

# TENDER



Our tender reference: **001 KHM 1066**  
ID number of the tender in the eTender portal: **RFT 355744**

## **Consultancy for: GENDER CONSULTANT FOR IMPROVING GENDER ACTIVITIES and Partner CAPACITY for an ongoing MAP Project "Strengthening multi-stakeholder partnership platforms in Cambodia to promote sustainable value chains for natural rubber"**

### **1. Introduction**

#### *General Context*

Welthungerhilfe (WHH), a leading German development and humanitarian NGO and a member of the Alliance 2015 consortium of European NGOs. Since its involvement 2003 in Cambodia, the organization's extensive experience in collaborating with rural communities.

Welthungerhilfe (WHH) is currently supporting the development of a programme to strengthen and improve the rubber production system by interacting with the different actors in the market and to develop mechanisms involving the qualitative improvement of production systems, the improvement of rubber production assets, a production system more compatible with today's environmental needs. In this perspective, WHH supports the development of MAP (Multi Actor Partnership) in collaboration with two local partners, WWF CAMBODIA and CamboDHERRA with a project entitled "Strengthening multi-stakeholder partnership platforms in Cambodia to promote sustainable value chains for natural rubber".

As a result of a series of evaluations and analyses conducted earlier, which outlined the characteristics of the current project, some aspects require specific capacitive input, specifically related to the gender dimension and to strengthen the technical capabilities of the partners. In Mondulhiri province, which is home to ethnic minorities, only 30% of women can read and write, and even those who can read and write rarely go beyond primary education. Although women and men generally agree on their equal rights, men are generally not aware of gender issues when it comes to decision-making at the community level. In the mid-term evaluation of the first phase of the MSP (Multi-Stakeholders Partnership), it was emphasised that the dimensions of gender and inclusion need to be taken more into account in MSP processes.

As a result of the above considerations, WHH would like to strengthen the capacities of its MAP programme partners in gender analysis and gender-sensitive programming, so as to improve the implementation of its current 'Strengthening multi-stakeholder partnership platforms in Cambodia to promote sustainable natural rubber value chains' programme; we are therefore looking for a consultant to lead this process. The expected duration of the consultancy is 30 working days, to be completed by 30 April 2024.

## 2. Objectives of the consultancy and expected outcomes

1). The gender consultant will screen, analyze, evaluate and report the capacities of the local partners (WWF Cambodia and CAMBODHERRA) in terms of gender and diversity policies, analyze the internal capacity to integrate policies into action and identify potential gap according with the following roadmap:

1. **Assess and Improve Capacity Gaps:** to assess and improve capacity gaps among partners to facilitate a transition to gender and diversity-responsive implementation of interventions across SNR.
2. **Select and Use Gender & Diversity Framework:** Select an appropriate Gender & Diversity framework and use it to identify and strengthen partner and MAP capacity to address issues at different levels.
3. **Conduct Micro-Analyses:** Conduct micro-analyses at the individual/household level to identify specific needs and challenges.
4. **Conduct Meso-Analyses:** Conduct meso-analyses at the community, cooperatives, producer groups, associations, etc., to understand broader social and economic dynamics.
5. **Conduct Macro-Analyses:** Conduct macro-analyses of public policy, where possible, to understand the larger policy environment.
6. **Counter Unacceptable Practices:** Develop and implement strategies to counter or circumvent unacceptable practices that disadvantage women and ethnic minorities.
7. **Ensure Progress on Gender Equality and Equity:** Ensure progress on gender equality and equity under this project.
8. **Provide Actionable Recommendations:** Provide actionable recommendations for the design of Phase 2 of the project.

2). The consultant will analyse, evaluate and report the gender and diversity condition in the rubber production and marketing sector, specifically in the provinces of Mondulakiri, Ratanakiri, Kampong Cham and Tboung Khmum highlighting areas of criticism and divergence from the following reference treaties and policies:

- Universal Declaration of Human Rights (UDHR): The UDHR, adopted by the UN General Assembly in 1948.
- Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW)
- Beijing Declaration and Platform for Action: This document emerged from the Fourth World Conference on Women held in Beijing in 1995. It outlines a comprehensive roadmap for advancing women's rights and gender equality.
- Sustainable Development Goals (SDGs): Goal 5 of the SDGs specifically focuses on achieving gender equality and empowering all women and girls.
- UNDP's Social and Environmental Standards: The UN Development Programme (UNDP) has social and environmental standards that include a commitment to promoting gender equality, non-discrimination, and the inclusion of vulnerable and marginalized groups.
- BMZ Action plan for the inclusion of person with disabilities
- BMZ strategy on feminist development policy
- EU Gender Action Plan (GAP) III
- OECD: Gender markers

- ILO Declaration on Fundamental Principles and Rights at work
- Gender Action Learning System (GALS)

3). The consultant would review key gender analysis tools already in use within WHH. Once the evaluations (partners and communities – point 1 and 2) have been carried out, the consultant will draw up an operational intervention plan that will be used as a guiding tool for our partners to address gender gaps in the Cambodian rubber production market.

