



P.O. Box 13912, HATFIELD, 0028 | 2<sup>nd</sup> Floor, Block E, Hatfield Gardens, 333 Grosvenor Street, Hatfield,  
PRETORIA, 0028, Tel: +27 012 748 1000, Fax: +27 086 667 8894

VAT No.: 496 026 5751

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| BID/RFQ NUMBER:   | RFQ0002658  |
| CLOSING DATE:   | 9 <sup>th</sup> December 2022   |
| CLOSING TIME  | 14h00PM   |
| BID VALIDITY PERIOD:  | 90 days   |
| DESCRIPTION OF BID:   | Terms of reference for the appointment of a service provider to conduct advocacy and policy dialogues with key stakeholders on forced/early child marriages “ukuthwala” |
| Please Indicate whether the bidder is a: Service Provider or Independent Consultant   |   |
| RFP/ RFQ TO BE EMAILED TO THE FOLLOWING EMAIL ADDRESSES:  |   |
| <ul style="list-style-type: none"><li>- Email address: <a href="mailto:Beullah@sanac.org.za">Beullah@sanac.org.za</a></li><li>- Copied: <a href="mailto:Mbali@sanac.org.za">Mbali@sanac.org.za</a></li><li>- Copied: <a href="mailto:celeste@sanac.org.za">celeste@sanac.org.za</a></li></ul> |   |
| Email submission is accepted for this request   |   |

## TERMS OF REFERENCE

### 1. Background

South Africa has the largest HIV epidemic with more than 8 million people living with HIV, and this disproportionately affect women. Research indicates that the inequalities driven, and the patriarchal society drive the HIV epidemic in the country. A key aspect in achieving integrated SRHR, HIV, STI and TB and GBVF is to address issues of early forced/child marriages (“ukuthwala”) in poor communities. These inequalities result in high levels of unemployment, thus affect efforts on sexual and reproductive health (SRH).

Adding to the confusion are disharmonised policies as they relate to SRHR for children and adolescents. During the hard COVID-19 lockdown, the country has seen an increase in human trafficking, reported cases of abuse on children and women. Furthermore, the country observed a surge in child and teen pregnancies, during the same period. Though there is evidence on increased numbers caused by these social ills, these remain underreported especially among vulnerable populations.

To respond to concerning trends GBVF, forced/early child marriages that regress SRHR coupled with deepening socio-economic challenges, among adolescents and youth, the Government of South Africa has committed to the United Nations (UN) Sustainable Development Goals (SDGs), International Conference on Population and Development (ICPD), Beijing Platform for Action, the African Union (AU) Youth Charter, the Maputo Plan of Action, the Southern African Development Community (SADC) SRHR Strategy and the 2021 ESA Ministerial Commitment.

It is against this background that the SANAC Trust is seeking a service provider to conduct advocacy and policy dialogues with diverse population groups to raise awareness on the atrocities. The dialogues will be held in Kwazulu-Natal Province in Harry Gwala District to provide the Province with an understanding of the extent of the practice of Ukuthwala in this area as well as the impact on the SRHR for young women below the age of 25. It is envisaged that the advocacy and policy dialogues will generate knowledge that leads to improve insights that can inform the development of appropriate interventions around the practice of Ukuthwala.

## **1. Scope of Work**

The service provider will undertake the following pieces of work, grounded in human rights, and using participatory approaches:

1. Coordinate, organise and conduct advocacy and policy dialogues with law enforcement, traditional leaders, parents and adolescents and young people affected by “ukuthwala”
2. Educate communities, victims of “ukuthwala”, law enforcement and traditional leaders on how to report and protect the evidence in cases of “ukuthwala”
3. Develop a bi-directional accountability framework to be followed by law enforcement and traditional leaders for a collective response for the scourge of “ukuthwala”

## **2. Expected Deliverables**

- a) Coordinate and facilitate dialogues and submit participation registers
- b) Dialogue report with key contextual recommendations to inform programme implementation
- c) Accountability framework for the collective response on “ukuthwala”

## **3. Qualifications and experience**

SANAC Trust intends to contract a service provider or consultant with extensive experience that includes:

- University degree in Public Health, Social Sciences, Development Studies, or related field
- Knowledge of HIV, TB and STIs response in South Africa.
- Knowledge and experience in conducting community dialogues
- More than 5 years of demonstrated experience in qualitative research, SRHR gender, women’s rights, and gender equality
- Proven experience on the subject matter
- Ability to analyse qualitative information and produce high quality report
- Aptitude for policy, strategic planning, system development, and organizational skills, including results orientation.

- Knowledge and/or understanding of the SANAC and its stakeholders
- Excellent English language writing with solid editorial skills with demonstrated ability for logical and analytical writing.

**4. Competencies and special skills requirements:**

- Demonstrate strong written communication, analytical ability, and ability to rapidly integrate information from various sources.
- Knowledgeable of current SANAC activities including the HIV, TB and STIs NSP and PIPs.
- Ability to deliver the requirements on time and be responsive to all communications from SANAC.
- Ability to work under pressure.
- Strong interpersonal skills and proven ability to communicate and interact with high-level officials from the government, NGOs, development partners and the private sector.

**5. Criteria for Selection:**

| Description   | Maximum scores |
|---|----------------|
| Technical proposal demonstrating a clear process and methodology for delivering high-quality product in line with the ToR. <ul style="list-style-type: none"> <li>• 0 points = No Project Plan proposed</li> <li>• 15 points = Project Plan proposed however no clear deliverables or understanding of the SANAC Trust sector and its mandate.</li> <li>• 40 points = Detailed Project Plan and an indication of understanding of the project.</li> </ul> | 40%            |
| Demonstrated experience, by sharing examples of previous work with references, similar or related trainings.<br>1=<1 year<br>2= 1-2 years<br>3=3-4 years<br>4= 5 years<br>5= 6-10 years   | 30%            |

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| <p>Demonstrated understating, by sharing examples of previous work with references, of Human Rights work on HIV and AIDS, TB and STIS for key and vulnerable populations.</p> <p>1=&lt;1 year<br/> 2= 1-2 years<br/> 3=3-4 years<br/> 4= 5 years<br/> 5= 6-10 years</p> | <p>30%</p> |
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## 6. Timelines:

The level of effort expected is **15 consultancy days** from 12<sup>th</sup> December 2022 – 28 February 2023

## 7. Supervision

The service provider will be supervised by the Technical Lead: HIV Prevention and Technical Lead: Human Rights at SANAC

## 8. Proposal Format

A detailed proposal in response to this ToR is due on 9th December 2022 at 14h00pm containing all the information required to evaluate the bid against the requirements stipulated in these terms of reference document. Proposals should include the following attachments:

- i) **Annexure A:** Technical Proposal demonstrating ability to complete the assignment and produce a quality document as per scope of work detailed above
- ii) **Annexure B:** Summary of experience. Please attach CVs of proposed team members, where applicable which show the range of similar assignments they have undertaken and the size of these assignments, three letters of reference or other means of verifying experience
- iii) **Annexure C:** Summary details and qualifications of proposed team
- iv) **Annexure D:** Pricing information. Price proposals should include VAT and should be fully inclusive of ALL costs to deliver the outputs indicated in the terms of reference. The consultant should also include budget notes to justify the cost items.
- v) **Annexure E:** CSD Summary report with a compliant status for businesses
- vi) Successful Bidders will be required to complete the SBD Documents

**NB: Service providers to attach their Valid BEE Certificates, Tax Clearance Certificate, Certified ID Copies, Vat Registration Certificate where necessary, CIPC Registration documents. Failure to submit these will invalidate your proposal.**