

PROCUREMENT NOTICE

**National Consultant to Harmonize and simplify UN peace-building materials and develop Peacebuilding training manual for Disadvantaged Youth, community leaders and other stakeholders.**

**PROCUREMENT NOTICE No:** **No.IC/UNDP/SEED/PeaceBuilding/2019/036**

**Date: 19th  October 2019**

**Country: Liberia**

**Duty Station**: Monrovia, Liberia

**Description of the assignment: One (1) Harmonize and simplify UN Peacebuilding Material to fit disadvantaged youth peacebuilding needs; Two (2) to develop materials and conduct training in peace building and social cohesion, conflict management, resolution, and peer mediation**

**Project Name:** **SEED Project**

**Duration:** 35 working days over two months

Starting date: **Immediate**

Contract type: **Individual Contractor (National**)

Duty Station: Montserrado

Languages: English

Proposals should be submitted at the following address: by email to bids.lr@undp.org (Please include procurement notice number in the subject area- (**No.IC/UNDP/SEED/PeaceBuilding/2019/036)** no later than **Friday , 25th October 2019 at 10:00 AM (GMT)**. Any request for clarification must be sent by standard electronic communication to the address or e-mail indicated below: info.lr.procurement@undp.org. (Please DO NOT SEND PROPOSALS TO THIS ADDRESS)

UNDP will respond 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.

1. **Background**

The literature on the history of conflicts in Liberia shows marginalization as the main root cause for the rebellion. Within the current socioeconomic environment, disadvantaged and at-risk Liberian youth (Zogoes/Zogesse) have grown increasingly agitated with the lack of opportunities for them and often times resort to destructive and destabilizing activities, including violent protests, criminal behavior, drug addiction and self-abuse, to express their concerns and deal with their issues. Acknowledging the UN global call for action through UNSC Resolution 2250 and 1325, Liberia’s fragile context now more than ever before rests on the comprehensive inclusion and engagement of youth and women in peace and development processes. Taking this call to action into account, there remains a unique demographic of citizens known as Zogoes/Zogesse who have suffered disproportionately as a result of stigmatization towards their status and characteristics; this contextual analysis justifies the support SEED project seeks to provide and integrate target beneficiaries into the mainstream society through rehabilitation, capacity development, economic empowerment and reintegration. Ultimately, if not positively engaged, this demographic of high-risk youth threatens the very foundations of progress by undermining the peace dividend gains made over the past 12 years.

The Joint SEED Project with funding from the Liberia Multi Partner Trust Fund (LMPTF) and Peacebuilding Office (PBSO) and its implementing agencies the United Nations Development Programme and (UNDP) and the United Nations Population Fund (UNFPA) with its government partners the Ministry of Youth and Sports and the Ministry of Health, seeks to transform the energy of the disadvantaged youth into productive activities through a three phased intervention approach. Phase (I.): Selection, Orientation and Rehabilitation; Phase (II.) Capacity Building, Vocational Skills-training and Social Reintegration; and Phase (III.) Job Creation & Sustainable Livelihood; furthermore, conflict prevention, mediation and peacebuilding lens is applied in implementation of project as a key element to the attainment of peace and stability.

**Objectives/Relevance of the work required**

This project is largely developed to provide capacity development for the targeted beneficiaries through training, coaching, mentoring, access to basic resources (financial and technical) for sustainability as indicated below:

1. *Conflict sensitivity and consolidating peace*: the principal objective of this interventions is to build social cohesion and support sustained peace through non-violent approaches. Further, advancing reintegration process of disadvantage youth through interaction (dialogue & community building) between communities and target group across the ten selected communities in Montserrado County.
2. *Livelihoods and economic employment:* this emphasize comprehensive, medium to long-term, and transformational view in line with UNDP’s approach of fostering resilience by strengthening the capacity of individuals and communities through livelihoods recovery, increased economic empowerment of youth and women. Transition to economic transformation will be fostered through start-up kits, while promoting savings and loan groups (VSLAs) and cooperatives. This will ensure long-term engagement of youths, thus reducing the potential for destabilization of the peace likely to result from an increasingly unemployed youth population.
3. **Duties  and  Responsibilities:**

Under the supervision of the project management team, the consultant is expected to undertake the following activities:

1. **Developing appropriate peacebuilding materials:**

With reference to the project document ***Output 1.2:*** *500 Zogos/Zogesse reintegrated and peacefully co-exist with community members in*

*Montserrado County***,** the following project output activities are expected to be carried out and completed in a quality and professional manner:

***Activity 1.2.2:*** Harmonize and simplify UN peacebuilding materials and develop various training manuals for Zogoes/Zogesse, community leaders and other relevant stakeholders.

