Invitation for Proposals

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| UNFPA, United Nations Population Fund, an international development agency, invites interested organizations to submit proposals for **Strengthening the Civil Society and State Systems for Addressing Gender Based Violence and Harmful Practice like Gender-biased Sex-Selection and Child Marriage in Bihar**  The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations, academic institutions, consulting firms etc for prospective partnership with UNFPA India Country office to support achievement of results outlined in the 2023-2027 DP/FPA/CPD/IND/10 or section 1.3 below.  Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email clearly marked “NGO Invitation for Proposals” at the following address UNFPA India Country Office  bids.india@unfpa.org  By 31st October 2022,23:59 hours IST.  Proposals received after the date and time may not be accepted for consideration.  Proposals must be submitted in English.  Any requests for additional information must be addressed in writing by 14th October 2022, 23:59 hours IST at the latest addressed to Operations Manager, *bids.india@unfpa.org.* UNFPA will post responses to queries or clarification requests by any applicants through emails to the concerned parties before the deadline for submission of proposals.  UNFPA shall notify applying organizations whether it is considered for further action.  Please see [Working with UNFPA: Key information for UNFPA Implementing Partners on completing the Protection from Sexual Exploitation and Abuse (PSEA) Assessment](https://www.unfpa.org/sites/default/files/admin-resource/Working_with_UNFPA_Key_information_for_IP_on_PSEA_Assessment_Nov2020.pdf). |
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| **Section 1: Background** | |
| 1.1 UNFPA mandate (250 Words) | UNFPA is the United Nations sexual and reproductive health agency. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. |
| 1.2 UNFPA Programme of Assistance in India Country office (250 Words) | In the India Country Office, UNFPA works with the government and other partners to achieve the overall goal of the 2023-2027 DP/FPA/CPD/IND/10.  Further information on the programme can be found on http://unfpa.org/India] |
| 1.3 Terms of reference | **Background and Rationale**  UNFPA is the United Nations sexual and reproductive health agency and has been operating in India since 1974. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled ensuring rights and choices for all.  UNFPA’s 10th Country Programme (2023-27) is inspired by UNFPA’s Strategic Plan (2022 – 2025) and is aligned to the United Nations Sustainable Development Cooperation Framework, supporting in achieving the National Development Goals and the Agenda 2030. UNFPA will support national programmes that aim to advance the sexual reproductive health and rights of women, girls and young people, and accelerate achieving the three transformative goals of zero unmet need for family planning, zero preventable maternal deaths and zero gender based violence and harmful practices and the unfinished agenda of ICPD Programme of Action.  While continuing to retain focus in the states of Bihar, Madhya Pradesh, Odisha and Rajasthan, the 10th country programme will scale up efforts and drive accelerated progress towards the three transformative results. In Bihar, UNFPA provides technical assistance to the Women and Child Development Corporation, Department of Panchayati Raj and Patna Municipal corporation to effectively implement interventions to address the gender-based violence and harmful practices against women, reduce child marriage and strengthen the institutional mechanisms to promote gender inclusive development. We work with governments, civil society organizations, elected representatives, faith-based organization, and communities in achieving key state mandates of addressing child marriage and gender-based violence and strengthening institutional capacities.  UNFPA is looking to partner with experienced and credible organizations to implement the ambitious agenda envisaged in the 10th country programme. Specifically, this invitation for proposal is to support the Government to improve the institutional mechanisms and community outreach to address the gender-based violence and harmful practices for achieving the 2030 Agenda for Sustainable Development Goals.  **Objectives:**   1. To create a robust policy environment favourable to women through review of existing policies and their implementation and by addressing any gaps therein through collaboration of civil society and government (e.g. Bihar State Women’s Empowerment Policy) 2. To provide technical support to the Women and Child Development Corporation, Panchayati Raj Department, State Institute of Rural Development, State Health Society and other relevant government departments and agencies to strengthen response mechanisms for GBV and to promote effective implementation of laws on GBV 3. To build capacities of and strengthen the networks of elected representatives/ Community Based Organizations (CBOs)/ Civil Society Organizations (CSOs)/ Faith Based Organizations (FBOs)/ women, transgender and youth collectives to take social and advocacy actions for challenging and changing patriarchal gender norms 4. To create a think tank and resource pool of technical experts on women related laws and gender issues in Bihar by bringing together legal, academic, research, health sector and other premier institutions   **Scope of work:**  The scope of work under this project falls under three broad categories :     1. Technical support to state systems to    1. Strengthen response mechanisms for GBV (e.g. One Stop Centres)    2. Promote effective implementation of laws on GBV (e.g. POSH Act, PWDVA) and harmful practices such as Child Marriage (PCM) and gender biased sex selection (PCPNDT) by sensitizing and building capacities of appropriate authorities, enforcement bodies and service providers in the state. 