

Request for Proposals

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1. BACKGROUND

Promoting Results and Outcomes through Policy and Economic Levers Youth and Gender (PROPEL Youth and Gender) is a United States Agency for International Development (USAID)-funded five-year project awarded to the International Youth Foundation (IYF) on September 22, 2023. PROPEL Youth and Gender improves sexual and reproductive health (SRH) outcomes and advances gender equality outcomes for individuals at all life stages using policy, advocacy, health financing, and governance approaches.

PROPEL Youth and Gender:

- Envisions a future where adolescents, youth, and people of all genders have the agency, assets, skills, and opportunities to exercise their rights and make informed choices about their own sexual and reproductive lives, allowing them to pursue education and economic opportunities to build their futures.
- Aims to dismantle the root causes of gender inequity by addressing policies, institutions, and systems that perpetuate an unjust distribution of power, resources, and opportunities and increase health information, services, and supplies.
- Takes an inclusive systems approach, engaging women, men, and gender-diverse individuals at all life stages as active partners in contributing to and leading solutions.
- Strengthens the enabling environment by facilitating multi-sectoral linkages to address social, economic, and political determinants that impact health access and use.

2. SCOPE OF SERVICE

PROPEL Youth and Gender seeks a researcher or firm to design and carry out a mixed-methods assessment of the burden and type of gender-based violence (GBV) experienced by workers in five industrial parks across Ethiopia. This assessment will include a quantitative survey with workers, qualitative key informant interviews and focus group discussions with workers, managers, and others, to understand GBV within the organizational culture of industrial parks, and toward the aim of recommending policy, advocacy, finance and governance (PAFG) responses to improve the situation for workers and organizations. The assessment will explore known GBV risk factors through a gender transformative lens, such as power dynamics, geospatial factors, economic vulnerabilities, cultural and social norms, inadequate legal protections, limited GBV awareness, potential backlash and intersectional factors. Finally, based on the gathered quantitative and qualitative data, the researcher(s) will use the International Finance Corporation (IFC) framework on GBV and harassment in the manufacturing sector ([IFC, 2020](#)) to map entry points and recommendations for future PAFG interventions.

In more detail, the assessment will accomplish three goals. First, through quantitative surveys and qualitative interviews and focus groups with workers, the assessment will describe the GBV experiences of workers in five industrial parks, that is, workers' real and perceived experiences of GBV, and the resulting journey, post-GBV support received, options and resources available to workers, decision points along the way, and potential backlash. Second, through qualitative interviews and focus groups, with an inclusive set of private- and public-sector stakeholders (and informed by the quantitative findings) the assessment will describe the GBV risk factors--including power dynamics, geospatial factors, economic vulnerabilities, cultural and social norms, inadequate legal protections, limited GBV awareness, and intersectional factors--that workers face in industrial park settings. Third, applying the framework described in the IFC report ([IFC, 2020](#)) the assessment will provide recommendations for specific private- and public-sector PAFG solutions to mitigate identified GBV-related risks and barriers, for example, leadership and company culture, investigation procedures and staff training.

3. THE ASSESSMENT

3.1 PURPOSE AND OBJECTIVES

The assessment purpose is to support USAID Ethiopia in collaboration with local stakeholders, to create a safer and more equitable environment in Ethiopia's industrial parks. The overall aim is to provide PAFG recommendations that address barriers in the implementation of organizational policies and practices, organizational gender norms, engagement in advocacy and governance processes, and agency of industrial park workers. The assessment will consider PAFG solutions across the entire socio-ecology e.g., public sector, the industrial park managers, company leadership, and supporting CSOs.

The assessment **objectives** are to:

1. Examine the experiences of GBV among female and male workers in five industrial parks;
2. Explore and describe the structural context for GBV within the workplace (e.g., policies, practices, workplace norms) and structural barriers to accessing GBV services (including for example medical, psychosocial and legal services);
3. Identify promising, contextualized PAFG solutions and recommendations consistent with the assessment findings for future work.

3.2 APPROACH

The assessment will assess the burden and context of GBV among female and male workers in five industrial parks, evaluate current organizational policies and identify gaps and opportunities for advancing the policy implementation using PAFG interventions. This will be done using a **participatory approach while ensuring participants' confidentiality, safety and security**. Industrial parks will be selected in collaboration with the Ethiopian Industrial Parks Development Corporation (IPDC), The Ministry of Women and Social Affairs, USAID Ethiopia, and other relevant partners.