***Activity 1.2.3:*** Train 500 Zogoes/Zogesse in conflict prevention, mediation and social cohesion

**The consultant will develop peacebuilding material aligned with UN framework** towards sustaining the peace,reintegration and peaceful coexistence with community members. Blended with rehabilitation, focus on target beneficiaries to be equipped with conflict prevention and mediation skills that willenable them manage anger and expectations; how to peacefully deal with conflict as analternative to their common approach of violence and deviant activities. Similarly, key stakeholders such aslocal authorities (including the police), community leaders (including youth and women representatives) willequally be taken through conflict prevention and mediation skills and how to co-exist with the Zogoes/Zogeese, respect their rights, facilitate their reintegration, and thus reduce their marginalization, frustration and resort to criminal and violent activities.

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I. Harmonize and simplify UN peace-building materials and develop various training manuals for:

1. Disadvantaged Youth and their leadership
2. Zogos/Zogesse, community leaders
3. Security Apparatus (LNP and LDEA)

II. Develop training materials using existing and other relevant materials (policy, strategies, and frameworks), as well other traditional methods and practices.

III. Peacebuilding training manual shall focus on

1. Peace building and social cohesion, conflict management, resolution, and peer mediation among communities and disadvantage youth.
2. conflict prevention, mediation, and social cohesion

III. The materials must be reflective of the demographics of the target beneficiaries, written in simple English language, with more example, cases, demonstrations/exercises, pictures, signs etc. which the lessons will clearly be communication for easy learning and reading.

* + 1. **Conduct the Trainings:**
  1. Train 500 disadvantaged youth in conflict management, resolution, and peer mediation. Use the platform to raise awareness among disadvantaged youth, community leaders and LNP/LDEA and on national, regional and int’l policies on peacebuilding & conflict prevention.
  2. The delivery of the training shall be on a 30:70 basis, where the facilitators’ presentation shall constitute 30% and the participants to contribute 70% through questions and answers, example, demonstration/exercises, assignments, presentations, and in simple English language thus ensuring full participation and ownership of the participants.
     1. **Reporting:**
  3. At the end of each section conduct post training evaluations among disadvantaged youth;
  4. At the end of the training the consultant shall develop brief post training report on the conduct, achievements, and evaluation of the training to feed into a consolidated project report.

1. **Deliverables/Outputs:**

The followings are the deliverables which are linked to the duties and responsibilities above and payments as per the table below:

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| **Deliverables** | **Timeframe** | **Locations** |
| ***Development of the training materials*** | ***7 days*** | ***Monrovia*** |
| Delivery of trainings | 25 days | Monrovia |
| Reporting | 3 day | Monrovia |

* + 1. **Qualifications:**

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| --- | --- |
| **VI. Required Skills and Qualifications** | |
| Education: | Graduate degree or above in relevant and related disciplines in peace and conflict management (e.g. Social Sciences, Economics, Public Administrations, Business Management & Administration, Education, and/or Peace Studies)  Bachelor’s degree with extra trainings (e.g. Social Sciences, Economics, Public Administrations, Business Management & Administration, Education, and/or Peace Studies). |
| Experience: | Demonstrate experiences in the areas peace building and social cohesion, conflict management, resolution, and peer mediation (among youth and women) in Liberia or the sub-region, especially in rural and sub-urban areas.  Experience in training communication, presentation and negotiation and leadership skills; especially with training methodology, post training evaluation.  At least five (2-3) years working experiences with a Master’s Degree  At least eight (4-8) years working experiences with a Bachelor’s Degree |
| Competencies | * Excellent knowledge of UN/UNDP and other international development organizations, their procedures, rules and regulations for project/programme implementation. * Problem solving skills; * Critical analytical skills; * Strong communication and facilitation skills; * Teamwork skills; * Report writing; |
| Language Requirements: | Fluent in written and spoken of English |

UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities, and women are equally encouraged to apply. All applications will be treated with the strictest confidence.

**Documents to be included when submitting the proposals:**

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

1. Proposal:

(i) Explaining why they are the most suitable for the work (1 page); detailed methodology on how they will approach and conduct the work

2. Financial proposal

3. Personal CV including experience in similar projects and at least 3 references

1. **Financial Proposal**

The financial proposal shall specify an all-inclusive daily fee. Payments will be made to the Individual Consultant based on specific and measurable deliverables as specified in the TOR upon completion of all deliverables.

1. **Evaluation**

Individual consultants will be evaluated based on the following methodologies:

*Cumulative analysis*

*Award of the contract will 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*

*\* Technical Criteria; 70 points]*

*\* Financial Criteria; [30 points]*

*Only candidates obtaining a minimum of 70% of the maximum points would be considered for the financial evaluation*

**The technical revision of CVs will consider the following criteria:**

1. Relevance of Academic Qualifications
2. Professional Experience in similar projects
3. Appropriateness of proposed methodology for the requirement
4. Adequacy of Competencies and Skills for the Assignment

**ANNEXES**

**ANNEX 1-** TERMS OF REFERENCES (TOR)

**ANNEX 2**- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

**ANNEX 3** – OFFEROR’S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT