



International
Labour
Organization



Request for Quotations¹

RAF/21/14/SWE – 007/2024

Documenting good practices on linking decent working conditions to improved labour productivity and enterprise sustainability in the construction sector.

This call is targeted at individuals.

Responses should be received by 23:59hrs (SAST) on 5 August 2024

June 2024

DISCLAIMER

By responding to this tender, you consent to the processing of your personal data, including any future update, by the ILO for purposes of this tender. The ILO applies a data protection policy in conformity with international standards. Should you require further information on your personal data, please contact pcrt@ilo.org indication “personal Data Protection-RFQ No. x/20xx in the subject.

¹ The term ‘quotation’ refers to any offer, bid or proposal submitted to the ILO in response to this solicitation.

Terms of Reference

1. Background

The rapidly growing urban development and increased infrastructure demand and including a backlog in housing for schools, hospitals, and office buildings, has led to a boom in construction across Southern Africa. This has brought with it many business opportunities and job opportunities at all occupational levels in the construction sector. The sector is characterised by poor labour rights adherence, decent work deficits with the most severe and fatal workplace accidents rates and low labour productivity. Young workers and women are the most affected in this regard with the highest percentage of informal workers, often lacking protections under the labour law, contract stability, limited access to trade unions representation and social protection.

Country-level construction sector market systems analyses on causes of decent work deficits and low productivity conducted in Mozambique, South Africa and Zimbabwe, identified the following root causes: (i) low levels of application of decent work focused costing and pricing in bids; (ii) informality of workers and limited access to social protection; (iii) limited incentives and information on decent work; (iv) limited skills development, recognition, and certification; and (v) limited labour inspections on SMME managed construction sites. A construction sector disaster in South Africa in May 2024, which saw workers losing lives and some critically injured clearly amplified these challenges. Preliminary investigations identified the following challenges, faulty engineering, use of unregistered contractors, improper hiring, and limitations in Labour inspections. All these are in line with the findings from the construction sector market system analyses which was conducted by the Project in 2023.

The Decent work in Construction Project, implemented by the International Labour Organization (ILO), in collaboration with the SADC Secretariat and with the support of Swedish International Development Cooperation Agency (Sida), is a response to the above-mentioned challenges and to the increasing demand for infrastructure in Southern Africa. The Project seeks to contribute towards increased compliance with labour rights and to enhance labour productivity in the SADC the construction sector.

The Project applies a market system development (MSD) to identify and address key sector constraints affecting the core construction market system, its supporting functions and the rules and regulations that govern business conduct. The Project intervenes at both country and SADC level as follows:

- **At Country level:** In Mozambique, South Africa, and Zimbabwe, the project is working with construction sector actors to address key “systemic challenges which keep vulnerable workers in unsafe and precarious working conditions. The Project is piloting a portfolio of interventions in collaboration with government, the private sector, and the trade unions, and employer’s organisations. With these interventions, the Project seek to a) demonstrated the impact of catalytic actions and to generate lessons and good practice that can be shared with the wider SADC member states; and b) highlight the nexus the huge labour rights compliance challenge and low labour productivity in the Southern African Construction Sector.
- **At Regional level:** The project documents and leverages the knowledge, experience, lessons, and good practice generated through pilot country interventions, to support upscaling and replication of workable solutions across SADC member states with the view to influence policy changes that can support improvements in labour rights compliance and labour productivity across the SADC region and beyond. To this end the Project supports the implementation of the SADC Decent Work Programme (2021-2025).

Against this background, and in line with the objectives of the Project, the ILO seeks to contract a consultant to document good practices on linking application of decent working condition to improved labour productivity and enterprise sustainability in the construction sector.

2. Assignment Objective

The objective of the assignment is to identify and document good practices among construction sector enterprises who linking decent working conditions to better labour productivity outcomes and to enterprise sustainability.

3. Scope of Work

The Consultant is expected to identify and document at least four (4) existing good practices in the construction where application of decent work principles in the workplace, has resulted in improved labour productivity and sustainability of the enterprise. Thus, the consultant should produce evidence of how is working in different contexts. The consultant should be able to use storytelling, as a powerful tool to communicate ideas, share lessons, and build a compendium of good practices.

Specific Tasks

The Consultant is expected to:

- i. Undertake research in the SADC region to identify good practices in promoting of decent work, labour productivity and enterprise sustainability by the private sector actors.
- ii. Document at least least four (4) existing good practices in the construction sector of enterprise that are promoting decent work in the workplace, and subsequently achieving better Labour productivity outcomes which are contributing to the sustainability of the enterprises.
- iii. Present the specific initiatives undertaken by construction sector enterprises to improve working conditions and labour productivity in construction sector workplace settings.
- iv. Highlight the incentives and enablers that are in place by government and/other regulatory institutions to promote decent work practices among construction sectors enterprises.

4. Study Coverage

The study will be conducted within the framework of the Decent Work in Construction Project which is operational in SADC. The study should therefore ideally identify good practices within SADC Member States. The Consultant can however include one additional good practice outside SADC if such a case is already known to the Consultant.

