



Empowered lives.
Resilient nations.

ROSTER OF NATIONAL CONSULTANTS TO SUPPORT POLICY RESEARCH, ANALYSIS AND EVALUATION ON IDENTIFIED NATIONAL DEVELOPMENT ISSUES AND PROGRAMMES

TERMS OF REFERENCE

SUSTAINABLE AND INCLUSIVE ECONOMIC GROWTH (SIEG) PROJECT

Type of Contract:	Individual Contract
Languages Required :	English
Time commitment :	On call

A. Project Description

UNDP is the UN global development network, advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. It works with individual countries on their own solutions to global and national development challenges. The UNDP Lesotho Country Programme (2019-2023) is anchored on the NSDP II, the UNDAF (2019–2023) and guided by the UNDP Strategic Plan (2018–2021) and SDGs. The programme is implemented through 3-programme pillars: (i) Governance, Accountability, Social Cohesion and Stability; (ii) Sustainable and Inclusive Economic Growth and (iii) Environmental Sustainability, Climate Change and Resilience.

In line with the objectives of the NSDP II, the UNDP Sustainable and Inclusive Economic Growth (SIEG) programme, is aimed at strengthening capacities of private and public sector stakeholders to create decent and sustainable jobs, promote economic diversity, and facilitate increased economic participation. These will be achieved through promoting innovative and technological interventions, collaborative and informative stakeholder engagement, policy advocacy and ensuring accountability for results. The project is aligned to the Pillar I of the NSDP II for creating inclusive and sustainable economic growth and job opportunities. Through this project, UNDP will also support the government of Lesotho to navigate the emerging socio-economic challenges brought about by COVID-19 and facilitate development of risk-informed response strategies that enable recovery from the pandemic.

In this context, UNDP is inviting qualified candidates with expertise in selected thematic areas related to sustainable and inclusive growth to register on the Individual Consultants Roster for future consultancies to support the implementation of flagship research and analytical projects under the

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Sustainable and Inclusive Growth programme in 2020/21. All applications will be reviewed, and shortlisted candidates will go through a technical evaluation process based on requirements per assignment. UNDP will contact the Consultants on availability of relevant assignments for confirmation of availability and submission on all relevant documentation, as may be need.

B. Objectives

UNDP is looking for national experts to support policy and programme – based research for development of UNDP knowledge resources and products, which will include background papers, brief, presentations working papers, and programme evaluations, related to the following issues:

- Poverty eradication
- Governance, peace and security
- Energy and nature-based solutions
- Gender equality
- Climate change
- Migration
- Inequality
- Youth engagement
- Structural transformation
- Digital transformation
- Trade
- SMME development
- Human development
- Financial inclusion
- Statistics

C. Scope of Work

Subject to specific requirements per assignment the consultant will be required to provide the following:

- Support to conceptual research, case studies and surveys to help deepen and broaden the analysis related various knowledge products including working papers, briefs and online publications as defined in Section B above.
- Generate strategic analysis related to key thematic areas linked to UNDP's thematic areas and in the context of the Lesotho National development priorities
- Provide a clear analysis of economic development, prospects and trends in the Lesotho from a human development perspective,
- Investigate root causes of constraints on human development, track development gaps and their impact on population groups, especially the vulnerable.
- Carry out data analytics and produce infographics using national, sub-national and regional indicators of development, including the Human Development Index.
- Develop policy briefs on selected topical issues integrating policy analysis related to selected thematic areas including assessing performance and providing policy options.
- Support the editing, technical review, translation, development and publication of national, regional and global reports that broaden government policy choices and alternatives. Provide structured analyses of all policy alternatives, cost-benefit analyses and evaluation of possible micro-level impacts and trade-offs from policy shifts.
- Support the editing, technical review, development and publication of various knowledge and communication products including working papers, briefs and online publications
- Support evaluations of selected programmes and projects to inform UNDP programme implementation strategies and in context of the UNDP programming standards

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D. Expected Outputs and Deliverables

