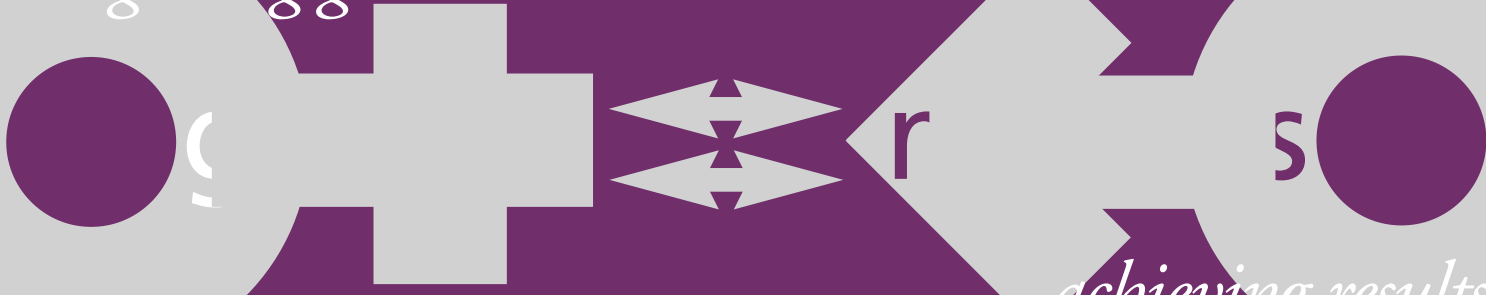


U.S. Agency for International Development



IDB Photo

integrating gender



achieving results

"We will not achieve our development goals unless the entire Agency takes the role of both women and men into account in development programming."

Andrew S. Natsios, USAID Administrator

The United States Agency for International Development (USAID) recognizes that equal opportunity for women and men is necessary not only for the well-being of their families but also because women's involvement is key to advancing economic and social development and promoting democracy. Even today many women are not able to fully share in the political and economic life of their societies. They face enduring economic, legal and customary barriers to their participation in development. In addition, in recent years the toll of HIV/AIDS on women and the abominable practice of trafficking in women and children have held back women's progress and that of their countries.

The Agency addresses gender inequalities in order to reduce economic and social inequities, improve the probability of growth and broader civic participation, and increase program results. Gender considerations cut across all aspects of USAID programs, from the broad commitments to poverty reduction and sustainable growth to more recently emerging challenges. USAID continues its commitment to address gender-related issues in all of these long-standing and cutting-edge challenges.



Gender Integration and the Office of Women in Development

The Office of Women in Development (EGAT/WID) contributes to USAID's efforts to build development programs that are both effective and equitable. As the focal point for technical expertise and leadership on gender integration, the WID Office assists other USAID operating units in fulfilling USAID's commitment to identify and address differential impacts on women and men in all USAID programs.

The WID Office role is a catalytic one. WID helps build capacity within operating units to identify and address gender issues in USAID programs throughout the world. It helps operating units meet the Agency requirements for gender analysis in the development of strategic plans and the incorporation of these findings into all programs and their monitoring and evaluation. It addresses long-standing challenges such as the provision of education and legal rights, while also identifying and addressing gender dimensions in emerging issues such as access to information and communications technologies, economic globalization and trade, the continual flare-up of internal conflicts, and HIV/AIDS and trafficking in persons.

Integrating Gender for Development Results: The Women in Development (WID) Indefinite Quantity Contract (IQC)

In September 2002, the Agency awarded six new contracts through a five-year IQC mechanism to support the Agency's efforts to take the roles of both women and men into account in its programming in order to achieve its development goals. The IQC is implemented under a Task Order mechanism, and all USAID units are eligible to execute Task Orders utilizing their own funding within the Basic Agreement of this IQC, with gender as an integral part of scope of work.



What Services Are Available and in What Sectors?

The Agency's mandate is clear. It is to integrate a gender perspective throughout all USAID programs. The WID IQC provides all USAID operating units with the following services in support of this directive:

- short- and long-term technical services and training
- research and analysis
- communications and outreach (including conferences and workshops)

Gender is a crosscutting issue and the IQC provides access to a wide range of consultants who are both experts in technical fields and experts in addressing gender-related matters. The IQC covers all sectors and relates to all of USAID's goal areas to:

- achieve broad-based economic growth
- build sustainable democracies
- develop human capacity
- stabilize world population and protect human health
- protect the environment
- provide humanitarian assistance

Issuing a Task Order Under the WID IQC

There are three straightforward steps for any USAID Operating Unit:

- 1.** After careful review of the Basic Agreement, the USAID unit (this includes Missions and other operating units in USAID) prepares a scope of work and budget and submits them to the Cognizant Technical Officer (CTO) for the Basic IQC contracts, Shirley A. Toth, EGAT/WID, for review and clearance.
- 2.** After comments/clearance are received by the unit, the unit provides their Procurement Officer with the appropriate scope of work, budget and justifications. In turn the Procurement Officer provides each of the six IQC contractors with the scope of work for their response giving them what the Procurement Officer considers a reasonable amount of time to submit their proposals and budgets. Once received, the proposals are evaluated against the criteria set by the unit, and the Task Order is awarded by the unit's Procurement Officer.
- 3.** When an award is made, a copy of the Task Order, the evaluation selection memorandum and the negotiation memorandum are to be provided to the EGAT/WID CTO.

The request for a Task Order proposal can be totally performance based (no labor categories identified) or the request can address the labor categories and the qualifications, using those discussed in the Basic Agreement as a guide. The Task Order can also be Fixed Price or Cost Plus Fixed Fee. Further details on preparing Task Orders under this agreement are outlined in the Basic IQC Agreement or can be obtained from your Procurement Officer. The WID CTO is also available for guidance in the development of the Task Order.

