

Terms of Reference

Socio-economic impact of Covid-19 on vulnerable communities in Khartoum Sudan

Assignment: Socio-economic impact assessment of Covid-19, Khartoum, Sudan

Grade: Consultant

Line Manager: Protection Manager, DRC Sudan. With technical line management from MMC North Africa Regional Coordinator

Duty Station: Homebased and field research in Khartoum

Time frame: 40 working days

1. Introduction and background

Danish Refugee Council (DRC) is an international non-governmental organisation, which promotes and supports durable solutions to the problems faced by refugees and internally displaced people in more than 40 countries around the world. The Sudan country programme was established in 2004, initially responding to conflict in the Jebel Mara region of Darfur. Today, DRC continues to respond to both acute and protracted humanitarian needs across 8 localities in Central Darfur State via five base offices, as well as in Um Dukhun in South Darfur and in Khartoum, the capital where the country office is also located. In the east of Sudan, DRC works through a consortium partner in Kassala and Gedaref states. The country programme focuses on three sectors: Protection, Economic Recovery, and Safer Communities (currently CDRS).

The Mixed Migration Centre (MMC) is a leading source for independent and high-quality data, research, analysis and expertise on mixed migration. The MMC aims to increase understanding of mixed migration, to positively impact global and regional migration policies, to inform evidence-based protection responses for people on the move and to stimulate forward thinking in public and policy debates on mixed migration. MMC has been working in North Africa since 2017 and actively in Sudan since 2019.

With the onset of the Covid-19 pandemic resulting in a total lockdown in Khartoum State, the economy as a whole has taken a dramatic hit. Daily workers in the informal sector have been particularly affected, with manual labourers, street sellers, tea and food vendors struggling to make a living. Women's livelihoods are particularly affected due to their heavy reliance on informal sources of income based on frequent interactions (handicraft sales, tea stalls, food selling). Furthermore, these businesses are disproportionately run by displaced communities – Sudanese, migrants and refugees from the wider East Africa region.

In preparation for a reduction in lockdown measures, DRC is seeking to examine the socio-economic impacts of Covid-19 on displaced communities in Khartoum. The purpose of the consultancy is to assess how Covid-19 has affected such communities, economies and vulnerable groups to inform and guide the response of humanitarian actors in Khartoum. The study is focused on migrant, refugee and IDP communities in Khartoum, especially on women and girls from the most vulnerable groups. In particular, this study shall examine the experiences of women in the informal sector, measuring the impact on their livelihood/employment, barriers to accessing formal employment, food and nutrition security, coping strategies and social dimensions such as unpaid and care work, gender-based violence,

access to services (health care, sanitation etc.). The study is expected to propose advocacy and programmatic recommendations for gender sensitive responses to Covid-19.

2. Consultancy objectives

Overall objective:

1. Produce a high-quality report providing insights into how Covid-19 and measures taken in relation to Covid-19 have impacted the socio-economic situation of migrants, refugees and IDPs in Khartoum state with a focus on women and girls. Provide a detailed synopsis of the effect on displaced people working in the informal sector as well as groups identified as vulnerable by the DRC. In addition to a detailed breakdown of the social consequences of Covid-19 on vulnerable groups in Khartoum including impact on intentions in relation to migration journey, changes in needs and potential shift to negative coping strategies.
2. Provide operational recommendations to DRC on how best to respond to the needs of the target populations with a focus on women and girls in vulnerable communities. These recommendations will support in guiding the wider humanitarian response in Khartoum and will be used to inform advocacy and, thus, should be worded in a manner which is relevant to the context.

3. Consultancy scope

The consultancy should cover the geographic location of Khartoum state.

4. Methodology

- a. Desk review and inception phase: the consultant will review existing resources, programmatic documents and similar impact assessments and identify research gaps. Based on his/her initial research, the consultant develops a comprehensive methodology and research appropriate tools to be presented in the inception report.
- b. MMC data analysis: MMC will share with the consultant all relevant primary data which has been collected as part of the [MMC 4Mi Covid-19 survey](#). The consultant will then be responsible for analysing the data in partnership with MMC. The results of this analysis will not only guide the final package but also the design and methodology of the additional data collection which the consultant will conduct.
- c. Data collection: the consultant will use a mix of key informant interviews and focus group discussions in order to carry out the assessment. DRC/MMC staff will support in identifying relevant stakeholders for interviews. The methodology must include a key role for local partners (DRC established community-based protection networks and focal points) as interviewees and respondents in the implementation of the research and the generation of the analysis, as well as be inclusive of a wide range of different local stakeholders. Gender inclusion and participation of marginalized groups will be emphasized. Care will be taken to ensure that the different stakeholders are free to express their views without interference or concern for reprisals.
- d. Kick-off meeting and presentation of key findings: the consultant will arrange a kick-off meeting with key DRC/MMC staff to present the proposed methodology and discuss and organize the data collection phase. Additionally, upon writing the draft assessment report, the consultant will present the key findings and recommendations to DRC/MMC to receive input for adjustments before the final report.

5. Deliverables

- Inception report: A concise report (maximum 10 pages) highlighting the main findings of the desk review, potential research gaps to be addressed, and presenting the final methodology and tools developed by the consultant.
- Report: A simple and concise format with concrete recommendations and suggested action points, maximum 30 pages, including maximum 3 Pages of Summary on key findings and recommendations.
- A presentation of the findings and recommendations to DRC/MMC Sudan team and other key DRC/MMC staff.

