



Rwanda Men's Resource Centre.
Legal Status: Ministerial Order N° 114 /11 of 3/9/2008
P.O. Box 5768, Kigali, Rwanda
Office: Kimironko, Kigali Parents Road, KG 14 Ave 6 (OR) KG 149 ST 1
Telephone: 0788381183, 0788315140
E-mail: info@rwamrec.org
Website: www.rwamrec.org

Advancing Sexual and Reproductive Health and Gender Justice for Adolescents and Young People.
P.O. Box 5768 Kigali, Rwanda
Office: Kimironko, Kigali Parents Road, KG 14 Ave 6
Telephone: +250 786 629 448, +250 787 185 148
E-mail: info@afriyanrwanda.org



Terms of Reference for the provision of consultancy services to develop a Five Years Strategic Plan for AfriYAN Rwanda.

About RWAMREC

Rwanda Men's Resource Centre (RWAMREC) is a non-government organization striving to achieve gender equality through the promotion of positive masculinities and male engagement approaches in preventing gender-based violence in Rwanda. RWAMREC works in the following 4 areas: Community empowerment, building Healthy Families, Promotion of Gender Justice, and Youth Mentorship. RWAMREC operates in 24 districts of Rwanda to promote gender equality and to fight against sexual and gender-based violence.

About AfriYAN Rwanda

The African Youth and Adolescents Network on Population and Development Rwanda Chapter (AfriYAN Rwanda), founded in 2016, is one of the largest youth-led networks in Rwanda. It represents, connects and engages every day with an inspiring and engaging network of Youth-led Organizations that aims to advance sexual and reproductive health and rights (SRHR), gender promotion, Youth Empowerment and Leadership and general health and wellbeing for adolescents and youth through advocating for political accountability and mobilization of adolescents and youth for their meaningful and inclusive participation in policy and decision making at all levels towards meeting, and contributing to the National Priority Goals, Sustainable Development Goals and International Conference on Population and Development Agenda.

General Objective

RWAMREC through the Generation Gender (GenG) Programme intends to strengthen the capacity of AfriYAN Rwanda as a leading youth-led network in gender promotion and also a member of the Generation G Consortium in Rwanda. It is therefore seeking to invite proposals from interested eligible firms/personnel to apply for consultancy service to undertake development of AfriYAN Rwanda five years Strategic Plan for the period 2021 - 2025.

The general objective for this assignment is to prepare the Strategic Plan clearly outlining the overall development strategy for the future of the organization for the next 5 years in terms of AfriYAN Rwanda priorities, organizational management, working with stakeholders, finance and human resources.

The planning process will determine the vision and strategy for the organization and makes it possible to identify strong structure/needs. It will serve to engage adolescents and youth, potential youth led organizations, youth serving organizations, strategic partners and other stakeholders by:

- Exploring initial 'vision' and Mission of AfriYAN Rwanda to establish the new roadmap portraying the uniqueness of the organization;
- Assessing the opportunities and needs in the country in alignment with AfriYAN Rwanda's mission;
- Organizing data and information on results and achievements to justify the choices made in the new strategic plan where continuity and greater impact are expected;
- Developing a resource plan and proposing a future structure to implement the strategy.
- Propose M&E system and mechanisms required to ensure successful implementation of the strategy, assess results and allow both learning and reporting.

The Strategic Plan should be structured in chapters in line with the structure presented under the Scope of Work.

Mandatory Technical Requirements

Interested consultants must meet the following conditions:

- Submit a full technical and financial proposal detailing relevant experience, qualifications and cost.
- Provide at least 3 references as part of the application – preference is from referees from organizations where the consultant has done similar work as this consultancy.
- Provide examples of past related work outputs.

RWAMREC will select a preferred consultant based on AfriYAN Rwanda’s evaluation to the extent that the documentation demonstrates that the applicant offers the best value for money, and that the applicant satisfies the following criteria.

- (i) Detailed Technical and Financial Proposal in Rwanda Francs. Clearly identify amounts for: person day rates and virtual workshops and consultations, communications, and incidentals.
- (ii) At least 5 years demonstrated experience and understanding of Adolescents and Youth Sexual and Reproductive Health and Rights, Gender Promotion and Youth Empowerment and Leadership plus an experience on Meaningful and Inclusive Youth Participation in Policy and Decision Making at all levels.
- (iii) Demonstrated expertise and experience in organizational and thematic strategic planning, change management, social inclusion, monitoring and evaluation and undertaking reviews of this nature.
- (iv) Excellent communications skills with high command of spoken and written English and preferably French (but not required) including demonstrated experience engaging with national government agencies, NGOs and youth using participatory and consultative approaches,

AfriYAN Rwanda shall award the consultancy to the applicant whose offer will be determined to be the best quality services and the lowest evaluated quotations and that is substantially responsive to this letter.

Evaluation Criteria

#	Criteria	Score
1.	Technical Proposal	40
2.	Qualification, Experience and Skills	25
3.	Financial Proposal	25
4.	Work Plan	10
	Total	100

Time Frame

The total level of effort for the assignment should not exceed 45 days. It is expected to begin on August 2, 2021 and end by September 15, 2021 or before.

Deliverables

1. 5-year AfriYAN Rwanda Strategic Plan accompanied with;
2. Operational Strategies,
3. Management Structure.

Procedure for submission of expression of interest

Interested candidates are required to submit the following documents not later **than July 29, 2021 at 11:59 AM:**

1. The technical proposal including timeline and delivery dates,
2. The financial proposal,
3. The samples of previous relevant similar work;
4. The updated CVs;
5. The submission letter which includes contact information of 3 relevant references.

Applications should be addressed to the RWAMREC Executive Director only by e-mail at E-mail: info@rwamrec.org.

Done at Kigali, July 15, 2021

Fidele RUTAYISIRE
Executive Director - RWAMREC