2. Engage with and build capacities of elected representatives/ CBOs/ CSOs/ FBOs/ women, transgender and youth collectives for challenging and changing patriarchal gender norms. 3. Partnerships with established premier institutions of Bihar such as A. N. Sinha Institute of Social Studies (ANSISS), Chanakya National Law University (CNLU), Indira Gandhi Institute of Medical Sciences (IGIMS), Bihar State Legal Services Authority (BSLSA), Judicial Academy, etc. to bring together their diverse expertise to create a think tank and resource pool of multisectoral technical experts on women related laws and gender issues in Bihar.   **Technical Support to State Government (WCDC, Dept of Panchayati Raj, SIRD, State Health Society Bihar)**  ***Women and Child Development Corporation :***   1. Develop resource materials and training modules on OSCs, POSH and others as required under the technical assistance to WCDC. 2. Provide training and capacity-building support to WCDC. 3. Build on the recommendations on an assessment of OSCs and POSH committees conducted by UNFPA in 2022 and develop an action plan in consultation with WCDC 4. Coordinate with WCDC and health department to strengthen the institutional mechanism for health sector response to GBV 5. Review and revise Bihar women empowerment policy   ***Panchayati Raj Institutions :***   1. To provide technical support and build capacities of Panchayati Raj Department and State Institute of Rural Development to sensitize and capacitate elected representatives of Panchayati Raj Institutions across the state 2. Develop Modules/guidelines/adapted for girl/women-friendly panchayat 3. To establish model Women Friendly Panchayats and address gender-based vulnerabilities of migration in Sheikhpura district 4. Training of Elected Representatives of Panchayats in priority districts: 5. Development of knowledge products on program issues digital and manual.   ***State Health Society :***   1. To provide technical support to the State Health Society and build their technical competencies and capacities- (a) to strengthen health sector response for GBV (e.g. One Stop Centres); and (b) to promote effective implementation of the PCPNDT Act- by sensitizing and building capacities of appropriate authorities, enforcement bodies and service providers 2. To develop action plans for districts with low sex ratios and to ensure effective functioning of statutory bodies as per the PCPNDT Act-    1. State Supervisory Board    2. Three-member State Appropriate Authority    3. State Advisory Committee    4. District Advisory Committees 3. Support in maintenance of database, monitoring and mentoring medical colleges and medical professionals- radiologists and Gynaecologists- on making clinics PCPNDT compliant. 4. Engage with academic institutes and conduct relevant studies on key social issues   **Build networks of CSOs, FBOs, and collectives to address gender-based violence, child marriage, gender-biased sex selection, and gender discrimination and promote gender equality and positive masculinity:**   1. Build and strengthen networks 2. Training and capacity building of CSOs, FBOs, women, and youth collectives. 3. Develop resource materials (training modules, SBCC) and design and implement communication campaigns. 4. Facilitate social actions by networks to address negative social norms and harmful practices. 5. Engage networks in policy dialogues and formulation. 6. Support in documenting the impact of the program, information sharing, and undertaking advocacy to promote gender equality and positive masculinity.   **Partnerships with established premier institutions of Bihar to bring together their diverse expertise to create a think tank and resource pool of multisectoral technical experts on women related laws and gender issues.**  **Indicative Results and Outputs:**   * No. of Internal Committees (ICs) and Local Committees (LCs) functioning effectively as per the POSH Act * No. of OSCs with infrastructure and staffing as per the GoI guidelines * No of the OSCs made fully functional * Number of service providers capacitated to provide survivor-centered GBV and MHPSS services. * Number of stakeholders capacitated to strengthen the implementation of laws and policies related to GBV, GBSS and child marriage * No. of statutory bodies functioning effectively as per the PCPNDT Act * MIS developed for monitoring the implementation of PCPNDT Act * Number of Elected Representatives from Gram Panchayats trained in priority districts. * No. of model girl-friendly panchayat developed in priority districts * Number of CSO, FBOs which initiate action against harmful practices and negative social norms. * No. of experts/ organizations mobilized working on women related laws and gender issues in Bihar mobilized for advocacy. * No. of policy dialogues, seminars, workshops, training organized with networks and other stakeholders. * No. of studies conducted and disseminated.   **Geographic Coverage**  The project will cover the entire state with special focus on 3 UNFPA priority districts (Katihar, Sheikhpura and Khagaria) in Bihar.  **Duration:**  The proposal is sought for a period of three years starting January 2023. Year wise budget to be submitted for three years. UNFPA will provide financial support on an annual basis depending on the availability of funds and progress of the project. |

