

Terms of References (TORs) for Study on Children Participation in decision-making processes

Background

Search For Justice is a Non-Government Organization committed to work for uplifting of marginalized segments of society through multi-dimensional interventions.

Promotion and protection of child rights is a key priority area for organization where organization in working at policy level for legislative development, policy reforms and administrative measures to ensure effective implementation of Children's Rights recognized under UN Convention on the Rights of the Child, Constitution of Pakistan and different laws enacted at federal and provincial level.

The right of children to have their voices heard in all decision-making affecting them is enshrined in Article 12 of the United Nations Convention on the Rights of the Child (UNCRC). This includes a right to be consulted in public decision-making processes, and States have developed a variety of mechanisms, including formal structures, to support realization of children's civil and political rights in this area. To engage children in actions for child rights and protection is a key objective of Search For Justice.

Search For Justice is implementing a Child Rights Governance Project since 2017 in Lahore (SFJ) Faisalabad (LDO) Muzaffargarh (HELO) Under that particular CRG Project Search For Justice is engaged with different groups of in school children with a view to orient them on various aspects of child rights, building their capacity on State of Child Rights and Available Laws to ensure protection and well-being of children. The overall objective of engagement with children is to promote Child Led Advocacy to engage duty bearers to take all possible legislative, administrative and other required measures to implement UN Convention on the Rights of the Child.

About the Assignment

Search For Justice intends to study/ review the current practices of ensuring Children Participation in decision making processes. The consultant will review the practices adopted by Civil Society Organizations and Government Departments those who are working around the rights of children. The consultant will also review the policies/ procedures/ SOPs of Government Departments and CSOs those who are engaging children to bring children views into decision making processes. The consultant will come up with a set of recommendations through consultative processes to ensure meaningful participation of children at all level. A brief policy paper is to develop for concerned stakeholders.

Objectives

This consultancy aims to highlight key learning, challenges and gaps in the formal participation mechanisms and structures to facilitate children's participation in public decision-making processes. In addition to this another objective of the study is to generate concrete recommendations (in consultation with key stakeholders and children) to ensure child participation in decision making processes.

Duration of Consultancy: 4 weeks (expected date of initiation of assignment: 6th Nov, 2018)

Locations: The Study will be commenced in Lahore, Faisalabad and Muzaffargarh where Search For Justice is working directly or through its partner organizations.

Methodology

The methodology involved a combination of desk research and interviews with stakeholders involved in supporting the participation of children in public decision-making and focus groups with the children involved.

Payment

The 100% payment will be made to consultant/firm after completion of assignment satisfactory through Cross Cheque (A/C Payee Only) after deduction of applicable tax

as per rules and regulations of Government of Pakistan. Besides no other benefits shall be admissible beyond what is stipulated in the contract.

Requested documents:

The submission by a consultant must be inclusive of the following:

- Cover letter (Maximum 1 page)
 - Updated profile of an individual consultant or a firm supported with resume of chief consultant and only 3 key team members (Maximum 3 pages each)
 - Proposal including methodology, activity plan with time lines, and cost of assignment covering all expenses (Maximum 5 pages)
 - One example of previous similar work (send as an email attachment or on USB/ CD).
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- **Deadline for the submission of proposal: Tuesday 6th November 2018**
 - **Expected Date of Initiation of Consultancy: November 10th, 2018**

Content of the Proposal

The consultant is required to submit a detailed Technical and Financial proposal. The technical proposal must contain:

- A detailed methodology for the quantitative and qualitative aspects of the assignment.
- A detailed work plan including dates for submission of the draft and Final Report.
- CVs of all the proposed team members with experience of relevant issues and professional references.
- The financial proposal must be submitted in Pak Rupees with a detailed break up of all activities budgeted for, showing unit, unit cost and duration. The financial proposal must include applicable taxes (if any)

Submission Procedure

The technical and financial proposals should be sent in separate sealed envelopes, marked on the top right hand corner "**Technical Proposal for Study**" and "**Financial Proposal for Study**". Sealed proposals must be reached at following address by or before **6th November 2018 through Courier/Post. Financial proposal must include all taxes (if applicable).**

Procurement Committee
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