



INDIVIDUAL CONSULTANT NOTICE – International IC

Ref No: UNDP-IC-2020-023 - Lead Researcher on Stability and Land Registration & Administration

Country: Pakistan

Duty Station: Home-based

Description of the assignment/Job Title: Lead Researcher on Stability and Land Registration & Administration

Reporting to: Chief Technical Specialist with quality assurance from CSSF Conflict Advisor

Project name: FATA Governance Project (FGP)

Period of assignment/services: 30 Working Days over Six months

Location: Work from home.

Submission Instructions:

Please submit your Technical and Financial proposals to the following address: not later than **21st January 2020 at 1230 hours Pakistan standard time. Or 02:30 AM EST.**

UNDP-IC-2020-023

UNDP Registry, Quotation/Bids/Proposals
United Nations Development Programme
Serena Business Complex, 2nd Floor, Khayaban-e-Suharwardy,
Islamabad, Pakistan
Tel: 051-8355600 Fax: 051-2600254-5

OR by email to bids.pk@undp.org no later than **21st January 2020 at 1230 hours Pakistan standard time. Or 02:30 AM EST.**

Kindly write the following on top left side of the envelop or email subject line UNDP-IC-2020-023
Annex IV & V must be password protected

Important note for email submissions: Please put UNDP-IC-2020-023 in the subject line. Further, our system will not accept emails those are more than 30 MB size. If required, segregate your emails to accommodate email data restrictions. For segregated emails please use sequence of emails like Email 1, Email 2 in the subject line. For attachment purposes please only use MS Word, Excel, Power Point or PDF formats.

If you request additional information, please write to pakistan.procurement.info@undp.org. The team will provide necessary information within due date. However, any delay in providing such information will not be considered a reason for extending the submission date of your proposal. All/any query regarding the submission of the proposal may be sent prior to the deadline at the e-mail/address mentioned above.

Background:

Over the last decade, Khyber-Pakhtunkhwa's Newly-Merged Districts (NMDs') have experienced security challenges and large-scale population displacements. Since 2014, a combination of military operations and political reform process culminated in the merger of the Federally Administered Tribal Areas into neighbouring Khyber Pakhtunkhwa province. The merger, one of the most significant political reforms in Pakistan's 70-year history, is an unprecedented extension of constitutional rights and governance structures to 5 million of the poorest people in Pakistan.

The reform process includes the introduction of constitutional rights, elected local governments, the rule of law institutions, and empowered legislature, fundamentally changing the relationship between the citizen and the state.

There is a real and genuine risk of a backlash and the formation of countermobilization against the state and the integration process. While the reform process is aimed at stabilizing the region the integration agenda includes new projects which may have the potential to introduce a new conflict or exacerbate existing tensions between the state and FATA residents. The reform process, including tribal decade strategy and accelerated implementation plan, include extraction of minerals, land settlement and the rule of law systems. While these may be essential aspects for economic, legal and cultural integration, researchers have associated similar initiatives with conflict. There may be a possibility that these reforms could inadvertently contribute to instability in the region.

UNDP with support from DFID is recruiting a lead researcher to research stability implications of land settlement in the merged areas. A field researcher based in Pakistan and contracted through a third-party will support the lead researcher, as well as a team working with the board of revenue.

Research Project 1: Land registration

The researcher would conduct the project based on the further development of the following illustrative research questions and methodology. The overarching objective of this analysis is to better understand the risks – likelihood and impact of land registration in the merged areas. The research aims to inform policymakers on the potential adverse effects of land registration and make well-evidenced recommendations if mitigation measures should be adopted and if so, what type. There is a strong sub-district geographical focus in the research design to avoid the risk of over-generalisation.

The focus of this research is the registration and digitization process (referred to as the "land settlement process.") UNDP is not aware of any plans for a land reform or redistribution process.

a) Theoretical framework development and clarification. The central questions here include: what specifically about land registration contributes to instability? What are the most influential independent variables/correlates, particularly context variables which contribute to instability? What are the sub-

variables/drivers that correlate with stability outcomes? UNDP requires a high level of rigour in theoretical development: peer-reviewed published work should form the primary basis.

b) Measurement of independent variables and establish correlations. Once the Lead Researcher has found independent variables, the team will 'measure' or code them at district or sub-divisional level for each of the 7 districts of the merged areas. Some primary sources material may be required here, UNDP would bear any additional research costs subject to the application of UNDP policies and procedures and requisite governmental approvals.

The researcher team should apply predictive analysis to rank sub-divisions or districts which have the highest land registration-correlated instability risk.

c) Analysis of Comparative mitigation measures/innovations. The Lead Researcher is to source and review many cases (country; or sub-national cases most similar to the merged areas) selected based on similarity to our case. They should identify cases where mitigation measures were applied and evaluate their success and applicability to the merged areas. It will be particularly valuable to identify innovations adopted by that have worked in reducing land registration-related instability.

Q4: Conclusions and recommendations.

The Lead Researcher is to summarise findings across all the above sections and make recommendations on which mitigation measures should be applied to which sub-divisions or groups of sub-divisions. The lead researcher should frame proposals as:

- Recommendations for GoKP
- Recommendations for private industry and investors
- Recommendations for the international community

Duties and Responsibilities

The lead researcher shall by the primary author of the report with the field researcher as well as providing overall guidance, quality assurance, and critical analysis. This will be done off-site through the exchange of documents and daily communication with the project team and the field researcher.

