

SCM /Tender Ref #:	DWYPD 08 – 2022/23
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Request for proposals for:	Procurement of a service provider to analyse District One Plans and Integrated Development Plans (IDPs) for a period of 8 months
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1. INTRODUCTION

The Department of Women, Youth and Persons with Disabilities (DWYPD) is mandated to regulate the socio-economic transformation and implementation of the empowerment and participation of women, youth and persons with disabilities (WYPD). In terms of regulation, it remains critical that monitoring and evaluation is a key component of DWYPD and that the department continues to advocate for the mainstreaming of socio-economic programmes.

The analysis of institutional plans is a mechanism the departments employ to monitor the institutionalisation of the mainstreaming of the priorities of WYPD; as guided by prescripts such as the Gender Responsive Planning, Budgeting, Monitoring, Evaluation and Auditing Framework (GRPBMEAF), 2019 and other related prescripts. In line with the Medium-Term Strategic Framework (MTSF) 2019-2024, the DWYPD is responsible for the Outcome: Mainstreaming programmes on empowerment and development of women, youth and persons with disabilities; through the intervention: Monitor implementation of regulatory frameworks on empowerment of WYPD which measures the percentage of District Development Model (DDM) plans which integrate priorities of WYPD targeting 100% of the DDM plans by 2024. This term of reference (TOR) provides for the purpose and the broad requirements for analysing 2022-2025 Integrated Developments Plans (IDPs) and DDM Plans.

An IDP encompasses all of a municipality's goals and objectives for economic and social development in the short, medium and long term. IDPs are meant to outline strategies to manage municipal finances for the purpose of facilitating for basic service provision to infrastructural development, improved spatial planning and disaster management, amongst others. DDM One plans are DDM tools that facilitate the improvement of the coherence and impact of government service delivery with a focus on 44 Districts and 8 Metropolitan municipalities around the country as development spaces that can be used as centres of service delivery and economic development, including job creation.

2. PROBLEM STATEMENT

South Africa remains far behind its targets for socio-economic transformation as the surge of the triple challenges of poverty, inequality and unemployment is being normalised. Measures of poverty, inequality and unemployment record unsatisfactory numbers for WYPD socio-economic transformation, be it unpaid care work, poor-headed households, or the highest unemployment rate amongst others. In terms of demographics, WYPD constitute the majority of the population. Radical action is required by the state in totality if the desired outcomes for WYPD are to be realised.

The WYPD responsive resource planning, allocation and equitable shares remain an unreachable dream for many WYPD in the country. In many ways the unresponsive plans towards WYPD remain a key deterrent to WYPD responsive budgets and better outcomes. Since the approval of the GRPBMEAF, the DWYPD provided capacity building to government at national, provincial and local levels to improve the institutionalisation of mainstreaming the priorities of WYPD in government programmes and interventions; thus, ensuring a system-wide paradigm shift across the public service towards improved outcomes and impact for WYPD.

3. PURPOSE

The purpose of the Terms of Reference (TOR) is to request approval for procuring a service provider to analyse all 2022/2025 IDPs (for districts and local municipalities) and DDM plans of the 8 Metropolitans, and 44 District Municipalities for WYPD responsiveness. It is envisioned that this analysis of local government plans will serve as a baseline for the WYPD responsiveness of plans at the service delivery points.

4. OBJECTIVES

The objective of the project is to conduct analysis of the District One plans and IDPs in order to:

- Provide future mechanisms to analyse IDPs and DDM plans for WYPD priorities;
- Assess the extent of mainstreaming of WYPD priorities;
- Assess the extent of institutionalisation of WYPD priorities by local government; and
- Develop analyses of individual and consolidated reports with proposed recommendations for consideration and implementation by affected institutions.

5. DELIVERABLES

The service provider will be expected to:

- Develop the inception report;
- Development of WYPD assessment framework/tools for the IDPs;
- Development of WYPD assessment framework/tools for One Plans;
- Undertake analysis of the IDPs and One Plans of all Districts, Metros and Municipalities;
- Develop Analysis Reports of individual metro, district and local municipalities analysed;
- Develop a draft consolidated report of the analyses;
- Present the draft analysis report to DWYPD and identified stakeholders;
- Incorporate the inputs and review the report accordingly; and
- Develop a final consolidated report on the analysis IDPs and One Plans.

6. ROLE OF DWYPD

- Project management: monitor the service provider and ensure deliverables are achieved as planned;
- Provide guidance and leadership throughout project implementation;
- Coordinate stakeholder engagements internal to DWYPD and externally with COGTA, SALGA, Municipalities and Metros;
- Provide support related to access to IDPs and One Plans;
- Facilitate the approval of reports by DWYPD Executives; and
- Establishment of the steering committee/ task team.

7. PROPOSED METHODOLOGY / APPROACH

The DWYPD recommends that the analysis should be undertaken through desktop and literature review. The service provider should clearly demonstrate the approach and system that they will apply to undertake this assignment.

TERMS OF REFERENCE: ANNEXURE A

The service provider is expected to conduct an analysis of District One Plans for forty-four (44) District Municipalities and eight (8) Metropolitan Municipalities as well as analysis of IDPs for two hundred and twenty-six (226) local municipalities.

8. SCOPE OF THE PROJECT

The analyses should reflect the overall responsiveness of the IDPs and DDM plans to the priorities relating to women's empowerment and gender equality, youth development and promotion of the rights of persons with disabilities focusing specifically on:

- The extent to which District One Plan and IDPs are responsive to the WYPD content of the 2019-2024 MTSF;
- The extent to which the programmes are responsive to WYPD Priorities reflecting participation, benefits, indicators and targets towards data disaggregated by gender, age and disabilities:
 - Situational analyses;
 - Municipal Transformation and Organisational Development;
 - Economic development;
 - Infrastructure and service delivery;
 - Spatial planning and community development;
 - Intergovernmental relations;
 - Housing;
 - Performance management,
 - Disaster management; and
 - All other programmes.
- The extent to which the District One Plans and IDPs are WYPD negative, blind, targeted, responsive or transformative as aligned to the UNDP Gender Results Effectiveness Scale; and
- The extent to which One Plans and IDPs are making reference to the existing national and international policies for women, youth and persons with disabilities.

9. DELIVERABLES AND TIME FRAMES AND PAYMENT

Description	Expected date	% of project (Payment)
a) Appointment of a service provider	July 2023	-
b) Orientation of the Service Provider	July 2023	-
c) Inception Report	July 2023	10%
d) Assessment framework/tool on the analysis of the IDPs and One Plans	Aug 2023	10%
e) Analysis of District One Plans and IDPs	September 2023	10%-
f) Develop analysis reports of individual Metros, District and local municipality	October 2023	-
g) Submit reports for comments	October 2023	-
h) Finalise the analysis reports of individual metros and municipalities.	November 2023	30%
i) Develop the consolidated analysis report	November 2023	-
j) Submit consolidated analysis report for comments	November 2023	
k) Final consolidated analysis reports and a report presentation	December 2023	30%
l) Develop the improvement plan	January/February 2024	10%

10. REPORTING ARRANGEMENTS

The appointed service provider will report to the Director: Evaluation within the Chief Directorate: Monitoring and Evaluation. The department will form a task team composed of representatives from the core branches of the DWYPD and representation from South African Local Government Association and Department of Cooperative Government that will monitor the work of the service provider to ensure that the analyses cover the priorities of women, youth and persons with disabilities. Amongst others, the service provider will be required to sign a Service Level Agreement (SLA) and produce weekly progress reports on this assignment.