The plan will be accompanied by a training session addressed to WWF CAMBODIA and CamboDHRRRA in which will be explained:

- main international reference guidelines on Gender and Inclusion
- national (Cambodian) guidelines on Gender and Inclusion
- Gender transformative principles
- Prevention of Gender-Based Violence
- Results of the specific analysis carried out on rubber producing communities
- Illustration of potentially effective actions in reducing the gender gap.

### 3. Results / Outputs of the Consultancy

The consultancy results is expected to provide a thorough and insightful analysis of gender and diversity dynamics within the Cambodian rubber production and marketing sector. Conducted by a seasoned gender consultant, the assessment encompasses evaluations of local partners, WWF Cambodia and CamboDHRRRA, as well as an in-depth analysis of the gender conditions in the specified provinces.

The consultant will rigorously screen, analyse, and report on the capacities of WWF Cambodia and CamboDHRRRA concerning gender and diversity policies. This evaluation will offer a comprehensive view of the partners' strengths and areas for improvement in integrating these policies into their operational frameworks. It serves as a valuable resource to enhance the partners' effectiveness in promoting gender equality.

A critical aspect of the consultancy involved an extensive analysis of the gender and diversity conditions within the rubber production and marketing sector across Mondulakiri, Ratanakiri, Kampong Cham, and Tboung Khmum provinces. The consultant referred to key international treaties and policies, providing a benchmark against which to measure the industry's alignment with established guidelines. This analysis identifies areas for improvement and offers strategic insights for fostering a more inclusive sector.

Building on the evaluations, the consultant reviewed existing gender analysis tools within WHH. This step ensures the integration of best practices and aligns the operational intervention plan with proven methodologies. The outcome will be a robust operational intervention plan that serves as a guiding tool for local partners to effectively address gender gaps in the Cambodian rubber production market. The operational intervention plan, a tangible output of the consultancy, will equip WWF CAMBODIA and CamboDHRRRA with actionable strategies. It addresses specific areas for improvement identified in the evaluations and the sectoral analysis. Accompanied by a targeted training session, the plan will cover international and national guidelines, gender transformative principles, prevention of gender-based violence, and tailored actions to reduce the gender gap in rubber-producing communities.

The consultancy results offer a comprehensive foundation for strategic planning and decision-making. The operational intervention plan, combined with the tailored training session, will empower our partners with the knowledge and tools necessary to drive positive change within the Cambodian rubber production and marketing sector. This consultancy underscores our commitment to fostering inclusivity and gender equality in collaboration with our local partners.

The consultant will report to Marco Di Cecco ([marco.dicecco@welthungerhilfe.de](mailto:marco.dicecco@welthungerhilfe.de)), Sonya Hahm ([sonya.hahm@welthungerhilfe.de](mailto:sonya.hahm@welthungerhilfe.de)) and Mike Bratzke ([mike.bratzke@welthungerhilfe.de](mailto:mike.bratzke@welthungerhilfe.de)), the Coordinators of the Project.

The consultant will however, conduct calls with project focal points and other team members/local NGO partners in the country.

#### 4. Required Qualification of the (team of) consultant(s)

WHH is looking for a consultant with extensive experience and understanding of gender programming in the development/humanitarian sectors. **Cambodian national**, fluent in English, with proven experience in organising gender and diversity inclusion training, familiar with the rural context in which the analysis will be conducted,

The ability to design or customise gender analysis tools, and guide country teams on how to use them, would be essential.

Additional characteristics:

- Advanced university degree (masters or equivalent) in international development and/or humanitarian assistance, agriculture, nutrition, or other required field.
- Minimum 5 years of relevant working experience in the field of international development and humanitarian assistance/ or other required field.
- Strong writing skills
- Ability to work efficiently and effectively with project members in various locations.
- Relevant language skills – Native Cambodian and English fluency is essential.

#### 5. Documents to be submitted:

Interested external service providers should submit their application through the E-tender portal [eu-supply.com](http://eu-supply.com) including the following:

- Technical and Financial Offer
- List of recent studies or consultancies realized con relation to the topic or capacity statement.
- CVs of the persons involved in the consultancy.
- Completed Supplier Declaration



- Signed Confidentiality Agreement
- Supplier Declaration

(We require the supplier declaration due to anti-terrorism screening, and screening is a requirement of our institutional funders. As an organization, we must demonstrate that we have screened all suppliers. This form applies not only to companies, but also to individual consultants. A contract is therefore only concluded when we receive the completed and signed form back. Nevertheless, consultants declare their agreement with the code of conduct, which is also noted in the supplier declaration)

## 6. Timing

The assignment duration is set to max. 30 working days, including the finalization of the report and the training for the partners. Final report reviewed and signed-off by WHH latest by April 30<sup>th</sup> 2024.

