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## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: July 24, 2022

Ref: IC-UNDP-22-021

<b>Office:</b>	<b>UNDP Libya</b>
<b>Description of the assignment:</b>	<b>Consultant on Hate Speech and Disinformation</b>
<b>Project name:</b>	<b>Immediate Assistance to the Libyan Political Dialogue and Government</b>
<b>Reports to:</b>	<b>Project Manager/ Chief Technical Advisor</b>
<b>Type of Appointment:</b>	<b>Individual Consultant (International)</b>
<b>Duty Station:</b>	<b>Tripoli</b>
<b>Duration of the contract:</b>	<b>120 workdays</b>
<b>Expected start date</b>	<b>August 2022</b>

Proposal should be submitted by email to [tenders.ly@undp.org](mailto:tenders.ly@undp.org) no later than **August 07, 2022, at 15:00 hours Tripoli**, Libyan time ref. [www.greenwichmeantime.com](http://www.greenwichmeantime.com).

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail address: [procurement.ly@undp.org](mailto:procurement.ly@undp.org). UNDP Libya Procurement Unit will respond 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 consultants who express their interest.

### 1. Project Description

The central role of the United Nations to facilitate an inclusive intra-Libyan political and reconciliation process is based on the Libyan Political Agreement in 2015 and its institutions, UN Security Council Resolution 2259 (2015), other relevant UNSC Resolutions and the principles agreed in Paris, Palermo and Abu Dhabi, as well as the important roles of the African Union and its High-Level Committee of Heads of State and Government in Libya, the League of Arab States, the European Union and the neighboring countries in Libya's stabilization with particular regard to intra-Libyan national reconciliation, peace and security and political dialogue. Have fully supported the good offices and mediation efforts of the United Nations Support Mission to Libya (UNSMIL) as per the project document of the Political Dialogue Project, UNDP Libya stressed that a durable solution in Libya requires a comprehensive approach that addresses simultaneously the different aspects. At the start of 2020, UNDP supported UNSMIL and international partners with the Berlin Conference on Libya. Prior to the Berlin Conference, UNMSIL and UNDP worked on six baskets to enhance a comprehensive peace process in Libya. The six baskets are: a) political; b) economic and financial; c) security; d) arms embargo; e) humanitarian law; and f) international human rights law matters. In preparation for the Berlin Summit, UNSMIL, consonant with its UNSC mandate and with the full authority of the UN Secretary General, operationalized each of the six thematic baskets and conducted a comprehensive planning exercise that lays out an action plan to be implemented before, during, and after the Berlin process. Supported by



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the Action, the outcome of the Berlin Conference of January 2020 enabled the three tracks (security, political, economic). Through support of the Project to the UNSMIL-led facilitation process, by the end of 2020 major achievements were recorded, most notably: the cease-fire agreement of October 2020, and the Political Roadmap developed and by consensus endorsed by the LPDF meeting in Tunis in November 2020, which portrays the establishment of an interim national unity government, the holding of the parliamentary and presidential elections and the unification of the institutions.

## **2. Job purpose**

The United Nations in Libya seeks to address Hate Speech and Disinformation in Libya, looking to address its impact on various political and societal issues in order to support Libyans access to a reliable and safe online information ecosystem. This activity shall engage various parts of the UN system in Libya, in particular UNSMIL and UNDP.

Under the supervision of the UNDP Project Manager for the Political Dialogue (PD) Project and under the Pillar of Governance Pillar of UNDP Libya, the Consultant on Hate Speech and Disinformation will support the United Nations in Libya in its work to design and establish projects related to countering online hate speech and disinformation in Libya. The Consultant will work towards the goal of successfully initiating various counter-hate speech and disinformation activities, working with the relevant UN parties from the design stage through to the initiation.

