



CONSULTANT PROCUREMENT NOTICE

Date 09 September 2022

Country: South Africa

Type of Contract: Consultant, Individual Contract

Description of the assignment: Consultant to support SAJEI to develop curriculum on HIV, TB, Human Rights, and the Law for the Judiciary.

Organisation: United Nations Development Programme

Period of assignment/services (if applicable): 60 days over a period of 4 months

Proposal should be submitted at the following by email to bid.pretoria@undp.org no later **than 23rd September 2022**.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. Procurement Unit, South Africa 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

South Africa has made significant progress towards meeting the HIV 90-90-90 targets set by UNAIDS: by 2020, 90% of all people living with HIV should know their HIV status, 90% of all people with diagnosed HIV infection are on sustained treatment, and 90% of all people receiving treatment should be virally suppressed. According to the South African National AIDS Council (SANAC) Mid Term Review (2019) of the National Strategic Plan (NSP) (2017-2022), the country has made significant progress towards meeting these targets and is currently sitting at 90-68-88, respectively. Other success stories include reduction of mother to child transmission of HIV (PMTCT) by 66% since 2010. South Africa has the largest ART programme with about 5.4 million adults and children living with HIV on treatment.

Despite these gains and given the scale of the epidemics, a lot of challenges still remain. Statistics South Africa (2021) reports that the total number of persons living with HIV (PLHIV) in South Africa increased from an estimated 3,8 million in 2002 to 8,2 million by 2021. Almost a fourth of South African women in their reproductive ages (15–49 years) are HIV positive. Progress towards 90-90-90 targets for key populations (KPs) remains hindered by persistent barriers, such as stigma (including self-stigma), discrimination, and punitive legal and policy environments. The 2015 SANAC Stigma Index showed that 35.5% of people living with HIV and 36.3% with TB reported experiencing externalized stigma, and 43% and 27% respectively experienced internalized stigma.

In this respect, the judiciary plays a crucial role through its interpretation of national Constitutions, legislation, international and regional human rights treaties. It can develop important jurisprudence and contribute towards law review and reform to recognise people's rights and advance access to justice and health care in the context of HIV. Additionally, their learned interventions can transform and lead to beneficial impacts on the national response to HIV and TB and on the public perception of HIV and TB.

The development and institutionalization of the curriculum on HIV, TB, Human Rights and the Law, if implemented will accrue a number of far-reaching beneficial impacts, which include:

- Improved and advanced jurisprudence on HIV, TB, Human Rights and the Law
- Ongoing training of judicial officers contributing towards improved court performance
- Protection of the rights and safety of all vulnerable people, including the LGBTI community
- Achievement of Goal 5 of the NSP, which aims to: “ground the response to HIV, TB and STIs in human rights principles and approaches
- Application of International Labour Standards (Convention and Recommendations), particularly those ratified and recognized by the Republic of South Africa
- Achievement of the SANAC Human Rights Plan's call to “Invest in expanding training and sensitization programmes to reduce stigma: Programmes will inform and sensitize those who make the laws and those who enforce them about the important role of the law in the response to HIV, TB and STIs, e.g. to protect those affected by HIV against discrimination and violence and to support access to HIV prevention, treatment, care and support”
- Response to UNAIDS called for a Global Partnership for Action to Eliminate All Forms of HIV-Related Stigma and Discrimination, in order to catalyze, accelerate and translate commitments made by governments to end HIV-related stigma and discrimination into measurable policy change and programmatic interventions
- Implementation of the SA Constitution and Bill of Rights, which guarantees a broad range of civil, political, cultural and socioeconomic rights, which include the rights to equality and non-discrimination, privacy, dignity, freedom and security of person, access to health care and access to justice. Accelerate the achievement of the sustainable Development Goals - Agenda 2030

The South African Judicial Education Institute, in partnership with UNDP South Africa and ILO, are looking for a consultant to support the development of the Curriculum and Training material on HIV, TB, Human Rights and the Law for Judicial Officers

