



**TOR CONSULTANT TO DEVELOP ORGANISATIONAL STRATEGY OF
LESOTHO NATIONAL FEDERATION OF ORGANISATIONS OF THE DISABLED
(LNFOD)**

REQUEST FOR QUALIFICATIONS

BACKGROUND:

The Lesotho National Federation of Organizations of the Disabled is an umbrella body of organizations dealing with disability in Lesotho. Its mission is to promote, protect, and ensure the respect of the rights of persons with disability.

The vision of LNFOD IS a country where people with disabilities enjoy their fundamental human rights and have equal opportunities without prejudice or discrimination.

In achieving the mission and vision described above, LNFOD has been deriving the validity of its programs and activities from the organisational strategy 2011-2014. It is therefore imperative for LNFOD to review and develop the new organisational strategy which will ensure that, LNFOD programmes and activities remain legitimate, focused and Germane to the promotion and protection of disability rights in Lesotho for the next five years. The strategy will be shared among the affiliates and stakeholders at the discretion of LNFOD. It is in the light of the above description that, LNFOD seeks the consultant to lead and facilitate the drafting of the organisational strategy for the period of five years 2015-2019.

OBJECTIVES AND ACTIVITIES OF THE CONSULTANCY

Objectives: The organisational strategy will ensure that LNFOD remains focused in its actions and interventions undertaken by organisation to fulfil its mission and vision. All plans and decisions of the organisation shall align to the strategy as the main guiding document informing the strategic actions of the organisation.

The objective

Ensure that, LNFOD actions and programmes are strategic and responsive to the needs of its members

Enable LNFOD to design, plan, implement, and monitor and evaluate its operational plans and programmes effectively and in a timely manner.

Scope:

Facilitate the development of organisational strategy in consultation with LNFOD Secretariat
Hold a consultative meetings with LNFOD and its affiliates on the development of the strategy. Review other organisational documents such as the outdated strategy so as to advise accordingly in the making of the new organisational strategy.

Present the draft organisational strategy before the board for adoption

Reports and Schedule of Deliverables:

- Inception report
- Draft organisational strategy
- Final strategy

REPORTING

The consultant will be supervised by the Project Coordinator at LNFOD. Duration of the consultancy will be for four **weeks**, consultancy is expected to commence immediately after contract award/ signing.

SERVICES AND FACILITIES

The consultant will provide own resource and facilities for undertaking the assignment.

PAYMENT FOR SERVICES

- B. Payment for services will be output based and upon acceptance of the deliverables, first 50% on approval of the inception report, secondly 50% on acceptance of the final manual.** **REQUIRED PROFILE FOR CONSULTANTS**

Tertiary qualification in Disability, Development Human resource management or related field and over five years' experience in working for DPOs/NGOs

. The consultant must have excellent writing skill, good research and analytical skills. Fluency in both Sesotho and English is a requirement.

SELECTION PROCESS AND CRITERIA

A Consultant will be selected for contract award in accordance with the LNFOD Procurement Guidelines, and is open to all eligible consultants and firms as defined in the guidelines.

The criteria and sub- criteria for selection of the consultant shall be as detailed below:

General qualifications

Experience and expertise to do the assignment

Experience in the region and language requirements

SUBMISSIONS

Interested applicants should submit a short proposal briefly demonstrating applicants understanding of the terms of reference and outlining a methodology for conducting the work under the consultancy, a proposed work plan, CVs of the individual consultant to undertake the assignment, and an itemized budget and indication of the total cost of the proposed work plan and number of days. Applications and supporting documents must be submitted in English at the address below.

Attention:

The Executive Director

LNFOD

22 Mobile Rd

Old Europa

Maseru 100