



## TERM OF REFERENCE

### CONSULTANCY TO PROVIDE TRAINING ON GENDER TRANSFORMATIVE SOCIAL PROTECTION

<b>Assignment</b>	Provide two (2) day training to 40 members of SP4ALL
<b>Area of focus</b>	Any gender transformative social security policies and best practices prefer from OECD countries like Australia, New Zealand, Sweden, or Germany, Japan or South Korea
<b>Consultancy term</b>	August 2024 to October 2024
<b>Office Station</b>	Remote work, but in-person delivery of capacity-building training in Cambodia is required
<b>How to apply:</b>	Potential applicants are invited to submit the following documents: <ol style="list-style-type: none"><li>1. A short, but detailed, proposal (highlighting narrative &amp; budget proposal, including a work plan),</li><li>2. The organizational or team profile,</li><li>3. The training or similar assignment portfolio; and,</li><li>4. A resume of the team leader or a lead trainer,</li></ol>
<b>Application to be submitted to:</b>	<a href="https://jobs.oxfamnovib.nl/job-invite/13604/">https://jobs.oxfamnovib.nl/job-invite/13604/</a>
<b>Deadline</b>	August 01, 2024 at 23:59 (GMT+7)

## ABOUT OXFAM

OXFAM is a global movement of people who are fighting inequality to end poverty and injustice. OXFAM is an international confederation of 21 affiliates operating together in 85 countries. We have a vision of a just and sustainable world. A world where people and the planet are at the center of our economy. Where women and girls live free from violence and discrimination. Where the climate crisis is contained. And where governance systems are inclusive and allow for those in power to be held to account.

## OXFAM SOCIAL PROTECTION

**GENDER TRANSFORMATIVE SOCIAL PROTECTION** refers to policies and programme designed to address and rectify gender inequalities and empower women and marginalized genders. Unlike traditional social protection measures that primarily aim to mitigate economic vulnerability, gender transformative approaches actively challenge, and aim at changing, the social norms, behaviors, and power dynamics that perpetuate gender-based disparities. These initiatives often include elements such as access to education and healthcare, legal reforms to protect women's rights, economic opportunities that enhance financial independence, and community-based interventions that promote gender equality. Scholarly articles indicate that by focusing on the root causes of gender inequities, gender transformative social protection not only

provides immediate relief but also fosters long-term social change towards a more inclusive and equitable society.

Social scientists and economists confirm significant economic returns of implementing gender transformative social protection. The models indicate that the policy yields significant economic returns by fostering a more inclusive and productive workforce. When women and marginalized genders gain access to education, healthcare, and economic opportunities, they can contribute more effectively to the economy. Empowering women through financial independence and legal rights can lead to increased labor force participation and entrepreneurial activities, driving economic growth. Additionally, addressing gender disparities reduces the costs associated with health issues, violence, and social conflicts, which can otherwise burden the economy. And by promoting gender equality, societies benefit from a more diverse and innovative labor market, leading to enhanced productivity, higher incomes, and sustainable economic development.

Cambodia has recently initiated several social protection schemes which greatly benefit apparel industry employees. OXFAM and partners organisations have long been working with the Royal Government of Cambodia, through the National Social Protection Council (NSPC) and the National Social Security Fund (NSSF), to build and enhance inclusive social protection systems for all. Building on these, OXFAM has initiated and implemented several initiatives to help Cambodia getting closer to achieving Sustainable Development Goals such as no poverty, good health and well-being, gender equality, etc., decent work and economic growth. Those social protection initiatives include: 1) [\*\*Inclusive National Social Protection Initiatives that Respond to the Needs of Apparel Industry Employees\*\*](#) (INSPIRE), a three-year project funded by the Laudes Foundation, and; 2) [\*\*Improving Social Protection and Labour Rights for women workers in ASEAN's Agri-Food Sector\*\*](#), a new 5-year DGD (Belgium Government) supported programme.

## **PURPOSE OF THIS CONSULTANCY SERVICE**

OXFAM has long been working with and supporting partner organisations, including the new established Social Protection for All (SP4ALL), a coalition of 22 strong and dedicated NGOs and unions that work on social protection settings, in terms of financial resource and technical aspect to influence the policy outcomes and better represent their Constituents to policy dialogue concerning social protection.

And to ensure that all partner organizations and members of SP4ALL coalition are better aware and knowledgeable of gender transformative social protection, OXFAM is seeking a consultancy service to design and provide this capacity-building training. The training hopes to build and strengthen knowledge of SP4ALL members and our partner organisations on gender transformative social protection, so that they can consider integrating key elements and approaches into position paper, petitions, and policy dialogue advocating for gender transformative social protection in the Kingdom.

## **KEY DELIVERY AND TIMELINE**

The following explains key deliveries and timeline, including notes, of the assignment:

<b>Key Deliveries</b>	<b>Timeline</b>	<b>Note</b>
i) Submit an inception report highlighting the content, methodology, and reading materials	<b>23 Aug 2024</b>	OXFAM will release a 30% payment after the submission of the inception report and sign-off.
ii) Deliver two (2) days capacity building training on gender transformative social protection	<b>16-27 Sep 2024</b>	OXFAM will facilitate and coordinate with partner organizations for the attendees. OXFAM will cover the venue and meals of all participants for this training. OXFAM will release another 40% payment after the

		delivery of the capacity-building training.
iii) Submit a training report to OXFAM (this should be the assessment of knowledge before and after the training, and satisfaction with the training)	<b>31 Oct 2024</b>	OXFAM will release the final 30% payment after the submission of the training report and sign-off.

