

RECRUITMENT OF A SHORT-TERM CONTRACTOR TO DEVELOP INDICES FOR MEASURING PERCEPTIONS OF CORRUPTION AND ANTI-CORRUPTION EFFORTS IN THE SADC REGION

TERMS OF REFERENCE (TOR)

ANNEX 1

Contract: 83388904

1.0 INTRODUCTION / BACKGROUND

SADC is a Regional Inter-Governmental Organisation comprising 16 Southern African countries, headquartered in Gaborone, Botswana. SADC's mission is to promote sustainable and equitable economic growth and socio-economic development through efficient, productive systems, deeper co-operation and integration, good governance, and durable peace and security. The SADC Programme of Action is outlined in the Regional Indicative Strategic Development Plan (RISDP) (2020-2030).

1.1 Current situation in the sector

The SADC Protocol against Corruption adopted in 2001 entered into force in July 2005. Implementation of the Protocol is overseen by the SADC Anti-Corruption Committee (SACC) which is established under Article 11 of the protocol. In 2018, the Ministerial Committee of the Organ (MCO) adopted the SADC Anti-Corruption Strategic Action plan for 2018-2022 which provides the framework for operationalization of the SADC Protocol against Corruption. Tracking progress of corruption trends and efforts made by the region in tackling corruption is key to addressing the corruption problem. It enables the region to also measure the impact of its efforts as well plan interventions to reinforce the fight against corruption. Presently SADC relies on global indices as a means to track progress in the fight against corruption. Whilst these have been key over the years, they also have inherent limitations. Among others, they do not track efforts that Member States are implementing to address corruption. There is also need to develop tools that take into account the peculiarities of the SADC region in tracking corruption. These would help to adequately inform regional Policy and efforts in tackling corruption.

2.0 OBJECTIVE, PURPOSE & EXPECTED RESULTS

2.1 Overall objective

The overall objective of the assignment is to propose a framework and tools that can provide the basis for measuring perceptions of corruption and tracking anti-corruption efforts in the SADC Region. Specifically, the assignment will propose:

- i. an ideal approach and framework that can be adopted for measuring perceptions of corruption and tracking anti-corruption efforts at the SADC Regional level.
- ii. the methodology and associated tools that can be used
- iii. indicators that can be used and sources of data.
- iv. stakeholders at both national and regional level to be involved in the process
- v. requirements at both Regional and National level to implement this.
- vi. how this process will integrate with other key processes within the Anti-corruption sector mainly the SADC Protocol against Corruption (2001) and SADC Region Anti-Corruption Monitoring and Evaluation Framework.

2.2 Results to be achieved by the Contractor

Result 1: Prepare and Submit an Inception Report.

Result 2: Review of key documentation: Undertake a detailed review of key documentation and undertake virtual consultations with Member States, specifically Anti-Corruption agencies with support from the SADC Secretariat and other key stakeholders mainly within SADC Secretariat.

Result 3 Submit a Draft report with the suggested draft of the Regional Monitoring and Evaluation Framework.

Result 5: Validate the report and Regional Monitoring and Evaluation Framework with Member States through a virtual interface or other ways that will be agreed with the SADC Secretariat.

Result 6: Submit the Final Regional Monitoring and Evaluation Framework for consideration by SACC in 2022.

3.0 ASSUMPTIONS & RISKS

3.1 Assumptions underlying the project

- SADC Member States will fully cooperate, support and provide the contractor with the necessary inputs timely to complete the assignment within the envisaged timeframe.

3.2 Risks

- Slow responses from Member States in providing inputs required by for this assignment may delay completion of the assignment leading to possible time and cost overruns.

