Request for Proposals (RFP)

The Nelson Mandela Children's Fund would like to engage a service provider to conduct **Knowledge, Attitudes, and Practices (KAP) and/or Baseline study** focusing on **Violence against children (VAC), Poverty Alleviation and Child Participation** in **Lusikisiki** (OR Tambo District) and **Wellington** (Cape Winelands District) communities.

The RFP covers two separate assignments: Knowledge, Attitude and Practices (KAP) study and a Baseline Study.

Interested bidders may submit for:

1. The KAP Study only
2. Baseline Study only; or
3. Both studies, depending on their expertise, capacity and experience
4. To conduct the study in one or both communities depending on expertise, capacity & experience

Bidders should clearly indicate which assignment(s) they are applying for and demonstrate their capacity to successfully deliver their scope of work

The purpose of the KAP study is to assess community knowledge, attitudes, and practices related to the three thematic areas. This will help the Fund to understand existing awareness levels, perceptions, and behaviors that influence child wellbeing and development.

The baseline study will establish benchmark data against which future progress and Programme impact can be measured. It should provide clear snapshot of the current situation within the targeted communities and identify key gaps, needs, and priority areas for intervention. Indicators of interest attached in **Annexure A**.

The selected service provider will be responsible for developing the study methodology and data collection

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tools, conducting fieldwork, analyses data, and preparing a comprehensive final report with clear, evidence-based recommendations.

1. Background

In 2027, the Nelson Mandela Children's Fund (NMCF) moved from an implementation focus to a research and development focus with the aim of developing models of intervention that will identify and shift systemic levers in the three strategic areas highlighted below. NMCF intentionally included children in the various initiatives of its strategy, highlighting the importance of advocacy in ensuring that children's voices are reflected in the new strategy. The new strategy titled **Legacy 2.0: Khuluma Mntwana Sikuzwe** has merged previous programme units, i.e., CSDT, CSP, SLP, and YLP into strategic areas of Advocacy, Violence Against Children, and Poverty to create an integrated programmatic focus and eliminate historical programming silos. This has led to the shift from four programmes implementing actions across several provinces to a single integrated programme focussing on the three key areas in four communities. The Nelson Mandela Children's Fund (NMCF) is therefore inviting qualified and experienced consultants or firms to submit proposals to conduct Knowledge, Attitudes, and Practices (KAP) and Baseline studies with children and adults in Lusikisiki & Wellington.

These areas are strategic to the **Khuluma Mntwana Sikuzwe 2.0 strategy**, given:

- High prevalence of violence against children (VAC), with statutory services often limited.
- Poverty indicators defined by the indicator framework below (Annexure A), alongside interventions already implemented.
- Gaps in child participation platforms across schools, municipalities, and community structures.

The findings will provide critical insights into community perspectives, highlight available resources, and establish measurable outcomes. They will inform interventions, map stakeholders, strengthen policy advocacy, and support monitoring frameworks for midline and endline studies.

2. Scope of Work

A selected consultant or firm will be expected to:

- Produce a detailed timeline and methodology.
- Develop indicator frameworks aligned to VAC, poverty alleviation, and child participation.
- Provide a sampling strategy ensuring representativeness and inclusion of vulnerable groups (based on Statistics South Africa data).
- Engage communities through local enumerators.
- Recommend interventions that are evidence-based, not speculative.
- Demonstrate language proficiency:

  OR Tambo: isiXhosa (dominant), English, Afrikaans.

  Cape Winelands: Afrikaans (dominant), isiXhosa, English.

3. Deliverables

- Compréhensive KAP Report (40-60 pages, excl. Annexes).
- Baseline Assessment Report (30-50 pages).
- Policy Briefs/Executive Summaries (4-6 pages, plain language).
- Interactive Dashboards (Microsoft Excel preferred).
- Annexes: survey instruments, consent forms, ethical protocols, detailed data tables, stakeholder lists, bibliography.
- Deliver a stakeholder directory and mapping report with recommendations for strengthening local support systems.
- The service provider shall provide a mapping of existing research and literature (published within the last 5-7 years) on violence against children, child participation, and poverty alleviation in the OR Tambo and Cape Winelands contexts, identifying key findings and evidence gaps relevant to the study.
- Community feedback outputs (policy briefs, validation workshops).

- Data ownership and sharing anonymized raw datasets to be submitted.
- Design the KAP study suitable for longitudinal assessment, ensuring consistent indicators, tools, and methodologies that allow for annual trend analysis and comparability of results over time.
- Sustainability plan for indicator tracking.

4. Eligibility Requirements

- Proof of legal registration
- Valid tax clearance certificate
- Submission of all required proposal requirements

5. Technical Capacity:

- Demonstrate experience in conducting a KAP and/or baseline study.
- Demonstrate compliance with The Fund's Child Safeguarding and Participation Policies and outline the ethical guidelines that will govern your work with children.
- Outline how the potential for unearthing trauma will be managed, including safe disclosure protocols and clear referral pathways to qualified psychosocial and child protection services.
- Regional experience in South Africa or similar contexts.
- Qualified personnel with expertise in research design, data collection, and analysis.

