



forestry, fisheries
& the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA



TENDER ADVERTISEMENT



Qualifying service providers are invited to submit bids/proposals for the provision of services outlined in the tender document accessible on the website the details of which are provided below. The services are required as part of the implementation of the Global Environmental Facility (GEF) funded project in South Africa, titled “*Environmentally Sound Management and Disposal of Polychlorinated biphenyls (PCBs) in the Republic of South Africa (GEF ID: 9579)*”. All requirements and terms are provided in the tender document.

Description	Appointment of Gender Specialist for Environmentally Sounds Management of PCBs in South Africa.
Website (to access the tender document/Terms of Reference)	www.africainsitute.org
RFP No.:	AI/SA/PCB/GS1
Applications and enquiries should be forwarded to	NMASHA@dffe.gov.za
Closing date	31 May 2024

TERMS OF REFFERENCES



GENDER SPECIALIST FOR THE PROJECT

**Environmentally Sound Management and Disposal of Polychlorinated Biphenyls (PCBs)
Project in the Republic of South Africa.**

Terms of Reference for appointment of a Gender Specialist for the Environmentally Sound Management and Disposal of Polychlorinated Biphenyls (PCBs) Project in the Republic of South Africa

1. Introduction

Background

Polychlorinated Biphenyls (PCBs) are synthetic organic chemicals that possess characteristics making them long-lasting in the environment and harmful to human health and biodiversity. Due to their chemical stability and insulating properties, PCBs were widely used in electrical equipment, construction materials, and other applications. However, their persistence in the environment and bioaccumulation through the food chain have led to significant concerns over their impact on environmental health and human safety. Recognizing these hazards, South Africa, with the support of the Global Environment Facility (GEF), initiated a comprehensive project aimed at eliminating PCBs through environmentally sound management and disposal practices.

Project Description

The "Environmentally Sound Management and Disposal of Polychlorinated Biphenyls (PCBs) Project" in South Africa, initiated in 2021, is a landmark effort to tackle one of the most pressing environmental health issues in the country. Administered by the Development Bank of Southern Africa (DBSA) in collaboration with the Department of Forestry, Fisheries, and Environment (DFFE) and the Africa Institute, the project sets forth a multifaceted approach to reduce and eventually eliminate the environmental and health hazards posed by PCBs.

This five-year project focuses on several key objectives:

Institutional Capacity Building and Awareness Raising: Enhancing the institutional capacity for environmentally sound management (ESM) of PCBs, raising awareness about the adverse effects of PCBs among stakeholders, and promoting the development of national PCB management plans.

Safe Disposal and Treatment: Facilitating the collection, treatment, and safe disposal of PCB-contaminated equipment and waste, leveraging both existing and new technologies to ensure the environmental integrity of the disposal process.

Monitoring, Evaluation, and Replication: Implementing a robust monitoring and evaluation framework to assess project effectiveness, capture lessons learned, and promote the replication of successful practices both nationally and regionally.

The project uniquely positions gender mainstreaming as a central component of its strategy, recognizing the differentiated impacts of PCB exposure and management on men and women. It acknowledges that effective environmental solutions necessitate inclusive participation and leadership from all community members, particularly women, who are often disproportionately affected by environmental hazards yet underrepresented in decision-making processes.

Significance of Gender Specialist Role

Within this context, the Gender Specialist's role transcends traditional gender integration activities. The specialist is tasked with ensuring that gender equality considerations permeate every aspect of the project from planning and implementation to monitoring and evaluation. This involves conducting gender-sensitive risk assessments, developing targeted training programs, ensuring adherence to legislative requirements, and fostering an inclusive culture that promotes equal participation and benefits for all genders.

The appointment of a Gender Specialist is not only a strategic step towards achieving the project's environmental goals but also a commitment to advancing gender equality and empowering women within the realm of environmental management. By addressing the gender-differentiated impacts of PCBs and ensuring equitable participation in mitigation efforts, the project aims to set a precedent for gender-responsive environmental projects in South Africa and beyond.

2. Scope of Work

The appointed Gender Specialist will be tasked with ensuring the project's approach and activities are gender-responsive and equitable. The specialist will work closely with the project team to integrate gender considerations into all phases of the project, from planning through to execution and evaluation. Key responsibilities include:

1. Conduct a gender assessment and analysis to identify specific risks and opportunities related to gender in the context of PCB management and disposal.

2. Develop and implement a gender action plan that outlines specific activities, targets, timelines, budget, indicators and responsible parties to address identified gender gaps and ensure equitable participation and benefits.
3. Provide gender-sensitive training and capacity-building for project stakeholders, including municipalities and community organizations.
4. Design and advise and implement gender-sensitive communication and outreach strategies to ensure inclusive engagement and awareness-raising.
5. Ensure policies and procedures related to the project are gender inclusive.
6. Establish partnerships with organisations that foster women empowerment in order to advance the development of women in the project areas.
7. Monitor and evaluate the implementation of gender-related activities and outcomes, providing regular updates and recommendations to the project team.

3. Deliverables and timelines

The expected deliverables and timelines associated with the consultancy work are depicted in Table 1.