## REQUIREMENTS

### Essential:

- The organisation or an individual(s) should have a proven success or track record in (international) social securities and familiar with social security policy of Cambodia, particularly on NSSF and pension fund,
- A demonstrated commitment to strengthen inclusive social protection system in Cambodia through capacity building, policy dialogue, etc., research and publication work.

### Key Attributes:

- Ability to demonstrate sensitivity to cultural differences and gender issues, as well as the commitment to equal opportunities.
- Ability to demonstrate an openness and willingness to learn about the application of gender/gender mainstreaming, women's rights, and diversity for all aspects of development work.
- Commitment to OXFAM's safeguarding policies to ensure all people who come into contact with OXFAM are as safe as possible.

### Organisational Values:

- Accountability – Our purpose-driven, results-focused approach means we take responsibility for our actions and hold ourselves accountable. We believe that others should also be held accountable for their actions.

### Others:

- Eager and required to adhere to OXFAM's principles and values ([click here](#)) as well as the promotion of gender justice and women's rights ([click here](#)).
- Understanding of and commitment to adhere to equity, diversity, gender, child safety and staff health and wellbeing principles.

### For further Information

Please contact: **Sin Sopharith, Social Protection Project Lead**, [sopharith.sin@oxfam.org](mailto:sopharith.sin@oxfam.org)

## OTHER CONDITIONS

Issuance of this Terms of Reference does not constitute an award commitment on the part of OXFAM, nor does it commit OXFAM to pay for costs incurred in the preparation and submission of a bid. The attached Annexes are an integral part of this Request for Proposals.

OXFAM may contact bidders to confirm contacts, addresses, bid amount and to confirm that the bid was submitted for this solicitation.

### Quotation validity

- The quotation shall be valid for **90 days** from the date of submission to OXFAM. If this is not possible, the bidder may propose a different timeframe.
- If the bidder is awarded the contract, all information provided in the quotation and negotiation process is contractually binding.

### False statements

Bidders must provide full, accurate and complete information as required by this solicitation and Annexes. False statements in bids constitutes grounds for immediate termination of any agreement with the supplier. OXFAM takes fraud, misstatements, falsification, manipulation, alteration of facts and/or documents very

seriously, has a zero tolerance policy to such behaviours, and may choose to take legal action in a case of misrepresented disclosures by Contractors.

#### Conflict of interest

Bidders must provide disclosure of any past, present or future relationships with any parties associated with the issuance, review or management of this solicitation and anticipated award. Failure to provide full and open disclosure may result in OXFAM having to re-evaluate the selection of a potential bidder.

#### Right to Select/ Reject

OXFAM reserves the right to select and negotiate with those firms it determines, in its sole discretion, to be qualified for competitive proposals and to terminate negotiations without incurring any liability. OXFAM also reserves the right to reject any or all proposals received without explanation.

#### Reserved rights

All applications and quotes become the property of OXFAM, and OXFAM reserves the right in its sole discretion to:

- To disqualify any offer based on applicant's failure to follow solicitation instructions
- To waive any deviations by the applicant from the requirements of this terms of reference that, in OXFAM's opinion, are considered immaterial defects requiring rejection or disqualification; or where such a waiver will promote increased competition
- Terminate or modify the process at any time and re-issue the request for quotation to whomever OXFAM deems appropriate
- Issue an award based on the initial evaluation of offers without discussion
- Award only part of the activities in the solicitation or issue multiple awards based on solicitation activities

#### CODE OF CONDUCT

OXFAM is committed to integrity in its operations and supply chains and ensuring high ethical standards. Complying with all laws and regulations and ensuring fair competition are fundamental to this commitment. We actively promote these principles and standards, and expect all OXFAM suppliers to demonstrate commitment towards them.

All consultants/applicant are required to agree and adhere to the [OXFAM Supplier Code of Conduct](#), whereas individuals (including consultants) must sign the [OXFAM Non Staff Code of Conduct](#)<sup>2</sup>. These Codes of Conduct set out the specific standards and principles in the areas of human and labour rights, environmental impact and anti-corruption that suppliers must follow.

#### REPORTING OF FRAUD & UNETHICAL BEHAVIOUR

OXFAM's reporting and whistleblowing mechanisms are available for Suppliers as well OXFAM employees, to ensure that OXFAM continues to operate under the highest ethical standards and principles. You can use these reporting channels confidentially, anonymously, and in your own language to report any concerns involving fraud, corruption, waste, abuse or safeguarding concerns.

<b>Online webform</b>	<b>OXFAM Misconduct Reporting Webform</b> (including possibility for anonymous reporting): <a href="https://OXFAM.clue-webforms.co.uk/webform/misconduct/">https://OXFAM.clue-webforms.co.uk/webform/misconduct/</a>
<b>Email</b>	<a href="mailto:integrity@OXFAMnovib.nl">integrity@OXFAMnovib.nl</a>