Request for Proposals (RFP)

Promoting Inclusive Education and providing targeted support to children with disabilities in emergencies and protracted crises

**The Request for Expressions of Interest consists of this cover page and the following sections**

1. Introduction
2. Terms of Reference

This RFP will use a two-stage application process. The first stage is an Expression of Interest (EoI). Shortlisted applicants that pass the EoI stage will be invited to submit a full proposal. The criteria for assessment for the EoI stage and full proposal stage are detailed in this RFP.

**A complete EoI application consists of:**

1. Acceleration Facility Expression of Interest Application (Technical EoI)
2. EoI Budget template (Financial EoI)

**For shortlisted applicants (after the conclusion of the EoI stage), a complete full application will consist of:**

1. Acceleration Facility Application (Technical proposal)
2. Budget template (Financial proposal)

**EoI Submission requirements**

|  |  |
| --- | --- |
| **Deadline:**  | July 1, 2022 |
| **Subject Line:** | ECW AF EoI: [Insert Organisation]  |
| **Email :** | rfp@un-ecw.org  |

The technical and financial proposal should be submitted as separate PDFs in one email.

Incomplete EoIs or EoIs received after the deadline will not be considered.

Full proposal submission requirements will be communicated to applicants that are shortlisted once the EoI stage comes to a conclusion.

**An on-line orientation on this RFP and how to apply will be held as follows:**

*Date*: June 10, 2022

*Time*: 3-3.45pm CET

*Registration link*: <https://unicef.zoom.us/meeting/register/tJEsceuvqz8qE9GVAcVAMoaUKoPfDNRHJdsy>

The orientation will be held in English with closed captioning.

For updated information about this RFP, please visit the Education Cannot Wait website at: <https://bit.ly/3M9LYGZ>

For questions about this RFP, write to: rfp@un-ecw.org

# Introduction

## General

Proposals must strictly adhere to all the requirements of the RFP and the guidance of the RFP template. No changes, substitutions or other alterations to the requirements stipulated in the RFP may be made unless in writing by Education Cannot Wait.

Proposals acknowledge that all obligations stipulated by the RFP will be met, unless otherwise specified. All instructions, terms of reference and other requirements will have been read and understand by the submitting organization.

The submission of a proposal does not constitute or imply the acceptance of any proposal by Education Cannot Wait. No binding contract, including a process contract or other understanding or arrangement will exist between the Proposer and Education Cannot Wait and nothing in or in connection with this RFP shall give rise to any liability on the part of Education Cannot Wait unless and until the Contract is finalized by Education Cannot Wait and the successful organization. Education Cannot Wait is under no obligation to award a contract to any Proposer as a result of the RFP.

Education Cannot Wait may, at its discretion, cancel the requirement in part or in whole.

As a UNICEF hosted fund, Education Cannot Wait adheres to UNICEF policies on fraud, corruption, unethical practices.

Information relating to the examination, evaluation, and comparison of Proposals and the recommendation of contract award shall be treated with appropriate confidentiality.

Proposers should not have been engaged, directly or indirectly, in the preparation of any part of this RFP document or Annexes.

## Eligibility

This RFP is open to all international organizations that can provide the requested goods/services/works and are legally constituted or represented in the procuring country. Applicants must have been HACT[[1]](#footnote-2) assessed as being either “low” or “medium” risk (in all localities of implementation, not only at HQ level), be able to register at the United Nations partner portal and pass the core assessment and PSEA[[2]](#footnote-3) assessments. Other parties may receive funds as implementing partners of direct grantees in line with the direct grantees’ policies on sub-grants.

## Cost of proposal

The cost of preparing a proposal, attendance at any pre- meetings or oral presentations shall be borne by the proposers, regardless of the conduct or outcome of the solicitation process. The Proposer shall not in any way include these as a direct cost of the assignment. Proposals must offer the services for the total requirement; proposals offering only part of the services will be rejected unless the option of submitting a proposal for any or all lot/s of the requirement has been expressly stated in the terms of reference/statement of work.

## Amendments to the solicitation of documents

Education Cannot Wait retains the right to amend the RFP documents during the solicitation period. Any amendments to the RFP will be noted on ECW’s website.

Any errors that are identified in the RFP by potential applicants should be addressed to ECW via the submission email address.