Format to be used by the agency to submit the proposal

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| **Section A. NGO Identification** | | |
| A.1 Organization information | Organization name |  |
| Address |  |
| Website |  |
| Type of Organization ( NGO, Academic Institution, Consulting firms, etc) |  |
| Date of establishment of organization |  |
| Place of registration of the organization |  |
| HQ Location |  |
| A.2 Contact information  (Authorized Representative) | Name |  |
| Designation |  |
| Telephone & Mobile |  |
| Email |  |
| Contact details of the nodal officer for the project | Name |  |
| Designation |  |
| Telephone & Mobile |  |
| Email |  |
| A.3 United Nations Partner Portal | Are you registered in the [United Nations Partner Portal](http://www.unpartnerportal.org)? |  |
| If yes, provide the UNPP Partner ID |  |

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| Section B. Overview of the organization |

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| B.1 Annual budget (250 words) | Annual budget (previous year, INR /USD) |  |
| Main funding partners/ donors |  |

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| B.2 Credibility (Include specific examples of working with State / National Govt.) (600 words) | *To what extent is the NGO, academic institutions, consulting firms, etc recognized as credible by the government, and/or other key stakeholders/partners?* |

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| Section C. Proposed interventions and activities to achieve intended results | |
| C.1 Project Title (25 Words) | Please provide the project title along with any brand name to be used for the project. |
| C.2 Background  (300 Words) | This section should provide background and rationale for the proposed project |
| C.3 Goal and Objectives  (300 words) | *This section should clearly spell out 3 to 5 objectives for the project and broader goal.* |
| C.4 Geographic coverage  (150 words) | *The section should indicate the project implementation geographies* |
| C.5 Duration of the project (50 words) | *Proposed Start Date: DD/MM/YYYY*  *Proposed End Date: DD/MM/YYYY* |
| C.6 Description of strategies, activities and GANTT Chart (4500 words) | *This section should spell out broad strategies and suggested activities under each strategy clearly linked to achieving the proposed objectives.* |
| C.7 Human Resource /Team composition for the proposed project (1200 Words) | Organogram with brief role and responsibility table for all position to be hired for the project |
| C.8 Monitoring systems with key monitoring indicators (500 words) | The section should briefly explain the monitoring systems to be put in place for the project with 3 to 5 key indicators which organization proposes to be used for monitoring the project implementation |
| C.9 Budget | *This organization is expected to indicate tentative budget as per the attached template.* [*Click here to download the budget template*](https://docs.google.com/spreadsheets/d/1HF8Hl25ITdHclLiELN0CpXOW_Tl_lGnZc48RtvFJA7g/edit?usp=sharing)*.* |
| C.10 Any other additional information to be submitted ( 600 Words) | *The organization can use the section to provide any additional detail they would like to submit as part of the proposal and not being captured in above heads for the proposal.* |

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| Section D. References | |
| Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship. | |
| Reference 1: |  |
| Reference 2: |  |
| Reference 3: |  |

