



P.O. Box 13912, HATFIELD, 0028 | 2nd 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

BID/RFQ NUMBER:	RFQ0002861
CLOSING DATE:	30 January 2023
CLOSING TIME:	11:00 a.m
BID VALIDITY PERIOD:	90 Days
DESCRIPTION OF BID:	Develop multi-media messages for community mobilisation and advocacy against gender-based violence on women, girls, and other vulnerable population groups.
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: Elliot@sanac.org.za Copied: Mbali@sanac.org.za	
Both Email and Hardcopy Submission are Accepted for this request	



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TERMS OF REFERENCE FOR THE APPOINTMENT OF A CONSULTANT TO DEVELOP MULTI-MEDIA MEDIA MESSAGES FOR INCREASED COMMUNITY MOBILIZATION AND ADVOCACY ON GENDER BASED VIOLENCE AND FEMICIDE

1. BACKGROUND

South Africa has made commendable strides in the responding to Gender Based Violence against women and young girls, however, these gains are currently threatened by the COVID-19 pandemic. The current COVID-19 driven economic crisis has aggravated economic vulnerability of certain key populations including women and girls. This has in turn worsened social economic drivers to health outcomes and health seeking behaviour e.g., increased gender-based violence (GBV).

Pre-existing social norms and inequalities, economic and social stress caused by the pandemic, coupled with restricted movement and social isolation measures, have led to an exponential increase in GBV cases. Many women and girls have been forced by lockdown regulations to remain at home or in the same communities spending more time with their abusers. At the time services to support the survivors were disrupted or made inaccessible. The government's GBV and Femicide Command Centre, a call centre to support victims of GBV, recorded more than 120,000 victims in the first three weeks of the lockdown, with rape and sexual assaults increased nearly three times the rate prior to lockdown. The Vodacom's support call centres saw a 65% increase in calls from women and children confined to their homes during lockdown and in need of urgent help. This prompted the President to refer to GBV as SA's second pandemic, during COVID--19.

The South African AIDS Council (SANAC) is leading on efforts to respond to GBV related challenges brought by COVID-19. One of the priorities is to engage multi-media platforms with the aim of increasing community mobilization and advocacy against GBV on women and girls. The intervention is intended to continue to raise the visibility of increased violence against women and girls, demonstrating how the risk factors that drive violence are exacerbated in the context of COVID-19. It is hope that this intervention and many others led by partners will sensitize the communities of problem, whilst also encouraging the survivors to seek help.

REQUEST FOR PROPOSAL

The South African National AIDS Council (SANAC) Trust seeks to appoint a consultant/service provider to develop multi-media messages aimed at increasing community mobilization and advocacy and raise awareness on the increasing violence on women and girls.

2. SCOPE OF WORK

SANAC seeks to engage a service provider/consultant to undertake this assignment, using participatory approaches:



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1. Facilitate the development of messages on GBVF, to raise awareness raising and advocate against an increase on violence and abuse.
2. Work with recently trained GBVF ambassadors in the development of the context specific GBVF prevention, management, and advocacy messaging. The messages should be prepared for transmission through a series of sessions on community radio stations, National TV channels and other social media platforms including twitter, YouTube, and Facebook.
3. Translate the messages into the spoken languages guided by the ambassadors.

3. EXPECTED DELIVERABLES AND EXPECTATIONS

1. Produce a series of GVBV messages to be streamed through multi-media platforms.
2. Identify and train 30 ambassadors with capacity to broadcast GBV messages on possible media platforms. These to include podcasts, short edutainment clips (TikTok and Instagram reels) and participate on interviews with community radio stations.

4. QUALIFICATIONS AND EXPERIENCE

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

- a) At least 5 - 10 years' experience and proven record in GBVF related work.
- b) At least 5 – 10 years working experience in the field of public health, community development or related social sciences.
- c) Proven knowledge of digital health media messaging development. Experience in developing advocacy media will be an added benefit.
- d) Excellent knowledge and experience in the field of communication and media.
- e) Strong track record of technical writing and editing high-level documents in English on GBVF.

5. TIMELINES:

The consultancy is expected to be completed within **60 days** commencing from **February 2023-April 2023**. The budget submitted should be all inclusive.

6. SELECTION CRITERIA:

Only submissions that meet the technical specifications in all aspects as stipulated in these terms of reference will be considered.

