



TERMS OF REFERENCE: Request for Proposals for the Youth Placements Project for the Covid and Unrest Rebuild Programme.

Contact: Riyaadh Ebrahim REbrahim@tshikululu.org.za

This Request for Proposals (RFP) is an invitation for a service provider(s) to submit a proposal for the implementation of defined work packages of the Placements Project of the Covid and Unrest Rebuild Programme's Reset and Rebuild Workstream.

This programme will prioritise – and give preference to – proposals that relate to the following:

- Organisations working in rural, under-resourced and marginalised areas (Anglo American Platinum host communities in particular, as mentioned herein).
- Organisations working to develop unemployed youth into employment (both long-term as well as short-term employment – but preference is given to long-term solutions over short-term).
- Organisations that are enhancing the employability of unemployed youth with accompanying job placements.

1 Background and context of the Covid and Unrest Rebuild Programme

Anglo American Platinum invested R400m in COVID-19 humanitarian relief and rebuilding initiatives around an 18-month period. A portion of the investment was, by way of a grant, made to the Tshikululu Trust. The grant is to be managed in line with an agreed Investment Criteria.

Investments are made under four workstreams, namely,

- Education and Skills
- Health and Well-being
- Water and Sanitation
- Reset and Rebuild

This ToR falls under the Reset and Rebuild workstream. This workstream aims to increase the employability and sustainable livelihoods opportunities for unemployed youth and vulnerable women. This specific component of the workstream focusses exclusively on placements into long- (as a first preference) and short-term employment of NEETs (Not Economically active, in Education, or Training).

2 Context of the assignment

The Assignment will support the implementation of the Youth Placements project within the Reset and Rebuild workstream. The programme seeks to achieve sustainable job placements for people living in the six targeted areas listed below, by exploring opportunities to place unemployed youth into long- and short-term employment.

There is a focus on both youth placements and the successful service provider will be expected to ensure the placement of youth into employment of not less than 6 months with a focus on vocational/low skill entry level jobs.

The Placements programme components include:

- Mapping relevant players and stakeholders in the targeted areas and developing a plan to ensure buy-in and cooperation.
- Identifying opportunities for local procurement from the targeted areas.
- Recruiting youth from all targeted areas mentioned herein

- Developing, where necessary, a work readiness component for the candidates for them to be placed in suitable, sustainable jobs
- Placing candidates in long term employment (ideally no shorter than 6 months)
- Developing a monitoring and evaluation system on the candidates that tracks their progress
- Producing quarterly progress reports and a final close out report on activities implemented and milestones achieved

3 Targeted Geographies

Youth for placement are to be selected from the following geographies and, as far as possible, to be placed in or around the same geographies. Given the systemic challenges around job placements it is not a requirement that the youth are placed in the below geographies, only that they are selected as equitably as possible from them.

AAP Operation	Town	District	Province
1. Mogalakwena	Mokopane	Waterberg	Limpopo
2. Amandelbult	Thabazimbi	Waterberg	Limpopo
3. Der Brochen /Mototolo	Burgersfort	Sekhukhune	Limpopo
4. Twickenham	Burgersfort	Sekhukhune	Limpopo
5. Polokwane Process Division operations	Polokwane	Capricorn	Limpopo
6. Rustenburg Process Division operations	Rustenburg	Bojanala	North-West

4 Monitoring and Evaluation

The proposed programme must include costing for an M&E system that is able to accurately monitor and track programme impact as well as expenditure against budget. A comprehensive M&E plan with reporting milestones and target indicators is expected to be submitted with this proposal. Please refer to 10. Theory of Change contained herein.

5 Implementing Partners

A project implementing agent meeting the aforementioned criteria will be appointed to deliver on the approved scope of work. Tshikululu will contract, monitor and report on the activities of the implementation partner. AAP will be consulted throughout the process and will receive all reports and feedback of the projects progress.

6 Scoring Criteria for Consultant Selection

Criterion	Details	Weight
Understanding and experience working in similar communities (Geographical Context)	Required: Experience and ability to run projects in the specified targeted communities. Desirable: Explanation on how the project can be run in each area and demonstrated knowledge of local context.	10% (Please provide evidence of work done in the sites and at least two testimonials)
Understanding and experience of working on Youth Placements	In-depth and demonstrable expertise in sustainable jobs placements in South Africa. Previous experience running projects that address job creation for unemployed youth on a large scale	25% (Please provide examples of successful youth placement programmes with placement rates and at least two reference letters)
Understanding and experience of stakeholder management principles	In-depth experience in mapping stakeholders, designing and implementing stakeholder management strategies specifically in complex settings	10% (Please provide an example of a stakeholder management plan that was implemented in a complex environment)
M&E Systems	Detailed M&E plan along with key milestones and targets that is aligned to the theory of change	20% Please provide a detailed M&E plan along with targets. The types of jobs youth are placed into must also be described along with estimated starting salaries.
Proposed methodology	The organisation must explain its unique approach and how it will go about implementing the activities to achieve the intended impact. Workplan must be realistic and must include how the organisation will undertake recruitment of youth	25% A strong methodology will include a plan to recruit unemployed youth, placement into sustainable jobs and ongoing monitoring and evaluation. Methodology must also include details on how the youth will be placed into employment.
Financial proposal	The financial proposal must be realistic. The total must be broken down by costing each milestone and account for any and all additional resourcing that may be required for implementation	10% (Please provide a project budget detailing how each deliverable will be costed)

7 Administrative Requirements

The organisation should provide a proposal addressing the requirements of these respective terms of references and including:

