



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Country: Jordan

Description of the assignment:

The consultant will be responsible for developing and presenting the survey methodology which includes sampling techniques, sample selection, instruments and procedures of data collection and analysis, the consultant's performing his/her duties under the supervision of the Inclusive Growth and Sustainable Livelihoods Team Leader.

Post Title:	A Rapid Survey and Impact Assessment of COVID-19 in Northern Jordan
Starting Date:	5 October 2020
Duration:	45 working days, spread over 3 Months, from 1 October 2020 – 31 Dec 2020
Location:	Amman, Jordan
Project:	Enhancing Women Participation in the Solid Waste Management Sector in Jordan

Instructions to Offerors for Job - Individual consultant – Knowledge, A Rapid Survey and Impact Assessment of COVID-19 in Northern Jordan

To apply, kindly read the procurement notice, attach the following documents and submit through the following email: ic.jo@undp.org

1. Technical proposal (proposed methodology describing the actions to be taken for successfully completing the assignment)
2. Financial proposal in the prescribed format

No later than 30 September 2020.

Any request for clarification must be sent by electronic communication to maha.alkhateeb@undp.org. Ms. Maha Alkhateeb will respond by electronic email and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all applicants.

BACKGROUND

UNDP partners with people at all levels of society to help build nations that can withstand crisis, and drive and sustain inclusive economic growth to improve the quality of life for everyone. On the ground, in 177 countries and territories, UNDP converts global perspective and local insight towards helping to empower lives and build resilient nations.

Inclusive economic growth continues to be an important thematic area for Jordan's Country Programme that aims at addressing vulnerabilities at individual, community, local authority and national institutional levels by supporting initiatives that foster an inclusive enabling environment for livelihoods and job creation for all, especially among vulnerable Jordanian and Syrian refugees youth and women in crisis-affected areas.

The further evolving impact of COVID-19 crisis in Jordan has deepened a sense of urgency to tackle the root causes of socio-economic fragility by promoting resilience through systems strengthening, enabling self-reliance among refugees and vulnerable Jordanians and signifies the importance of 'resilience' as core to programming.

The programme seeks to provide resilience-based development solutions for local economic recovery, including green economy opportunities and enabling equitable access to financial service solutions to ensure no one is left behind.

The core of its programme strategy embraces a mid- to long-term approach to self-reliance for all including refugees.

This assignment specifically related to the **UNDP's project "Enhancing Women Participation in the Solid Waste Management Sector in Jordan"** which aims to improve the socio-economic well-being and stability of rural women in Northern Jordan, especially in the solid waste management (SWM) sector.

ORGANISATIONAL CONTEXT AND PROGRAMME OVERVIEW

Women in rural Jordan face multiple challenges such as high unemployment rates and low labor force participation – factors attributed to underlying social norms, gendered roles, power relation, and the lack of income-generating opportunities that meet women's skills and needs exacerbated by the economic and the social pressures stemming from the hosting of over 650,000 Syrian refugees in country and economic stagnation due to regional instability, fiscal pressures and economic impact of COVID-19 pandemic lockdown measures .

"Enhancing Women Participation in the Solid Waste Management Sector in Jordan" project will tackle economic gender gaps and address inequalities in decision-making at the household level and the local governance policy level. The project targets women in four Municipalities in Irbid Governorate: three municipalities of Northern Shouneh district (Moa'th Bin Jabal, Tabqet Fahel & Sharhabeel Bin Hassnah) and the municipality of Dair Abi Said of Kourah district. The number of households in the Northern Shouneh is 24,659, with an average family size of 5.8 person, which is higher in comparison to the national family size average of 5.5⁽¹⁾. Social indicators show that female-headed households make of 12.2%.

In Jordan, women's economic participation and political empowerment remain a challenge. As evident in the demographic trends throughout Jordan, women are also lagging behind men in terms of formal economic participation. The gender gap is reportedly wider for Jordan's most vulnerable women. For those with only a primary education, the statistic can be up to six men work for everyone woman working, given the same level of capacity⁽²⁾. In 2020, the Global Gender Gap Report that was launched by the World Economic Forum (WEF) placed Jordan 138 out of 153 countries. The unemployment rate in Irbid governorate (geographic target of this project) for the year of 2019 was recorded as 18.4%; women unemployment rate reached 24.4% compared to 16.7% among men ⁽³⁾. Women economic participation

in Irbid governorate reached 15.6% which is near the national rate that ranged between 14% and 16% over the last years⁽³⁾.

Globally, the average rate for women's total entrepreneurial activity (TEA) is 10.2% ⁽⁴⁾. Further, the lowest rates of women's TEA are found in Europe (6%) and MENA (9%) ⁽⁴⁾. In Jordan, women's entrepreneurship represents a small share of total early-stage entrepreneurial activities of only (3.3%) ⁽⁵⁾. The low rate of women's TEA in Jordan needs to be addressed in relation to skills and self-efficacy of women intending to begin a new business ⁽⁵⁾.

The project of **"Enhancing Women Participation in the Solid Waste Management Sector in Jordan"** will contribute to improving women's quality of life in North of Jordan through enhancing their livelihoods, economic and decision-making participation, and their well-being. The entry point of this project is women economic empowerment and equality as means to addressing barriers that are hindering women from active participation in their communities as workers, entrepreneurs and change makers, with the understanding that real women's economic empowerment exists when women and girls have the same opportunities as men and boys to knowledge, economic opportunities, gender-sensitive policies and decision-making power and access to and control over assets and resources.

