

INDIVIDUAL CONSULTANT TERMS OF REFERENCE

Reference: PN/FJI-031-17

Project(s) title: Support to Nauru NSDS formulation

Location: Yaren, Nauru

Application Deadline: 21st July, 2017

Duration of Initial Contract: 30m working days

Description of the assignment: The Project will support the Nauruan Government, through the Planning and Aid Division, to develop a new NSDS. The consultant will assist the government, principally through the Planning and Aid Division of the Ministry of Finance, to prepare the NSDS itself. The consultant will work in partnership with existing TA support to the formulation of the new NSDS i.e. ADB and Australian Government.

1. Introduction

In 2015, Nauru was classified as failing to achieve MDG 1 (Eradicate extreme hunger and poverty) and MDG 7 (Ensure environmental sustainability). However, it was classified as having achieved MDG 2 (Achieve universal primary education) and MDG 6 (Combat HIV/AIDS Malaria and other diseases). The results were mixed for MDG 3 (Promote Gender Equality and empower women), MDG 4 (Reduce child mortality) and MDG 5 (Improve maternal health)¹. Most of its development projects were funded by development partners. Australia is the largest donor partner, contributing approximately 20 per cent of domestic revenue. This includes meeting around 45% of the Ministry of Education budget and 40% of the operating budget of the Ministry for Health. Other significant donors include Taiwan and New Zealand. The Asian Development Bank is also a large contributor to investment in infrastructure.

The new Global Agenda - 2030 Agenda for Sustainable Development was adopted at the UN General Assembly by member states in September 2015. The SDGs will carry on the “unfinished business” of the MDGs and as such they are considered to be more comprehensive than the MDGs in that they are:

- **Integrative** – simultaneously addressing the three pillars of sustainable development and recognizing the interlinkage with governance, peace, human rights and gender equality.
- **Universal** – applicable also to developed countries, beyond the means of implementation, while still also giving special recognition to the challenges faced by developing countries, and particular LDCs
- **Inclusive** – designed to reach the most marginalized and poorest of the poor “leave no one behind”, thereby underlining the importance of producing disaggregated data to monitor development
- **Dynamic** - Taking up new challenges that have arisen since the millennium, such as climate change, inequality, etc.

While the Sustainable Development Goals (SDGs) are universally applicable, “each government will also decide how the aspirational and global targets and indicators should be incorporated into national planning processes, policies, and strategies.”

¹ Pacific Islands Forum Secretariat. 2015. *Pacific Regional MDGs Tracking Report*. PIFS. Suva

The Government of Nauru is committed to integrating the SDG agenda into national planning processes to support its medium and long term development aspirations. **The current National Sustainable Development Strategy (NSDS) 2005-2025 was last updated in 2009 and is now substantially out-of-date.** A review of the current NSDS in 2016 by the Ministry of Finance and supported by ADB found that only 15% of the NSDS activities had been implemented, with 85% of the activities yet to be implemented. Also as part of the review, with technical support from ADB, an analysis of the major social, economic, demographic, environmental issues was undertaken to guide the identification of priorities in the formulation of the new NSDS

Based on the review of the current NSDS and overview of major development issues a cabinet decision to do a full revision of the NSDS was made. As a result of the decision to do a full revision of the NSDS, the Government of Nauru has requested support from UNDP to use the 2030 Global Agenda and corresponding SDG framework to strengthen the formulation of the new NSDS and M&E framework. This would entail identifying relevant SDG targets and indicators and possibly tailoring the targets and indicators to better fit the local context and national development goals and aspirations. The targets and indicator should also be able to be monitored on a regular and consistent basis through a consultative process with relevant stakeholders.

2. Scope of work

The Project will support the Nauruan Government, through the Planning and Aid Division, to develop a new NSDS. The consultant will assist the government, principally through the Planning and Aid Division of the Ministry of Finance, to prepare the NSDS itself. The consultant will work in partnership with existing TA support to the formulation of the new NSDS i.e. ADB and Australian Government.

- a. **NSDS framework and development plan** – In partnerships with existing TA from ADB and under the direction of PAD, support the preparation of a detailed work plan to develop the new NSDS which includes: (i) a recommended NSDS strategic framework (including outline document structure, performance frameworks, and other key structural features); (ii) a stakeholder consultation plan; and (iii) a time-bound work plan to prepare the new NSDS including inputs required by the consultant, government officials, and development partners. Produce a *Framework and Development Plan for a new NSDS* (max. 20 pages plus annexes).
- b. **Support government to prepare and launch the new NSDS** – Based on the above development plan, work closely with the PAD to prepare a new draft NSDS, including helping to coordinate inputs from a range of sources and assisting government to draft content. Support and participate in the stakeholder consultation process. Help government to incorporate feedback from consultations and finalize the new NSDS. Support government to launch the new NSDS, including holding a donor roundtable.

