



## CALL FOR APPLICATIONS

Appointment of a Panel of pre-qualified researchers and related professionals to provide consultancy services to the Inclusive Growth Programme (**IGP**) for a period not exceeding three years.

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## 1 INTRODUCTION AND BACKGROUND

- 1.1 The Inclusive Growth Programme (IGP) is an initiative of the Department of Trade and Industry, established with the aim of identifying, investigating and implementing innovative and practical interventions to the key challenges facing the South African economy. The initiative has been established in collaboration with Business and Labour. The IGP's key strategic objectives are to:
- 1.1.1 Establish a high-level policy forum where Government, Business and Organised Labour can regularly engage constructively with a view to improving economic policy design, policy co-ordination and coherence, joint development of mitigation measures where necessary, and enforcement and compliance of key economic policies.
  - 1.1.2 Facilitate transformation of the economy to promote industrial development, investment, competitiveness and employment creation.
  - 1.1.3 Facilitate broad-based black economic participation through targeted interventions to achieve more inclusive growth.
- 1.2 In achieving the above objectives, the IGP requires reliable access to highly skilled and experienced expertise in a number of areas including socio-economic and economic sectors and industry research and analysis; programme design, development of M&E frameworks, policy advocacy, capacity building, development of guidelines, and others.
- 1.3 It is against this background that the Development Policy Research Unit (DPRU), the IGP's Implementing Partner, is inviting qualifying service providers to submit applicants to be considered for appointment to a Panel of pre-qualified researchers and related professionals who will provide consultancy services to the IGP. The Panel will be appointed for a period not exceeding three years.

## 2 FOCUS AREAS AND DELIVERABLES

- 2.1 IGP will commission work in the following focus areas:
- 2.1.1 **Socio-economic research and analysis:** undertaking multi-sectoral and multi-disciplinary research in value-chains, economic sectors, township and informal settlement areas; spatial development practices, economic opportunities in local economic development areas, regions, and provinces.

- 2.1.2 **Development and field-testing/piloting of innovative and practical solutions to socio-economic challenges:** conceptualisation, design, development and piloting of evidence-based projects; stakeholder mobilisation.
- 2.1.3 **Institutionalisation of field-tested tools, processes and methodologies:** Development of tools, M&E frameworks, manuals and guidelines to support roll-out and implementation of pilot-tested innovations.
- 2.1.4 **Policy advocacy and research dissemination:** Partnering with relevant stakeholders to disseminate the work of the IGP in relevant discussion for public and specialised platforms.
- 2.1.5 **Partnerships and capacity development:** Building policy formulation and implementation capacity and skills of policy-makers, project practitioners and researchers.

### **3 QUALIFICATIONS AND EXPERIENCE REQUIREMENTS**

- 3.1 Applicants will be appointed to the Panel on the basis of their professional ability and eligibility to do the work indicated in paragraph 2 above, and fulfilling supply chain compliance procedures. Panel members must be willing to work independently or do collaborative work (where multidisciplinary research is required).
- 3.2 To be considered, Applicants must meet the following qualifications and experience requirements:
  - 3.2.1 Have post graduate academic qualifications in Economics, Development Studies, Social Sciences, Business Management, Policy Studies or any other field that is relevant to the focus areas outlined in 2.2 above;
  - 3.2.2 Minimum 5 years' relevant professional/work experience;
  - 3.2.3 Minimum 5 years' experience working with and advising government;
  - 3.2.4 Practical international, national or local government experience on issues related to Inclusive Growth; and
  - 3.2.5 In-depth knowledge of South Africa's industrial policy environment, key government socio-economic policies and priorities, industry dynamics, and industrial trends.

3.3 All relevant information pertaining to experience and qualifications should be included, and curricular vitae of key experts that will be proposed to work on commissioned projects must be submitted. CVs should not exceed 5 pages.

3.4 The DPRU reserves the right to vet all documentation and information provided by Applicants to prove their relevant experience and ability to perform the service.

#### **4 TIME FRAME**

4.1 The IGP Panel of Researchers and Related Professionals will serve for a period of three (3) years from the date of appointment.

#### **5 CONDITIONS**

5.1 Appointment to the Panel does not guarantee that service providers will automatically be granted consultancy assignments from IGP. Projects will be commissioned as and when there is a need, and in accordance with the public procurement principles of fairness, equity, competition, transparency and cost-effectiveness.

5.2 In commissioning work, the DPRU will issue a request for proposals with accompanying Terms to relevant Panel members, based on the topic of research/project technical focus area and the areas of expertise of Panel members.

5.3 Received proposals will then be evaluated according to the criteria outlined in the individual Terms of References.

5.4 The proposed project team must participate actively and be available to perform services in accordance with the proposal submitted in response to the ToR, and the specific project implementation plan. In instances where a proposed key team member is not available to perform services at a specific period in time, the relevant Panel member will be responsible for providing a replacement with similar qualifications and experience in order to guarantee the same standard of work.

5.5 The DPRU reserves the right to vet all qualifications and other documentation provided by prospective Panel members to prove relevant qualifications, experience, and expertise prior to appointment.

5.6 Copyright and intellectual property rights to all documentation, reports etc. that emanate from assignments commissioned to Panel Members will be vested with the Department of Trade and Industry.

- 5.7 Applications received after the closing date and time will not be accepted for consideration.
- 5.8 Applicants' attention is drawn to the fact that amendments to any of the Conditions or setting of counter conditions may result in the invalidation of their applications.
- 5.9 The DPRU reserves the right to conduct supplier due-diligence prior to inclusion of organisations or independent researchers/professionals in the Panel, or at any time during the contract period. This may include site visits.
- 5.10 The DPRU may communicate with applicants where clarity is sought after the closing date of the call for applications, and prior to the inclusion in the Panel, if necessary.
- 5.11 All communication between the applicant and the DPRU must be done in writing.
- 5.12 Any Applicant blacklisted by National Treasury will not be considered.

## **6 SUBMISSION AND EVALUATION OF APPLICATIONS**

- 6.1 Applicants must complete the attached application form and attach supporting documents.
- 6.2 Received applications will be evaluated and those scoring 60% and above will be considered for inclusion in the Panel. Service Providers that do not meet the technical threshold score will be disqualified.
- 6.3 Applications must be submitted by email to [kezia.lilenstein@uct.ac.za](mailto:kezia.lilenstein@uct.ac.za).
- 6.4 **The closing date for applications is Friday 17 May 2019.**

## **7 ENQUIRIES AND CONTACT DETAILS**

- 7.1 All questions should be directed in writing to:

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