## Withdrawal of submission

Applicants may request to withdraw their submission by writing to the ECW Secretariat. Once a proposal has been withdrawn, it cannot be resubmitted during the same RFP solicitation period.

## Language of the proposal

It is expected that the proposal will be submitted in English. The submitting organization is solely responsible for the cost of any required translation.

## Proposal currency

The proposal must be submitted in US Dollars (US$).

## Review and selection process

After the deadline has passed, no additional applications will be considered. The ECW Secretariat will review each submission to first assess if the proposal is complete. All complete applications will be reviewed against a set of technical and financial criteria as outlined in the Terms of Reference. The proposal(s) receiving the highest technical and financial score will be selected to continue to a full application stage. Education Cannot Wait retains the right to ask for clarification and modification to pre-selected applications. All organizations will receive an email informing them of the outcome of the selection process. Education Cannot Wait will not provide individual organizations information regarding the decision-making process or feedback on their application.

## Award and contracting

The selected organization(s) may be asked to submit additional information and undergo further assessments. Organizations that pass the Expression of Interest stage will be invited to submit a full proposal. An award is not considered official and binding until a grant confirmation letter is signed.

# Terms of Reference

## Background

The Education Cannot Wait (ECW) fund was established during the World Humanitarian Summit in 2016 to help reposition education as a priority on the humanitarian agenda, usher in a more collaborative approach among actors on the ground and raise additional funding to ensure that every crisis-affected child and young person is in education and learning. ECW is a multi-stakeholder fund that funds education in emergencies and protracted crises. ECW’s day-to-day operations are carried out by the ECW Secretariat. The fund is administered under UNICEF’s financial, human resources and administrative rules and regulations, while operations are run by the fund’s own independent governance structure.

ECW is currently implementing its first strategic plan for the period 2018-2021, which has been extended to 2022. ECW’s strategic plan designed three different funding/program modalities that together aim to achieve a set of collective education outcomes: (i) the First Emergency Response (FER) investment window/modality supports education programs immediately in sudden-onset or escalating crises; (ii) the Multi-Year Resilience Program (MYRP) investment window addresses longer-term needs through a multi-year programme in protracted crises and affected countries, enabling humanitarian and development actors to work together; (iii) the Acceleration Facility (AF) focuses on innovation, capacity development and the creation of global public goods for the education in emergencies sector.

ECW’s mission is to reach the most marginalized girls and boys of all ages in emergencies and protracted crises with holistic education services. Girls and boys living with disabilities are at high risk of discrimination and exclusion from education. The UNESCO Global Education Monitoring Report 2020 found that children with disabilities are more likely than other learners to be out of school and are less likely to complete their education. Children with disabilities in Emergencies and Protracted Crises are highly likely to face barriers to quality education.

Over the last few decades increased attention has been paid to the need for humanitarian interventions to be designed to include all children, including those with disabilities, and there has been growing recognition of enduring gaps in humanitarian responses to do so. While some progress has been made, including the development of the IASC Guidelines for the Inclusion of Persons with Disabilities in Humanitarian Action, there is an urgent need to operationalise standards and guidance to close the gap between legal provisions, guidance and practice as recognized during the Global Disability Summit 2022.

In the ‘ECW Policy and Accountability Framework on Disability Inclusion’, ECW has committed to ensuring Acceleration Facility investments focus on investments to lift barriers to education for children living with disability. In particular, ECW will invest in targeted Acceleration Facility programmes on disability inclusion and inclusive education to address systemic bottlenecks in education in emergencies and protracted crises at both the system and learning space/school levels.

This RFP is for programmatic work to be funded through ECW’s Acceleration Facility window in support of ECW MYRPs in 2023 (see Annex A for list of priority countries) to ensure that new investments advance inclusive education alongside targeted support for children with disabilities. In the context of this RFP, disability is understood as resulting from the interaction between persons with impairments and attitudinal and environmental barriers that hinder their full participation in society on an equal basis with others (CRPD, 2006).

## Purpose and Objectives

The purpose of this RFP is to pilot or deliver initiatives and services that promote inclusive education, particularly by ensuring that the preconditions for education access and learning for girls and boys of all ages with disabilities are in place. By piloting or delivering these interventions and services the RFP will develop globally-relevant public goods and evidence that can be used to expand access to quality education in emergencies and protracted crises. As such, the focus of the current RFP is on programmatic work while knowledge products and tools are a desirable output that would result from implementation.