Specific requirements of the UNDP SDG consultant will include:

- Where appropriate, use the Global 2030 agenda and SDG framework as a guide for the formulation of the new NSDS and corresponding NSDS M&E framework and development plan;

- Through a comprehensive consultative process with all stakeholders identify relevant SDG targets and indicators to be incorporated into the NSDS and NSDS M&E Framework;
- If deemed required during the consultative process, tailor the relevant SDG targets and indicators to best fit the local sustainable development context;
- Incorporate the relevant and tailored SDG targets and indicators into the NSDS, NSDS M&E framework and development plan;
- If deemed necessary, develop additional targets and indicators to address issues specific development challenges not covered in the SDG framework;
- identify the data sources for the indicators and establish 2016 baselines where possible;
- Collect available baseline data and most recent data from the identified data sources and compile into excel spreadsheet
- Conduct SDG data availability assessment and data collection capacity assessment;
- Provide recommendation for Government to consider on whether/how any identified priority data gaps can be filled, either through already existing collection efforts and/or through introducing new ways of collecting and managing data.

DURATION AND WORKPLAN

The assignment will require at least 30 working days intermittently tentatively from August 2017 to December 2017. The UNDP SDG consultant must be based in country (Ministry of Finance, PAD) for a minimum of 30 days working days to conduct comprehensive consultations, validation of findings with all stakeholders, assessment of SDG data availability and SDG data collection based on existing data sources. The approximate work plan schedule is outlined below.

No.	Description	# working days	Timing
1.	Detailed work plan - NSDS framework and development plan	3	July- August 2017
2.	Draft NSDS	22	Sep-Oct 2017
3.	Final version and submitted to Government for endorsement with comments incorporated from consultations and validation workshop including GoN and UNDP	5	Sep-Oct 2017
	TOTAL:	30	

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MINIMUM QUALIFICATIONS, SKILLS AND ATTRIBUTES

At minimum, the Consultant must have a post graduate degree in economics, international development, public policy, social protection or relevant discipline with at least 10 years of experience in relevant fields relating to national development planning. Strong stakeholder consultation skills are essential. The Consultant must be fluent in English with proven written and oral communication skills. Experience working in the Pacific Island Countries or other small economies heavily dependent on resource wealth and/or aid would be an advantage.

REPORTING

The Consultant will report to the Nauruan Government, through the Secretary for Finance and Deputy Secretary of the Planning & Aid Division, and UNDP Pacific Office through the Team Leader and Deputy Team Leader for Inclusive Growth.

TENTATIVE BUDGET AND PAYMENT MILESTONES

Remuneration will be based on the satisfactory completion of project milestones based on submissions to the Nauru Government (Deputy Secretary, PAD) and UNDP Pacific Office through the Team Leader and Deputy Team Leader for Inclusive Growth.

Deliverable	Estimate Submission Dates	% of contract amount
Travel and operating costs - Upon signing of contract	End of July	20%
Preliminary draft of the NSDS chapters	First Week of August	20%
Revised NSDS draft on basis of consultations with all stakeholders including summary of consultation discussions	First week of September	30%
Final revision of NSDS & submission to Government	First Week of October	30%

EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the cumulative analysis methodology.

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable, and

b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation: Technical Criteria **70%** (as indicated above in Experience and Qualifications section) and Financial Criteria **30%**.

*Only candidates obtaining a minimum of **49** points (70% of the total technical points) would be considered for the Financial Evaluation*

Technical Criteria	Max. Point (70)
Academic Qualification <ul style="list-style-type: none"> A Master's degree or equivalent in Economics or Public Policy or Statistics or development studies 	10%
Years of Experience <ul style="list-style-type: none"> At least 10 years of relevant hands-on experience at sector, national and international levels in compiling and analysing statistics from Government and Non-Government Administrative data, primary sources and from Census, HIES and Demographic, 	15%
<ul style="list-style-type: none"> Practical hands-on experience in facilitating the formulation of National or Sector Development Strategies/Plans and MDG Reports 	15%
<ul style="list-style-type: none"> Relevant working experience in within the Pacific Region would be highly favourable; 	10%
Competencies <ul style="list-style-type: none"> Ability and maturity to relate to and work confidentially with officials at the highest levels in government, private sector and NGOs and advocate for change; 	5%
<ul style="list-style-type: none"> Cultural and gender sensitivity and ability to actively promote gender equity in all aspects of professional work. 	5%
<ul style="list-style-type: none"> Ability to communicate and consult fluently in written and oral forms of English with all stakeholders 	5%
<ul style="list-style-type: none"> Ability to use Microsoft Office effectively and efficiently 	5%

Financial Criteria – Maximum 30 points

DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- 1) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP (Annex II).
- 2) **Personal CV and P11**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references.
- 3) **Financial proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided (Annex II)

ANNEXES (to be downloaded from UNDP Pacific Office Website, Procurement section:
www.pacific.undp.org;

- ANNEX I - [Individual IC General Terms and Conditions](#)
- ANNEX II – [Offerors Letter to UNDP Confirming Interest and Availability](#) for the Individual Contractor Assignment

Completed proposals should be submitted to procurement.fj@undp.org no later than **21st July, 2017**.

For any clarification regarding this assignment please email procurement.fj@undp.org

Women candidates are encouraged to apply.

**The Pacific Office covers Fiji, Kiribati, Marshall Islands, Micronesia, Nauru, Palau, Solomon Islands, Tonga, Tuvalu and Vanuatu*