Evaluation will be split into 2 stages:



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Written Proposal Evaluation:	Weight
<p>RELEVANT WORKING EXPERIENCE in developing multi-media media messages for increased community mobilization and advocacy on gender-based violence and femicide.</p> <p>1. Methodology and Approach. A technical proposal indicating the extent of Gender-based violence and femicide (GBVF), the key drivers of this epidemic, strategies and programmes on how these could be effectively communicated using multi -media platforms.</p> <p>Score: 0 points = inadequate methodology and approach 10 points = methodology and approach cover the minimum requirements 20 points = methodology and approach are fully adequate to meet the requirements of the assignment</p> <p>2. Training and Facilitation. Proven ability to train and coach lay communicators on presentation and broadcasting skills using diverse platforms.</p> <p>Score: 0 points = inadequate training and facilitation experience working with community workers 10 points = Training and facilitation experience cover the minimum requirements working with community workers 20 points = Training and facilitation experience are fully adequate to meet the requirements of the assignment in working with community workers</p>	40
<p>QUALIFICATION AND EXPERIENCE OF PROPOSED INDIVIDUALS</p> <p>1. Qualifications and demonstrated track record / knowledge and proven ability and experience in the development, and dissemination of media communication messaging</p> <p>Score:</p> <ul style="list-style-type: none"> • (Degree/National Diploma with 0-to-1-year relevant HIV/TB experience = 0 Points • (Degree/National Diploma with 1 to 3 years' relevant HIV/TB experience = 5 points • (Degree/National Diploma with 3 to 5 years' relevant HIV/TB experience = 7 points. • (Degree/National Diploma, 5 to 7 years' relevant HIV/TB experience = 10 points. • (Degree/National Diploma, 7 to 10 years' relevant HIV/TB experience = 15 points • (Degree/National Diploma, 10 years' relevant GBVF & Communications experience and above = 20 points. <p>2. Evidence of communication material produced and developed in English and other local languages.</p> <p>Score:</p>	30



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<ul style="list-style-type: none"> • 3 records of completed communication material produced in English only = 0 points • 3 records of completed communication material produced in English and 2 local languages = 5 points • 3 or more records of completed communication material produced in in English 3 or more local languages= 10 points 	
<p>INTERNAL EXPERIENCIAL CAPACITY</p> <ul style="list-style-type: none"> • Records that demonstrated capacity, experience, and human resources on working with diverse stakeholders and multi-media platforms <p>Score: 0 points =Lack of records/reports that demonstrate capacity, experience, and human resources 05 points = 1 to 2 records/reports that demonstrate capacity, experience, and human resources 10 points = 3 or more records/reports that demonstrate capacity, experience, and human resources</p>	10
<p>Financial proposal</p> <p>Comprehensive financial proposal with clear budget lines.</p>	20

Evaluation Stage 1: Functionality- Written Proposal

Service Providers must obtain a minimum of 70 out of 100 to be shortlisted. Shortlisted service providers will be evaluated on Price & B-BBEE.

Evaluation Stage 2: Price and BEE

Bidders who obtain a minimum point of 70 points will be evaluated for price and BEE

6.1 Functionality Criteria

6.2 Evaluation Stage 2: Price

Bidders who obtained 70 on Functionality will be evaluated on Price & BEE using preference point system of 80/20 as per the below table:

Preference point system (80/20)	Weighting percentage (Must add up to 100 %)
Price	80% of 100 Points



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BEE	20% of 100 Points
Total:	100%

i. Price Calculations

A maximum of 80/20 point system has been allocated to this bid on the following basis:

$$P_s = 80 \left(1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where

P_s = Points scored for price of bid under consideration

P_t = Price of bid under consideration

P_{\min} = Price of lowest acceptable bid

ii. POINTS AWARDED FOR B-BBEE STATUS LEVEL OF CONTRIBUTOR

In terms of Regulation 6 (2) and 7 (2) of the Preferential Procurement Regulations, preference points must be awarded to a bidder for attaining the B-BBEE status level of contribution in accordance with the table below:

B-BBEE Status Level of Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

7. ASSIGNMENT MANAGEMENT ARRANGEMENTS



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The consultant will work under the overall guidance of the Executive Manager- National Strategic Plan within the NSP Unit.

8. Closing date and time: 30 January 2023 @ 11:00 a.m.

9. SUBMISSION OF PROPOSALS

Section	Title
1.	Technical Proposal demonstrating ability to complete the assignment and produce a quality document as per scope of work detailed above
2.	Quotation - Price proposals should include VAT and should be fully inclusive of ALL costs to deliver the outputs indicated in the terms of reference with concise budget notes, including travel costs
3.	Evidence of having completed similar assignment (must include at least three reference letters)
4.	The CVs of the proposed team to undertake the work (Team leader, M&E manager, budget accountant, and operations/project manager) all individuals to be involved in the assignment).
5.	A consultant/company profile
6.	PIN for Tax clearance certificate verification (verification will be done with SARS eFiling).
7.	Valid B-BBEE Certification: <ul style="list-style-type: none"> • Copy of a certificate from a SANAS accredited Verification Agency. • A signed Exempt Micro Enterprise (EME) affidavit with the required information; or • A signed Qualifying Small Enterprise (QSE) affidavit with the required information.
8.	Recent Central Supplier Database (CSD)



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