The approach to the assessment must be grounded in **gender transformative approaches**¹ and must engage female and male workers as active partners in contributing to and leading solutions. The applicant will use a recently completed literature review to design a participatory, collaborative assessment of GBV in select industrial parks.

The overall approach to the assessment will be a mixed (quantitative and qualitative) methods assessment in 5 industrial parks. For the quantitative component, the assessment will adapt and apply a previously used brief quantitative GBV assessment tool to systematically explore and describe workers' GBV-related experiences. The quantitative component will describe the burden of GBV on workers in the industrial parks, but we don't intend that the assessment will establish GBV *prevalence* in industrial parks (e.g., using a large representative sample). **For the purposes of planning and budgeting, the applicant should assume that 50 workers will be interviewed in each of the five industrial parks (250 workers total) and that an interview will last approximately 15 minutes.**

For the qualitative component, key informant interviews (KIIs) and focus group discussions (FGD) will be

¹ Gender transformative approaches “seek to challenge gender inequality by transforming harmful gender norms, roles and relations, while working towards redistributing power, resources, and services more equally” ([UNFPA, 2023](#))

used to examine the experiences of female and male workers in five industrial parks, and to explore the structural context and barriers of GBV from the perspective of public and private sector stakeholders. Here we encourage untraditional, participatory approaches to the qualitative assessment component.

The winning proposal will describe how the assessment will employ the robust framework described in a recent report by the International Finance Corporation on GBV and harassment in the manufacturing sector ([IFC, 2020](#)) to understand and address the problem with a particular emphasis on engaging the private sector firms at all levels of management. The report outlines intervention entry points related to 1) leadership and company culture, 2) policies and procedures, 3) grievance mechanisms and investigation procedures, 4) recruitment and performance assessment, 5) training and awareness raising, 6) working with contractors and suppliers, and physical design. Although the report addresses private sector specifically, the entry points are relevant for both public and private sector. The winning applicant will describe how they will apply this framework in the assessment to reveal the burden, type, and characteristics of GBV found in a sample of industrial parks in Ethiopia, to unpack and analyze the conditions under which GBV occurs, and then to recommend how to address GBV harnessing policy, advocacy, finance, and governance.

A critical success factor for this assessment is securing meaningful stakeholder buy-in from the outset. The research firm must develop and implement a strategic engagement approach with both private sector and government stakeholders, particularly the Ethiopian Industrial Parks Development Corporation (IPDC), Ministry of Women and Social Affairs, and industrial park management. This engagement should emphasize mutual benefits, such as improved worker health and safety, enhanced productivity and retention, and strengthened company reputation (IFC, 2020). The research firm, in collaboration with the local IYF team, will conduct targeted introductory meetings highlighting how the assessment can support Ethiopia's economic development goals while protecting industrial park investments. These meetings should address the assessment's participatory nature, safeguarding measures, and commitment to confidentiality. This foundational engagement will foster stakeholder ownership, ensuring active participation in the final consensus-building workshop and commitment to implementing PAFG interventions based on the assessment's recommendations.

The assessment and key recommendations will be provided to the following **target audiences**: the main project stakeholders, including: PROPEL Youth and Gender as the implementer of the program, USAID as funder, and implementing partner organizations of the program, including the Government of Ethiopia and owners, managers and operators of businesses in industrial parks, as well as the broader field of youth empowerment and economic opportunity and the stakeholders in the health development community that partner to address GBV and advance gender transformative approaches. The selected research firm will work with IYF to co-present the assessment findings and key recommendations to stakeholders in a “consensus building workshop” which will allow stakeholders to plan future interventions.

IRB and Government Approval. With support from the IYF team, the local consultant/research firm will submit, track and manage the Institutional Review Board (IRB) application and obtain final approval through either the Ethiopian Medical Association or Ethiopian Public Health Association. Submission will require at a minimum the research protocol, informed consent forms, recruitment materials and data collection tools. Simultaneous to IRB review, the team will work with the appropriate ministry to obtain an endorsement along with letters of support.

