

Invitation for Proposals

UNFPA, the United Nations Population Fund, an international development agency, invites qualified consortium of International and National non-governmental organization or institution/university to submit proposals to develop research agenda and carry out both qualitative and quantitative research to further the findings from the Women's Social and Economic Wellbeing Survey Punjab 2018. The purpose of the technical support is to facilitate evidence based policies, innovative designs for prevention and response to GBV.

The initiative aims to strengthen the policy implementation and programming gaps in Punjab for strengthened multi-sectoral response to GBV and integrating gender based violence in reproductive health rights policy frameworks, Programmes, action plans, services & community endeavors. The purpose of the **Invitation for Proposals** is to identify an eligible consortium of International and National non-governmental organization or institution/university for prospective partnership with the UNFPA Pakistan Country Office to support achievement of results outlined in this initiative (**see section 1.3 below for details on the initiative**). In consortium the international non-governmental organization or institution/university is expected to lead the technical aspect of the proposal.

Organizations that wish to participate in this **Invitation for Proposals** are requested to send their submission through email or mail clearly marked "**Data for Policy Action**" at the following address by 19th December 2019:

UNFPA Pakistan 2nd Floor, Serena Business Complex
Khyaban-e-Suharwardy, G-5 Islamabad, Pakistan
proposals@unfpa.org.pk

Proposals received after the date and time may not be accepted for consideration.

Applications must be submitted in English language.

Any requests for additional information must be addressed in writing by 9 December 2019 at the latest to saghar@unfpa.org. UNFPA will post responses to queries or clarification requests by any applicants who submitted, on UNFPA Pakistan Country Office website <https://pakistan.unfpa.org/en/call-for-submissions> before the deadline for submission of applications.

UNFPA shall notify applying organizations whether it is considered for further action.

Section 1: Background

1.1 UNFPA mandate	UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled.
1.2 UNFPA Programme of Assistance in Pakistan	<p>The goal of the Ninth Country Programme is that "By 2022, increased number of women exercising their rights to make informed decisions and choices over their fertility, enabling a demographic transition in Pakistan." Key focus areas of the programme are family planning, skilled birth attendance, humanitarian and development nexus, gender equality and prevention and response to Gender Based Violence (GBV), youth-centred initiatives, and population and development interlinkages and population survey/researches.</p> <p>Under this programme, UNFPA Pakistan aims to advance gender equality, women's and girls' empowerment, and reproductive rights, including for the most vulnerable and marginalized women, adolescents and youth, in development and humanitarian settings. Using key strategies of partnership building/convening role,</p>

advocacy/policy dialogue, knowledge management and capacity development, UNFPA focuses on strengthening capacity of public sector and civil society partners to advance gender equality and to prevent and respond to GBV in development and humanitarian settings.

The programme will promote legal and policy reforms to ensure that the accountability mechanisms toward gender equality are in place at national and sub-national level to enable women and girls especially the most vulnerable and marginalized, to claim their social, legal, sexual and reproductive health rights and be protected from violence and harmful traditional practices.

The programme will strengthen capacities of the government to generate evidence for prevention and response to GBV, engaging with government machineries to ensure the design, implementation and strengthening of systems and policies that are gender transformative and enable the transitions between development and humanitarian settings to happen under a gender equality lens. Increased priority and investment in developing stronger systems to collect dis-aggregated data, analysis and dissemination will enable the public, policymakers and development planners to track inequalities, support population groups that are furthest behind and guide targeted investments to achieve the national and sub-national development targets. The Programme will strengthen capacity for generating, data and mainstreaming demographic intelligence in planning at all levels and across sectors.

Background:

In 2017-2018 the programme supported the Punjab Bureau of Statistics and Punjab Commission on the Status of Women (PCSW) to conduct a survey on the Women's Social and Economic Wellbeing (SEW) in Punjab province. The purpose of the survey was to model evidence-based and targeted interventions to enhance women's empowerment in Punjab in order to contribute towards reducing their vulnerability and to encourage uptake of results for programming and policy making in the province.

