

Terms of reference



Empowered lives.
Resilient nations.

GENERAL INFORMATION

Title: Consultant for *Interim Review 2018 Un Partnership For Development Framework (UNPDF) 2016-2020*

Project Name: *INTERIM REVIEW 2018 UN PARTNERSHIP FOR DEVELOPMENT FRAMEWORK (UNPDF) 2016-2020*

Reports to: Head of the UN Resident Coordinator Office a.i.

Duty Station: Jakarta

Expected Places of Travel (if applicable): N/A

Duration of Assignment: 28 working days within 2 months

REQUIRED DOCUMENT FROM HIRING UNIT

	TERMS OF REFERENCE
4	CONFIRMATION OF CATEGORY OF LOCAL CONSULTANT, please select :
	(1) Junior Consultant
	(2) Support Consultant
	(3) Support Specialist
	(4) Senior Specialist (X)
	(5) Expert/ Advisor
	CATEGORY OF INTERNATIONAL CONSULTANT, please select :
	(6) Junior Specialist
	(7) Specialist
	(8) Senior Specialist
	APPROVED e-requisition

REQUIRED DOCUMENTATION FROM CONSULTANT

X	P11
X	Copy of education certificate
X	Completed financial proposal
X	Completed technical proposal

Need for presence of IC consultant in office:

☐ partial (explain)

☒ intermittent (explain)

☐ full time/office based (needs justification from the Requesting Unit)

Provision of Support Services:

Office space: ☒ Yes ☐ No

Equipment (laptop etc): ☒ Yes ☐ No

Secretarial Services ☐ Yes ☒ No

If yes has been checked, indicate here who will be responsible for providing the support services: the UN Resident Coordinator Office

I. BACKGROUND

1.1. Country Context

Indonesia is a middle-income country and a member of the G-20. It has seen robust economic growth and rapid development progress over the past decades. Poverty has been halved, education is near universal and more people have better access to health care, clean water and justice than ever before. A quarter of the population are youth between the age of 10 and 24 years old and young people can provide tremendous demographic dividend to benefit and shape Indonesia over the next 20 years.

However, challenges remain. Indonesia's GDP per capita has more than tripled over the past two decades, but fast economic growth has been accompanied by increasing inequalities. The Gini coefficient measuring economic inequality has increased rapidly since the early 2000s and remains high at 0.391 in 2017 after peaking in 2014. Poverty persists in parts of the country with poverty rates above 20% in Nusa Tenggara Timur and the Papua provinces. The Maternal Mortality Ratio at 305 deaths per 100,000 live births is one of the highest rates in South-East Asia. The prevalence of stunting in children under five years remains very high at 37.2% and nutrition indicators have shown little improvement over the past ten years. While Indonesia has reached near universal primary education, quality of education remains an issue with less than one-third of 15-year old students achieving at least minimum proficiency in mathematics. Drop-out rates are high with only 56% of youth completing senior secondary education and. Despite a slight decrease, the child marriage rate in Indonesia remains high with approximately one in four girls marrying before reaching adulthood. Indonesia is among the countries with the highest absolute numbers of early marriage, ranking seventh globally. One in three women experience violence in their lifetime according to the first national survey of violence against women in Indonesia. Social norms that perpetuate violence such as female genital mutilation/cutting also need to be addressed. The rate of 48,000 new HIV infections in 2016 is lower than the 61,000 in 2015. However, key affected populations indicate a much higher HIV infection rate – in certain affected populations, the rates have tripled since 2011.

The Government of Indonesia and the United Nations system are committed to building a nation that is prosperous, democratic and just, where development benefits all people in the country, and where the rights of future generations are protected. The UN Partnership for Development Framework 2016–2020 reflects Indonesia's growing development success and therefore the UN's transition from a donor to a strategic partner.

In September 2015, along with 193 Member States, Indonesia signed on the 17 Sustainable Development Goals (SDGs), which are now reflected in its national priorities and national development plans. Indonesia was one of 44 countries that reported on its progress on the SDGs through a Voluntary National Review during the UN High-Level Political Forum on Sustainable Development in July 2017. A Presidential Decree launching the SDGs was issued in July 2017 that establishes the institutional structure and outlines plans for advancing the SDGs, which reflects a partnership between the Government, civil society and the private sector.

Central to the partnership on sustainable development between the Republic of Indonesia and the UN is the role of the UN in providing **policy advice, capacity building and knowledge sharing** and a joint commitment to strengthen partnerships through **innovation, South-South and Triangular cooperation** and innovative financing mechanisms including **government financing**.

The Indonesia - UN Partnership for Development Framework supports **national development priorities** as reflected in the National Medium Term Development Plan (RPJMN) and Indonesia's commitment to the Sustainable Development Goals.

