



INTEGRATED DISABLED WOMEN ACTIVITIES

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TERMS OF REFERENCE TRANSCRIBING SGBV TOOL BOX INTO BRAILLIE

1.0 ORGANIZATIONAL BACKGROUND

IDIWA is a non-Governmental Organization established in 2000 by women of different disability categories including Physical, Sensory and Psychosocial disabilities and Parents of Children with Disabilities from Iganga District, on realization that Women and Girls with Disabilities face heightened discrimination on account of gender and disability, which limits their access to social services.

IDIWA envisions an inclusive society in which human rights, citizenship, and potential of Women and Girls with Disabilities, and other vulnerable groups are respected.

The mission is to empower Women and Girls with Disabilities, and other vulnerable groups to maximize their potential and improve their standard of living.

Our overall goal is to improve the quality of life and social well-being of Women and Girls with Disabilities, and other vulnerable groups in Uganda.

IDIWA's Empowerment Program focusses on advocacy for improved access to services, resources (ownership and control), participation in democratic and governance processes, economic opportunities and respect for their human and health rights.

Advocating for the realization of human rights of persons with disabilities is an essential part of IDIWA's work, including advocacy for accelerated access to disability friendly SRH services by Women and Girls with Disabilities.

IDIWA is implementing project on Eliminating Sexual Gender Based Violence among women and girls with disabilities in Mayuge and the organization is developed a SGBV Advocacy tool box which needs to transcribed into a braille copy.

IDIWA is seeking a suitably qualified consultant to transcribe a braille copy for Sexual Gender Based Violence (SGBV) Advocacy tool box

2.0 OBJECTIVES OF THE CONSULTANCY:

The main objective of this consultancy is to transcribe a braille copy for SGBV advocacy tool box. The tool kit should be produced in a brailles and must not change meaning of the provided tool.



IDIWA is highly focused on non-formal education methods in the delivery of peer education to women and girls with disability. The product must be well produced and of high quality for publication

3.0 ROLES OF THE CONSULTANT

The consultant will specifically be responsible for:

- Transcribe the SGBV advocacy tool box into braille
- Submitting the tool box in braille designed training manual layout.

4.0 TIMEFRAME

The assignment will last for a period of 14 working days: -10 working days for developing braille manual – 3 working days for review, and 1 day for validation and signing off the SGBV braille tool kit translated manual

5.0 COMMUNICATION AND REPORTING

The consultant will report to the SGBV Manager, but all work must be approved by the Executive Director.

The Consultant is expected to:

- Transcribe a braille copy and submit it for review

6.0 REQUIRED PROFILE:

This is a short term consultancy work and the expert will be required to have the following competencies;

- Be a university graduate (Humanities) with proven training in human rights
- Experience in transcribing braille materials
- Tangible examples of previous work available for review
- Excellent references from previous consultancies in Uganda

7.0 TERMS OF PAYMENT

Payment will be by check in two installments of 50% on commencement of the assignment, and 50% on successful completion of assignment and reporting.

IDIWA will withhold 6% With Holding Tax payable to Uganda Revenue Authority in the name of consultant.

The total amount will cover all aspects of the consultancy work including fees, design, layout, and printing of the final 2 braille copies

8.0 APPLICATION PROCEDURES:

- Candidates interested in this consultancy will be required to submit the following;
- Curriculum Vitae (CV)
- Covering letter outlining the motivation behind the application and the suitability
- At least two samples of similar work previously undertaken
- Contact details of two professional references from institutions/organizations you have previously worked for/consulted for. These should be your manager or person you reported to during the consultancy

Applications should be addressed to the Administrator at IDIWA on email address:

idiwa2009@gmail.com.

Applications should be received on or before Friday 5th June 2020, 5pm East African Time.