The deliverables will be based on the assignment per time

E. Institutional Arrangement

- a) The Consultant will be engaged by the UNDP and becomes directly responsible to the UNDP – Deputy Resident Representative. However, s/he will liaise with the relevant Programme Officer and the designated officer in the Ministry of Development Planning for implementation of this assignment.
- b) UNDP Programme Officer will provide day to day supervision on the assignment, working in collaboration with the relevant government ministry and/department to ensure delivery of quality results and objectives as set out in these terms of reference.
- c) The consultant is expected to make in person consultations with the relevant government ministries, and any relevant stakeholders.
- d) The Consultant will prepare reports and facilitate stakeholder sessions for validation at each stage of the assignment as necessary .
- e) The consultant should have own computer and facilitate own access to internet, transport and organize own logistical arrangements as necessary.

F. Duration of the Work and Duty station

- The length of the assignment will be defined per assignment.
- The assignment will be carried both at home and in location.
- The technical team will have 5-days to review and provide feedback on each the completed deliverables

G. Qualifications of the Successful Individual Contractor

Education: A minimum of Master's Degree in Economics, Development Studies. Social sciences or any other relevant field

Skills and experience:

- A minimum of 5 years' experience in policy research and analysis project planning, implementation and report and economic development issues
- Proven experience in undertaking policy research and analysis and programmes/project evaluations
- Familiarity with human development approaches
- Previous research and analytical work on any of the specifies thematic areas
- Knowledge of the Lesotho development landscape and the NSDP II is a requirement
- Sound knowledge of the Sustainable Development Goals, Agenda 2063 and related principles for socio-economic inclusion and poverty eradication, livelihood development is an added advantage
- Good analytical skills, with ability to come up with solutions to complex and interconnected development challenges

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Attributes:

- Fluency in English
- Excellent communication, reporting, and presentation skills
- Demonstrate a high competency for integration of gender attributes into the assignment

Competencies: Corporate Competencies

- Demonstrated commitment to UN's mission, vision and values including working in a culturally diverse environment.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability. The candidate selected will be required to take UN's mandatory training on Gender, and on the Prevention of Harassment, Sexual Harassment and Abuse of Authority, within two months of their assuming their functions in this position.
- Demonstrates ability to function in a team environment and shares knowledge and experience.

H. Recommended Presentation of Offer

Interested consultants are requested to submit the following:

- a) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP;
- b) **Personal CV or P11**, indicating all experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- c) **Brief description** of why the individual considers him/herself as the most suitable for the assignment, indicating specific thematic areas of expertise with a brief information on similar tasks implemented over the past 5 years with concrete experience from Lesotho and region (a maximum of 3 pages). Evidence of key deliverables and results could be attached to the document.
- d) **Financial Proposal** that indicates the expected daily fee for the assignment. If an Offeror is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

I. Criteria for Selection of the Best Offer

A successful Consultants will be selected based on the qualifications and experience of the qualifications. The criteria for scoring will be guided by the following:

Criteria for technical evaluation	Ranking
1) Academic Qualification	5%
2) Professional Experience as outlined in Section F above	20%
3) Research and knowledge of inclusive finance and technology for development	35%
4) English writing and oral skills	5%

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5) Methodology and technical proposal	35%
6) TOTAL	100%

J. Submissions

Interested offerors may submit their applications to:

RFP: Roster of national consultant

Resident Representative
United Nations Development Program
United Nations Road
3rd Floor, United Nations House
Maseru 100
e-mail: ls.procurement@undp.org

Communication and further information on the call may be sent to ls.procurement@undp.org.

Inclusion of an expert on this Roster does not imply any obligation by either UNDP or the candidate on the Roster. **Only short-listed Offerors will be responded to.**

K. Approval

This TOR is approved by :

Name: Ms Mabulara Tsuene

Signature

Mabulara Tsuene

Programme Specialist – Strategy and Policy Unit

Date of Signing

03-Jun-2020