6. Proposal Requirements

- Realistic and clear design and plan
- Understanding of the assignment

- Clear budget expectations (VAT, travel, reimbursables).
- Risk management plan (VAC sensitivity, rural logistics).
- Team composition (roles, CVs).
- Innovative approaches (digital tools, participatory research).

7. Ethical considerations

The areas of implementation for this project; OR Tambo and Cape Winelands district, are home to some of the most socioeconomically disadvantaged populations in the region. Notably, the baseline and KAP study components of this work will involve direct engagement with children, who are recognized as a vulnerable group requiring heightened ethical protections. All bidders are expected to demonstrate strict adherence to the core principles of research ethics, namely: respect for person (autonomy), beneficence, non-maleficence, and justice, as guided by national ethical standards. Nelson Mandela Children's Fund has a Child Participation policy and a Child Safeguarding policy that the selected service providers must comprehend, apply and sign before undertaking the study. Bidders must therefore provide evidence of ethical clearance and outline the measures they will put in place to safeguard the rights, dignity, and well-being of all participants throughout the research process.

8. Confidentiality and data ownership

The service providers will protect the confidentiality of those participating in the studies. All the data collected from the KAP, and baseline studies will be treated as confidential and as property of the Fund. No data or information from these studies shall be released to third parties without written approval of the Fund.

9. Submission Details

- Format: PDF & Word document to allow comments.
- Page limit: 20 pages + annexes.

- Acknowledgement of receipt: email confirmation upon submission. Declining/approval notifications will follow evaluation outcomes.
- **Deadline: 13 November 2026**
- Contact: rfpinfo@nmcf.co.za and Shadi Nyokong (shadiN@nmcf.co.za)
- Subject line: “Proposal - KAP and Baseline Study”.

10. Evaluation Criteria

Proposals will be evaluated based on:

- Methodology (40%).
- Experience and qualifications (30%).
- Cost-effectiveness and value for money (20%).
- References and contextual sensitivity (10%).
- Mandatory child safeguarding compliance.
- Innovation and contextual sensitivity are rewarded.

Criterion	Weight	Description
Methodology & Approach	40%	Clarity, feasibility, rigor, alignment with study objectives.
Experience & Qualifications	30%	Proven expertise in KAP/baseline studies, child-focused and rural contexts.
Cost-effectiveness & Value	20%	Competitive pricing, justified budget, efficient resource allocation.
References & Contextual	10%	Relevant past work, contextual awareness, stakeholder engagement.

Sensitivity		
Child Safeguarding Compliance	Mandatory	Evidence of safeguarding policies and ethical compliance.
Innovation	Bonus	Use of digital tools, participatory methods, culturally sensitive design.

Nelson Mandela
CHILDREN'S FUND

Non-Profit Organisation: Reg. No: 004-638
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Annexure A: Baseline indicators

Violence against Children	Voice of the child	Poverty Alleviation
% of community members (not only caregivers) reporting use of positive parenting practices in the last 3 months	# of different children holding a leadership or representative role over the reporting year	% of households applying at least 2 financial management practices consistently
% of surveyed children who report feeling safe, by domain (home, school, community)	# of advocacy actions initiated or co-led by children	% of households meeting children's education and healthcare costs from own resources in the last 6 months
% of community members who can, unprompted, name at least 2 forms of harm against children and at least 1 formal referral channel (and describe the local referral pathway)	# of existing child participation platforms, and % meeting 'meaningful space' functionality criteria	% of vulnerable households actively connected to at least one functional community economic project or support network
% of caregivers achieving the threshold score on the KAP assessment	# of community actions taken to sustain participation spaces	% of profiled households with at least one income-generating activity or opportunity
# of VAC cases referred into formal services by community members or caregivers (not partner staff), over the last 12 months	% of children who can cite a specific example of change or response resulting from their input	% of adults meeting the financial literacy and budgeting competency threshold
% of documented referred cases confirmed as received and acted on by protective services within locally agreed standards	# of instances of duty bearers facilitating or institutionalizing child participation	% of members actively participating in existing groups
# of communities with an active child protection forum and a current, tested referral map	% of children who can articulate at least 2 of their rights and 1 way to advocate for them	% of enrolled households verified as meeting the agreed vulnerability criteria
% of existing referral agreements honoured in practice	% of parents and community members who recognise the value of child participation and can name at least one way to enable it	# of community economic projects and support networks meeting functionality criteria
% of community members (not only caregivers) reporting use of positive parenting practices in the last 3 months	% of duty bearers meeting a facilitation knowledge threshold	Total value of savings mobilised by existing groups
	# of feedback mechanisms operational with a trained duty bearer focal point	

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