The survey, a first of its kind in Pakistan, was completed in all 36 districts of Punjab with technical support of UNFPA to identify barriers to women's social and economic empowerment. It also included sub-population surveys on: (1) women with disabilities and those from minority groups; (2) men's perception of women's rights and empowerment; and (3) factors that promote or inhibit women's entry into the private sector.

Capacity building of the Statistical Bureau in measuring the prevalence of violence against women (VAW), was one of the major achievements of the program which included the development of tools to generate reliable and comparable data; the development of protocols for undertaking a prevalence study; the ethical and safety guidelines as well as data management, analysis and dissemination. This is valuable investment for UNFPA and Bureau of Statistics for future programming in the province.

The Survey was completed in November 2018 and steering committee approved the preliminary results analysis in order to utilize the results and facilitate dissemination to a larger audience. UNFPA will be supporting government of Punjab to undertake dissemination of the results in the province and to follow up on steering committee recommendations and take forward results from in-depth analysis for informing both qualitative and quantitative research.

1.3 Specific results

Acknowledging the need for evidence based policy making and programming, the “**Data for Policy Action**” initiative aims to promote the use and uptake of data for policy making in priority thematic areas of the Women’s Social and Economic Wellbeing Survey and Punjab Growth Strategy 2023.

In particular, the “**Data for Policy Action**” initiative seeks to demonstrate the power of data through data visualization, policy briefs, innovative interventions, monitoring designs and skills for quantitative and qualitative analysis for informing policy formulation.

The selected international non-governmental organization, institution or university in collaboration with their national partner is expected to:

- 1) To use SEW survey to identify further topics for primary research.
- 2) Develop, design and conduct quantitative and qualitative researches on specific issues identified in consultation with the government of Punjab and UNFPA.
- 3) Conduct workshops on quantitative and qualitative analysis tools and techniques using complex data sets.
- 4) Use data for storytelling to influence policy making in an innovative way.
- 5) Support government departments (to be identified by UNFPA) to design interventions that supports prevention and response to GBV based on research.

The outcome of this support intends to produce evidence based policy interventions and research products, in turn, supporting the research based interventions in Punjab.

Key Objective: Identify and promote research thematic areas based on the results of in-depth analysis of Women’s Social and Economic Wellbeing Survey in Punjab.

Scope of Work:

1. Research using SEW survey (quantitative and qualitative) at least two studies

- ❖ Based on the review of the women’s social and economic wellbeing survey in-depth analysis and engagement with stakeholders, mapping of policy gaps identifies specific thematic areas for quantitative and qualitative research on broader themes of reproductive health rights, child marriage, violence against women, women labor force participation, economic empowerment, as well as decision making with inclusion of special population groups like women with disabilities, women from minorities and youth.

Key research deliverables:

- ❖ Develop concept note, methodology and implementation plan for quantitative and qualitative research study as well as the instruments of the research.
- ❖ Train team to conduct the qualitative research.
- ❖ Conduct analysis in collaboration with local partners and train local partner.
- ❖ Lead the team for the analysis exercise and train the local partner.

	<ul style="list-style-type: none"> ❖ Supporting the dissemination to concerned government departments for evidence based programming and policy formulation. ❖ Develop strategy to inform interventions to eliminate harmful cultural practices based on completed research. ❖ Develop sector specific user friendly data sheets including innovative products of data visualization. ❖ Develop research reports. ❖ Develop policy briefs and interactive presentations for policy makers, decision makers and influencers to enhance uptake of the data for policy formulation. ❖ Develop a framework for the selected thematic areas and road map for use and uptake for policy purposes. ❖ Develop Final report <ol style="list-style-type: none"> 2. Lead design, implementation and analysis of two qualitative researches in collaboration with local partner. 3. Design develop and deliver a workshop on analysis of complex data for policy advocacy and evidence based story telling for policy making. 4. Design and develop two interventions based on the research findings with the government department; develop monitoring and evaluation framework; support government department for sharing the intervention results. <p>UNFPA Gender lead will manage the international non-governmental organization or institution/university, ensure technical quality to the initiative as well as coordinate with the UNFPA Regional Office for technical feedback and strategic guidance.</p>
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Section 2: Application requirements and timelines

