



Africa Disability Alliance



LNFOOD

STRATEGY FOR EQUITABLE ACCESS AND RESPONSE TO COVID 19 PANDEMIC (SEAR) PROJECT: ENSURING DISABILITY MAINSTREAMING IN KEY SECTORS.

Date: 022ND February 2022

Terms of Reference:

Internal Codes- Consultants to:

1. **Conduct a rapid assessment** on the impact of State sponsored disability **insensitive distance learning** practices in Lesotho

Brief Description of Lesotho National Federation of Organisations of the Disabled (LNFOOD)

Founded in 1989, and legally registered in October 1991, Lesotho National Federation of Organisations of the Disabled (LNFOOD) is a non-governmental umbrella body of organisations of persons with disabilities registered in Lesotho dedicated to capacitating organisations of persons with disabilities and empower persons with disabilities socially, economically, and politically through advocacy and capacity building.

Its membership consists of four organisations of persons with disabilities (ODPS), Intellectual Disability and Otism Lesotho (IDAL) formerly known as Lesotho society of mentally handicapped persons (LSMHP), Lesotho National Association of the Physically Disabled (LNAPD), Lesotho National League of the Visually Impaired Persons (LNLVIP), and National Association of the Deaf Lesotho (NADL).

For the last 30 years, organisations supported stakeholders and members with technical and financial resources for the establishment of economic empowerment initiatives for persons with disabilities in the community, provided disability advocacy mainstreaming skills to ODPS, undertook research on disability issues, facilitated strong legal and policy advocacy which led to the ratification of the United Nations Convention on the Rights of

Persons with disabilities (CRPD), which resulted into enactment of national disability policy and legislation promoting the rights of persons with disabilities including programmes on gender and disability inclusion.

We define disability as a social factor resulting from the interaction between a person with impairment and the environment and attitudes which may hinder full and effective participation of persons with disabilities in society on an equal basis with others.

Vision: a Basotho society that is accessible and inclusive of all people that live in it, and that enables and empowers people with disabilities to enjoy social, economic, cultural, political, and human rights on an equal basis with others, and to reach their full potential in all aspects of development.

Mission: advocate for, promote, defend human rights of persons with disabilities and their families through provision of training, emotional support and by representing their interests to government, private sector, development partners and the wider community.

The purpose of the SEAR Project is to ensure that persons with disabilities are included in current and future COVID 19 response strategies.

Relevant Objectives of the Project

Objective 1: To challenge Governments in 6 SADC Member States to review their National COVID-19 response plans to ensure inclusion of disability and gender sensitivity which specifically addresses the needs of women and girls with disabilities.

Objective 2: To advocate for zero budget cuts in programmes for persons with disabilities including women and girls living with a disability in 6 SADC Member States.

Objective 3: To document the impact of disability insensitive distance learning platforms to children with disabilities in Lesotho.

LNFOOD calls for proposals for a very short-term contractor/service provider to perform the tasks outlined in this TOR.

1. Required Services

1.1.1) **Conduct a rapid assessment** on the impact of State sponsored disability **insensitive distance learning** practices in Lesotho.

I determine the extent to which educational COVID-19 interventions enable learners with disabilities to continue learning during COVID-19 lockdowns.

1.1.2) **Review National COVID 19 Response Plans** in Lesotho in terms of access to inclusive education during COVID-19 for learners with disabilities. Using secondary research, literature/desktop review, online facilities, collect, analyse and report on findings (for specifications I and II above). There are no budgetary allocations for travel and subsistence and other expenses related to fieldwork. No primary research is anticipated. LNFOD may facilitate the organisation and license fees for related online session, if required and as per consultant's request). The consultant is solely responsible for the execution of this assignment.

- I. Write and present an Assignment Acquittal and Analysis Report of your work. (For specifications I and II above).
- II. This assignment as a whole is for a maximum of 10 days.
- III. Short-term service providers/contractors may submit bid proposals and related financial proposals in response to this bid.

2. Deliverables

- i. A report must be presented as follows: one full concise report with the methodology, findings, conclusions and recommendations (for specifications I and II above) and
 - ii. 1 concise analysis reports related to your assignment based on the attached format (for specifications I and II above).
 - iii. As a minimum, an assessment report should be **very concise**, related to the TOR and structured according to this format:
 - Cover Page (1 top page)
 - Acknowledgement (half a page)
 - Table of Contents (maximum 1 page)
 - Abbreviations (maximum 1 page)
 - Executive Summary reflecting a summary of each section of the report (max 2 pages).
 - Introduction and Background, including reference to the TOR (1 page).
 - Methodology (1 page)
 - Findings (max 5 pages)
 - Conclusions (1 page)
 - Recommendations (maximum 2 pages)
 - Bibliography
 - Any Annexures
 - Note that any diagrams or graphics must be explained in text in order to full access requirements for all readers (e.g., Braille reading software).
- II. An Assignment Acquittal and Analysis Report of your work, based on the attached format in Annexure 1 (max/up to 5 pages).

