



## South Sudan Country Office

### “SSD40/24/RFP/0002: Knowledge, Attitudes, and Practices (KAP) survey”

UNFPA, United Nations Population Fund, an international development agency, invites qualified Consultancy firms to submit proposals to conduct Knowledge, Attitudes, and Practices (KAP) survey on GBV in Upper Nile, Unity and Jonglei states as well as the Greater Pibor Administrative Area (GPAA). The findings of KAP survey will inform GBV prevention and response priorities of UNFPA and all GBV actors in South Sudan of results outlined in the project document and specifically listed in the Terms of reference below.

Consultancy that wishes to participate in this Invitation for Proposals are requested to send their submission through email clearly marked.

### “SSD40/24/RFP/0002: Knowledge, Attitudes, and Practices (KAP) survey”

to the following address:

UNFPA South Sudan Country Office Email: [southsudan.procurement@unfpa.org](mailto:southsudan.procurement@unfpa.org)

Deadline for submission: By **Monday, 18 March 2024 at 4:30 PM**

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

Applications must be submitted in English.

**Any requests for additional information must be addressed in writing before deadline for submissions at the latest Monday, 18<sup>th</sup> March 2024 to:**

- [huhassan@unfpa.org](mailto:huhassan@unfpa.org), [huhassan@unfpa.org](mailto:huhassan@unfpa.org)

UNFPA will provide immediate responses to queries or clarification requests by any Consultancy Firm applicants who submitted.

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

UNFPA has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations, including sexual exploitation and abuse (SEA), sexual harassment, abuse of authority and discrimination. All selected firms will be expected to adhere to UNFPA policies and procedures and the standards of conduct.

## **Terms of Reference for conducting Knowledge, Attitudes and Practices survey on gender-based violence in Upper Nile, Jonglei and Unity states, South Sudan**

### **Background and Context**

The South Sudan Humanitarian Needs and Response Plan (HNRP) forecasts that 2.7 million, the majority of whom are women and girls, are at risk of gender-based violence (GBV). Protracted conflict, insecurity and climate change overwhelmingly affect vulnerable people, and high levels



of GBV are reported across the country. This includes rape and sexual assault; abductions of women and children, particularly during cattle rustling; forced sexual favors; domestic violence; psychological and emotional abuse; and child marriage.

According to the GBV Information Management System (GBVIMS), the high caseload of people in move residing or transiting in overcrowded and strained environments has heightened vulnerabilities, particularly for women and girls with limited resources and stretched support. Their protection risks are exacerbated by food insecurity, economic instability, unemployment, school closures, lack of equal opportunities, high illiteracy rates, high maternal mortality, and limited access to means of subsistence.

The GBVIMS 2022 annual report confirmed that 76% of GBV incidents were perpetrated against adults, while 13% were perpetrated against minors under the age of 11. According to the report, 1,129 incidents of child sexual abuse were reported in 2022, representing 43% of total GBV incidents affecting children. The report also stated that 3% and 2% of GBV incidents were perpetrated against disabled survivors and unaccompanied minors, respectively. The main types of GBV incidents reported in 2022 were physical assault (37%), psychological violence (25%), sexual violence (21%), denial of resources and services (10%), and forced marriage (7%). Nearly half of reported GBV incidents were perpetrated by intimate partners, followed by family members and caregivers. Unemployed crime perpetrators accounted for 18% of perpetrators.

The GBVIMS 2022 report is consistent with the 2023 data with its preliminary data showing that 97% of survivors are women and girls, with physical violence being the most reported type of GBV incident. In 2023, sexual violence and sexual assault represented 19% and 5% respectively. South Sudan continues to face challenges in accessing justice for survivors with a high backlog of cases due to limited judicial institutions, legal aid, and prosecution, leading to delays in justice and a culture of impunity.

UNFPA contributes to preventing and responding to GBV risks and vulnerabilities triggered by conflict, climate change, displacement, and other humanitarian crises in South Sudan. With support from Directorate-General for European Civil Protection and Humanitarian Aid Operations (DG-ECHO), UNFPA supports access to GBV prevention and response services which include access to social safety nets; clinical management of rape cases, and economic empowerment of women, girls and youth that contribute to improving the knowledge and skills of women, girls, men, and boys to deal with the risks and consequences of GBV and to facilitate their access to quality integrated services in a timely and coordinated manner.

In 2023, UNFPA signed a multi-annual programmatic partnership arrangement with DG-ECHO which supports the provision of timely, peace-responsive, conflict and climate-sensitive GBV prevention and response services. The project increases access of women, girls, men, and boys to GBV information and prevention services; strengthens capacities to address discriminatory gender and social norms and strengthens GBV data systems and evidence.