## 7. Evaluation of submitted documents

Welthungerhilfe will evaluate bids received according to the following evaluation criteria:

- Completeness of bid documents **(20%)**
- Capability of the service provider (references, experience, location) **(40%)**
- Pricing (commercial calculation) **(30%)**
- Availability in the desired period **(10%)**

Each evaluation criterion will be assigned a score from 1 to 6, with 6 being the best score within the evaluation criterion. All service providers will receive a final notification via the tender platform. Registration is free of charge for participating companies. The bid must be submitted exclusively on this platform.

## 8. Payment Terms:

The contract payment, via bank transfer, will be distributed in three separate instalments, upon completion of three separate phases of the collaboration as per the following phases:

- 30 % in advance at contract signature
- 40 % upon delivery of the final evaluation document
- 30 % upon completion of the training session for partners

## 9. Participation:

Interested service providers must submit their documents via Welthungerhilfe's electronic tender portal. Bids that reach us by other methods cannot be evaluated.

This call for tenders is published on the Welthungerhilfe website.

→ [Tenders - Welthungerhilfe](#)

To participate in this tender, you must register in the tender portal. The one-time registration allows you to participate in all tenders of Welthungerhilfe. Registration is free of charge for participating companies and individuals. The bid must be submitted exclusively on this platform. For more information on how to register in the tender portal and how to navigate through the portal, please see our Quick Guide:

→ [Welthungerhilfe Quick Guide.pdf \(eu-supply.com\)](#)

#### **10. Bid opening, examination, and evaluation of the bids**

In the public procedure WHH will sift and evaluate incoming offers. The selection of a contracting party shall not be made solely on the basis of the lowest bid price, but on the basis of the best overall price-performance ratio.

#### **11. Communication:**

All communication, including questions and answers, will be handled through the tender portal. Questions about the tender must be written in English and submitted in the tender portal via the "Own tender - bidder questions and answers" module. By clicking on "Submit bidder question", you can ask a question that will be sent to the awarding authority. Questions require a subject and a worded, non-personalized question that can then be submitted to the Procurement Office. Questions submitted by other means cannot be answered.

#### **12. Expected date of the start of the tender:**

Deadlines for submitting and responding to questions can be found on the tender portal. The deadline for submission of tenders can also be found on the tender portal.

#### **13. Validity of the bid**

All bidders are bound by the prices of their bids for at least 60 calendar days after the closing date of the tender. The bidder can only withdraw his bid within the bidding period by written declaration.

#### **14. Language**

The procedure, the preparation of the offer and the execution of the contract shall be carried out in English. The legal provisions shall apply.

#### **15. Currency**

All prices shall be quoted in Euro (EUR/€).

## 16. Confidentiality

Welthungerhilfe will send tender documents to the service provider in this connection. Confidential information about Welthungerhilfe may be passed on to the service provider on the occasion of the sending of the tender documents and the subsequent discussions as well as the conclusion of the contract. Against this background, both parties agree: (1) The service provider undertakes to treat all confidential information received from Welthungerhilfe in connection with the invitation to tender and the discussions as strictly confidential, including vis-à-vis third parties. (2) Upon termination of the contract, both parties undertake to return all documents made available to the other party without being requested to do so.

## 17. Awarding authority and contracting entity:

Deutsche Welthungerhilfe e. V.  
House 231, Street 271,  
Time Tower Building, 4th Floor,  
120110 Sangkat Toul Tompong II, Phnom Penh  
Cambodia

*The bid is also valid without a handwritten signature.*

### 18. Confidentiality

The contracting authority (WHH) will send the external service provider tender documents in this connection. On the occasion of the sending of the tender documents and any subsequent discussions as well as the conclusion of a contract, confidential information about the contracting authority may be disclosed to the partner. Against this background, the parties agree on the following:

Each party undertakes to treat all confidential information which it receives from the other party in the context of the tender and any discussions in strict confidence, including vis-à-vis third parties.

This agreement shall enter into force upon receipt of the tender documents and shall continue to apply for the duration of the discussions, any future cooperation and for a period of two years after termination of the discussions or cooperation. Upon termination of the agreement, the parties undertake to return any documents disclosed to the other party without request.

### 19. Awarding Authority and Contracting

Deutsche Welthungerhilfe e. V.  
Friedrich-Ebert-Strasse 1  
53173 Bonn

*The tender is also valid without a handwritten signature.*