Ref. CBC/DHS-L/20/1043
February 12, 2020

PUBLIC NOTICE

Subject: Call for Applications for the Engagement to Assess the Capacity of Targeted Development Actors to Mainstream Disability in Development

The Cameroon Baptist Convention (CBC) Health Services requires consultants to conduct an assessment of the capacity of a defined list of development actors to mainstream disability in development. Interested candidates should be holders of a Post Graduate Degree in Development Studies, Rural Development, Sociology, Anthropology, Public Health or any related Social Science discipline and have at least 5 – 7 years of experience in conducting Evaluations, Research and Program Development. Candidates that meet the qualification, skills and requirements mentioned above should submit an expression of interest including:

a. A Technical proposal
b. An Indicative budget.

For purposes of ensuring uniformity of content and to facilitate the comparative review of the Technical Proposals, applicants should obtain a copy of the Terms of Reference which can be accessed from the CBC Health Services website at www.cbchealthservices.org or received in hard copy from the Secretariat of the Director of Health Services, Cameroon Baptist Convention Health Services, Bamenda.

All applications should clearly be marked as “Assessment” and should reach the Directorate of Health Services by Friday, February 21, 2020 on the following address; Director of Health Services, Cameroon Baptist Convention, Baptist Centre, P.O. Box 1 Nkwen, Bamenda

Sincerely,

Prof Tih Pius Muffih, MPH, PhD
Director of Health Services
A INTRODUCTION

2020 marks the beginning of the fourth phase of the Socio-Economic Empowerment of Persons with Disability (SEEPD) Program. It introduces a paradigm shift from a focus on service provision to a focus on system strengthening done within the framework of Community Based Inclusive Development (CBID). A service provision model of disability inclusive development was jointly implemented by CBC and CBM from 2009 to 2018, period during which, emphasis was placed on providing access to: services to prevent, treat and rehabilitate disabilities; inclusive education; and inclusive livelihood with a view to foster social inclusion and participation, thereby improving the quality of life of persons with disabilities. From 2020 moving forward, the CBCHS/CBM partnership seeks to improve the quality of life of persons with disabilities through strengthening mainstream systems to adopt inclusion as a core part of their mandates.

Given the current process of decentralization, SEEPD phase IV is designed to adopt a bottom-up approach to support local government units and decentralization support structures; ministries of basic and secondary education with a focus on their regional delegations, the University of Bamenda and the Cameroon General Certificate of Education (CGCE) Board; regional health programs and humanitarian actors mainstream disability in their development policies and practices. In the light of the aforementioned, to inform the SEEPD Program on the specific technical assistance requirement of the development actors targeted, an assessment is required to review the organizational and institutional capacities of selected development actors to implement disability inclusive development.

B PURPOSE AND OBJECTIVE OF ASSIGNMENT

This assessment is intended to do a disability inclusion appraisal of the local government, education, health, humanitarian and sociocultural systems within the Northwest region. Specifically, it shall focus on understanding the systemic and structural barriers in access to education, health, livelihood, social and humanitarian good and services for persons with various disabilities. In addition, the assessment shall seek to provide practical recommendations and strategies to enable the SEEPD Program provide meaningful and effective support to targeted partners with a view to enable them include disability in their policies and practice.

This assessment should:

1. Review the access and participation of persons with disabilities in various social services offered by local government, education, health and humanitarian actors in the region.
2. Assess the capacity of DPOs to advocate for social inclusion and exploit their potentials in an increasingly complex development landscape.
3. Determine the understanding and capacity of key decision makers, organizations and programs on disability and disability inclusive development and how that constitutes barriers to social inclusion.
4. Audit and establish how well particular environments performs in terms of access and ease of use by a wide range of potential users, including people with disabilities.
5. Analyze the current humanitarian response (capacity of actors, and processes) in the region to identify the current barriers to inclusion of persons with disabilities.
6. Review the implications of identified barriers to disability mainstreaming on women and girls with disabilities.

C METHODOLOGY

The final approach and detailed methodology will be finalized with the involvement of the consultant when selected. However, the methodology should include the following stages;

a. Work planning: develop a detailed workplan in consultation with data collection teams and the SEEPD Program.
b. Literature review: undertake a desk review of relevant documents pertaining to the partners in view.
c. Field work: Conduct accessibility audits, key informant interviews with relevant authorities either physically or through telephone calls and focus groups

d. Data analysis and development of draft report: analyse detailed data from the literature review, and the quantitative and qualitative fieldwork. This analysis should include a systems/gaps analysis to better understand the barriers and challenges related to the inclusion of disability in mainstream develop policies and practices with proposed recommendations.

e. Feedback meeting: organizes a feedback meeting with program team to provide feedback based on draft report. Consolidate feedback received on the soft copy of the report and incorporated in the final report.