2.1 Documentation required for the submission	<p>The expression of interest shall include the following documentation:</p> <ul style="list-style-type: none"> ● Copy of provisions of legal status of the applicant international and national non-governmental organization or institution/university (as part of consortium). [Required to be eligible for review] ● Attachment I – Institution Profile and Programme Proposal of consortium ● Latest annual report and audit report as separate documents or hyperlink to the documents. ● Any sample of previous work to support the application. ● Formation of Team, work division and profiles 	
2.2 Indicative timelines	Invitation for Proposal issue date	19 th November 2019
	Deadline for submissions of proposals	19 th December 2019
	Deadline for requests of additional information/ clarifications	9 th December 2019
	Review of submissions	20 th -24 th December 2019
	Notification of results communicated to submitting institutions	25 th December 2019

Section 3: Process and timelines

3.1 Review & evaluation of	Applications will be assessed by a review panel to identify international and national non-governmental organization or institution/university (as part of consortium) have
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NGO submissions	<p>the required knowledge, skills, and capacity to support achievement of results <i>using criteria outlined in section 3.2 below.</i></p> <p>It should be noted, however, that participation in this Invitation for Proposals does not guarantee the international and national non-governmental organization or institution/university (as part of consortium) will be selected for partnership with UNFPA. The shortlisted international and national non-governmental organization or institution/university (as part of consortium) will be invited for interview/technical presentation as part of the selection process. Selected international and national non-governmental organization or institution/university (as part of consortium) will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply.</p>	
3.2 Selection criteria	<p>Eligible organizations will be invited selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative and sustainable strategies to meet programme priorities in the most efficient and cost-effective manner.</p> <p>UNFPA CO Pakistan will review evidence provided by consortium and will evaluate applications based on the criteria below.</p>	
	Governance, Leadership and vision	<ul style="list-style-type: none"> • The international and national non-governmental organization or institution/university (as part of consortium) has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas. • The international and national non-governmental organization or institution/university (as part of consortium) is able to work effectively with government counter parts. • The international and national non-governmental organization or institution/university (as part of consortium) should be willing to acknowledge that the in-depth analysis will build on the selected thematic areas emerged after discussion with government counterpart and UNFPA CO Pakistan. The studies and in-depth produced under this initiative will be owned by Government of Punjab, the data made available for analysis will not be used further without seeking prior Government of Pakistan (Punjab) permission for further analysis beyond the scope of this agreement. • The institution does not have a history of fraud, complaints or service delivery issues. • Ownership rights of the products will be limited to Punjab Government and CO Pakistan.
	Human Resources	<ul style="list-style-type: none"> • The international and national non-governmental organization or institution/university (as part of consortium) has sufficient and relevant human resources and technical expertise to implement the proposed activities. • The international and national non-governmental organization or institution/university (as part of consortium) proposed team members must have the following qualifications:

		<ul style="list-style-type: none"> • Sound knowledge of quantitative/ qualitative research methods on Violence against women, reproductive health rights, child marriage, cost of violence, female labor force participation. Must have expertise in all phases of research, including design, data collection, (statistical/qualitative) analysis, interpretation, report writing and dissemination with a focus on ethical and safety issues throughout all these phases; • Specific knowledge on qualitative research methods on VAW; <ul style="list-style-type: none"> i. Skills/experience in knowledge and communication; ii. Experience and knowledge of the use of participatory processes; iii. Knowledge of South Asia region will be desirable iv. Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated.
	Comparative Advantage	<ul style="list-style-type: none"> • The international and national non-governmental organization or institution/university (as part of consortium) has experience in supporting similar studies or partnership.
	Monitoring	<ul style="list-style-type: none"> • The international and national non-governmental organization or institution/university (as part of consortium) has systems and tools in place to systematically collect, analyse and use programme monitoring data
	Partnerships	<ul style="list-style-type: none"> • The international and national non-governmental organization or institution/university (as part of consortium) should be committed to keeping the partnership participatory and building local capacities for the sustainability of the intervention. • The international and national non-governmental organization or institution/university (as part of consortium) is interested in partnering with national institutions/ university to ensure providing technical assistance and continued mentoring supporting a skill set sustainability and growth.
	Environmental Considerations	<ul style="list-style-type: none"> • The international and national non-governmental organization or institution/university (as part of consortium) has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing negative impact to the environment.
3.3 Prospective partnership agreement	UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the invitation to Proposal.	

Attachment I: To be completed by international and national non-governmental organization or institution/university (as part of consortium)

The purpose of this proposal is to provide the following information: a) international and national non-governmental organization or institution/university (as part of consortium) b) an outline of the activities the international and national non-governmental organization or institution/university (as part of

consortium) proposing to partner with UNFPA and c) provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP.

Information provided in this form will be used to inform the review and evaluation of international and national non-governmental organization or institution/university (as part of consortium) submissions as outlined in the Invitation for Proposals.

Section A. Institution Identification		
A.1 Organization information	Organization name	
	Address	
	Website	
A.2 Contact information	Name	
	Title/Function	
	Telephone	
	Email	
A.3 Conflict of interest statement	To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or UNFPA? If so, please explain.	
A.4. Fraud statement	Does your organization have fraud prevention policies and practices in place?	

Section B. Overview of the organization		
B.1 Annual budget	Size of annual budget (previous year, USD)	
	Source of funding	<i>Outline funding base, including local, international, and private sector donors</i>
	Main funding partners/ donors	
B.2 Staff capacity	<i>List of number and key functions of core organization staff</i>	
B.3 Institution or Consortium mandate and background	<i>Outline the organization's mandate and field of work, and how it aligns to UNFPA's mandate.</i>	
B.4 Available expertise and specialists	<i>Outline the distinctive technical capacity of the institution to achieve results in the proposed programmatic area</i>	
B.5 Experience in proposed area of work	<i>Outline a summary of experience in supporting quantitative and quality research for policy action. More over strength for designing and implementing qualitative research.</i>	

B.6 Knowledge of the local context/ Accessibility to target population	<i>Outline of knowledge of the local context and previous partnerships in the country.</i>
B.7 Credibility	<i>To what extent is the institution recognized as credible by the government, and/or other key stakeholders/partners?</i>
B.8 Monitoring	<i>Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data</i>

Section C. Proposal overview	
C.1 Programme title	
C.2 Results to which the programme contributes	<i>Refer to Section 1.3 of the Invitation for Proposal</i>
C.3 Proposed programme duration	<i>From MM/YYYY to MM/YYYY</i>
C.4 Proposed Programme budget	

Section D. Proposed interventions and activities to achieve intended results	
D.1 Programme Summary	<p><i>This section should provide a brief summary of the programme.</i></p> <p><i>It should include a problem statement, the context and the rationale for the Programme:</i></p> <ul style="list-style-type: none"> ● <i>Overview of the existing problem;</i> ● <i>How the problem is linked to global/regional/national priorities and policies; and</i> ● <i>The relevance of the programme in addressing problem identified</i>
D.2 Organizational background and capacity to implement	<i>This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.</i>
D.3 Expected results	<i>“What” this programme will achieve - programme objectives and expected results</i>
D.4 Description of activities and budget	<i>This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.</i>
D.5 Gender, Equity and Sustainability (optional)	<i>Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations</i>

D.6 Environmental impact	<i>Outline the likely environmental impact of the programme, if any.</i>
D.7 Other partners involved	<i>This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme</i>
D.8 NGO contribution	<i>This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)</i>
D.9 Additional documentation	<i>Additional documentation can be mentioned here for reference</i>

Section E. Programme Risks and Monitoring	
E.1 Risks	<i>Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).</i>
E.2 Monitoring	<i>This section briefly outlines the monitoring activities</i>

Section F. References	
Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship.	
Reference 1:	
Reference 2:	
Reference 3:	