



social development

Department:
Social Development
REPUBLIC OF SOUTH AFRICA



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BID/RFQ NUMBER:	RFQ SANAC 05/001/2021
CLOSING DATE:	17 MAY 2021
CLOSING TIME:	11:00 AM
BID VALIDITY PERIOD:	90 DAYS (COMMENCING FROM THE BID CLOSING DATE)
DESCRIPTION OF BID:	APPOINTMENT OF SERVICE PROVIDER FOR TRAINING ON THE MEN CHAMPIONING CHANGE PROGRAMME
Please Indicate whether the bidder is a : Service Provider or Independent Consultant	
RFP/ RFQ TO BE EMAILED TO THE FOLLOWING EMAIL ADDRESSES:	
Email address:	
Beullah@sanac.org.za	
Copied: Nomfundo@sanac.org.za	
Copied: Andries@sanac.org.za	
Copied: Mbali@sanac.org.za	
Both Email and Hardcopy Submission are Accepted for this request	

Terms of Reference: Appoint a service provider to train DSD officials on MCC programme

Request for Quotations
Terms of Reference
Training on the Men Championing Change Programme

1. Introduction

The SANAC Trust seeks to appoint a service provider to capacitate DSD officials as master trainers to support the implementation of the Men and Boys Championing Change Programmes (MCC, BCC). SANAC Trust in partnership with the Department of Social Development (DSD) is supporting the implementation of the MCC Programme. The MCC and BCC programmes are implemented as part of DSD's Social and Behaviour Change (SBC) Programme which comprises a comprehensive package of interlinked programmes referred to as the compendium. The overall goal of the Men and Boys Championing Change Programme is to empower men and boys to address the behaviours and traditional norms that puts themselves and/or their partners at risk of acquiring HIV. The programme seeks to encourage men to play an active role in HIV prevention and ending violence against women and harness the power of men and boys so they can be agents of social change.

2. Background

The HIV and AIDS epidemic disproportionately affects women's lives, both young and old in terms of the rate of infection and the burden of care and support. Women's greater vulnerability to HIV and AIDS is partly explained by the persisting gender inequality, high levels of sexual and domestic violence. It has become very clear that gender inequality and traditional gender roles and norms perpetuate stereotypes placing both men and women at risk of HIV. The traditional gender roles also contribute to male vulnerability to HIV and other STIs and equate risky behaviours with masculinity and even regard men's health seeking behaviours as unmanly and weak. Expectation that men are self-reliant, sexually experienced, and more knowledgeable than women inhibit men and young men from accessing information about sexual reproductive health and rights.

The Department of Social Development aims to contribute to reduction of new HIV infections by through Goal 4 of the National Strategic Plan 2017-2022 to address the social and structural drivers of HIV, TB infection and STIs. While South Africa has a strong policy framework for achieving gender equality and addressing gender-based violence, there is still a large gap between the framework, and the lived experience of many South African women. DSD developed

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the Men Championing Change programme as an intervention to address gender inequities and gender-based violence including HIV prevention among men.

3. Objectives of the Project

The programme is guided by the following broad objectives:

- ❖ Build men and boys' resilience, self-confidence, self-esteem and self-efficacy.
- ❖ Build knowledge, attitude and skills to voluntarily assume positive practices and sustain positive behaviour outcomes.
- ❖ Invest positive values in men to become change agents within their communities.
- ❖ Instil active citizenry amongst men and boys.
- ❖ Increase the involvement of men in the protection of women and girls from gender-based violence and HIV acquisition.

4. Scope of Work

The scope of work is to train 200 DSD officials in eight provinces on the Men and Boys Championing Change programme. The training will enable DSD to build internal capacity and knowledge to support the implementation of the Men and Boys Championing Change programme. The training will be based on the existing programme manuals: the Men Championing Change and the Boys Championing Change manuals.

The specific tasks of the service provider are:

- Conduct five days training of 200 DSD Provincial and District Coordinators on the Men and Boys Championing Change programme manuals in eight (8) provinces
- Develop a training plan and schedule
- Document feedback from the participants on the content of the manuals
- Produce training reports

5. Deliverables

The key deliverables for the assignment are as follows:

- a) Training of 200 DSD provincial coordinators in eight (8) provinces on the existing men and boys championing change manuals
- b) Detailed training plan and schedule that outlines how the trainings will be implemented with clear time frames.
- c) Training report of the respective trainings of each province
- d) Compile and submit a comprehensive training report
- e) Produce a comprehensive report of all the trainings

6. Duration

This assignment will be undertaken between May – 25 June 2021. SANAC will be responsible for the cost of conferencing.

7. Skills and knowledge required

- a) Extensive experience in HIV/AIDS prevention, expert knowledge on gender equality and knowledge on men and boys' programmes
- b) At least three (3) years proven experience in conducting quality training programmes
- c) Sound knowledge and experience in the field of Social Behaviour Change Programmes.
- d) The service provider/consultant must possess a group of certified master trainers
- e) Master trainer must be comfortable with teaching, leading group discussion and role play
- f) Project management skills

8. Submission of proposals

Prospective service providers (NPOs) must submit their proposals in one envelope with the technical proposal including the following:

- Proof of business registration
- A response to the terms of reference
- A project plan that states the methodology and approach for accomplishing the task, time- frames and outputs
- Profile of the organization and description of similar work undertaken (attach similar work undertaken)
- Contact numbers, names and CVs of workers/officials assigned to the project, including their roles and responsibilities
- One original and four hard copies and a CD/USB with a soft copy of the technical proposal in pdf format
- The financial proposal should include costs based on the proposed methodology and assignment

The following information must be visibly marked on the envelopes:

- Name of service provider:
- Province:
- Closing date:

9. Reporting

The Consultant will work closely and report to the SBC Programme Manager at SANAC Trust throughout the duration of the assignment.

10. Payment Schedule

The payment will be made as follows:

- First payment: 60% paid upon review and approval of inception report showing the training plan and approach
- Final payment: 50% paid upon completion of assignment and receipt and approval of training report

11. Evaluation Process

a) Proposals will be evaluated on a scale of 1–5 in accordance with the criteria below. The rating will be as follows:

1 = Very Poor

2 = Average

3 = Good

4 = Very Good

5 = Excellent

Functionality Criteria

ELEMENT	Rating					Weighting	Total
1) Demonstrable experience of the prospective service provider in conducting trainings Examples of work undertaken in training <ul style="list-style-type: none"> • less than 1 year experience = 1 point, • 1-2 years' experience= 2 points, • >2 years experience=3 points, • 3-4 years' experience= 4 points, • >4 years' experience= 5 points 						40	
2) Qualifications, skills of team members related to the assignment <ul style="list-style-type: none"> • CVs of the proposed team members highlighting relevant experience in line with the assignment less than 1 year experience = 1 point, • 1-2 years' experience= 2 points, • >2 years but <3 years' experience=3 points, • 3-4 years' experience= 4 points, • >4 years' experience= 5 point 						40	
3) Training approach, work plan and schedule A detailed work plan with timelines.						20	

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ELEMENT	Rating						Weighting	Total
<ul style="list-style-type: none"> • Addressed poorly = 1 point • Addressed but with limitations= 2 points • Addressed adequately = 3 points • Adequately addressed with advanced understanding in some areas = 4 points • Extensively addressed = 5 points 								
Functionality							100	

For enquiries please contact beullah@sanac.org.za Closing date for the application is 12 May 2021.

NB: Please indicate your ability, availability and daily rate to undertake the terms of reference above (including travel and daily subsistence allowance, if applicable). Applications submitted without a daily rate will not be considered.