5. Methodology

The assignment will involve a both primary and secondary data collection, thus, the Consultant should apply a mixed-methods approach to the study. The methods should include but be not limited to the following: -

- **Desk review:** - Review of available subject matter related literature, systems, and practices in the construction sector on promoting decent work, labour productivity and enterprise sustainability.
- **Key Informant Interviews/Focused Group Discussions:** Conduct interviews with key stakeholders including government officials, construction industry representatives, and construction sector employees, to gather insights into good practices in the construction sector.
- **Quantitative and Qualitative analysis of findings:** Analysis, presentation and meaningful interpretation and study findings and preparation of draft report.
- **Stakeholder review of preliminary results:** Present preliminary results of the study to key stakeholders (to be determined by the project) with the view to validate the findings and to receive further puts for finalization of the good practice documents.

6. Expected Deliverables

The consultant is expected to deliver the following outputs:

- **Inception report and detailed workplan** including methodological framework, and potential timelines.
- **Draft outline** of the proposed structure of the good practice document.
- **Draft compendium** of four (4) SADC based + One (1) good practice cases.
- **Power point of summary of draft case stories** for presentation to key stakeholders.
- **Final Print-ready-compendium** of validated good practice cases produced to the satisfaction of the ILO.

7. Timeline and Remuneration Structure

The assignment is for sixty (60) non-consecutive days and shall commence on 26 July 2024 and conclude no later than 30 November 2024 after which the contract will expire. The anticipated travel under this assignment is when the consultant will travel to present the study preliminary findings at a key stakeholder workshop.

An all-inclusive lump sum consultancy fee shall be paid to the Consultant as follows:

Deliverables	Deadline	Payment
Submission of Inception report and detailed workplan	02 August 2024	20% of the fees
Submission of structure and outline on the good practices captured and documented	13 September 2024	30% of the fees
Submission of draft compendium of four (4) SADC Based + One (1) good practice cases and power point of summary of preliminary study	30 September 2024	30% of the fees
Submission of final Print-ready-compendium of validated good practice cases	30 November 2024	20% of the fees

8. Contract management and ways of working

The documentation of good practices and the development of the report will be done under the overall supervision of the Project Manager of the Decent Work in Construction Project, and SADC Senior Programme Officer (Employment and Labour), and in close collaboration with the Project Policy Officer.

Throughout the execution of the assignment, the Consultant will participate in scheduled progress-update meetings with the Project Manager and the Policy Officer to track progress and discuss and address any possible challenges that may arise. The schedule of these meetings will be agreed upon during the assignment kick off meeting.

9. Qualifications, Experience and Language Requirements

Education:

The Consultant must have the following qualifications -

- A University degree in social science, development studies, Journalism, or other equivalent qualification.
- Advanced degree in any related field will be an advantage.

Experience:

- Knowledge of and broad understanding of SADC construction sector and its dynamics
- Experience in engaging with enterprises at various levels and conducting interviews.
- Strong story telling skills with the ability to interpret data from diverse sources.
- Country-level experience and/or working in at least two of the study countries.

- Proven experience in carrying similar work.
- Documented experience in producing compelling case studies.
- Demonstrated experience in the construction sector, and in working with international agencies, as well as SADC will be an added advantage.

Languages:

- Excellent command of English; working knowledge of Portuguese and French will be an advantage.
- Outstanding communication and writing skills are required.

10. Submission of Your Offer

The ILO invites **interested individual consultants** to express their intentions to undertake the assignment by submitting a proposal. The submission should include a technical proposal detailing their understanding and proposed approach for undertaking the assignment, and a financial proposal with a detailed breakdown of fees and related expenses. The offer may be submitted via email to the following Email Address: dw4Construction@ilo.org

10.1 Required Documentation

To be eligible for consideration, the submission must include:

- (i) **Technical proposal:**
 - Max. 10 pages, summarizing proposed approach and work plan.
 - Updated curriculum vitae(s), evidence of experience and similar work done, and at least three references.
- (ii) **Financial proposal:**
 - With detailed budget breakdown of fees and expenses.
- (iii) **Annex I: Certification** – Signed copy of Organization's registration details, background, and contact persons.
- (iv) **Annex II: Past Experience:** Signed copy of details of at least four (4) Contracts undertaken in the past two (2) years relevant to this request.

10.2 Clarifications

Bidders requiring any clarifications on technical, commercial, or legal aspects of the RFQ documents may submit their queries to the email address: dw4Construction@ilo.org **by 01 July 2024.**

10.3 Registration as an ILO Supplier

Please Note: - The ILO only contracts individuals or companies in its Suppliers Database. Interested individual bidders should submit at their earliest convenience a duly filled ILO Supplier forms. Click on this to access the supplier's forms. Once completed, filled in and signed suppliers' forms should be submitted to



ILO Supplier Record
Form.pdf

dw4Construction@ilo.org.

The proposals must reach the ILO no later than **24:00hrs midnight (SAST) on 16 July 2024** and should be sent to the email address: dw4Construction@ilo.org with the subject line: **Good Practice Documentation.**

11.0 Terms and Conditions Applicable to ILO Contracts

Terms and conditions application to ILO Contracts are available at:

https://www.ilo.org/sites/default/files/wcmsp5/groups/public/@ed_mas/@inter/documents/legaldocument/wcms_768752.pdf