



## REQUEST FOR EXPRESSION OF INTEREST

<p><b>RFEI Title:</b></p> <p><b>Assessing and Supporting Gender Integration in Agriculture and Food Security Projects</b></p>	<p><b>EOI #:</b></p> <p><b>15160016</b></p>
<p><b>Issue Date:</b></p> <p>Wednesday, September 2, 2015</p>	<p><b>Close Date &amp; Time:</b></p> <p>September 16, 2015 at 14:30:00pm Eastern Standard Time (EST)</p>
<p><b>Contracting Authority Division:</b></p> <p>Procurement Management</p> <p><i>Name:</i> Lindsay Empey</p> <p><i>Title:</i> Procurement Officer</p> <p><i>Email:</i> <a href="mailto:lempey@idrc.ca">lempey@idrc.ca</a></p> <p><b>(Tel #: 1-613-696-2150 / Fax#: (613) 563-9463 / Street address: 150 Kent Street, Constitution Square, Tower III, Ottawa, Ontario, K1P 0B2, Canada / Mailing address: PO Box 8500, Ottawa, Ontario, K1G 3H9, Canada)</b></p>	<p><b>Originating Division:</b></p> <p>Programs and Policy Branch</p>

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Attached Documents

**Attachment A - Statement of Work**

## **Part A – Instructions**

Qualified candidates, with a strong background in the field of gender and agriculture, who are interested in conducting an assessment of the current levels of gender integration and supporting better integration and measurement of gender outcomes in 11 projects funded under CultiAF and CIFSRF, are invited to submit Expressions of Interest to the International Development Research Centre (IDRC).

Terms of Reference for the intended work are included in Attachment A (Statement of Work).

Interested and qualified parties are invited to respond by submitting a letter expressing their interest in providing their services to the Contract Authority named below, by no later than September 2, 2015.

### **Contracting authority:**

Lindsay Empey  
Procurement Officer  
International Development Research Centre  
Email: [lempey@idrc.ca](mailto:lempey@idrc.ca)

Submissions should quote “**Expression of Interest – Assessment of Gender Integration by Funded Projects EOI 15160016**” and should be submitted to the above-named Contracting Authority, in French or English.

Submissions may be delivered by email (in MS Word format). Submissions not meeting the requirements as outlined in the Terms of Reference and/or received after the deadline may not be considered.

Submissions should include the following, in the order presented below:

1. A CV including a list of similar projects undertaken in the last 5 years.
2. A short (two page, single-spaced, size 12 Times New Roman font) statement of interest indicating the applicant’s qualifications and ability to undertake the project. This should include a proposed methodology for implementing the three tasks outlined in the scope of work. See Attachment A (Statement of Work) for further information on the scope.

Expressions of Interest received by the above Contract Authority by the deadline indicated above will be reviewed by the Centre and following the review, a short list of selected qualified candidates will be compiled. Candidates included on the short list may subsequently be invited to submit a full proposal based on specific guidelines and refined selection criteria.

Please note that only Candidates who are included on the short list will be notified and invited to respond to a Request for Proposals. Candidates who have not received any notification from IDRC may assume that they will not be invited to respond to a Request for Proposals.

This is not a tender or request for proposals. No contractual, tort or other legal duties, rights or obligations of any kind are intended or created on the part of IDRC or its employees in connection with this invitation for expressions of interest, the submission of any response, or any decision, act or failure to act of IDRC or any IDRC employee.

No representations or warranties of any kind, express or implied, are made in, or in connection with this invitation for expressions of interest. By submitting a response, the person or firm submitting the response acknowledges and agrees to all of the foregoing.

All costs incurred in the preparation of responses to this Request for Expressions of Interest, including any interviews, presentations and subsequent proposals, are the sole responsibility of the Candidates and will not be chargeable in any way to IDRC.

All inquiries relating to this Request for Expressions of Interest are to be directed to the above named IDRC contact.

IDRC will use a variety of methods to evaluate the submissions it receives in response to this Request for Expressions of Interest. These methods may include:

- the overall quality of the submission;
- the compliance of the submission with the terms of reference;
- the candidate's level and type of experience and qualifications;

IDRC reserves the right to reject or accept any or all submissions relating to this Request for Expressions of Interest.

## **Part B – Terms of Reference**

### **1. Terms of Reference**

The anticipated requirements for the Study are described in Attachment A (Statement of Work).

#### **Attachment A- Scope of Work**

##### **Task 1**

To assess the current levels of gender integration in projects, and the individual and institutional capacities to conduct gender analysis and use analysis to inform project implementation in 11 projects funded under CultiAF and CIFSFR

##### **Proposed activities**

- 1.1. A gender audit of 11 projects under the Cultivate Africa's Future Fund and the Canadian International Food Security Research Fund to assess current levels of gender integration,
- 1.2. Review of current levels of gender integration in ongoing project activities. This will include level of sex disaggregation in data collection and analysis, identification of key research questions, key activities and status of implementation, gender in M&E plans among others
- 1.3. Identify key gaps and opportunities for better and more outcome oriented gender integration for each of the projects.

##### **Key Deliverables**

- Report of project audits with status, gaps and opportunities for gender integration

**Task 2**

Develop and support implementation of gender specific plans for each project and analyze the impacts of implementation on delivery of gender outcomes, project specific outcomes, institutional and individual capacities

**Proposed activities**

- 2.1 Work with projects to develop project specific plans for integrating gender into the different phases of project implementation, monitoring and evaluation
- 2.2 Develop tools, guidelines and resources to support projects implement their gender specific plans
- 2.3 Conduct a training workshop on gender integration approaches for project teams
- 2.4 Provide continuous support and mentoring to project teams on gender integration, documenting overall achievements and lessons learnt that IDRC can use for future programming
- 2.5 Support projects in reporting gender data, indicators, outputs and outcomes

## Key Deliverables

- Project specific gender integration plans
- Tools, guidelines and resources to support different projects to integrate gender meaningfully
- Training workshop summary report
- Report on gender integration in projects with highlight of key achievements, what worked and didn't work lessons learnt

**Task 3**

Develop and implement a framework to document evidence on the impacts of gender analysis and integration on reducing gender inequalities and delivering on project outcomes

**Proposed activities**

- 3.1 Develop a conceptual framework for understanding the impacts of gender integration in delivery of project specific outputs and outcomes
- 3.2 Develop /refine a monitoring tool /checklist that program staff can use to effectively and efficiently monitor project progress in integrating gender
- 3.3 Support project teams to apply framework to evaluate effectiveness of gender integration into their projects

## Key Deliverables

- *Conceptual framework for assessing gender integration and effectiveness in delivering project outcomes*
- *Evidence of application of the framework by project teams*
- *Gender monitoring tool for program staff*