4.0 SCOPE OF THE WORK

4.1 General

4.2 Description of the assignment

- a) Prepare an Inception Report of maximum 15 pages to be produced after 2 weeks from the start of implementation. The report shall outline the consultant's understanding of the assignment and its Terms of Reference, the activities, methodology and timeframes for developing the tool that can be used to measure perceptions of corruption and also track Anti-Corruption efforts, and outline their proposed work plan. The consultant will proceed with their work after the contracting authority approves the inception report.
- b) Undertake a detailed review of key documentation. This will include among other documentation the Strategic Anti-Corruption action plan (2018-2022), the SADC Protocol against Corruption. The consultant will also undertake consultations virtually with key stakeholders and focal persons appointed by Member States, specifically Anti-Corruption agencies with support from the SADC Secretariat
- c) Submit a Draft Report for Comments. The report will present proposals on the suggested approach that SADC can use to measure perceptions of corruption and also track Anti-Corruption efforts,
- d) Validate the report with Member States-The Consultants will participate in the regional consultative validation workshop to solicit and incorporate stakeholders' views at regional level as part of the participatory approach.
- e) Submit the Final Report for consideration by SACC in 2022.

4.3 Geographical area to be covered

The Analysis Paper is meant to cater for all the sixteen SADC member states which are: *Republics of Angola, Botswana, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Zambia and Zimbabwe, Democratic Republic of Congo (DRC), the Kingdoms of Eswatini and Lesotho, Union of Comoros and the United Republic of Tanzania.*

4.4 Target groups

The primary target groups for this assignment will be the SADC Member States, specifically Anti-Corruption agencies in the SADC Region.

4.5 Project management

4.5.1 Responsible body

The Public Security Sector within the Directorate of Organ on Politics Defence and Security Affairs will be responsible for managing the consultancy.

4.5.2 Management structure

The contractor shall perform the assigned tasks under the guidance and direct supervision of the Senior Officer of the Public Security Sector at the SADC Secretariat.

5.0 LOGISTICS AND TIMING

5.1 Location

The contractor will operate remotely through virtual contacts with the SADC Secretariat in Gaborone, Botswana including during the Inception meeting.

5.2 Start date & period of implementation of tasks

The intended period of implementation of the contract will be 30 days to complete between the months of September to October 2021. Please see Articles 2.1, 2.3 and 2.4 of the special conditions for the actual start date and period of implementation.

6.0 REQUIREMENTS

6.1 Staff

Note that civil servants and other staff of the public administration of the partner country, or of international/regional organisations based in the country, shall only be approved to work as experts if well justified. The justification should be submitted with the tender and shall include information on the added value the expert will bring as well as proof that the expert is seconded or on personal leave.

6.2 Key experts

The contractor should:

- a) Have a Post-graduate qualification in a relevant field (economics Social Science, statistics or related fields)
- b) Be based in the SADC region
- c) Have knowledge and at least 10 years of demonstrable experience in working on research, monitoring and evaluation of governance and/or specifically Anti-Corruption programs,
- d) Specific experience in the Anti-corruption sector in the SADC Region will be an advantage
- e) Have excellent report writing skills.
- f) Be Proficient in verbal and written English Language.

6.3 Project Management

6.3.1

The Public Security Sector within the Directorate of Organ on Politics Defence and Security Affairs will be responsible for managing the consultancy.

6.4 Office accommodation

No office space will be provided since the assignment will be done remotely.

6.5 Facilities to be provided by the contractor

The contractor may where necessary be assisted by the Secretariat in securing relevant contacts with partners, Member States and other information sharing platforms which the Secretariat has links with for purposes of this assignment.

6.6 Equipment

No equipment is to be purchased on behalf of the contracting authority / partner country as part of this service contract or transferred to the contracting authority / partner country at the end of this contract. Any equipment related to this contract which is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

7.0 REPORTS

7.1 Reporting requirements

The contractor will at various stages of the assignment be expected to submit the following reports in English in one (1) original and one (1) copy:

- a) Inception Report-within 2 weeks after the contract is signed.
- b) Draft Report within 2 weeks after the comments on the draft report are provided by the SADC Secretariat and Member States.

7.2 Submission and approval of reports

The report referred to above must be submitted to the Director of the Organ on Politics Defence and Security Affairs through the Senior Officer-Public Security who is responsible for approving the reports.

The assignment is expected to run over a period of **30 days**.

8.0 BUDGET FOR THE ASSIGNMENT

The application should include a detailed budget. The reports are Inception (work & methodology), Draft and Final.