In this regard, the RPF seeks proposals that can address one or several of the focus areas listed below

 **Pre-conditions for Access**

* Supporting children living with disabilities and their families
* Stigmatization of children with disabilities (in and out of school)
* Inclusion of out-of-school children with disabilities
* Accessibility and provision of assistive and learning devices and technology

**Pre-conditions for Learning**

* Inclusive learning environments
* Quality teaching, including materials, curricula, pedagogy, learning plans and assessments.

**System strengthening**

* Capacities exchange, joint planning and implementation between Organizations of Persons with Disabilities (OPDs) and humanitarian actors to deliver inclusive education in emergencies that meet the requirements of children with disabilities
* Professional development of school administrators, technical staff and teachers
* Enhancing the uptake and use of Universal Design for Learning.
* Data on the learning environment.

Proposals under this RFP should consider that ECW MYRPs cover pre-primary, primary and secondary education. Applicants should also consider that MYRP interventions are tailored to the context (see Annex A - list of priority countries).

## Alignment with the Acceleration Facility Strategy

This RFP is in line with the ECW Acceleration Facility Strategy 2019-2021. The Acceleration Facility Strategy states that the Acceleration Facility will provide a flexible financing mechanism to fund strategic initiatives which will tackle a prioritized subset of systemic barriers to quality education in emergencies and protracted crises, namely:

* insufficient funding for interventions related to inclusive education for children with disabilities;
* weak political will, policies and programmatic guidance related to the delivery of inclusive education for children with disabilities;
* the lack of up-to-date quality data and analysis on inclusive education for children with disabilities;
* inadequate education in emergencies and protracted crises response and coordination capacities for the delivery of inclusive education for children with disabilities.

It is intended that proposals funded under the Acceleration Facility feed into ECW investments, particularly MYRPs, as well as other actors’ investments, to ensure that more girls and boys and youth in emergency contexts are reached more quickly with quality, inclusive and gender-responsive education. The Acceleration Facility prioritises two strategic objectives:

1. Identify, foster and scale-up innovations in both programming and financing
2. Strengthen systemic capacity at national, regional and global levels to prepare for, and respond to, sudden onset and protracted crises.

This RFP calls for proposals that respond to one or both of these strategic objectives.

## Scope of work

To further the above initiative, ECW is looking to establish a partnership with an experienced partner that can work alongside MYRP grantees in emergencies and protracted crises to implement work on one or several focus areas listed above. This partner should have strong relationships with local and national organizations on the ground, and have the capacity to sub-grant to local and national organizations. Preferably, the RFP seeks a partner with capacities to develop and implement comprehensive strategies addressing access, learning and system strengthening requirements to advance inclusive education and deliver targeted support to children with disabilities. EoIs should highlight how the prospective grantee is going to engage and support the development and implementation of ECW’s MYRPs. As such EoIs should highlight and detail what the prospective grantee can do in supporting the MYRPs to deliver inclusive education and targeted interventions for children with disabilities under focus areas listed under Section 2.

## Implementation Modalities

Through this RFP, ECW seeks to invest in a single grant covering multiple countries (see Annex A for priority countries). The grant will be made to a partner that can deliver a portfolio of interventions, that address the scope of work of this RFP (Section 2 and 4). We seek applications for the full envelope of $1.25m.

It is expected the grant focuses on piloting and/or delivery of interventions in the priority countries listed in Annex A. These countries have been selected as they correspond to countries with planned MYRPs, which the current RFP should complement and support. As such the prospective grantee is expected to coordinate with MYRP grantees to feed into ongoing efforts to promote inclusive education and provide targeted support to children with disabilities in emergencies and protracted crises. It is not expected that proposals will be for work in the full list of countries, but a selected few. No minimum number of countries for delivery has been set – the proposal should consider the value for money and necessary balance between depth of work in any single country and breadth across multiple countries. It is expected that the selected grantee will deliver interventions in no more than 5 countries in total, in order to ensure sufficiently impactful investments in each setting.

The current RFP makes available USD $1.25 million. The RFP partner will be accountable to ECW for the entire grant. If any, sub-contracted partners would normally be based in-country and will directly report to and be financially accountable to the selected partner of this RFP.