Table 1: Deliverables and timelines

Deliverables	Description	Proposed date of deliverable
1. Inception report	The report will demonstrate the consultant’s understanding of the TORs further providing a detailed workplan and associated timelines.	11 July 2024
2. Gender analysis report	<ul style="list-style-type: none"> - Desktop review of project documentation provided to consultant (and gathered by himself/herself) as part of carrying out the assignment. - A comprehensive assessment and analysis identifying gender-specific risks and opportunities within the project's scope. - Application of data gathering methodologies. - Interviewing relevant project stakeholders - Site visits: travelling to project sites to conduct reviews and further engage with stakeholders. - Updates on the implementation of gender-related activities and progress towards gender action plan goals. 	16 September 2024

	- Updates on the implementation of gender-related activities and progress towards gender action plan goals.	
3. Gender Action plan	- Documentation of findings from the activities carried out in no.2 above. - A detailed plan with activities, targets, timelines, budget, responsible parties and performance indicators as aligned with the GEF requirements. - Recommendations/changes that need to take place to redirect the project towards achievement of results are clearly documented.	10 November 2024
4. Final report	- An assessment of the project's gender-sensitive outcomes and recommendations for future projects Final report same as 3 above. Will integrate comments from all stakeholders	30 January 2024

4. Competencies

- Advanced degree in gender studies, social sciences, environmental science, or a related field.
- At least 5 years of professional experience in gender analysis and gender mainstreaming in environmental or development projects.
- Demonstrated knowledge and understanding of PCBs and their environmental and health impacts, with experience in hazardous waste management projects being an advantage.
- Proven track record of developing and implementing gender action plans and conducting gender-sensitive training.
- Excellent analytical, interpersonal, and communication skills.
- Fluency in English; knowledge of local languages is an advantage.

Note: international bidders are encouraged to partner with local consultants.

5. Evaluation Criteria

5.1 Functional criteria

Only bidders who score 70 points and above (out of a possible 100) during the functional evaluation will qualify for second stage valuation.

Table 2: Functional criteria

Description	Scoring Criteria	Weighting
<p>Methodology Bidder has provided a detailed and customised methodology on how the Gender analysis will be conducted.</p>	<p><u>Excellent:</u> Detailed and customised methodology on the required service provided. Score = 20 points</p> <p><u>Good</u> Detailed but not customised methodology provided. Score = 14 points</p> <p><u>Poor:</u> Generic methodology provided. Score = 0 points</p>	20
<p>Consultant (and/or team) expertise Detailed CVs of resources to be deployed to the assignment will be submitted.</p> <ul style="list-style-type: none"> - Advanced degree in gender studies, social sciences, environmental science, or a related field - Minimum 10 years of demonstrable experience in the technical area of social development and climate change in the context of urban development; 	<p><u>Excellent:</u></p> <ul style="list-style-type: none"> - Consultant(s) has advanced degree in gender studies, social sciences, environmental science, or a related field - Minimum 10 years of demonstrable experience in the technical areas (e.g. social development, gender and climate change) in the context of urban development. = 20 points <p><u>Good:</u></p> <ul style="list-style-type: none"> - Only one of the above is fulfilled: the consultant(s) has advanced degree in gender studies, social sciences, environmental science, or a related field OR - Minimum 10 years of demonstrable experience in the technical areas (e.g. urban planning, energy, housing, food systems, waste management and climate change mitigation) in the context of urban development. Score = 15 points <p><u>Poor:</u> Bidder does not have any of the required expertise Score = 0 point</p>	20

Description	Scoring Criteria	Weighting
<p>The deployed consultant/s are expected to have experience on the following key requirements listed below:</p> <ul style="list-style-type: none"> - Experience in gender assessments, analysis, sensitivity evaluation and advisory. - Experience in development and implementation of Gender Action Plans - Experience in undertaking similar work. - Experience working Africa. Experience in South Africa, a plus. 	<p><u>Excellent:</u></p> <ul style="list-style-type: none"> - Demonstrated experience in gender assessments, analysis, sensitivity evaluation and advisory. - Demonstrated experience in development and implementation of Gender Action Plans - Experience on conducting similar work in Africa. <p>Score = 50 points</p> <p><u>Good:</u></p> <ul style="list-style-type: none"> - Meets only three of the four requirements. Score = 28 points <p><u>Average:</u></p> <ul style="list-style-type: none"> - Only two of four requirements. Score = 20 points <p><u>Insufficient:</u></p> <ul style="list-style-type: none"> - Bidder fulfils one of four requirements. Score = 14 points <p><u>Poor:</u></p> <ul style="list-style-type: none"> - None of the requirements are fulfilled. <p>Score = 0 points</p>	50
<p>References</p> <p>The bidder should provide 2 or more traceable references not older than 5 years from clients confirming successful completion of evaluations.</p>	<p><u>Excellent:</u></p> <p>2 reference letters related to the work required or more submitted clearly describing the following:</p> <ul style="list-style-type: none"> - Name of organisation, contact person and contact details - Scope of work completed by the bidder (should be in line with requirements of these TORs) Score = 10 points <p><u>Good:</u></p> <p>2 reference letters submitted. Score = 7 points</p> <p><u>Average:</u></p> <p>Only 1 letter provided. Score = 5 points</p> <p><u>Poor:</u></p> <p>Bidder does not have letters of reference that are relevant to the gender assignment Score = 0 point</p>	10
<p>Totals</p>		100
<p>Threshold</p>		70

6.2 Price and Preferential Points

Due to the technical nature of the scope of work, the procurement process will exempt, in line with DBSA approvals, the requirement for a BBBEE requirement.

6.3 Pricing schedule

Consultants will submit a pricing schedule that will be based on the following deliverables and proposed costs.

Deliverable	Schedule
Inception report	20%
Gender analysis report	25%
Gender action plan	25%
Final report (final)	30%

Deliverable	Total excl. of Vat
Inception report	R 220 000
Gender analysis report	R 275 000
Gender action plan	R 275 000
Final report (final)	R330 000
Total (VAT Inclusive)	R 1 100 000