

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

ON BEHALF OF UNODC

Date: 22 June 2020

Country: Tripoli, Libya

Description of the assignment: Consultant on Human Trafficking and Migrant Smuggling

Project name: Strengthening the framework of the Arab Region to prevent and combat human trafficking and migrant smuggling”, managed by the UNODC Regional Office for the Middle East and North Africa (ROMENA).

Type of Appointment: Individual Consultant (National)

Duty Station: Tripoli, Libya

Period of assignment: 160 Days from July 2020 to December 2020. The consultant should work 20 days per month during the contract period.

Number of Position(s): One (01)

Proposal should be submitted by email to tenders.ly@undp.org no later than 01 July 2020, 13.00 hours Tunis, Tunisia time, ref. www.greenwichmeantime.com.

Any request for clarification must be sent in writing, or by standard electronic communication to the email address procurement.ly@undp.org. UNDP Libya Procurement Unit will respond in writing or by standard electronic mail and will send written copies of the responses, including an explanation of the query without identifying the source of the inquiry, to all candidates who expressed their interest.

1. BACKGROUND

Within the Regional Program for the Arab States to Prevent and Combat Crime, Terrorism and Health Threats and Strengthen Criminal Justice Systems in line with International Human Rights Standards (2016-2021), Sub-Program 1 on "Organized Crime", UNODC is implementing the regional projects “Strengthening the Framework of the Arab Region to Prevent and Combat Human Trafficking and Migrant Smuggling”, managed by the UNODC Regional Office for the Middle East and North Africa (ROMENA), based in Cairo.

The project ‘Strengthening the Framework of the Arab Region to Prevent and Combat Human Trafficking and Migrant Smuggling’ was launched in 2011 with the objective of supporting countries in the MENA region in preventing and combating human trafficking and migrant smuggling. The project is currently focusing on the following areas:

- Promoting harmonized national legislative frameworks in compliance with the requirements of the Trafficking in Persons Protocol, the Smuggling of Migrants Protocol and other relevant international

law.

- Building skills of law enforcement practitioners, prosecutors and judges to effectively prevent and investigate human trafficking and migrant smuggling while assisting and protecting victims of human trafficking and smuggled migrants.
- Supporting the development of comprehensive institutional frameworks to prevent and combat human trafficking and migrant smuggling, and to promote interagency cooperation.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The incumbent should contribute to the successful implementation of UNODC activities on organized crime more generally, and trafficking in persons (TIP) and smuggling of migrants (SOM) more specifically, in accordance with established work plans in Libya and will aim to the strengthening of regional cooperation between Libya with neighboring and other origin and destination countries in order to address transnational SOM & TIP cases.

The incumbent will support and strengthen the national capacities for international cooperation in all organized criminal matters, with a focus on transnational cases of trafficking in persons and smuggling of migrants and will report to the UNODC Head of Office in Libya who will be his/her first reporting officer, under the overall supervision of the UNODC ROMENA Regional Representative.

The Consultancy tasks will entail the following:

- Provide technical assistance on regional and international cooperation in organized criminal matters, with a focus on cases of trafficking in persons and smuggling of migrants;
- Prepare quarterly progress reports on the capacity of the Libyan criminal justice system to initiate, respond to, and process MLA requests, including informal exchanges and handling of documents;
- Liaise with the relevant national institutions and other relevant national stakeholders, including with the Libyan Ministry of Justice and Office of the Attorney-General, to advance the project objectives and to provide advisory services on policies and procedures in line with the Transnational Organized Crime Convention and its supplementing Trafficking in Persons and Smuggling of Migrants Protocols;
- Assess needs and bottlenecks that may require system reform or capacity building and consult with the relevant authorities to meet capacity building needs and find feasible solutions to overcome challenges and achieve planned results;
- Build capacities through training and on-the-job mentoring in areas related to SOM/TIP, with emphasis on international and regional cooperation on criminal matters, closely guided and advised by UNODC international subject matter experts;
- Control and administer all project documents and maintain updated records for the different project deliverables and revisions;
- Support the development of new initiatives and identify possible UNODC fields of intervention in close cooperation with relevant national counterparts;
- When nominated, actively participate in relevant meetings and working groups with UN and other international organizations;
- Coordinate with the related technical units at UNODC ROMENA and HQ to share expertise.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications: Advanced university degree (Master's degree or equivalent) in law, criminal justice, or related area is required. A first-level university degree or equivalent academic education, professional training with certification, with specialization in criminal justice, crime prevention, criminal investigation, and/or other related areas, in combination with additional years of qualifying experience may be accepted in lieu of the advanced university degree.

II. Years of experience:

- Seven years of relevant, progressively responsible professional experience (nine years in case of a first level university degree) in the field of criminal justice or related areas is required.

.III. Competencies:

- Knowledge of and exposure to anti-human trafficking and/or anti-migrant smuggling work or relevant areas is required.
- Knowledge of regional and international cooperation in criminal matters procedures is required.
- Knowledge of national Libyan judicial procedures is required.
- Experience with government related entities of Libya or with international organizations is an asset.
- Analytical skills, communications abilities, teamwork;
- Experience in drafting and legal analysis is essential;
- Fluency in spoken and written Arabic and English is required;
- Computer literacy.

4. 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
- (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)

2. Financial proposal

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

5. FINANCIAL PROPOSAL

The financial proposal will specify the daily fee, travel expenses and per diems quoted in separate line items, and payments will be made to the Individual Consultant based on the number of days worked.

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed

6. EVALUATION

Individual consultants will be evaluated based on the basis of the following:

* Technical Criteria weight; 70

* Financial Criteria weight; 30

Only candidates obtaining a minimum of 49 points would be considered for the Financial Evaluation

Criteria	Max. Point
Overall experience and qualification	20
Knowledge of and exposure to anti-human trafficking and/or anti-migrant smuggling work or relevant areas	10
Knowledge of regional and international cooperation in criminal matters	10

procedures	
Knowledge of national Libyan judicial procedures	10
Experience with government related entities of Libya or with international organizations	10
Experience in drafting and legal analysis	10
Financial Proposal	30
<u>Total</u>	100

IMPORTANT NOTICE:

- This is a procurement notice for individual consultant and not a staff position.
- Complete documentation and application link can be accessed through: <https://procurement-notices.undp.org/>