3. Profile of the Service Provider

Service Providers/ Contractors must have the following qualifications:

- I. A tertiary qualification or equivalent related to the TOR, Finance/budgeting, Disability Studies, Development Studies, Social Work, Law, or other related fields.
- II. Expertise and experience of writing quality policy, finance-related reports in English or Sesotho, review of public policy and budgeting, legislation, disability awareness-raising work or disability inclusion.
- III. Able to allocate a maximum of 10 days for this advertised work with a quick turn-around time.
- IV. Must be available to perform tasks in these terms of reference at short notice for the full duration of this assignment.

4. General Provisions

- I. LNFOD reserves the right not to appoint any service provider/contractor, negotiate all terms of this assignment and resultant work contract.
- II. LNFOD reserves the right to undertake reference, credit and other checks and by responding to this bid, the service provider hereby gives LNFOD consent/authority to conduct such checks.
- III. LNFOD reserves the right to withdraw this bid and/or amend these terms of reference by notice in writing (email or posting on the website) to only shortlisted bidders who will have responded to this call prior to the closing date.
- IV. At the sole discretion of LNFOD, the award of the contract will be based on best value for money that being the best outcome for LNFOD as a whole considering price, number of proposed days, daily rate (given the very short term-low-budget nature of this assignment), economic, environmental, and social benefits (if applicable), in addition to other requirements for LNFOD as specified from time to time.
- V. LNFOD reserves the right not to make an award or to accept the lowest bid.
- VI. LNFOD will not discuss pricing or budget issues prior to the deadline of this call. Price negotiation may be entered into as part of the contracting processes.
- VII. Selected bidder will be required to sign a work and performance contract with LNFOD that will include a full commitment to honour LNFOD's policies.
- VIII. Only shortlisted applicants will be contacted. If you are not contacted by **28th of February 2022** consider your application as being unsuccessful.

5. Submission Of Proposals

Interested service providers/contractors should submit technical with implementation plan (not more than 5 pages) and financial proposal (not more than one page) with a detailed budget detailing all costs related to this call. The set of proposals should include the

following:

- I. CV with qualification of the service provider with details of work done.
- II. Cover Letter.

All submission should be made by email to recruitmentInfod1@gmail.com by **28th February 2022**. Only applications submitted by the deadline, or another deadline as amended by LNFOD will be considered.

Enquiries may be directed only in writing by email to:

Mr Nkhasi Sefuthi

Executive director

Email: nkhasi@Infod.org.ls

End

Annexure 1
Assignment Acquittal and Analysis Report
(attach to your final report)

Contact Details of Contractor

Name of Service Provider:

Address:

Mobile/WhatsApp:

Telephone:

Email:

Summary

Please provide a summary description of your assignment.

Performance Tracker

1) Services Rendered as per Terms of Reference (TOR)

- a) Please summarise the specific services as outlined in the TOR and your technical proposal for this assignment

2) Methods

- a) Did you manage to accomplish the terms originally set in the TOR? Evaluate each terms stating whether it was successfully achieved or not. List the activities implemented.
- b) Were there any setbacks?
- c) Were the original terms in TOR and implementation plan revised? Please specify any modifications to the terms originally agreed with LNFOD.
- d) Were the plan, timetable, and budget feasible and adequate with the benefit of hindsight?
- e) Did you collaborate with any other service provider or organisation? If yes, please specify the nature of collaboration.
- f) To what extent has this assignment include persons with disabilities, enabling them to participate and contribute solutions that addressed their needs, and strengthened their capacity?

3) Results

- a) Was the assignment a success? Why?
- b) Please comment on the assignment's immediate outcome and potential lasting impact.

- c) How does this assignment contribute to human rights of persons with disabilities in line with the objectives summarized in the TOR? Explain and give details for your answer.
- d) Are there specific plans to implement recommendations in your report by the duty bearers (government) and rights holders (persons with disabilities)?
- e) Is there commitment or anticipation of (continued, increased or reduced) funding for the work in TOR?

4) Lessons Learned

- a) From your experience, what would you tell others who participate in a similar project or effort?
- b) What should be learnt from this project and how will that apply to future projects and activity?
- c) What one piece of advice would you give to Grantmakers to help them serve their grantees more effectively?

5) Publications and Literature Consulted/Reviewed

Please provide all research questionnaires/ forms used and completed by respondents, titles, references of all publications consulted, online recordings, communication/ educational materials (course brochures and syllabi), videos, pamphlets, evaluation instruments, website materials, and press clippings that were used during this assignment.

Send your report to:

Mr Nkhasi Sefuthi,
executive director

LNFOD (LNFOD)

Mobile: +266 22330345 Email:

violet@africadisabilityalliance.org