1.2. The United Nations Partnership for Development Framework (2016-2020)

The UN Partnership for Development Framework (UNPDF) 2016-2020 has four outcomes:

- Outcome 1** : Poverty Reduction, Equitable Sustainable Development, Livelihoods and Decent Works
- Outcome 2** : Equitable Access to Social Services and Social Protection
- Outcome 3** : Environmental Sustainability and Enhanced Resilience to Shocks
- Outcome 4** : Improved Governance and Equitable Access to Justice for All

UNPDF also focused on 5 cross-cutting areas: **Young People, Gender Equality, Human Rights, HIV/AIDS** and **Statistic & Data management**. Through UNPDF, the UN in Indonesia works with the Government of Indonesia through 3 working modalities: **capacity building, policy advocacy and advice and knowledge sharing**.

Young people, gender, Human Rights, HIV/AIDS and statistics and data management are central to the UNPDF and have been mainstreamed into the four outcomes, as much as possible. The UNPDF Results report covered results of 2016 and partly 2017 have been compiled.

Description of Responsibilities

The responsibility of the consultant is to facilitate the 2018 interim annual review of the UNPDF and to draft the UN Interim Annual Results Report, as per the outline given in Attachment-I of the ToR.

1.3. Duration

The assignment will start in December 2018 and end on 31 January 2019 . The consultant shall be expected to work for a maximum number of 28 working days throughout the contract validity.

II. SCOPE OF WORK, ACTIVITIES, AND DELIVERABLES

Scope of Work

- To facilitate the process of 2018 interim annual review of the UNPDF
- To draft the UN Interim Annual Results Report, as per the outline given in Attachment-I

Expected Outputs and deliverables

No.	Activity	Estimated Number of Days to be Invested by the Consultant	Deliverable	Target Date for Submission
1	Meeting with the UNPDF Steering Group to discuss/agree on	1 day	Introduction to the ToR	End December 2018

	assignment.			
2	Desk review of background documents (see above) and of initial inputs from the UN Agencies	5 days	Revised Annual Reporting Template	
3	Drafting and presentation of the Annual reporting Template/ Guidelines and work plan for the consultancy	1 day		
4	Collection of further information from the Agencies	8 days	First draft of the Annual Results Report	End of January 2018
5	Drafting of the 2018 interim Annual Results Report	8 days		
6	Finalization of the 2018 interim Annual Results Report	5 days	Final Annual Results Report	End of January 2018

III. WORKING ARRANGEMENTS

Institutional Arrangement

The Individual Consultant (IC) will work under direct supervision of and report to the Head of the Office of the Resident Coordinator and accordingly, the activities and deliverable of the IC will be subject to approval of the Head of the Office of the Resident Coordinator.

Resident Coordination Office (RCO) will provide physical facilities, including working space, computer, printer, telephone lines, internet connection to the IC.

Duration of the Work

The assignment will start on 1/12/2018 and end on 30/01/2019. The consultant shall be expected to work for a maximum number of 28 man/days throughout the contract validity.

Duty Station

Place of work for the assignment is, Jakarta. In case the Consultant is required to travel to perform the tasks listed in the Terms of Reference, as endorsed by the Head of the Office of the Resident Coordinator in advance, the travel (economy class) and accommodation costs shall be borne by RCO through the official travel agency as per the UN practice.

Travel Plan

Below is an indicative travel plan for the duration of the assignment. The Consultant will be required to travel to the below indicated destinations and include the relevant costs into the proposal. There may be also unforeseen travel that will come up during the execution of the contract which will be agreed on ad-hoc basis.

N/A

IV. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Qualifications:

Master Degree in International Relations and/or other relevant fields.

Years of experience:

- At least 5 years of proven experience in writing analytical reports is required
- Experience in Result Based Management Reporting;

Competencies

- Excellent proven writing skills in English and ability to summarize concepts from different sources is required;
- Knowledge on the global development agenda, including the Sustainable Development Goals, as well as on the national development priorities;
- Familiarity with human rights and work with the UN is an asset;
- Fluency in English is required.

V. EVALUATION METHOD AND CRITERIA

Individual consultants will be evaluated based on the following methodologies:

Cumulative analysis

When using this weighted scoring method, the award of the contract should 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 weight; 70*

** Financial Criteria weight; 30*

Only candidates obtaining a minimum of 70 point would be considered for the Financial Evaluation

Criteria	Weight	Maximum Point
<u>Technical</u>		
<ul style="list-style-type: none">Criteria A: qualification requirements as per TOR:<ol style="list-style-type: none">1. Relevance of Education/ Degree (Master Degree in international relations and/or other relevant field)2. Years of Relevant Experience (5 years proven experience)3. Technical understanding on Result-Based management4. Adequacy of Competencies for the Assignment5. Others / Special Skills, Language, etc.	60%	60
<ul style="list-style-type: none">Criteria B: Technical Proposal (Approach to deliver the work)	20%	20
<ul style="list-style-type: none">Criteria C: Further Assessment by provision of proven report written by the candidate (for shortlisted)	20%	20