1. Assess information landscape and map ongoing initiatives to counter and address hate speech and disinformation in Libya
2. Provide a proposal for the establishment of a multi-stakeholder system to address disinformation and hate speech in Libya underpinned, including making use of systems available in UNDP/BPPS
3. Engage with relevant international stakeholders (UN in Libya, UNDP/BPPS, partners and donors) and enhance coordination addressing misinformation and hate speech in Libya,
4. Review and advise on the design of the initiatives designed in the UN Action Plan to Address Hate Speech in Libya and UNDP's Strategy on Information Integrity; and coordinate relevant implementation
5. Engage with UNDP/BPPS and other actors on existing initiatives and best practices within UNDP
6. At each stage, the Consultant shall be expected to provide reporting as per the deliverable, draft ad-hoc reports, and advice.
7. At each stage, the Consultant shall coordinate with the relevant UNDP and Mission focal points and ensure approvals and buy-in of the activities described.
8. The Consultant shall build relationships with prospective local and international actors, and liaise to design and establish successful operational partnerships.

## **3. Scope of Work**

Outputs are to be delivered according to the following timeline, unless otherwise agreed by the Consultant and UNDP:



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### Specific Deliverables:

Deliverables/Outputs	Estimated Duration to complete	Target Due dates
<b>Deliverable No. 1: Information landscape and mapping ongoing initiatives and actors involved in efforts to counter hate speech and disinformation developed and submitted. Report must contain:</b> <ul style="list-style-type: none"> <li>Information landscape assessment.</li> <li>Focus, activities, methodology, resources and duration of relevant initiatives. Provide an assessment of the efficacy of each activity.</li> <li>Name, location, description, and contacts of actors involved in countering hate speech and disinformation.</li> </ul>	12 working days	Within the period of 15 August 2022 to 30 August 2022
<b>Deliverable No. 2: Provide a proposal for the establishment of a multi-stakeholder system to counter disinformation and hate speech in Libya</b> <ul style="list-style-type: none"> <li><b>Operational structure: Partnerships, actors, and members.</b></li> <li><b>IT infrastructure: Means of transmission, fact-checking, publishing and response coordination.</b></li> </ul>	12 working days	Within the period of 15 August 2022 to 15 September 2022
<b>Deliverable No. 3: Review of UN Action Plan on Hate Speech in Libya:</b> <ul style="list-style-type: none"> <li>Draft initial feedback of the report for review and discussion with the various stakeholders and incorporate changes into the action plan.</li> </ul>	10 working days	Within the period of 15 August 2022 to 25 September 2022
<b>Deliverable No. 4: Detailed Implementation Plans for the UN Action Plan on Hate Speech in Libya</b> <ul style="list-style-type: none"> <li>Draft implementation plans for the operationalisation of the several activities designated within the Action Plan, including identifying partners, drafting procurement documents, supporting evaluations etc.</li> <li>Ensure review of the documents by the relevant stakeholders/teams – including procurement teams and substantive UN teams</li> <li>Liase and design agreements with identified implementation Partners in line with substantive direction.</li> <li>To be provided sequentially to allow activities to commence at the earliest possible opportunity.</li> </ul>	50 working days	Within the period of 15 August 2022 to 15 November 2022
<b>Deliverable No. 5: Coordinate the Operationalisation of the UN Action Plan on Hate Speech in Libya</b>	36 working days	Within the period of 15



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<ul style="list-style-type: none"><li>• As appropriate support with the coordination and operationalisation of the designed activities, as possible.</li><li>• Provide handover notes for project leads</li><li>• Provide a report with final findings and issues to be resolved</li></ul>		August 2022 to 15 January 2023
<b>Total</b>	<b>120 Working days</b>	

#### 4. Institutional Arrangement

The position is Tripoli based. The consultant will be evaluated throughout the assignment.

The postholder will work under the overall supervision and guidance of the Political Dialogue Chief Technical Advisor/ Project Manager and in close collaboration with the relevant UNDP/BPPS and UNSMIL focal points, as identified at the start of the contract. The postholder will be directly responsible to reporting to the Political Dialogue Chief Technical Advisor, seeking approval and obtaining certificate of acceptance of deliverables/outputs.

Payments will be made upon submission of a detailed time sheet and certification of payment form, and acceptance and confirmation by the Supervisor on days or hours worked and outputs delivered (with a “day” calculated as 8 hours of work).