## Connection with other national, regional and global Initiatives or actors

As a global fund focused on education in emergencies and protracted crises and with its mandate to create, facilitate and share knowledge on education for those affected by conflict, ECW is in a natural position to steer this initiative. In addition, ECW is expanding its portfolio in-country, whereby it works with its grantees (UN agencies, International and National Non-Governmental Organizations) and has access to a network that implements interventions that serve to build evidence and learning.

A partnership approach to implement the recommended activities is encouraged, including in-country partners, Government partners and education in emergencies and protracted crises country-level stakeholders, ECW Secretariat staff, and other relevant organizations at global, regional and national levels, particularly national and local organizations of persons with disabilities.

## Timeline and deliverables

We envision a grant start date in Autumn 2022. The envisioned budget is US$ 1.25 million in total, for the full portfolio of work that responds to this call. It covers a period of a minimum of 3 years, as MYRPs by design are implemented over a 3-year period. It is likely that that not all programmes or grants allocated through this RFP move at the same speed.

## Assessment Criteria

The application process will be in two stages. The first stage is an Expression of Interest (EoI) stage, based on which ECW will shortlist applicants that meet minimum criteria and pass the bar for invitation to full proposal.

The overall proposal should be lean and to the point. Please follow the EoI template guidance for maximum page limits.

All eligible proposals will be assessed based on these Terms of Reference. For each stage (EoI and full proposal stage), applications will be granted scores following objective technical criteria under four categories. Percentages on how much each criterion influences the total score are given in brackets below. ECW will shortlist applicants based on this EoI stage, and invite the highest-scoring applicants that meet a minimum benchmark to submit a full proposal. The template for the full proposal will be shared with applicants that pass the first stage.

***EoI Stage Scoring:***

Technical:

1. Expertise of the firm or institution in inclusive education, disability inclusion and emergencies and protracted crises (30%)
2. Proposed approach, including relevance and understanding of countries covered and in-country presence (30%)
3. Capacity to engage a diverse group of organizations of persons with disabilities and development and implementation of strategies that bring together all areas of work in Section 2 (20%)

Financial:

1. Pricing (20%)

***Full application Stage Scoring (only for shortlisted applications that pass the EoI stage)***

Technical:

1. Expertise of the firm or institution in inclusive education, disability inclusion and emergencies and protracted crises (15%)
2. Proposed approach (including the Theory of Change), understanding of ECW and its MYRPs, methodology and work-plan, understanding and relevance of countries covered and in-country presence (35%)
3. Qualifications and experience of the team relevant to this request for proposals. Particularly, engagement of a diverse group of organizations of persons with disabilities and development and implementation of strategies that bring together all areas of work in Section 2 (30%)

Financial:

1. Value for money, in terms of efficiency, economy and effectiveness (20%)

## How to Apply

At the EoI stage, a technical and financial EoI should be submitted in two separate PDF documents using ECW’s Acceleration Facility EoI Application and Budget templates. Please ensure that the technical EoI does not refer to any financial figures from the budget. Guidance on eligibility requirements and processes for submission are detailed in the *Introduction* section of this RFP.

The submission should be sent in an email according to the deadlines and format below:

|  |  |
| --- | --- |
| **Deadline:**  | July 1, 2022 |
| **Subject Line:** | ECW AF Proposal: [Insert Organisation]  |
| **Email :** | rfp@un-ecw.org |

The technical and financial EoI should be submitted as separate PDFs in one email.

Incomplete applications or applications received after the deadline will not be considered.

Shortlisted applicants that pass the EoI stage will be invited to submit a full proposal. The criteria for assessment for the EoI stage and full proposal stage are detailed in this RFP.

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# Annex A - Priority countries

Where applicants are proposing projects which will deliver services or products, or conduct research, they should focus on the following countries. Please note that this list is provisional and subject to change.

* Burkina Faso
* Colombia
* Democratic Republic of Congo
* Ecuador
* Mali
* Niger
* Nigeria
* Peru
1. Harmonized Approach to Cash Transfers (HACT) [↑](#footnote-ref-2)
2. Prevention of sexual exploitation and abuse (PSEA) [↑](#footnote-ref-3)