- Detail of the proposed intervention
- **Proof of historical performance on the same intervention** (This programme will NOT entertain pilots and proofs of concepts; historical performance at scale is a necessity).
- Comprehensive methodology which incorporates M&E;
- Detailed budget;
- Implementation plan & implementing timelines including:
 - Recruitment plan
 - Stakeholder management plan
- Organisational details including the management and governance structure of the organisation
- Competency statement
- Company B-BBEE level and certificate (unless exempt organisation).
- Organisational registration certificate.
- Organisation's founding documents, for example:
 - Constitution,
 - Trust Deed,
 - Memorandum of Incorporation,
 - Articles of Association.
- Audited annual financial statement from previous financial year (ideally not older than 18 months at the time of submission).
- Management accounts for the current financial year, to date.
- Tax clearance certificate or letter of good standing, from the local receiver of revenue in the country where registered.
- Proof of organisation's physical address (in the form of a utility bill or a letter from the municipality).
- List of the organisation's full board (governance structure), written-up on the organisations or institution's own letterhead.
- If submitting as a partnership: (to be uploaded in "Founding Documents")
 - An MOU or Joint Venture agreement
 - Audited Financial Statements for all entities participating in the call
 - A competency statement for all entities participating in the call
- Proof of legal registration as a tax-exempt public benefit/nonprofit/non-governmental organisation or academic institution.
- Training certification

The proposal submission and vetting processes will be managed by Tshikululu. Proposals will undergo initial screening and vetting and if successful will make a shortlist. Shortlisted candidates will be required to submit additional documents which will be vetted, including and not limited to:

- Proof of ID and address for all governance body members

Organisations that are shortlisted and approached for additional information and certain compliance documentation will have to respond within 5 working days.

8 Contracting Agreements

Please note you will be expected to contract under a contract format, based on the Grant Agreement and there is limited scope for adaptation or negotiation.

9 Application deadline

21 August 2022 (17:00 SAST)

All applications should be completed online using the following url:

<https://www.cognitofrms.com/TshikululuSocialInvestments/tshikululustrustjobplacementsrfp>

Candidates will be notified and may be asked to provide further inputs as part of the final selection process.

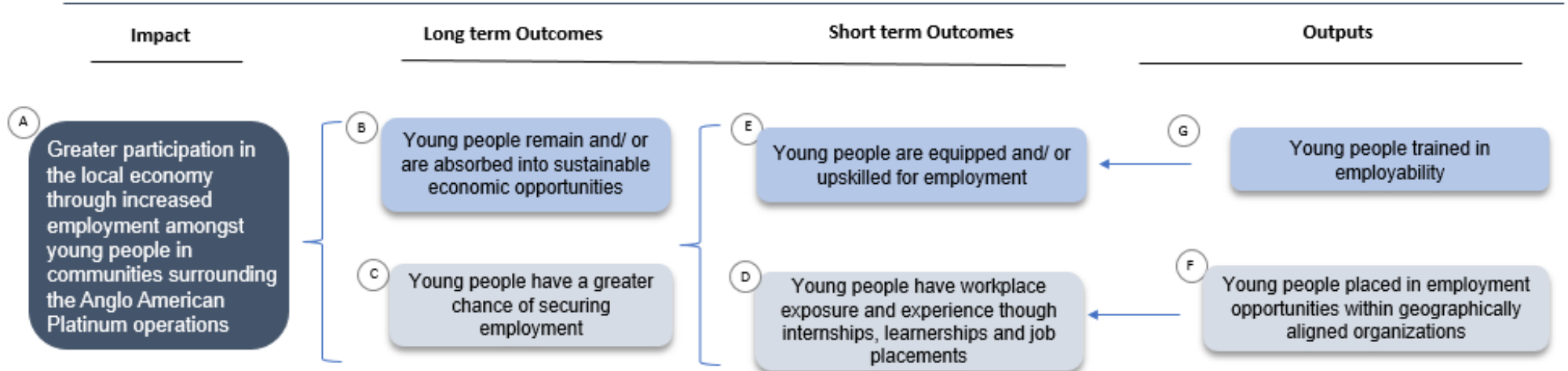
Tshikululu has made a helpdesk available for any queries or assistance required with the proposal submission process for this grant.

- Queries can be submitted via email to aap@tshikululu.org.za or addressed telephonically via +27 11 544-0300 (Mon – Fri 08:00 – 16:30 CAT).
- For more information about how Tshikululu manages private information, please refer to the Privacy page on Tshikululu's website <https://tshikululu.org.za/privacy/>
- By continuing with this application, you also agree to Tshikululu's Terms of Use, which can be viewed on Tshikululu's website <https://tshikululu.org.za/terms-of-use/>
- As part of Tshikululu's zero tolerance approach to fraud, corruption and unethical behaviour, we have implemented the independently-managed Vuvuzela hotline, enabling stakeholders to anonymously report suspicions of unethical conduct, using the following link <http://thehotline.co.za/reports/contact-report.php>.

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10 Theory of Change

Anglo American Social Way alignment: Youth placement project theory of change



Assumptions (not exhaustive):

- A: Services providers will have appropriate financial mechanisms and adequately resource their programme teams with competent personnel.
- B: Placements will ideally be 6 months and/ or longer.
- C: Financial vulnerability of benefactors will be assessed as part of recruitment.
- D: Service providers will consider attrition as part of their risk management.
- E: Service providers will have a skills development training manual/initiative, and/or identify suitable training opportunities.
- F: Recruitment of beneficiaries will be fully aligned with the service areas.
- G: Geographic alignment of placements includes the primary service areas as well as surrounding local municipality/district where feasible.
- ...

Activities (not exhaustive):

1. Skills development training
2. Identification appropriate organizations for placements (MOA)
3. Placement into internships, learnerships and jobs