



## **TERMS OF REFERENCE**

### **Technical assistance in providing information and referrals on SRH, HIV and GBV with sanitary dignity kits to women and young girls in shelters provided for people affected by the floods in Ethekeweni**

#### **1) Introduction**

KwaZulu-Natal (KZN) was affected by a series of inclement weather that caused damages to households in different parts of the province, resulting in displacements and increased vulnerabilities for families - and especially children, adolescents, young people and women. The unprecedented disruptions in the environment caused by the floods has led to communities suffering a lack of basic needs and disruption to their daily routines. Although a number of districts in KZN have been affected by the floods, Ethekeweni has experienced the worst of this impact. An estimated 8000 people are currently being housed in make shift shelters throughout Ethekeweni. The United Nations Population Fund is mandated to ensure universal access to SRHR, HIV and GBV information and services. In line with its mandate UNFPA seeks the services of an organisation to provide SRH, HIV and GBV related information and referral to services to women and young people in the high volume shelters in Ethekeweni. This support is a partnership initiative with the KZN Department of Social Development, the KZN Office of the Premier and the Ethekeweni Metro.

#### **2) Scope of work**

- Conduct an inception meeting with key partners to identify the high volume shelters and suitable times to visit the shelters
- Provide information on SRH, HIV, and GBV information and referrals at 40 high volume shelters
- Provision of 2000 dignity kits. Each kit should contain a blanket, sanitary pad, soap and female underwear in varying sizes, with labeling of items and UNFPA logo. The Kits should include a message creating awareness of GBV and relevant contact numbers for reporting or obtaining information on GBV.
- Compilation of detailed reports, with relevant disaggregated monitoring data on each shelter visited, number of dignity kits distributed, together with information and services provided on a weekly basis.
- Final report including recommendations, supporting data and lesson learnt

### 3) Key deliverables

- An inception report approved by partners with details on the plans to visit the shelters to provide SRHR, HIV and GBV related information and services and distribution of the dignity kits
- Weekly reports detailing visits to the shelters, SRHR, HIV, and GBV information shared and referrals.
- Final report with recommendations and supporting data

### 4) Methodology

In response to the TOR, the service provider to submit a proposal on the approach to deliver on this assignment, budget and timelines as per the located budget of USD 45 000.

### 5) Service provider eligibility

- Be an organisation with relevant experience in providing SRH, HIV and GBV related information in community settings.
- Familiarity with KZN government structures and/ or the UN system;
- Experience working with Provincial and Local governments.

### 6) Assignment duration and management arrangement

The duration of this assignment is from July-August 2022

The organisation will administratively be under the overall supervision of the UNFPA but will also report to the KZN Department of Social Development.

### Proposal evaluation criteria

Criteria	Weight
Technical approach, methodology, and level of understanding of the objectives and scope of the assignment	30
Profile of the institution/company and relevance to the project; professional experience of the staff that will be deployed to this assignment	40
Demonstrated understanding and experience of working with communities on SRHR, HIV, and GBV related matters	30

## **8.) Cost of technical assistance and payment modalities**

A maximum of five (5) page proposal with a work plan that includes a detailed and itemised budget should form part of the proposal. Proposals submitted without a detailed budget will not be considered.

The most competitive proposal and technical expertise which will be satisfying the requirements of UNFPA will be selected and awarded the contract. The proposal evaluation and the contract award will be undertaken according to UNFPA regulations.

Payment for services rendered shall be in tranches agreed upon between UNFPA and the successful service provider. These will be affected by predetermined milestones and systematic submissions of **accepted** deliverables within timelines agreed on between UNFPA and the service provider.

### **Proposal requirements**

Interested services providers are invited to submit proposals to provide the above-mentioned services. The proposal should focus on showcasing the organisation's ability to provide the services outlined in the Scope of Work.