The report and presentation will be written in English.

The exact format will be agreed upon with DRC/MMC but should include the following elements:

1. Brief overview of the local context and humanitarian situation, taking any significant regional and national events related to migration, displacement and Covid-19 into consideration. Background and timeline of Covid-19 in Sudan including significant milestones.
2. Overview of local affected populations in Khartoum state including make-up, geographic locations, differing needs and intentions, and previous engagement with humanitarian agencies. To this avail the consultant will provide a picture of the dynamics within communities, with a focus on women and girls.
3. Detailed analysis of economic situation of vulnerable population groups in Khartoum particularly women and girls. The focus of the analysis should be on the informal sector whilst also including other relevant sectors and sources of income. In addition to a breakdown of population groups, most common sources of income, livelihoods situation prior to Covid-19, and situation post June 2020.
4. An analysis and recommendations of how the programme can most appropriately support vulnerable groups with a focus on women and girls, including scrutiny of how recommendations will contribute to avoiding negative coping strategies.

6. Timeframe

This timeframe is tentative and will be revised based on the consultant's proposal.

Tasks

- Desk review (5 days)
- Development of methodology and tools (3 days)
- Delivery of the Inception report, kick off meeting with key DRC/MMC staff, plan for data collection (including methodology, and discuss target locations, tools: FGDs and KII guides) (2 days)
- Review and analysis of MMC Covid-19 primary data (3 days)
- Field data collection (20 days)
- Initial reporting and presentation to key DRC/MMC staff (3 days)
- Final reporting (4 days)
- Total days: 40 working days

7. Reporting Line

The consultant will report directly to Protection Manager, DRC Sudan. With technical line management from MMC North Africa Regional Coordinator

8. Consultant Qualification and Expertise

DRC/MMC is seeking an experienced consultant with the following expertise and skills:

- Post graduate degree in social sciences, development studies, economics, business management and/or related discipline
- Strong understanding of the context in Sudan, particularly related to mixed migration and displacement.
- Demonstrable and extensive experience in conducting needs assessments and studies linked to livelihoods and protection, minimum of three years' experience.
- Strong and proven participatory research skills and experience.
- Based in Sudan and ability to work under challenging circumstances
- Skills in teamwork
- Ability to produce high quality analytical material in English
- Proficiency in Arabic is essential, otherwise the consultant must hire a translator (and this should be reflected in the budget and work plan).

We offer

DRC/MMC will offer the successful applicant a 40 working-days contract, the consultancy must commence no later than 2nd August 2020.

DRC/MMC will provide recommendations for travel and accommodation with logistical arrangements. Domestic flights, accommodation and local transportation will be covered by the consultant.

Payment schedule

Description	Percentage	Outcomes
First instalment	40%	After Inception report and presentation of kick off meeting to DRC/MMC staff
Second instalment	60%	Upon submission and sign off of final reporting

The area is not deemed an insecure environment and thus there are no restrictions on movements by the hosting authorities. However, DRC/MMC will provide security information and the consultant is expected to follow DRC security procedures.

DRC staff located in the assessment areas will provide necessary support to the assessment team.

How to apply

a. Application process

Interested applicants who meet the required qualifications and experience are invited to submit their expression of interest to rfq.sudan@drc.ngo or sealed envelope to DRC office in Sudan at House No. 23, Block No. 9/H, Street 29, Alamarat, Khartoum, Sudan which includes the following documents:

- CV(s) with details of qualifications and experiences indicating documentation of relevant assignments undertaken and full correct details of three professional referees
- Technical proposal (maximum 2 pages) that summarizes understanding of the Advertisement including the proposed methodology
- Work-plan
- Annex A Financial proposal providing cost estimates of daily consultancy fees.
- Annex B DRC General Condition of Contract signed copy.
- Annex C Supplier Code of Conduct signed copy.
- Annex D Supplier Registration form, completed and signed.

Deadline to submit the expression of interest is 16th July 2020.

International firms may apply for this RFQ, but their offers will only qualify if the proposed consultant(s) having presence in Sudan.

b. Assessment and award of Consultancy

DRC/MMC will evaluate the proposals and award the assignment based on **technical (60%) and financial (40%) feasibility**. DRC/MMC reserves the right to accept or reject any proposal received without giving reasons and is not bound to accept the lowest or the highest bidder. **Only those shortlisted will be contacted for an interview with the panel to ensure their understanding of the consultancy services.** Any subcontracting of the consultancy will not be accepted.

Selection criteria

Serial No	Criteria	Points scale (1-10)	Total weightage
1	Qualification		
1.1	Post graduate degree in social sciences, development studies, economics, business management and/or related discipline	1-10	20%
2	Geographic location		
2.1	Based in Sudan with willingness to travel to target areas and ability to work under challenging circumstances	1-10	20%
3	Experience		
3.1	Demonstrated experience in conducting livelihoods or economic recovery research or assessments (at least 3 years for highest score)	1-10	20%
3.2	Demonstrated experience in working with migrant, refugee and displaced populations in Sudan.	1-10	10%
3.3	Strong proven participatory research skills and experience	1-10	10%
4	Writing skills		
4.1	Ability to produce and present high quality analytical material in English.	1-10	20%