Small Business Utilization

This IQC does not use a Tier System. However, since FY 2002 funds were obligated to award the IQCs, operating units have the option of utilizing the two small business contractors under this mechanism, without competition. For further details this should be discussed with the appropriate Procurement Officer, or the EGAT/WID CTO for the Basic Agreement).

Term

The WID IQC is valid for a five (5)- year term from September 30, 2002 until September 29, 2007. All task orders must be ordered within the five-year term of the IQC, and must be completed no later than three years after the initial life of the IQC.

For Further information The USAID Contacts are:

CTO: Shirley A. Toth
Phone: 202-712-4722,
E-mail: stoth@usaid.gov
CO: Unit Procurement Officer



WID IQC Contractors

Chemonics International, Inc. Contract #GEW-I-00-02-00016

Subcontractors: Centre for Development and Population Activities (CEDPA); Charney Research; Development and Training Services, Inc (DTS); ECI; International Research & Exchanges Board (IREX); MetaMetrics, Inc.; MUCIA; and Partners of the Americas

IQC Project Manager: Elizabeth Anne Belt (Acting)
Phone: 202 955 3300
Email: ebelt@chemonics.net

Development Alternatives, Inc. Contract #GEW-I-00-02-00017

Subcontractors: Academy for Educational Development (AED); American University Washington College of Law; The Asia Foundation; International Center for Research on Women (ICRW); Minnesota Advocates for Human Rights; The QED Group; Rural Development Institute (RDI); and Training Resources Group (TRG)

IQC Project Manager: Belinda Bernard
Phone: 301 215 7019
Email: Belinda_Bernard@dai.com

Development & Training Services, Inc. (small business) Contract #GEW-I-00-02-00018

Subcontractors: ACDI/VOCA; Checchi and Consulting Company, Inc.; Chemonics International, Inc.; Counterpart International; Educational Development Center (EDC); International Business & Technical Consultants, Inc. (IBTCI); Louis Berger Group; Management Sciences for Health (MSH); Centers for Research on Women at Wellesley College; and Winrock International.

IQC Project Manager: Indira Ahluwalia
Phone: 703-465-9388
Email: Indira.Ahluwalia@devts.com

DevTech Systems, Inc. Contract #GEW-I-00-02-00019

Subcontractors: Cultural Practice; IBM; The IRIS Center at the University of Maryland; The Land Tenure Center at the University of Wisconsin; L.T. Associates; Network for East-West Women; Pact; World Education; and World Learning

IQC Project Manager: Isabel Dillener
Phone: 703 778-2641
Email: idillener@devtechsys.com

Juarez and Associates, Inc. (small business) Contract #GEW-I-00-02-00020

Subcontractors: Institute for Development Anthropology; CLC & Associates International, Inc.; and Coalition Against Trafficking of Women

IQC Project Manager: Nicandro Juarez
Phone: 310 478 0826
E-mail: njuarez@juarezassociates.com

Management Systems International/ The Futures Group Contract #GEW-I-00-02-00021

Subcontractors: International Office of Migration (IOM); and Michigan State University

IQC Project Manager: Marina Fanning
Phone: 202 484 7170
Email: mfanning@msi-inc.com

Task Orders Awarded to Date

Short-Term Technical Assistance and Training Support (3 years)

DevTech Systems, Inc. (GEW-I-01-02-00019)

Through this Task Order, Missions and other USAID units can obtain technical assistance and training to address gender-related concerns in their programs. Technical assistance may be requested across a broad range of sectors and issues for strategy development, definition of indicators, activity design, project implementation, and monitoring and evaluation. One focus for the technical assistance and training is assistance in meeting the Agency's ADS, administrative directives for gender integration.

To request assistance through this Task Order or for more information please contact Shirley A. Toth, EGAT/WID.

Gender Integration (5 years)

Development and Training Services, Inc. (DTS) (GEW-I-01-02-00018)

This Task Order is a valuable mechanism for promoting the integration of gender considerations throughout the Agency and tracking its progress. DTS is supporting the WID Office's gender-related knowledge management practices within the Agency and facilitating its communications and outreach activities. DTS is responsible for the WID Office's websites that will highlight WID's activities as well as gender activities of other operating units. It will also develop databases to track Agency activities that address gender through this IQC mechanism, and when possible other Agency activities; conduct "quick research;" assist in conference planning and workshops; and provide overall assistance directly to the WID Office.

For more information on this Task Order please contact Shirley A. Toth, EGAT/WID.

Development Alternatives, Inc. (DAI) Support to USAID Anti-Trafficking Activities (18 months) (GEW-I-01-02-00017)

This Task Order is to provide technical services to support USAID units in identifying and developing activities to address trafficking in persons, in reviewing and/or evaluating existing activities, and in helping to design and implement research activities that address trafficking issues.

For more information on this Task Order or to obtain assistance please contact Mary Knox, EGAT/WID.

Chemonics International, Inc. Women's Legal Rights Initiative (5 years) (GEW-I-01-02-00016)

The Regional Bureaus, USAID Missions, and EGAT/WID will agree on priority countries for this Task Order. Based on these agreements, Chemonics will work closely with Democracy and Governance Strategic Teams to identify constraints to women's legal rights; document "best practices" in order to build on these models; and discern gaps that remain (both in knowledge and practice). Based on this effort an Action Plan is to be developed and agreed upon by EGAT/WID, the USAID Mission and Bureau, and the Contractor so that the Mission can implement with assistance from Chemonics.

For more information on this Task Order please contact Edward Lijewski, EGAT/WID.