In this multi-annual programmatic strategy, UNFPA aims to conduct Knowledge, Attitudes, and Practices (KAP) survey on GBV in Upper Nile, Unity and Jonglei states as well as the Greater Pibor Administrative Area (GPAA). The aim of the survey is to obtain general information about what is known (knowledge), believed (attitude), and done (practiced) in the context of GBV in South Sudan. The findings of KAP survey will inform GBV prevention and response priorities of UNFPA and all GBV actors in South Sudan.

### Goal and Objectives

The overall objective of this survey is to assess the knowledge, attitudes and practices of women, girls, men, and boys on GBV in Unity, Upper Nile, and Jonglei states as well as GPAA.

The specific objectives of the survey are:

- To measure the extent of knowledge on GBV risks; myths and misconceptions; consequences of GBV, and available response services.
- To identify determining factors contributing to negative attitudes and practices related to GBV in the target communities.
- To determine the magnitude of different types of GBV in the study areas.
- To produce recommendations that feed into overall GBV programming for enhancing the use of GBV services and GBV reporting.

### Scope of work

The KAP survey will be implemented in close coordination with the GBV Area of Responsibility (AoR) members at national and sub-national level and the Ministry of Gender, Child, and Social Welfare (MoGCSW) and Ministry of Health at national and state levels. Within the scope of the survey, the consultancy firm is expected to carry out the following activities:

Task	Number of days
Conduct literature review that comprehensively summarizes the available body of the literature and draws conclusions pertinent to KAP survey areas of coverage.	3 days
Develop the KAP survey methodology and protocol and present them along with an inception report that outlines the survey methodology, scope, and timelines.	4 days
Develop KAP survey tools for collecting primary and secondary data. The tools should be shared in a timely manner with UNFPA for review and inputs.	3 days
Recruit data collection teams (enumerators) and train them on GBV in Emergencies, survey protocols and ethical considerations. The consultancy firm will use the training as an opportunity to pre-test the tool with enumerators. This pre-testing will be followed by a field-based pre-testing.	10 days



Deploy the data collection teams to the field. Given the sensitivity of GBV data, the consultancy firm will ensure 60% of the field data collections teams are female enumerators with the understanding of GBV sensitivity. The enumerators must understand and speak local language in their areas of deployment and have basic understanding on key terminologies of GBV.	21 days
Conduct data entries, data cleaning and data analysis to answer to the objectives of the survey objectives.	7 days
Draft final report that comprehensively present the study findings and recommendations. The report will be reviewed by UNFPA, MoGCSW and GBV AoR members.	7 days
Finalize the report based on the findings of stakeholders and conduct a validation workshop.	3 days
Submit the final report to UNFPA.	2 days

All team members of the consultancy firm are expected to adhere by humanitarian principles, recognized principles of research ethics and procedures, GBV Guiding principles (confidentiality, respect, ensuring safety and security, and non-discrimination) including research in humanitarian settings and with vulnerable populations, and to obtain ethical approval for the study ahead of initiation of work from relevant authorities at national and state levels.

All activities of this survey will be completed within a maximum period of **three months**; March 01 – May 31, 2024. The timelines are not flexible, and the consultancy firm is expected to adhere to the scope of the work and the respective timelines.

**Methodology and approach:**

UNFPA will partner with a consultancy firm that will recruit well experienced survey team. The data collection team must be able to travel to/from and within all areas covered by the KAP survey. The team will be led by a survey coordinator recruited by the consultancy firm. The survey coordinator will be in direct contact with UNFPA.

The survey will employ innovative and proven KAP Survey Methodology; the data collection team will adopt an approach that ensures the field data collection is conducted with care, ensuring safety and confidentiality. Data collection will be organized in safe, private and neutral locations. Different modalities for engagement will be adopted based on the context while ensuring effective engagement including those marginalized groups and hard-to-reach places/populations.

The survey will employ both quantitative and qualitative methods of data collection. The quantitative



methods will focus on answering to the survey objectives. The KAP survey will also benefit from existing data at GBVIMS as well as findings of studies conducted by UNFPA and other GBV partners as a secondary source of information.

The data collection team will use structured questionnaires for the quantitative part of the survey and focused group discussion guidelines and key informant interview questions for the qualitative part of the survey. The focus group discussions will be organized according to the gender and sex taking into account the culture and norms of the community.

Quantitative and qualitative data analysis are expected to make use of both descriptive statistics as well as regression analysis, and to rely on available and reliable specialized software.

### **Expected Deliverables**

The consultancy firm is expected to deliver the following outputs to UNFPA in line with the objectives and scope of work of the survey:

- An inception report with a survey protocol, literature review report and a detailed plan of implementation.
- Quantitative and qualitative data collection tools.
- Authorization letter from the concerned authorities at national and state level including MoGCSW.
- Draft report answering to all objectives of the study.
- Final report after incorporating comments and inputs of all stakeholders.

