

## **Development of Gender Mainstreaming Capacity Development Tool Kit**

### **BACKGROUND**

Promotion of gender equality and women's empowerment is underscored as a critical imperative for fostering resilience, regional integration and peace for sustainable development in the region. To this end, gender is identified as one of the priority cross-cutting policy themes to be mainstreamed in all institutional instruments, programmes and undertakings at all levels.

A specific gender policy for IGAD is in place to institutionalize the principle of gender mainstreaming. In effect, all IGAD programmes and projects should address gender equality and women's empowerment through design, implementation, monitoring and evaluation alongside specifically targeted interventions to address critical gender issues in the region within the framework of IGAD's mandate and service delivery mechanisms.

Furthermore, IGAD Secretariat carries out interventions to promote gender equality and women's empowerment in Member States, in line with mandates from regional and global treaties, declarations and policies, including from the African Union and the United Nations.

To address the challenge highlighted above, IGAD Secretariat plans to develop a comprehensive tool kit for gender mainstreaming capacity development in the organisation. The tool kit may also serve the purpose of deepening the quality of skills development for improved gender mainstreaming in Member States specifically for key sectors aligned to IGAD's regional strategic intervention areas.

To this end, IGAD Secretariat seeks the services of an experienced Consultant (individual, team or firm) on gender mainstreaming in development organisations to facilitate at the above process.

### **THE OBJECTIVE OF THE ASSIGNMENT**

To enhance gender mainstreaming practice in IGAD priority sectors, programs and projects.

### **REQUIRED COMPETENCIES, EXPERIENCE AND SKILLS**

- Advanced University Degree (Masters or equivalent) in Gender Studies, Social Sciences, Human Rights, Development Studies or related field.
- At least ten (10) years of relevant professional experience in designing and delivering gender mainstreaming training including gender budgeting) in the Public Sector, International or Regional Organisation
- Demonstrated experience in curriculum or training materials development for adult learners, especially in the area of gender training
- Good knowledge of gender perspectives in all pillars of IGAD's overarching development strategies
- Excellent facilitation, presentation and writing skills
- Fluency in spoken and written English. Knowledge of French will be an added advantage.

## HOW TO APPLY

The Intergovernmental Authority on Development (IGAD) now invites eligible and qualified consultants/firms to submit their proposals as per the TORs attached.

1. Bidding will be conducted through the Selection, Evaluation and Award Criteria of IGAD Procurement Manual January 2017 edition.
2. For submission of accurate proposal, a complete and detailed Terms of Reference (TOR) in English language is attached to this Request for Proposal (RFP).
3. Individuals, consortium of individuals with a team leader or firms may apply fulfilling the requirements in the Terms of Reference.

A cover letter expressing interest must be submitted together with

1. A technical Proposal
2. Financial Proposal
3. Letters of Reference for previous clients
4. The email must clearly state the assignment applied for and marked.
5. The Technical and Financial proposals shall be sent to IGAD Secretariat Procurement Unit to address given below.
6. Late proposal will be rejected.
7. Women applicants are encouraged.

The deadline for submitting the Proposals will be at or before **14hrs00 EAT on Monday 24<sup>th</sup> August 2020**. The address for submitting of the proposals will be:

***Procurement Unit  
Administration and Finance, IGAD Secretariat  
Avenue Georges Clemenceau  
P.O. Box 2653  
Djibouti, Rep. of Djibouti  
E-mail: [procurement@igad.int](mailto:procurement@igad.int)***