3.3 EVALUATION QUESTIONS

1. What is the burden of GBV in industrial parks? What are the experiences of GBV among female and male workers?
 - What are workers' real and perceived experiences and barriers to reporting GBV (e.g., concerns of potential for backlash).
 - What are workers' access to post GBV services, rape kits, psycho-social care, peer networks, police reporting, and emergency contraception.
2. How aware are stakeholders (including industrial park managers, Ethiopia government partners) of real and potential GBV issues in industrial parks?
3. What structural context and structural barriers (e.g., power dynamics, geospatial factors, economic vulnerabilities, cultural and social norms, inadequate legal protections, limited GBV awareness, potential backlash, intersectional factors) exist to workers experiencing GBV and accessing GBV services, (including for example medical, psychosocial, SRH (e.g., emergency contraception) and legal services)?
4. What potential PAFG interventions are recommended based on assessment findings? What incentives may support the recommended interventions?

3.4 DELIVERABLES

The deliverables for this engagement are:

1. **Inception Report.** This should include introduction, assessment context, assessment purpose, methodology (with data collection and analysis methods, sampling, limitations and mitigation strategies), workplan and data collection instruments;
2. **IRB submission documents**, including protocol, study tools and consent forms;
3. **Final evaluation report**, inclusive of analysis responding to the program's key study questions, conclusions, and recommendations, focusing on implications for PAFG interventions;
4. Complete quantitative and qualitative **datasets**;
5. **Presentation to PROPEL Youth and Gender**; and
6. **Presentation for consensus building workshop** with local stakeholders.

The assessment activity timeline will be finalized in coordination with Linda Fogarty, PROPEL Youth and Gender's MEL director (see proposed timeline below).

3.5 BUDGET

The budget available for this evaluation is USD 50,000 - 60,000.

4. EVALUATION LOGISTICS

The primary point of contact (POC) for the evaluation is Linda Fogarty, Director, Measurement, Evaluation and Learning, IYF. The POC will be available as needed for guidance and provision of resources throughout the evaluation. In addition, Belaynesh Engidawork, IYF's Ethiopia Country Director, will provide technical support as required. The evaluator/firm will establish regular communication and progress updates with the POC.

The applicant is expected to have at least the following qualifications and experience:

- Advanced university degree, PhD preferred, in the social sciences, economics, statistics, public health, public policy or related field;
- Minimum 5 years of relevant experience implementing projects or research in Sub-Saharan Africa;

- Expertise and experience designing and conducting research and gender analyses;
- Proven thematic knowledge on topics such as gender analysis;
- Knowledge of local context, GBV, industrial parks, etc.
- Proven leadership and project management skills;
- Excellent analytical and communication skills;
- Report writing and copy-editing skills that adhere to professional writing conventions; and
- Fluency in English.

PROPEL Youth and Gender will provide the following support to the selected applicant:

- Project orientation and provision of relevant program documents and reports, including recent literature review;
- Facilitation of partner introductions;
- Partner management and troubleshooting support as required; and
- Quality assurance and input to the selected researcher, based on input from the technical proposal (see ‘Relevant Experience’ section of the evaluation matrix).

The selected applicant will be responsible for:

- Planning, designing, and implementing the assessment; recruiting, training and managing the research team/data collectors; working directly with PROPEL Youth and Gender staff to coordinate data collection; preparing reports and responding to and incorporating feedback from PROPEL Youth and Gender where agreed to; and
- Organizing and managing all logistical and operational requirements for the evaluation, including transport, printing, travel, etc.

Proposed Timeline

	Tasks	Months													
		1	2	3	4	5	6	7	8	9	10	11	12	13	
1	Identify and contract local consultant/research firm	X	X												
2	Stakeholder engagement/site selection		X	X	X										
3	Study design finalized and inception report completed			X	X										
4	USAID Mission review of study design/inception report (2 weeks)				X										
5	Finalize IRB protocol				X										
6	Submit IRB protocol for review and approval					X	X	X							
7	Identify local GBV referral resources and translate into Amharic if needed			X	X	X	X	X							

8	Train enumerators								X	X					
9	Complete quantitative surveys and KIIs/ FGDs data collection									X	X				
10	Clean data										X	X			
11	Analyze data											X	X		
12	Write and finalize report												X	X	
13	Design and coordinate dissemination workshop													X	
14	Implement dissemination and validation workshop														X

5. RFP LOGISTICS

5.1 TECHNICAL PROPOSAL

The technical proposal will describe the approach and methodology that will be applied to meet the objectives and scope of the assignment and shall include the following:

Evidence of capacity to undertake the evaluation (~5 pages)

- A capability statement with examples of previous work conducted;
- CVs of all team members illustrating their relevant qualifications and experience;
- Reports from at least 2 studies conducted in the past 5 years, one must have a significant gender component;
- References from two client organizations;
- Evidence of research team’s knowledge of working in Sub-Saharan Africa, especially Ethiopia. (Demonstrated experience in the local context, with GBV, and/or in industrial parks preferred);

Approach to the assessment and recommendations (~5 pages)

- Approach to stakeholder buy-in, introductory meetings, and ongoing stakeholder management;
- A detailed evaluation methodology responsive to description in approach section above (consider creative and participatory approaches for FGDs e.g., journey mapping, participatory geo-spatial mapping, peer interviews); and
- Implementation plan (including e.g., GANNT or timeline).

