**TERMS OF REFERENCE (TORs)**

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| 1. **Assignment Title**   Gender mainstreaming training for the Infrastructure Development Bank of Zimbabwe (“IDBZ”/“the Bank”) employees.   1. **About IDBZ**    1. The IDBZ is a national Development Finance Institution (DFI) with a mandate on infrastructure development and financing. The IDBZ was established by the Government of Zimbabwe in 2005 through an Act of Parliament, the Infrastructure Development Bank of Zimbabwe Act [*Chapter 24:14*], as a successor institution to the then Zimbabwe Development Bank. The IDBZ is at the centre of national efforts to accelerate infrastructure development as an anchor for sustainable and inclusive socio-economic transformation in Zimbabwe. The Bank aims to promote gender equality and women’s empowerment within its operations and in projects developed, financed and implemented by the Bank.    2. Guided by the Transitional Stabilization Programme (“TSP”), Vision 2030 and the Sustainable Development Goals (“SDGs”), the Bank primarily focuses on the following high impact sectors which are considered enablers for sustainable and inclusive socio-economic development:  * Water and Sanitation (*dams, water pipelines, water treatment plants, municipal water and sewer projects*); * Irrigation Infrastructure; * Transport (*roads, airports, railways, border posts*); * Energy (*power plants, transmission and distribution grid networks, etc*); and * Housing (on-site and off-site infrastructure, university and tertiary institutions accommodation etc)   1. The Bank’s secondary sectors of focus include education facilities, health facilities and tourism infrastructure. Information and Communications Technology (ICT) is considered a cross-cutting issue across the Bank’s areas of intervention.  1. **Background and rationale (Justification)**    1. Gender is one of the key cross-cutting issues that affect response to infrastructure development and sustainable development, and women and girls have been viewed as victims and equally vulnerable.    2. Therefore, Gender responsiveness is very critical with regards to the global quest for sustainable, equitable and inclusive development in the context of resilient and inclusive infrastructure, hence the need to mainstream gender in all the stages and processes of infrastructure development.    3. Current infrastructure development and economic growth trajectories, among other development stressors such as climate change, continue to deepen and widen existing gender inequalities. It should be noted that infrastructure development is not gender-neutral and women, particularly in developing countries such as Zimbabwe, face higher risks of inequality as they tend to live in vulnerable environments with poor infrastructure and connectivity. Limited access to capacity enhancement programmes, social services and support further exacerbate their risks and vulnerabilities.    4. Socially based roles and responsibilities of men and women often influence the extent of vulnerability as well as how communities will use existing infrastructure to cope with the impact of a hazard or disaster. To this end, the different roles and needs of women and men must be taken into consideration and addressed in all infrastructure development projects. A gender lens in infrastructure development and operations can further enhance the effectiveness and sustainability of infrastructure investments.    5. The IDBZ has 5 Key Result Areas (KRAs) which are: Infrastructure financing; Infrastructure project development and management; Financial sustainability; Knowledge generation and sharing; and Institutional efficiency. The Bank is committed to mainstreaming gender in all its operations, thereby increasing the participation of women and also strengthening the capacity of women to take up leadership roles in infrastructure development. Gender mainstreaming will also strengthen women`s roles and agency for the advancement of their socio-cultural empowerment and directly support the gender equality commitments made by the Bank in its Institutional Gender Policy framework.    6. The IDBZ developed a Bank-wide Gender Policy to align its operations to the national policy framework and international commitments on gender. The Bank’s Policy recognises that gender relations and inequalities are fundamental causes of poverty. The Bank is committed to establishing an environment that allows for gender equity and equality in order to promote inclusive socio-economic development in all its operations, advancing women and girls’ rights through infusion of gender analysis, gender sensitivity, women perspectives and gender equality goals into mainstream policies, projects and activities.    