



**ASSOCIATION POUR LE DEVELOPPEMENT DE NYABIMATA
ADENYA
B.P 226 BUTARE**

REQUEST FOR EXPRESSION OF INTEREST (EOI) TO PROVIDE CONSULTANCY SERVICES FOR BASELINE SURVEY FOR CITIZEN PARTICIPATION, GENDER EQUALITY, AND ACCESS TO JUSTICE IN NYARUGURU AND NYAMAGABE.

I. Background

The Association for the Development of Nyabimata (ADENYA) is national non- governmental organisation. It was established on November 7th 1982 with mission to help rural populations to develop themselves by integrating them in activities which intend to change the living conditions, by fighting against poverty, ignorance and social injustice.

Since 2010 ADENYA established partnership with Norwegian People's Aid (NPA) to implement the project entitled "**Public Policy Information Monitoring and Advocacy (PPIMA) in Nyaruguru and Nyamagabe Districts.**" In this perspective, ADENYA seeks to recruit experienced individual consultant or firm who would conduct a baseline survey on citizen participation, gender equality and access to justice in Nyaruguru and Nyamagabe to inform their program strategies.

II. Objective of the consultancy

The above baseline will help ADENYA to achieve the following objectives:

- 1) To examine what extent do community members and community volunteers get involved in district planning and budgeting processes? How do they contribute in gender and minority sensitive budget planning?
- 2) To investigate to which extent minority groups including women and youth, disability are aware of planning and budgeting provisions and procedures and their level of engagement?
- 3) Assess the strengths and weaknesses on collaboration between CSOs and Local government units in facilitating citizens' participation in public policy affairs and gender mainstreaming.
- 4) Explore efficiency and effectiveness of existing approaches to enhancing citizen participation and access to justice and conflict management and their sustainability and way forward.
- 5) Examine the capacity of ADENYA in strengthening citizen participation and gender mainstreaming at organization and program levels.
- 6) Assess the capacity of community structures (i.e. Councilors, women councilor.....) including volunteers to engage constructively with local leaders and stakeholders in voicing citizens' concerns and priorities. What is the knowledge and skills that they possess and what additional skills they require in championing district planning and budgeting.

III. Required qualifications

ADENYA is seeking to recruit a baseline survey consultant that has the following qualifications and experience:

- Holder of PHD or Master Degree in social science and related disciplines with experience of more than 5 years in conducting research in development programs.
- Proven sound knowledge and experience on the field of Civil Society Empowerment, Public Administration, Public Budgeting, Development or other related social science field.

- Proven experience in conducting quantitative and qualitative researches / Baseline survey reports.
- Being familiar with Public Policy Information Monitoring and Advocacy (PPIMA) project interventions would constitute an added value.
- Having worked with local governments and having knowledge of citizen's public policy engagements in Rwanda would be an added advantage.
- Given the location of where the survey is going to be conducted, speaking and writing efficiently in Kinyarwanda, French and English which are the Rwanda official languages is among the requirements.

IV. Scope of the survey

The survey will be conducted in Nyaruguru and Nyamagabe districts.

V. Key responsibilities of the consultant.

The consultant shall be responsible for the following:

- Review of ADENYA program strategies and the project proposal for better accomplishment of the assignment
 - Design of data collection tools and methodology and provide inception report
 - Presentation of inception report
 - Conduct a baseline survey and present the draft to ADENYA for review and comments
 - Review of the baseline report and address comments
 - Participate in research validation meetings
 - Provide to Adenya final the soft copy of the baseline survey and 2 hard copies of the research conducted

VI. Deadline and mode of submission of the bid proposals

Interested Consultants are invited to submit a clearly marked separate technical and financial proposal in sealed bids to ADENYA office located at Nyabimata Sector, Nyaruguru District or to its sub office located at Ndago/ Kibeho Nyaruguru district, Southern Province and it can be submitted also to ADENYA's e-mail: adenya2000@yahoo.fr, no later than 5th, November 2020, at 4 PM.

The bid should be composed of the technical proposal and financial proposals. Bidders are reminded to provide proven evidence of similar assignments they conducted. The sealed envelopes containing the bids should be clearly labeled with words "technical" and "financial" bid as well as the title of the consultancy.

Done at Nyabimata 26th, October 2020

TURAHIRWA Juvénal,
ADENYA Coordinator