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

To this end, the consultant under the supervision of the gender specialist of the UNDP Office in South Africa, will carry out the following activities:

- Facilitate a consultation and brainstorming session with SAJEI and Judicial Educators to understand the background, status and progress on the curriculum, training needs of SAJEI and source any other ideas
- Conduct a desktop review on the status of HIV, TB, and Human Rights, globally, in Africa, Southern Africa Development Community (SADC) and South Africa; a summary of existing HIV, TB and Human Rights related curriculum internationally, locally and nationally; conduct telephonic or online meetings with selected judicial Institutes to find out about the content and scope of their curriculum.
- From the above information, make an outline of a possible curriculum for SAJEI and develop training materials relevant for Judicial officers
- Hold a consultative meeting to present the findings of the review, outline of the curriculum and training materials with SAJEI and Training Judicial Educators and other stakeholders suggested by SAJEI
- With inputs from above, hold a working workshop to develop a draft curriculum and training materials and provide overview of the training materials with SAJEI officials, Judicial Educators Officers and other stakeholders suggested by SAJEI
- Based on the above develop the final copy of the curriculum and training materials and send for comments to SAJEI and Training Judicial Educators and other stakeholders suggested by SAJEI
- Pilot-test the curriculum and training material with a section of the Judiciary recommended by SAJEI
- Based on the pilot develop the final curriculum, and training material, submit to SAJEI to take it through their approval processes

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

A. Education
A Master's Degree in Human Rights, Social Science, social, Development studies
Secondary training in HIV and TB, human rights, gender and curriculum development, will be a distinct advantage
B. Experience
At least 3 years of experience working on Human Rights related to HIV and TB
At least 2 years' experience in designing and developing human rights related curriculum and facilitating capacity building activities
Evidence of having developed curriculum and training materials
C. Knowledge
<ul style="list-style-type: none">• Excellent writing, facilitation and communication skills in English.• Excellent methodological and participatory planning skills

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Applicants are required to submit the following:

- i. **Letter of Confirmation of Interest and Availability** using the [template](#)¹ provided by UNDP;
- ii. **CV and a Personal History Form** ([P11 form](#)²);
- iii. Brief description of **approach to work/technical proposal** of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page)
- iv. **Financial Proposal** that indicates the all-inclusive fixed total contract price and all other travel related costs (such as flight ticket, per diem, etc), supported by a breakdown of costs, as per template attached to the [Letter of Confirmation of Interest template](#). If an applicant is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

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 a number of anticipated working days).

6. EVALUATION

The curricular evaluation criteria to be used are the following:

	Technical Proposal	Maximum Score	%
Technical Criteria	A. Education	20	70%
	A Master's Degree in Human Rights, Social Science, social, Development studies	10	
	Secondary training in HIV and TB, human rights, gender and curriculum development, will be a distinct advantage	10	
	B. Experience	40	
	At least 3 years of experience working on Human Rights related to HIV and TB	20	
	At least 2 years' experience in designing and developing human rights related curriculum and facilitating capacity building activities	10	

¹<https://intranet.undp.org/unit/bom/psa/Support%20documents%20on%20IC%20Guidelines/Template%20for%20Confirmation%20of%20Interest%20and%20Submission%20of%20Financial%20Proposal.docx>

² http://www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc

	Evidence of having developed curriculum and training materials	10	
	C. Knowledge	10	
	<ul style="list-style-type: none"> • Excellent writing, facilitation and communication skills in English. • Excellent methodological and participatory planning skills 	5	
	<ul style="list-style-type: none"> • Knowledge of the South African Judicial system 	5	

ATTACHEMENTS TO THIS NOTICE:

- **TERMS OF REFERENCES (TOR)**
- **GENERAL TERMS AND CONDITIONS**
- **CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL**
- **PERSONAL HISTORY FORM P11)**