



TERMS OF REFERENCE: CONSULTANCY FOR CONDUCTING A RAPID ASSESSMENT OF ECONOMIC AND SOCIAL IMPACT OF COVID-19 PANDEMIC ON GENDER EQUALITY AND WOMEN'S EMPOWERMENT IN THE TRANSPORT SECTOR

I. BACKGROUND, CONTEXT AND JUSTIFICATION

The world is facing immeasurable health, economic and social crisis due to COVID-19 pandemic. As the pandemic takes a devastating impact on livelihoods across the globe, its effects on gender equality and women's empowerment, exacerbated by existing social and economic inequalities, become more aggravated.

In response to social and economic crises caused by the pandemic, Rwanda like many other countries across the globe has taken unprecedented measures to minimize the spread of the virus. These include: restriction of movement of people, border closures, lockdown as well as the temporary closure of formal and informal economic activities. Consequently, community livelihoods as well as the national economy have been dramatically disrupted leading to increased vulnerabilities especially for the most vulnerable and traditionally disadvantaged including women.

Due to movement restrictions and social distancing in transport facilities, the Transport sector is among the sectors that were hit hard by COVID-19 pandemic especially public transport. Since the outbreak of COVID-19 pandemic, cities across the world have had to enforce massive restrictions on public transport in order to limit transmission of the virus. At the same time, most of the transport companies are having to pay salaries to maintain their staff and some have lost their jobs.

The above challenges come at a time when Rwanda's Transport sector is regarded as one of the key engines of growth in the economy and the country had made significant achievements in the transportation sector by ensuring the provision of adequate transport services, door-to-door mobility and accessibility of people and goods which is key to economic growth. Nevertheless, the transport

sector is still one of the most sectors with gender inequalities. As of 2020 for instance, females employed in Transport sector stood at 5% (NISR labour force survey, 2020).

The imposition of transport and travel restrictions resulted into shrinkage of many other businesses especially small informal businesses that are operating in this sector, which are mainly occupied by women and youth. On the other hand, although the transport sector has been identified in Rwanda's Economic Recovery Plan as a critical productive sector that catalyzes broader economic growth by boosting productivity and with the potential to contribute significantly to creation of immediate jobs during the recovery phase, it is not gender responsive. The transport projects for instance are being targeted for growth and job creation but it goes without mentioning anything on gender equality. Thus, the need to deploy efforts to bridge these existing gender gaps while responding to the impact of Covid-19 pandemic.

To ensure that no one is left behind during the recovery process, the Gender Monitoring Office in partnership with the United Nations Development Program (UNDP) through the project- **"Promoting gender accountability in the private sector in Rwanda"** intends to hire a consultant to conduct a quick assessment on the impact of COVID-19 pandemic on gender equality and women's empowerment in the Transport sector. Recommendations from the assessment will inform gender interventions in the sector during the recovery process and beyond.

2. OBJECTIVES OF THE CONSULTANCY

2.1. Main objectives

The main objective of this consultancy is to conduct a rapid assessment of the impact of COVID-19 pandemic on gender equality and women's empowerment in Transport Sector and produce a comprehensive evidence-based policy paper including evidences of the current status and actionable recommendations to guide gender responsiveness in the transport sector during the recovery process and beyond.

2.2. Specific objectives

The assignment will respond to the following specific objectives.

- Assess COVID-19 impacts on gender equality and women empowerment in the Transport sector

- Explore priority needs for women and men with focus on building gender responsive sector response plan.
- Identify best practices in promotion of gender equality and accountability within the Transport sector.
- Devise clear and strategic recommended actions to inform sector gender responsiveness in the context of COVID -19 pandemic and beyond.

3. SCOPE OF THE ASSIGNMENT

The rapid assessment of the impact of COVID-19 on gender equality and women's empowerment in Transport Sector will provide quantitative and qualitative information, sex- disaggregated data and analysis on effects imposed by the pandemic on transport sector. The source of data includes among others; Transport companies, Rwanda Utilities Regulatory Authority (RURA), the Ministry of Infrastructure and others that are closely linked to the transport sector. In terms of timing, the assignment will cover a period from March 2020 up to date.