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| Section E. Preventing Sexual Exploitation and Abuse (PSEA) Capacity Assessment  Please note, the results of this assessment may be shared with other United Nations entities | |
| E.0 Preliminary Screening | Does the organization have direct contact with beneficiaries?  Yes ☐ No ☐  If your response is no, stop here and do not complete this section. However, please note if your organization begins working with beneficiaries at a later date, UNFPA will require your organization to fill out a self-assessment.  If yes, please continue. |
| Has the organization’s PSEA capacity been assessed by a UN entity in the last 5 years?  Yes  ☐    *If yes, share the assessment rating and supporting documentation with UNFPA and do not complete this section.*  No ☐  *If no, complete G.1 through G.8* |
| E.1 Policy Requirement | *Please provide supporting documentation for any fields marked “Yes”.*  Your organization has a policy document on PSEA. At a minimum, this document should include a written undertaking that the partner accepts the standards of conduct listed in section 3 of the ST/SGB/2003/13.  Yes ☐ No ☐  Supporting documentation may include:   * Code of Conduct (internal or interagency) * PSEA policy * Documentation of standard procedures for all personnel to receive/sign PSEA policy * Other (please specify): |
| E.2 Subcontracting | Your organization’s contracts and partnership agreements include a standard clause requiring sub-contractors to adopt policies that prohibit SEA and to take measures to prevent and respond to SEA.    Yes ☐ No ☐ \*N/A ☐  Supporting documentation may include:   * Contracts/partnership agreements for sub-contractors * Other (please specify):   *\* Please Note: If the partner notes that it does not have subcontractors in the self-assessment this core standard is not applicable and UNFPA will assess this core standard as N/A. However, if this situation changes and the same partner subsequently subcontracts activities to another entity, this would warrant a re-assessment.* |
| E.3 Recruitment | Your organization has a systematic vetting procedure in place for job candidates through proper screening. This must include, at minimum, reference checks for sexual misconduct and a self-declaration by the job candidate, confirming that they have never been subject to sanctions (disciplinary, administrative or criminal) arising from an investigation in relation to SEA, or left employment pending investigation and refused to cooperate in such an investigation.  Yes ☐ No ☐  Supporting documentation may include:   * Reference check template including check for sexual misconduct (including reference from previous employers and self-declaration) * Recruitment procedures * Other (please specify): |
| E.4 Training | Your organization holds mandatory trainings (online or in-person) for all IP employees and associated personnel[[1]](#footnote-1) (herein “personnel”) on PSEA and relevant procedures. The training should, at a minimum include:   1. a definition of SEA (that is aligned with the [UN's definition](https://undocs.org/ST/SGB/2003/13)); 2. an explanation on prohibition of SEA; and 3. actions that personnel are required to take (i.e. prompt reporting of allegations and referral of victims).   Yes ☐ No ☐  Supporting documentation may include:   * Training package * Attendance sheets * Training certificates * Other (please specify): |
| E.5 Reporting | Your organization has mechanisms and procedures for personnel, recipients of assistance and communities, including children, to report SEA allegations that comply with core standards for reporting (i.e. safety, confidentiality, transparency, accessibility).  Yes ☐ No ☐  Supporting documentation may include:   * Internal Complaints and Feedback Mechanism * Participation in joint reporting mechanisms * Communication materials * PSEA awareness-raising plan * Description of reporting mechanism * Whistle-blower policy * Other (please specify): |
| E.6 Assistance | Your organization has a system to refer SEA victims to locally available support services, based on their needs and consent. This can include actively contributing to in-country PSEA networks and/or GBV systems (where applicable) and/or referral pathways at an inter-agency level.  Yes ☐ No ☐  Supporting documentation may include:   * Internal or Interagency referral pathway * List of Available service providers * Description of referral or Standard Operation Procedure (SOP) * Referral form for survivors of GBV/SEA * Guidelines on victim assistance and/or training on GBV and GBV case management principles * Other (please specify): |
| E.7 Investigations | Your organization has a process for investigation of allegations of SEA and can provide evidence. This may include a referral system for investigations where in-house capacity does not exist.  Yes ☐ No ☐  Supporting documentation may include:   * Written process for review of SEA allegations * Dedicated resources for investigation(s) and/or commitment of partner for support * PSEA investigation policy/procedures * Contract with professional investigative service * Other (please specify): |
| E.8 Corrective Measures | Your organization has taken appropriate corrective action in response to SEA allegations, if any.  Yes ☐ No ☐ N/A ☐  Supporting documentation may include:   * Evidence of implementation of corrective measures identified by the UN partner entity, including capacity strengthening of staff. * Specific measures to identify and reduce risks of SEA in programme delivery. * Other ((please specify): |

1. Associated personnel include sub-contractors, consultants, interns or volunteers and others associated with or working on behalf of the Partner. [↑](#footnote-ref-1)