7. The Bank conducted a Gender Audit of its systems, structures and operations in December 2019. The audit identified critical gaps and challenges and opportunities in the Bank’s gender mainstreaming practices. One of the critical observations was the uneven distribution of awareness and knowledge on what gender is, what gender mainstreaming entails, and its relevance to the Bank’s mandate. Additionally, gender issues are still regarded as women’s issues and are viewed with scepticism amongst other categories of Bank staff. 2. **Objectives**   4.1 The overall aim of the training is to build gender transformative everyday working practices and collective norms amongst Bank staff. Specifically, the gender training aims to achieve the following objectives:   * + 1. To foster an understanding on the key gender concepts and how they relate to the Bank`s mandate. Staff should understand the relevance and importance of gender equality to their departmental and institutional policy objectives.   4..1.2 To equip individual staff members with knowledge and tools to effectively mainstream gender. Staff should know how and when to use gender analysis so that they can take account of gender in their everyday work.  4.1.3 To strengthen the Bank’s capacity on gender mainstreaming when dealing with partners, contractors, communities and other key stakeholders, especially during projects development and implementation.  **5 Expected Outcome/outputs/activities**   * 1. Expected outcome   The in-depth gender training will contribute to providing participant(s) with the relevant knowledge, skills and values that allow them to contribute to the effective implementation of the gender mainstreaming strategy in their departments. Develop commitment to gender equality by understanding what needs to be done, why it has to be done, how it is done and when to do it.  5.2 Expected outputs   * Inception report detailing the topics to be covered and a summary of the content to be provided under each topic. * Gender mainstreaming manual relevant to the IDBZ focus areas as outlined above in section 2.2 and section 3.4. * Training report   1. Key activities to be done by the Consultant * Review of internal documents to familiarise with the Bank`s operations. * Develop the gender mainstreaming manual with practical examples relevant to the Bank`s mandate. * Conduct the two-day online training.   **6 Scope and Methodology**  6.1 Thegender training will target all staff with a focus on the Bank`s mandate. The training materials will therefore be aligned to the Bank`s mandate and KRAs as outlined in section 2.2 and 3.5 respectively to ensure that the training is relevant to 122 staff across the Bank`s Departments/Divisions/Units .  6.2 Due to the COVID19 pandemic, the training will be conducted online to avoid physical contact, hence training materials will be shared online.  6.3 The duration of the online training will be two (2) working days.  **7 Requirements**  7.1 Interested and qualified individual consultants are invited to submit their proposal(s) by 15 June 2020 comprising the following:   * Clearly articulated and detailed technical proposal interpreting the TORs, activities schedule with clear milestones, time schedule (only working days), a breakdown of the proposed budget. * Profile and capability statement describing experience to carry out the assignment. * Detailed reference list with contact details indicating the scope and magnitude of similar assignments undertaken in the past five (5) years. * At least 3 references from previous clients. * Financial proposal showing clearly the budgeted cost for the work to be conducted by the Consultant under the scope of work above. The financial proposal should be **inclusive** of all applicable taxes.   **8 Qualifications and experience**   * At least 8 years of experience in development, capacity building in gender mainstreaming, management and monitoring of gender programs. * Masters degree in gender studies, development studies, development economics or other relevant social science subject. * An in-depth understanding of gender in public and private sector development. * Demonstrated capacity to deliver on set timelines. * Fluency in written and spoken English.     **9 IDBZ Contacts and Provision of Information**  9.1 The Consultant will be accountable to the IDBZ through the Bank’s Climate Finance and Sustainability Division and will work closely with the Bank’s Principal Gender Experts and Chief Human Resources Officer.  9.2 The IDBZ will avail the recently concluded Gender Audit Report and all Bank policies and instruments put in place to ensure gender mainstreaming and integration within the Bank. The Bank will also avail reports which highlight how gender is being mainstreamed in projects design, preparation, appraisal and implementation.  **10 Proposal submission**  10.1 Proposals, with reference “***IDBZ Gender Staff Training Proposal***”, must be sent electronically to [procurement@idbz.co.zw](mailto:procurement@idbz.co.zw) and copying [sshekede@idbz.co.zw](mailto:sshekede@idbz.co.zw) and [lmachanzi@idbz.co.zw](mailto:lmachanzi@idbz.co.zw) by no later than 1300hrs on 16 June 2020. |
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