4. METHODOLOGY

In consultation with GMO, the hired consultant will propose a robust methodology that will guide the assignment and with a clear work plan. The assessment will use both quantitative and qualitative methods for data collection and analysis. Primary data will be collected through interviews and focus group discussions and other data collection tools developed by the consultants while respecting COVID-19 preventive measures.

5. DELIVERABLES

- **Inception Report:** An inception report indicating the assessment background, rationale, methodology, assessment tools and roadmap for the assessment will be developed and approved to guide the entire assessment exercise.
- **Draft Report: A well-presented** draft report on the impact of COVID-19 on gender equality and women's empowerment in the transport sector and actionable recommendations to inform policy makers and other stakeholders in the recovery process and beyond.
- **Final Report:** A final report on the impact of COVID-19 pandemic on gender equality and women's

empowerment and actionable recommendations to inform policy makers and other stakeholders in the recovery process and beyond.

- **Power Point Presentations:** Power point presentations with key findings will be prepared and presented to key stakeholders.
- **Policy Paper:** A well written and detailed policy paper to inform advocacy on building a gender responsive transport sector in the context of COVID-19 pandemic and beyond.

6. QUALIFICATIONS, EXPERIENCE AND REQUIRED SKILLS

Education

The consultant should have a master's degree in Development Economics, Social Science, Gender and Development Studies, Public Policy Analysis, or other related fields.

Professional Skills

- Five years proven professional experience in undertaking assignments related to gender equality and women empowerment and with a proof of previous work done.
- Proven experience working on gender and women empowerment aspects in the Transport Sector will be an added advantage.
- Proven competencies in research and facilitation skills, analytical work as well as ability to multi-task, deliver on time, meet tight deadlines and work with limited supervision.
- Sound knowledge on National, Regional, and International gender equality frameworks.
- Proven experience working with the National gender machinery institutions on similar assignments is an asset.
- Proven excellent communication and writing skills in English and fluency in Kinyarwanda.

7. CONTRACT DURATION

The expected duration of the consultancy is 45 working days counted from the date of contract signing by both parties.

8. SUPERVISION AND REPORTING ARRANGEMENT

The consultants will be working under the overall guidance of the Executive Secretary of GMO and designated personnel from UNDP while being technically supervised by designated staff from both institutions. All reports will be submitted in English, in soft copies (in PDF and Word) sent through email as will be advised by GMO.

9. PAYMENT MODALITIES

The payment schedule will be determined under the modalities to be defined in the contract between both parties. The timeframe for executing the assignment shall be presented in the technical proposal while the cost for executing the assignment shall be spelt out in the financial proposal. Payments will be made by UNDP based on the quality completion of deliverables approved by the designated team and in line with the approved budget.

10. SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

The individual consultants shall be paid the consultancy fee upon completion of the following milestones.

- 20% after adoption of the inception report
- 40% after approval of the draft report
- 40% after presentation and approval of the final report

Below is the breakdown of technical proposal on 100% which will be marked out of 70%:

<i>Criteria</i>	<i>Weight</i>	<i>Max. Point</i>
<u>Technical</u>		
The consultant should have a master's degree in Development Economics, Social Science, Gender and Development Studies, Public Policy Analysis, or other related fields.	20 %	20
Five years proven professional experience in undertaking assignments related to gender equality and women empowerment and with a proof of previous work done	15 %	15
A strong and clear methodology to conduct the assignment and achieve expected results	20%	20

Proven experience working on gender and women empowerment aspects in the Transport Sector	10%	10
Proven competencies in research and facilitation skills, analytical work as well as ability to multi-task, deliver on time, meet tight deadlines and work with limited supervision	10%	10
Sound knowledge on National, Regional, and International gender equality frameworks	20%	20
Proven experience working with the National gender machinery institutions on similar assignments	10%	10
Proven excellent communication and writing skills in English and Kinyarwanda.	5%	5
TOTAL	100%	100

This TOR is approved by;

Head of Transformational Governance Unit, UNDP

Signature Nadine Rugwe
Name Nadine U. Rugwe
Date of Signing 18-Jun-2021

UNDP Deputy Resident Representative

Signature Varsha Redkar-Palepu
Name Varsha Redkar Palepu
Date of Signing 20-Jun-2021