The selected consultant/s will be expected to develop detailed methodology in agreement with CBC Health Services which will be annexed to the final Terms of Reference.

D EXPECTED OUTPUT

The consultant will be expected to produce a concise assessment report that comprises:

1. Standalone executive summary (3-5 pages), background, methodology, findings, analysis and conclusions that answer the questions defined in the objectives.

2. Clear recommendations per partner assessment with practical strategies for implementation


4. Power point presentation of a report and recommendations at a post assessment feedback workshop to be attended by program staff and key stakeholders.

E SCOPE

This work includes desk review as well as generating new information through various qualitative methods. Geographically, this assessment shall require information from informants in Northwest, Southwest and central regions.

F TARGETED AUDIENCE

| 1. Local government units | 1.1. Bamenda I,  
| 1.2. Bamenda II  
| 1.3. Bamenda III  
| 1.4. Jakiri council  
| 1.5. Nkoum Council  
| 1.6. Kumbo Council  
| 1.7. Fundong Council |
| 2. Decentralization support structures  | 2.1. United Cities and Councils of Cameroon (UCCC)  
| 2.2. CEFAM  
| 2.3. FAICOM |
| 3. Basic and Secondary Education  | 3.1. Examination Boards  
| 3.2. Teacher training collages  
| 3.3. Teacher resource units  
| 3.4. Regional delegations for basic and secondary education |
| 5. Health  | 5.1. Regional delegation  
| 5.2. Health Programs  
| - HIV  
| - NCD  
| - Malaria control and prevention  
| - Women Health  |
| 5.3. Structures  
| - Regional Hospital |
- PMI Nkwen
- Nkwen Baptist Health Centre
- CMA Mankon

6. DPO
6.1. CUAPWD
6.2. Northwest Association of Women with Disabilities
6.3. Northwest Association of the Deaf

7. Humanitarian
7.1. OCHA
7.2. UNFPA
7.3. UNICEF
7.4. FAO
7.5. WFP
7.6. MSF
7.7. Medecin du Mond

G  TIMEFRAME AND DURATION
Selected consultant will complete the work over a period of 30 days beginning with the date of signature of the contract and ending with the acceptance of the final report.

H  INCLUSION AND DIVERSITY
Given the focus of this assessment and the added value there is in practically including persons with disabilities in develop processes, consideration should be given to research teams predominantly comprised of people with disabilities.
The term persons with disabilities should not be considered as a homogeneous group, rather it should be perceived as a diverse group of people with multiple identities. In the light, data collection teams should comprised on people with different forms of disabling impairments.
The implications of barriers identified should be analyzed with respect to gender, age and disability type and recommendations and strategies proposed should be cognizant of this diversity.

I  REPORTING
Consultants will report to the director of CBC health services through the program manager and will work closely with assigned project staff.

J  CONSULTANT QUALIFICATION, SKILLS AND EXPERIENCE
The selected consultant/ firm will be required to employ a multi-disciplinary team to facilitate an in-depth analysis of the context. The consultant/s will possess the following minimum qualification and skills:

- Post graduate degree in Development studies, Rural Development, sociology, anthropology, public health and/or related social science discipline.
- At least 5-7 years' experience of conducting contextual analysis, research and program development.
- A solid and diversified experience within the public health, livelihoods, environmental health, education, gender, humanitarian, governance sectors.
- Excellent analytical, facilitation and report writing skills.
- Experience in the use of participatory and gender sensitive assessment/ research methodologies.
- Strong technical knowledge of risks reduction and management strategies.
- Familiarity with socio-economic trends in Cameroon and a working knowledge of official and local languages will be an asset.
- Familiarity with disability inclusive development will be will be an advantage.
K  CRITERIA FOR SELECTING THE BEST OFFER.

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<th>Criteria</th>
<th>Weight</th>
<th>Max. Point</th>
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<tr>
<td>Technical Competence</td>
<td>70%</td>
<td>100</td>
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<td>a. Educational background</td>
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<td>b. Expertise in access to justice, human rights and SOGI</td>
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<td>c. Technical proposal (understanding the scope of work)</td>
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<td>d. Related work experience (minimum 5 years)</td>
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<td>Financial (Lower daily fee/daily fee*100)</td>
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<td>Total Score</td>
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L  SUBMISSION OF EXPRESSION OF INTEREST

Consultants that meet the qualification, skills and requirements mentioned above should submit expression of interest including

a. A technical proposal

b. Indicative budget (including consultancy fee, travelling cost and other associated cost)

All applications should clearly be marked as “Assessment” and should reach the Directorate of Health Services by Friday, February 21, 2020 on the following address:

Director of Health Services
Cameroon Baptist Convention
Baptist Centre
Box 1 Nkwen, Bamenda

Prof Tih Pius Muffih, MPH, PhD
Director of Health Services