Travel is to be requested and approved in advance by Political Dialogue Chief Technical Advisor/ Project Manager

#### 5. Required Qualifications and Experience

##### Education:

- At least an Advanced University Degree (Master’s degree or equivalent) in a relevant field of study

##### Experience:

- At least 5 years of professional experience in the implementation of hate speech or information integrity issues, preferably within a political process environment.
- At least 7 years of experience in project design and coordination.
- At least 2 years of the implementation of hate speech or information integrity projects.
- 2 years’ experience in conflict and emergency contexts/environments. Experience in MENA, and especially Libya, is desirable.
- Excellent analytical, writing and communications skills.
- Previous UN experience is desirable.
- Prior experience in Libya is preferred

##### Languages:

- Fluency in English is required, and knowledge of Arabic is desirable.

##### Competencies:

##### Corporate Competencies:

Integrity, professionalism, and respect for diversity.



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#### **Functional Competencies:**

- Strong communication and interpersonal skills, demonstrated the ability to build trust;
- Excellent organisational, team building and planning skill;
- Demonstrated ability to work effectively in the team, delivering through and with others

#### **6. Documents to be included When Submitting the Proposals**

Consultant shall submit the following documents:

- Personal CV or 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.
- Financial proposal in the UNDP format – Annex 3 and 3A.
- Applicants must submit a duly completed and signed Annex II Offeror's letter to UNDP confirming interest and availability for the Individual Contractor (IC) assignment.

#### **7. Financial proposal**

##### **Lump sum contract**

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 instalments or upon completion of the entire contract). Payments are based 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.

The Consultant will be responsible for all personal administrative expenses associated with undertaking this assignment.

#### **8. Travel Costs**

This consultancy will be Tripoli based

#### **9. Evaluation**

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

- Only those applications which are responsive and compliant will be evaluated;
- Offers will be evaluated according to the Combined Scoring method –where the technical criteria will be weighted at 70% and the financial offer will be weighted at 30%;
- Only candidates obtaining a minimum of 49 points (70% of the total technical points) would be considered for the Financial Evaluation;
- The top applicant with the Highest Combined Scores and that have accepted UNDP's General Terms and Conditions will be awarded the Framework Agreements.



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### Evaluation Criteria

EVALUATION CRITERIA			
Technical evaluation (70 points).			70 POINTS
Academic Evaluation 10 and Experience 60			MAX 70 POINTS
<b>Academic Requirement</b>	Advanced University Degree (Master's degree or equivalent) in a relevant field of study	10	10 Points Maximum
<b>Experience</b>	At least 7 years of experience in project design and coordination	20	10 Points Maximum
	At least 5 years of professional experience in the implementation of hate speech or information integrity issues, preferably within a political process environment.	15	20 Points Maximum
	At least 2 years of the implementation of hate speech or information integrity projects	10	10 Points Maximum
	2 years' experience in conflict and emergency contexts/environments. Experience in MENA, and especially Libya, is desirable	10	10 Points Maximum
	Excellent analytical, writing and communications skills. Previous UN experience is desirable	5	10 Points Maximum
Financial Evaluation			MAX 30 POINTS
<p>Candidates obtaining a minimum of 49 points over 70 points would be considered for the Financial Evaluation - 30 points</p> <p>Lowest Price will be qualified with the maximum of 30 points. Higher prices will be qualified according to the following calculation:</p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: fit-content;"> <math display="block">FE = \frac{LFP}{FPI} \times 30</math> </div> <p>FE= Financial Evaluation</p> <p>LFP = Lowest Financial Proposal</p> <p>FPI= Financial Proposal of bidder i</p>		30	
FINAL EVALUATION: TECHNICAL + FINANCIAL			MAX 100 POINTS



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**Note:**

Applications without i) financial offer, ii) P11 form and iii) Documents mentioned under Technical Proposal will NOT be considered for evaluation.

Financial proposal should be on provided format (i.e Annex 3- OFFEROR'S LETTER TO UNDP);

Firms are not eligible for this consultancy assignment (open only for national individual consultants).

Incomplete application will not be considered, it will be disqualified automatically.

Please complete the Statement of Health form and submit along with proposal

Please complete the Vendor form and submit with proposal

**Note:** While submitting your proposal via email please put the reference no. **IC-UNDP-22-021**, without reference no. proposal shall not be accepted.

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3- FINANCIAL PROPOSAL TEMPLATE

Annex 4- Health Statement form

Annex 5- Vendor registration form