

TERMS OF REFERENCE

Conducting Livelihoods and Market Assessment to Identify Economic Opportunities for Caregivers of Orphans and Vulnerable Children

Period of Performance: Tentative July 2022

Contract Type: Fixed contract

Introduction

Pact is an international nonprofit that works in nearly 40 countries building solutions for human development that are evidence-based, data-driven, and owned by the communities we serve. Founded in 1971, Pact works with partners to build resilience, improve accountability, and strengthen knowledge and skills for sustainable social impact.

The Adolescents and Children HIV Incidence Reduction, Empowerment and Virus Elimination project, or ACHIEVE, is a five-year global effort to reach and sustain HIV epidemic control among pregnant and breastfeeding women, adolescents, infants, and children. The project is funded by the President's Emergency Plan for AIDS Relief (PEPFAR) through the United States Agency for International Development (USAID) and implemented by a Pact-led consortium of top global HIV/AIDS partners, including Palladium, No Means No Worldwide, and WI-HER. ACHIEVE collaborates with the Government of Tanzania and Local Implementing Partners (LIPs) to implement the Economic Strengthening (ES) interventions.

The ES interventions aim to ensure that parents and caregivers have the financial resources to meet the needs of vulnerable children and adolescents by increasing households' capacity to cope with different risks they face and improving their resilience to future shocks. ACHIEVE considers sustaining the positive results of WORTH Yetu groups and individual households' livelihoods among impoverished families. The project ensures temporary consumption for those that struggle. It provides assets protection mechanisms through savings and lending groups, money management entrepreneurship knowledge, and linkages to economic strengthening service providers and financial institutions to access credits. ACHIEVE increase caregivers' and older OVC capacity to diversify opportunities for increasing income and assets by developing foundational and industry-specific enterprise skills, identifying economic opportunities, and linking to local resources. Working through savings and lending methodologies, Pact integrates income generation and diversification principles to ensure savings are used productively and empower members to become entrepreneurs.

The Overall Objective of the Assignment:

To conduct a market assessment to guide skills development and training, focusing on growing industries and traditionally male-dominated sectors that contribute to diversified economic opportunities for improving income and assets by strengthening WORTH Yetu group members' ability to engage in the viable and appropriate market-led opportunities.

Specific Objectives of the Assignment:

- a) Recommend opportunities around value chains with higher potential for women's involvement and suggest entry strategies for women caregivers to enter male-dominated enterprises/sectors in 18 councils.
- b) Recommend gender-transformative training for caregivers and older OVC to develop financial literacy, marketable skills, entrepreneurial mindset, and an actual bridge to employment through employment or self-employment with ongoing mentorship for both wage and self-employment.
- c) Develop appropriate tools, Standard Operating Procedures (SOPs) for cluster-level staff to use with output replication and deliver core training that will enable cluster staff to conduct market assessments in the future independently.

Scope of Work

The consultant will complete the following task while reporting to Economic Strengthening Advisor:

1. Present inception report and plan detailing how the consultancy will be done, the tools to be used, methodologies, and who will be engaged, including site-visit plan.
2. Develop tools that will be used to conduct the market assessment.
3. Conduct Preliminary desk review, validation, and ground-truth, including:
 - a) Identification of councils/ economic areas for piloting market assessment tools and councils for conducting market assessment generally applicable to other project areas.
 - b) Identification of potential market opportunities and barriers to access market in selected councils.
 - c) Providing general guidance on types of training for project beneficiaries.
4. Visit project-assigned areas to conduct market and livelihoods opportunities assessment and scan areas to identify potential value chains.
5. Conduct analysis of OVC caregivers and older OVC business skills to enable them to take advantage of emerging and available opportunities in their communities.
6. Write a final report and present summarized findings and recommendations to Deputy Project Director, Technical Director – DREAMS and OVC Service Delivery, and Economic Strengthening Advisor. The report must include all critical areas of the assignment.

Time frame

This assignment will be conducted in a period of 1.5 months.

Expected Deliverables

S/No.	Deliverables	Time
01.	Inception report: Detailing how the consultancy will be done, the tools to be used, methodologies, and who will be engaged, including the site-visit plan. (Livelihoods Market Assessment Plan and Tools, including tools for Questionnaires, Interviews, Focal Group Discussions, and Data Summary sheets)	5
02.	<p>Market assessment Tools including:</p> <ul style="list-style-type: none"> • Standard Operating Procedure (SOP) on how an individual, group, and organization can conduct a rapid, in-depth livelihood and markets mapping, analysis, and/or assessment. • Training materials (To be used for orientation of Economic Strengthening and Livelihood Officers and Economic Strengthening Advisor) <p>Standardized, simplified tools for mapping and analyzing business skills, livelihoods, and markets (for individual caregivers and groups).</p>	5
03.	<p>The literature review summary includes;</p> <ul style="list-style-type: none"> • The analytical table showing project councils, the related economic opportunities, and selected councils for market assessment. • Potential market opportunities and barriers to access market in selected councils. 	5
04.	Summarized analysis of OVC caregivers and older OVC business /technical skills, including;	18

	<ul style="list-style-type: none"> Identified skills gaps and required training to take advantage of their communities' emerging and available market and livelihood opportunities. <p>Potential value chains that have a higher impact on female involvement suggest entry strategies for women caregivers to enter male-dominated sectors in their respective economic zone.</p>	
05.	Detailed final Livelihoods and Market assessment report in MS Word, responding to all objectives and key areas and the assignment (including annexes, MS excel, and or SPSS or any software used for data set analyzed).	5
	Presentation of findings and recommendations.	2

Final Report

The consultant is expected to submit the final report within **five days** after completing the assignment.

Mode of Payment

The consultant will be paid 100% upon the completion and approval final report.

Note: Consultancy payment is subject to tax deduction per statutory requirements.

Selection Criteria

Criteria	Score (Out of 100 points.)
Demonstrate technical experience, meeting eligibility criteria, and meet finance and legal requirement.	20%
2-3 proof of evidence of conducting a similar or related assignment.	20%
Previous experience working with NGO preferred PEPFAR and/or USAID-funded projects.	10%

Sound and evidence-based technical approach to activity implementation and completion of deliverables.	30%
Price	20%
Total	100

Eligibility/Qualification of Consultant

- Minimum of master's degree in field(s) relevant to fulfilling the duties and responsibilities described above (e.g., social science, economics, rural livelihood development, entrepreneurship, etc.)
- A minimum of 7 years' experience in a position(s) of leading market/value chain assessments for organizations preferred working with NGOs on PEPFAR funded programs.
- Understanding of village savings and loans groups and orphan and vulnerable children programming.
- Demonstrated a high level of professionalism and an ability to work independently and in high-pressure situations under tight deadlines.
- Excellent communication and written skills in English and Swahili
- Valid business license, TIN, VAT, and Tax clearance
- 2-3 previous pieces of evidence of conducting a similar or related assignment.

How to Apply

To apply, please send your organization profile/ CV, a short (maximum five pages) proposal that summarizes your understanding of the ToR and technical details of how you plan to execute the assignment. Include the proposed budget in TZS.

Submit your proposal to:

The Tender Committee,
Pact Tanzania,
74 Uporoto Street, Victoria
P.O. Box 6348, Dar es salaam, Tanzania.

Or email ProcurementTZ@pactworld.org with the subject: **"Market Assessment Consultancy Application"**

The deadline for applications is July 13, 2022. Only shortlisted candidates will be contacted for further inquiry and details.