5.2 COST PROPOSAL

A cost proposal should be submitted in the template provided in Annex 1. Cost proposals over the budget limit will not be considered. Final contracts issued will be based on deliverables.

5.3 PROPOSAL ASSESSMENT

A quality and cost-based selection methodology will be followed in the selection of the evaluator/ firm. The decision therefore will be made based on best value for money, taking into consideration both the quality of the technical proposal and the associated budget and total costs involved. The proposals will

be evaluated and scored in two stages, first the quality of the technical proposal and then the quality of the price proposal.

The technical and price proposal should have, in total, at least 75 points out of 100 to be considered. The technical components comprise 80 possible points, and the price proposal comprises 20 points, both of which are detailed in the evaluation matrix below.

5.4 EVALUATION MATRIX

Criteria	Possible points
Bidder profile	25
Does the applicant have experience in at least 2 evaluations in the past 5 years? (The team leader's CV and examples of relevant evaluations are required)	10
Does the applicant have experience in research or publications in topics similar to the SOW, such as measuring GBV, mixed methods, interviewing youth, government officials and private sector representatives?	10
Does the applicant have proven ability to manage a research project, and organize and motivate a team well. This can be demonstrated through an explanation of how the project would be effectively managed and by at least one reference about team leader's leadership skills from an organization for which they have delivered a project.	5
Relevant experience	20
Does the applicant have deep understanding of the local context, including Ethiopia cultural context, industrial park environment, GBV context?	10
Does the applicant have relevant field experience in data collection, or research in Sub-Saharan Africa, in social science research of social programs? (Please include an overview of each team members' experience and qualifications)	5
Does the applicant have adequate knowledge of and experience in evaluating programs related to gender, including GBV?	5
Methodology and implementation plan	35
Does the technical proposal include an appropriate approach and methodology that adequately responds to the RFP and can demonstrate capacity to design and carry out the assessment within the proposed timeline?	15
Does the proposal reflect a good understanding of how to assess GBV within a gender framework? Is there a clear gender transformative perspective?	10
Is the proposed approach inclusive? Does it include stakeholders at all levels, men and women, people of all ages?	5
Does the proposal present a feasible approach to building trust with partner organizations and respondents?	5
Cost proposal	20
Does price proposal demonstrate strong value for money, evaluated against the following value for money metrics: - Economy: Are per unit costs for inputs (i.e. time, travel, supplies, overheads, etc.) proposed at a competitive market rate? - Efficiency and Cost Effectiveness: How efficient is the proposal in converting input costs into outputs (i.e. comparing the overall cost of the proposal against the	15

proposed quality of deliverables, both in terms of approach and strong implementation/management of the process)? In completing the price proposal, the applicant should include a price proposal narrative that explains the value for money of their approach, analyzed against these two criteria.	
Did applicant adhere to the budget template and completion guidelines? (Annex 1)	5
TOTAL NUMBER OF POINTS (TECHNICAL & PRICE PROPOSAL)	100 points

5.5 QUESTIONS TO THE RFP

Submit questions to this RFP by **Friday, 31 January 2025**. Questions should be sent to l.fogarty@iyfglobal.org, with the email subject line: *PROPEL Youth and Gender Industrial Park GBV Assessment - RFP Questions*.

IYF will post a response to all questions received by **Wednesday, 5 February 2025**. The responses will be posted at the ‘*PROPEL Youth and Gender Industrial Park GBV Assessment*’ link on the IYF Jobs website: <http://iyfnet.org/work-iyf>.

5.6 SUBMISSION INSTRUCTIONS

Proposals are due to IYF by **Friday, 14 February 2025**.

Please submit proposals to l.fogarty@iyfglobal.org with the email subject line: *PROPEL Youth and Gender Industrial Park GBV Assessment – Insert Consultant/Firm Name*.

6. RFP ANNEX

See separate attachment for:

- **Annex 1:** *Budget template*