



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 20 August 2021

Country: Indonesia

Description of the assignment: To conduct an implementation study on the Treatnet Family programme in Indonesia in collaboration with National Narcotics Board at in-patient setting (Lido Drug Treatment Centre) to explore the effectiveness of this approach for treatment of adolescent substance use disorder.

Project name/UN Agency: GLOK01, UNODC Sub-Programme 4

Period of assignment/services : September to December 2021 (28 working days within 4 months)

Proposal should be submitted by email to **bids.id@undp.org** no later than **3 September 2021** at 17.00 (GMT +7).

Any request for clarification must be sent in writing to: **rida.trisna@undp.org** cc. **fathia.shabrina@undp.org** which will be responded in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all

1. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

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

1. Technical Proposal:

- (i) Explaining why they are the most suitable for the work
- (ii) Provide a brief methodology on how you will approach and conduct the work
- (iii) Provide supporting document/evidence (if applicable)

- Proven experience in developing and implementing research protocols and ability to perform qualitative and quantitative research, for country settings at local, national or regional level
- Proven ability to identify, compile and systematize scientific and technical materials, as well as demonstrated skills in writing scientific and systematic reports in the field of drug

dependence treatment;

2. Financial proposal
3. Filled out and duly signed P11 with referees
4. Copy of Educational Certificate

2. FINANCIAL PROPOSAL

- **Lump sum contracts**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3 – CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL

Note:

- 1) Only selected candidate will be notified.
- 2) The selected candidate will be required to provide additional personal information i.e. reference check, release letter (for government official employee only), full medical check up for consultant above 65 years' old who will be required to travel.
- 3) UNDP encourage women and disabled candidates to apply.
- 4) Selected candidate must demonstrate commitments to promote gender equality. Behavior demonstrating discrimination (sex, race, national origin, ethnicity etc.), harassment, sexual exploitation and abuse, mobbing, abuse of authority, retaliation, exclusion/isolation and so on **will not be tolerated.**