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| <b>SCM /Tender Ref #:</b> | RFP 04 – 2021/22 |
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| <b>Request for proposals for:</b> | Procurement of a service provider to analyse national and provincial departmental 2020-2025 Strategic Plans (SPs) for a period of six (6) months. |
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## 1. BACKGROUND / CONTEXT

The Department of Women, Youth and Persons with Disabilities (DWYPD) has a mandate to regulate, lead and coordinate the fulfilment of South Africa's mandate to realise gender equality and the empowerment of women and girls, youth and persons with disabilities and their full and equal enjoyment of all human rights and fundamental freedoms. In fulfilling this mandate, DWYPD has undertaken a range of interventions to improve the responsiveness of the country's planning instruments to the priorities relating to women's empowerment, youth development and the mainstreaming of disability rights. Key commitments are spelt out in the Gender Responsive Planning, Budgeting, Monitoring, Evaluation and Auditing Framework (GRPBMEAF). The framework was adopted by cabinet in March 2019 and advocates for the integration of gender priorities across the various planning frameworks and instruments.

Furthermore, DWYPD annually analyses the Strategic Plans (SP) and Annual Performance Plans (APP) of departments to assess the extent to which government departments institutional plans are gender, youth and disability responsive in medium and short-term. Central to the achievement of better outcomes for Women, Youth and Persons with disabilities (WYPD) is the mainstreaming of relevant priorities in the SPs and APP of government departments at a national and provincial level. This should provide the basis for effective budgeting, monitoring, evaluation and performance. All government, national, provincial, local levels and State-Owned Companies (SOC) should ensure that their institutional plans are responsive to WYPD priorities.

DWYPD conducted an analysis of SP and APP of ten (10) national departments during 2020/21 financial year. The ten (10) national departments were purposefully selected in line

with the seven (7) priorities of the state and their mandate in promoting governance, socio-economic empowerment, education and skills development, safety and justice. The selected departments were DTIC, DSBD, DoJ&CD, DALRRD, DSD, DHWS, DCOG, DHETSI, NT and SAPS. In the same year DWYPD conducted an analysis of 33 department draft APPs and submitted the reports to DPME in December 2020 for consolidation and feedback to the respective departments for consideration before finalisation of APPs. The recommendations was intended to inform the responsiveness of the final 2021/22 APP to the priorities of WYPD.

## 2. PROBLEM STATEMENT

The National Development Plan (NDP) Vision 2030, amongst other, prioritises the significant role of WYPD. It is envisioned that if these three groups are strong, the whole society will be strong. WYPD priorities are cross-cutting priorities to be mainstreamed into all elements of South Africa's developmental future and all programmes of government.

Despite South Africa's important advances in realising the political, socio-economic and other rights of WYPD since 1994, significant challenges remain. The Cabinet adopted GRPBMEAF to improve transformation and development outcomes for gender equality in South Africa. The adopted framework is adaptable in institutionalising and mainstreaming youth development and disability rights.

Although progress has been made on mainstreaming WYPD in plans, some departments are lagging behind. Weak gender-responsive planning compromise the improved outputs and outcomes for WYPD. Thus, a continuous monitoring/assessment of institutional plans for WYPD responsiveness is critical. In order to ensure efficient and effective government wide assessment and analysis of institutional plans for gender, youth and disability responsiveness, DWYPD seeks to appoint the service provider to analyse institutional plans for gender, youth and disability responsive at National and Provincial level.

### **3. PURPOSE**

The purpose of the terms of reference is to appoint the service provider to analyse the 2020-2025 SPs of all National and Provincial government departments and provide individual departmental reports and consolidated report of the responsiveness of these plans to the priorities of WYPD as well as an improvement plan for the gender, youth and disability responsiveness of the future plans.

### **4. OBJECTIVES AND SCOPE OF PROJECT**

The objectives of project is to conduct SP analysis in order to:

- Monitor the extent of mainstreaming of WYPD in the SPs;
- Monitor the extent of institutionalisation of WYPD priorities by government; and
- Propose recommendations for consideration and implementation in future SPs.

### **5. SCOPE**

The scope of project includes:

- Analysis of Strategic Plans (2020-25) of all national and provincial departments.
- Drafting analysis reports.
- Drafting consolidated report
- Final individual departmental and consolidated reports.

The service provider will be expected to:

- Undertake analysis of the SPs for 2020-2025;
- Develop Analysis Reports;
- Present the report to Chief Directorate for Monitoring and Evaluation;
- Incorporate the inputs and review the report accordingly; and
- Develop consolidated analysis report of all national and provincial departments SPs analysed.

## Role of DWYPD

- Provide orientation on the analysis of SPs to the service provider.
- Assist when challenges are encountered.
- Provide guidance on drafting of reports.
- Monitor the service provider and ensure deliverables are achieved as planned.
- Facilitate the approval of reports.
- Facilitate the circulation of approved reports to relevant stakeholders such as DPME and providing feedback to the assessed departments.

## 6. PROPOSED METHODOLOGY / APPROACH

### 6.1. Analysis of Strategic Plans (SPs)

This section describes analysis of the overall responsiveness of the SP to the priorities relating to women's empowerment and gender equality, youth development and the rights of persons with disabilities focusing specifically on:

- The extent to which SPs are responsive to the WYPD content of the 2019-2024 MTSF;
- The extent to which the SPs are WYPD negative, blind, targeted, responsive or transformative;
- The proportion of indicators which are relevant to WYPD;
- The extent to which indicators and targets can be disaggregated by sex, age and disability; and
- The extent to which specific and mainstreamed interventions and outcomes are identified.
- The extent to which WYPD MTSF priorities are included in the SPs.

### 6.2 Reporting and Communication

Based on the analysis using the approach outlined above, a draft narrative report will be developed for each individual department as well as an integrated/consolidated report. The reports will include findings and recommendations. The reports will be made available to the relevant department to afford the department an opportunity to engage and respond to the findings before finalisation of the reports. The final report will be submitted for approval by

the DWYPD DG and circulated to the affected departments and presented at various forums such as the National Technical Planning Forum, Office of the Premier Forum, Portfolio Committee on WYPD and clusters.

## 7. DELIVERABLES AND TIME FRAMES

| Description                                | Expected date  | % of project (Payment) |
|--|----------------|------------------------|
| 1. Appointment of a service provider       | 01 March 2022  | -                      |
| 2. Orientation of the Service Provider     | 02 March 2022  | -                      |
| 3. Review the current assessment framework | 31 March 2022  | 10%                    |
| 4. Analysis of SPs and draft APPs          | 30 May 2022    | 10%                    |
| 5. Develop analysis reports                | 25 June 2022   | 20%                    |
| 6. Submit reports for comments             | 30 June 2022   | -                      |
| 7. Final analysis reports                  | 15 July 2022   | 20%                    |
| 8. Develop consolidated report             | 30 July 2022   | 15%                    |
| 9. Finalise consolidated report            | 30 August 2022 | 25%                    |

## 8. REPORTING ARRANGEMENTS

The appointed service provider will report to the Director: Monitoring within the Chief Directorate: Monitoring and Evaluation. Amongst other, the service provider will be required to sign a performance contract and produce weekly progress reports on this assignment.

## 9. BUDGET

The proposed budget for the project is R 450 000 and the funds will come from the Consultants: Business and Advisory Service. The service provider may be expected to travel to provinces to source copies of SPs if not available on departmental websites. The traveling will be guided by COVID 19 regulations.