of the Deputy Director Gender and Child Protection (BPS) and Child Protection Specialist (UNICEF). BPS as an implementing partner will oversee and carry out sight visits to the selected supplier and approve any work done before it is delivered. Both BPS and UNICEF will visit the 3 areas after delivery of the porter cabins to ensure they meet the requirements by the targeted police stations.

Outputs/Deliverables:

- a) Construct porter cabins
Timeline: 1st July 2022
- b) Deliver first porter cabin in Shakawe
Timeline: 14th July 2022
- c) Deliver the second porter cabin in Ghanzi
Timeline: 22nd July 2022
- d) Deliver third porter Cabin in Letlhakane
Timeline: 1st August 2022

Below is the summary and payment schedule for the assignment.

Deliverables	Timeline/Deadline	Schedule of payment
Construction of porter cabins	1 st July 2022	40%
Deliver porter cabin in Shakawe	14 th July 2022	20%
Deliver porter cabin in Ghanzi	22 nd July 2022	20%
Deliver porter Cabin in Letlhakane	1 st August 2022	20%

Administrative issues

As per UNICEF DFAM policy, payment is made against approved deliverables. No advance payment is allowed unless in exceptional circumstances against bank guarantee, subject to a maximum of 30 Percent of the total contract value in cases where advance purchases, for example for supplies or travel, may be necessary.

The selected institution will be governed by and subject to UNICEF's General Terms and Conditions for institutional contract.

How to Apply

Qualifying institutions must submit all-inclusive quotations, accompanied by company profile clearly articulating experience in similar work, description (specification) of aerial equipment to be used and CVs of the Team leader + Script editor.

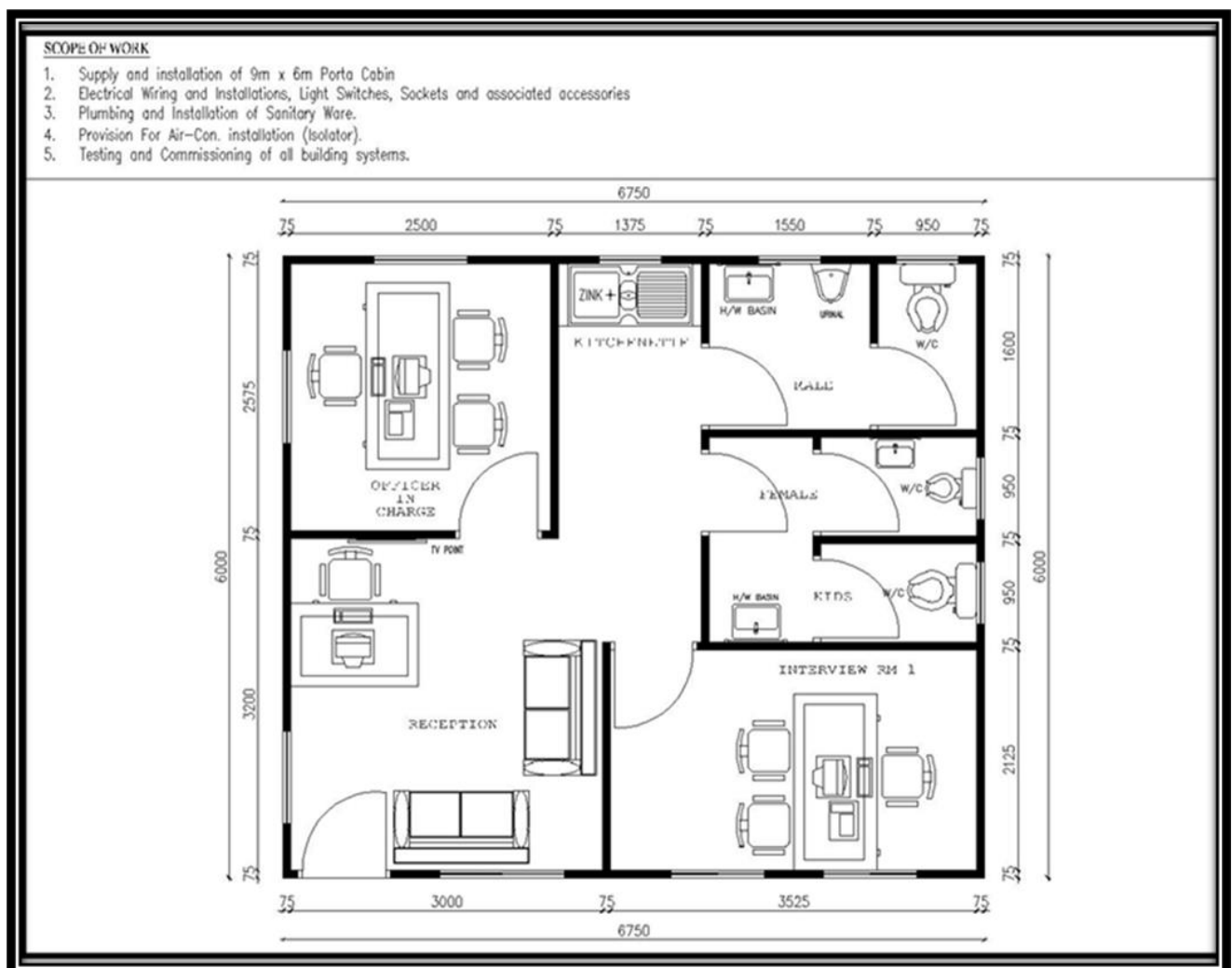
Application will be evaluated as per below criteria:

Criteria	Weight
Specifications Supply and fit 6750mm x 6000mm prefabricated insulated portacabins with: <ul style="list-style-type: none"> • 2 offices, • reception area, • kitchen, • 3 toilets and a urinal (drawings attached for clarification) 	40%

- Take Note, all toilets to be fitted with Hibiscus'WC suite including 1 for kids paired with a vaal ceramic fireplay 550mm x 400mm rectangular hand wash basin with two tapholes as well as a sink unit type SSU 1050/1 fitted in kitchenette. All to be installed in different areas.

Financial Proposal

60%



Applications must be sent to BTW_procurement@unicef.org with a copy to ritumeleng@unicef.org.

Any **enquiries** regarding this advert should be sent to the above emails.

Closing date for Submission: **26th June 2022 at 1700 HRS.**

Risks

Production quality is dependent on equipment used and creativity acumen of the service provider; therefore, bidders are requested to disclose specifications of equipment to be used for aerial filming and also sample showreels of similar work done in the past.