1. Deliverables, Scope, and Schedule of Payments

Deliverables/ Outputs	Schedule of Payments	Level of Effort	Payment Terms	Review and Approvals Required
Deliverable 1 Approved research design	17%	5 days	60 days from the signing of the contract	Chief Technical Specialist

				UK Conflict Advisor
Deliverable 2 Submission of draft report.	50%	15 days	120 days from the signing of the contract	Chief Technical Specialist UK Conflict Advisor
Deliverable 3 Final report.	33%	10 days	180 days from the signing of the contract	Chief Technical Specialist UK Conflict Advisor

Please go the following link for the UNDP General Conditions of Contract for Individual Consultants:
http://procurement-notice.undp.org/view_file.cfm?doc_id=7879

Individual Consultants are responsible for ensuring they have vaccinations/inoculations when traveling to certain countries, as designated by the UN Medical Director. Consultants are also required to comply with the UN security directives as set forth by the United Nations Department of Safety and Security.

Copyright

The above assignment will have UNDP sole ownership and copyright.

2. Institutional Arrangement and Duty Station:

The Consultant will be working under the direct supervision of the Chief Technical Specialist with close coordination with the field researcher. The consultant will be based off-site.

The lead researcher will be responsible for organizing sufficient access to academic publications and research.

3. DURATION OF WORK

The expected duration of work will be 30 working days over a period of Six months.

4. QUALIFICATIONS – EDUCATION, EXPERIENCE AND LANGUAGE:

- a. Minimum 7 years' of relevant experience in related field such as economics, conflict studies, land tenure.
- b. Significant peer-reviewed published work related to the task.
- c. Active research in the field is an asset. Expertise in south Asia is an asset.

- d. Excellent communication skills, flawless writing, and editing in English.

5. APPLICATION PROCESS AND SELECTION CRITERIA

The following documents must be submitted by interested persons to become an eligible candidate. Failing to comply with the requirements will result in disqualifying the applicant. Due to the large number of applications we receive, only the successful candidate will be informed about the outcome or status of the selection process.

Interested individual consultants must include the following documents when submitting the applications:

- **CV** 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 - UNDP retains the right to contact references directly
- One or more **analytical pieces** demonstrating expertise (may be linked in CV or annexed)
- **Letter of Confirmation of Interest and Availability and Financial Proposal**, Applicants are instructed to submit their financial proposals in **US Dollars** for this consultancy using the annex to the Letter of Confirmation of Interest and Availability template available here: http://procurement-notice.undp.org/view_file.cfm?doc_id=45780.

6. FINANCIAL PROPOSAL

The financial proposal shall specify a total lump sum amount and payment terms around specific and measurable deliverable. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal should include only the daily fee and number of days. Nothing else will be reimbursed.

7. TRAVEL

All travel costs shall be borne directly by the consultant and should be included in the financial proposal. Any unexpected approval travel would be reimbursed by UNDP in accordance with policies and procedures.

8. EVALUATION PROCESS

Individual consultants will be evaluated based on the **cumulative analysis** methodology (weighted scoring method), where the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

Technical Criteria weight: 70%

Financial Criteria weight: 30%

Only consultants obtaining a minimum of 70% on the Technical evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Points
Technical Competencies	70	
Minimum 7 years' of relevant experience in a related field such as law, public administration, conflict studies. Current research in the field is an asset. Expertise in South Asia is an asset.	35	
Significant published work related to the task (one or more articles, reports or books)	35	
Excellent communication skills, flawless writing, and editing in English (scored based on analytical pieces submitted as above)	Min Req.	
Financial (Lower Offer/Offer*100)	30	
Total Score	Technical score 70 + 30 Financial	

Competencies

Building Strategic Partnerships

- Makes effective use of UNDP's resources and comparative advantage to strengthen partnerships
- Creates networks and promotes initiatives with partner organizations

Innovation and New Approaches

- Creates an environment that fosters innovation and innovative thinking, especially for Fata reforms contexts
- Conceptualizes more effective approaches to program development and implementation

Promoting Organizational Learning and Knowledge Sharing

- Participating in the development of policies and innovative approaches and promoting their application throughout the organization
- Promotes UNDP as a learning/knowledge sharing organization, with a focus on Fata reforms

Job Knowledge/Technical Expertise

- Possesses expert knowledge of advanced concepts in primary discipline, a broad knowledge of related disciplines, as well as an in-depth knowledge of relevant organizational policies and procedures, with expertise in reforms contexts
- Keeps abreast of new developments in area of professional discipline and job knowledge and seeks to develop him/herself personally

- Demonstrates comprehensive knowledge of information technology and applies it in work assignments

Client Orientation

- Anticipates constraints in the delivery of services and identifies solutions
- Proactively identifies, develops and discusses solutions for clients

Core Competencies

- Promoting ethics and integrity, creating organizational precedents
- Staff competence, creating an environment of creativity and innovation
- Promoting effective teams
- Very good communication skills. Ability to express clearly and concisely in both written and oral forms
- Transparent decision making; calculated risk-taking
- Ability to be flexible and react to changing circumstances, e.g. security situation

Weight per Technical Competence	
Weak: Below 70%	The individual consultant/contractor has demonstrated a WEAK capacity for the analyzed competence
Satisfactory: 70-75%	The individual consultant/contractor has demonstrated a SATISFACTORY capacity for the analyzed competence
Good: 76-85%	The individual consultant/contractor has demonstrated a GOOD capacity for the analyzed competence
Very Good: 86-95%	The individual consultant/contractor has demonstrated a VERY GOOD capacity for the analyzed competence
Outstanding: 96-100%	The individual consultant/contractor has demonstrated an OUTSTANDING capacity for the analyzed competence

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

ANNEXES

ANNEX 1. TERMS OF REFERENCE (TORs)

ANNEX 2. INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS.

ANNEX 3- PROPOSAL SUBMISSION FORM.

ANNEX 4- OFFEROR'S LETTER TO UNDP/CONFIRMATION OF INTEREST.

ANNEX 5 – FINANCIAL PROPSAL

Please also submit updated CV.