### **Required expertise, qualifications, and competencies, including language requirements.**

#### **Skills:**

The consultancy firm interested in this assignment is expected to identify and propose competent and with strong expertise on the field of GBV prevention and response, planning skills, writing skills and communication skills. The consultancy firm selected for the assignment will have the following mix of skills:

**Team leader (survey coordinator)** with over 8 years of experience in managing research projects that involve both quantitative and qualitative methods of data collection including protection related surveys. S/he should have master's degree in population studies, social sciences, public health, or other related fields, and have substantive knowledge of protection in general and GBV in particular. S/he will be responsible for providing overall managerial and technical leadership of the survey.

**Demographer** with experience in quantitative data collection, management, analysis, and reporting. S/he should have, to a minimum, a masters' degree in biostatistics. S/he will be responsible for providing leadership for the quantitative component of the study.



**Social Scientist** with extensive experience in managing qualitative research projects and a proven record of accomplishment of qualitative research publications. S/he should have a masters' degree in humanities or anthropological studies. S/he will be responsible for providing leadership for the qualitative component of the study.

Furthermore, the consultancy firm is expected to have the following experience as an institution:

- At least 5 years' experience in conducting studies, assessments, and surveys in the field of protection, preferably GBV, humanitarian, development and peace keeping contexts for the UN and / or international organizations in South Sudan.
- Extensive knowledge on mainstreaming GBV, gender and human rights in humanitarian and development projects and programs in South Sudan.
- Extensive knowledge and experience on results-based management/reporting with hand-on-monitoring and evaluation experience on protection, preferably GBV.
- Evidence of having carried similar assignments in the past in South Sudan.

### **Languages:**

All research team members including data collection teams should be fluent in written and spoken English. For the data collection team members in the field, knowledge of the relevant South Sudanese local language is a requirement.

### **Consultant Reporting Lines**

The study team will report to the study coordinator (Team Leader) of the consultancy firm who will maintain direct contact with UNFPA South Sudan Country Office. UNFPA Emergency Coordinator will oversee the implementation of the study in close coordination with the UNFPA monitoring team. The study team leader will provide regular updates to GBV AoR through its regular meetings. Updates will focus mainly on the progress of the study. The findings of the study will be presented to all stakeholders after the approval of the final report by UNFPA.

### **Criteria for Proposal Evaluation**

#### **Technical Proposal (50 points)**

##### **1) Proposed survey team, including:**

- a. Knowledge and experience of the proposed local consultants by sharing their resumes and/or CVs.
- b. Experience of the consultancy firm in conducting similar studies and assessments in South Sudan in the past.

##### **2) Proposed data collection and analysis methods:**



- a. Details of the training to be provided to enumerators. This will involve assessing the content of the training agenda which must be attached as annex to the proposal.
- b. Ethical considerations and process for informed consent.
- c. Adherence to timelines for carrying out the data collection in all sites.
- d. Logistical considerations, limitations, and mitigation strategies to limitations.
- e. Submission of a letter of commitment to adhere to the timelines without comprising the quality of the study.

### **Past Performance (30 Points)**

#### **3) Prior Experience and References**

- a. Past performance with UN and NGO research projects preferably in GBV, Gender and other protection related fields.
- b. Past performance in implementing field assessments and/or survey in South Sudan.
- c. At least three references that were involved in past work in the supervision of the consultancy firm's work and qualitative and quantitative data collection activities.

#### **4) Financial Proposal (20 points)**

The financial proposal will be judged on value for money, and how well the budget is linked to the scope of the survey. The proposed costs will be evaluated for realism, reasonableness, allocability, allowability, and cost-effectiveness.

##### **Proposed Budget and budget narrative, including:**

- a. Personnel, including the level of effort for each activity in the proposed timeline.
- b. Data collection travel/logistical costs, and any other related costs.
- c. Data analysis and management costs, including, translation, transcription, and any other related costs.
- d. Communications such as airtime and internet data.
- e. Other costs as necessary such conducting training for data collection team and producing banners to be displayed during the training.

### **Financial Proposal**

Potential consultancy firms shall submit cost proposals as a separate section, which is not subject to the page limitation of the proposal. The financial package shall include an overall detailed budget as well as a detailed budget defined by milestones and a budget narrative. The budget should relate to deliverables while also showing a type of cost for each activity, outlining the costs of the proposed activity/project to be realistic and reasonable for the work in accordance with the activity description.



To support the proposed costs, potential consultancy firms are expected to provide a detailed budget narrative for all costs that clearly identify the basis of all costs, such as market surveys, price quotations, current salaries, historical experience, etc. The combination of the cost data and breakdowns specified above, and the budget narrative must be sufficient to allow a determination of whether the costs estimated are reasonable and realistic.

### **How to Apply**

Please send your proposal in response to the RFA by email to [southsudan.procurement@unfpa.org](mailto:southsudan.procurement@unfpa.org) no later than **18<sup>th</sup> March 2024 South Sudan Time by 4:30 PM South Sudan Time**