The design of the project is built around three tracks:

- 1) Enhancing and strengthening the role of CSOs to enable such organizations to work effectively and efficiently with women within the targeted communities to become a vehicle for women and women's voices in the decision-making processes.
- 2) Provision of financial support to the CSOs and Cooperatives to start working on increasing participation of women in the local economy, particularly in the solid waste sector, through designing and managing business groups' projects.
- 3) Working with national and local government to enhance gender informed and responsive policy making in SWM at the local and national levels.

The Project aims at providing entrepreneurial opportunities for 600 women through 12 business groups project in the SWM sector, and to further capacitating the 60 women from the already existing project of community-based sorting/recycling facility at Northern Shouneh (Ruwad Al Aghwar Al Shamalyeh Cooperative). The project will target women in the communities and within the CSOs for other support. Moreover, men will be targeted to become advocates for women empowerment and human rights.

As part of the COVID-19 response that is embedded into this project, this consultancy will enable the UNDP to understand the impact of COVID-19 crisis on the communities in the targeted municipalities by exploring the pandemic effects on households, solid waste recyclables market, the existing community-based sorting/recycling facility at Northern Shouneh (Ruwad Al Aghwar Al Shamalyeh Cooperative), amount and types of generated solid waste, the SWM services quality, gaps and sustainability and the effects on technology imports for relevant project establishment.

UNDP will use the results of this impact assessment as preliminary indicators to evaluate the effects of COVID-19 pandemic on the targeted municipalities pertaining the amounts and types of generated wastes and whether the amounts are enough for the 600 women participants to establish the 12 business groups that will be based on the usage of solid waste recyclables.

OBJECTIVES:

Key Objectives of the consultancy:

- Investigate the impact of COVID-19 pandemic on household's livelihoods, health, education, food access, water and sanitation, protection, and gender roles and responsibilities with a special focus on the women's burden of care and unpaid domestic labor that might affect their participation in the public sphere.
- Explore the effects of COVID-19 pandemic on the consumer buying power of goods and services by comparing the situation prior and after the first wave of the pandemic and the lockdown measures.
- Assess the effects on the market of solid waste recyclables, for instance plastics, glass, paper, textiles, organic, metals and wood, with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID-19. The market analysis should indicate market size changes, and the potential market share of the proposed new intervention of 12 business groups, and the feasibility of this intervention under the COVID-19 short and mid-term effects, with recommendations on the size and number of businesses that could be established within the current and future market situation until the end of 2022 within the recycling business in Northern Shouneh and Koura districts.
- Highlight the effects of COVID-19 pandemic and the associated government defense orders on the amounts and types of generated solid waste in the targeted municipalities by comparing the situation prior and after the first wave of the pandemic and the lockdown measures.
- Analyze the effects of COVID-19 pandemic on the existing community-based sorting/recycling facility at Northern Shouneh (Ruwad Al Aghwar Al Shamalyeh Cooperative) including the losses incurred due to the lockdown measures and the later economic situation, and recommendations on mitigation measures to support the cooperative during the COVID-19 short and mid-term effects.
- Describe the effects on the SWM services quality, gaps and sustainability due to the pandemic, and the additional stress on the sector, and the effects of the pandemic on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned originally before the pandemic and the respective additional stress on resources and finances in Jordan.
- Highlight the effect on equipment and machinery imports for relevant project establishment in terms of market capacity to supply them, prices fluctuation due to the pandemic, and relevant timetables for delivery on site.
- Identify and cluster the current challenges and negative impacts of COVID-19 pandemic that need to be addressed at a household level, market of solid waste recyclables level, etc.
- Identify recommendations to mitigate the negative impact of COVID-19 pandemic.

Description of Assignment

The purpose of this consultancy is to design, implement and analyze a rapid survey and impact assessment of COVID-19 in the designated local communities of Northern Shouneh district (Moa'th Bin Jabal, Tabqet Fahel & Sharhabeel Bin Hassnah) and Al Koura district (Deir Abi Saeed) of Irbid Governorate using: i) interviewer-administrated questionnaire targeting households distributed across the four targeted municipalities based on the population size aged 18 – 60+ years, ii) 14 - 20 key informant interviews (KIIs) which will include the mayors of each of the targeted municipalities (4 mayors), key staff members in charge of solid waste management process in each of the four targeted municipalities (1-2 key staff member in each of the targeted municipalities, making a total of at least 4

KIIs), Ministry of Local Administration (MoLA) Solid Waste Management Directorate representatives (1-2 key staff members), Jordan Customs (1 key staff member), and logistics and customs clearance companies (1 key informant), 2-3 national NGOs or international NGOs working in the field of environment and solid waste, and the head of the Irbid Joint Service Council (JSC) and the head of the “Ruwad Al Aghwar Al Shamalyeh” Cooperative and the sorting/recycling facility in Northern Shouneh. **iii)** **9 Focus group discussions (FGDs):** a total of eight sessions with households’ members (2 sessions per municipality; 1 for men and 1 for women) and another session with solid waste recyclables middle men, wholesalers, retailers, industries and private sector in major markets of Irbid governorate. The sessions will be conducted with 8 to 10 participants each, **iv)** collecting and reviewing of reports and statistics issued by relevant authorities or specialized institutes or trade unions at national and regional levels considering recycling and compost sector.

The consultant will be responsible for developing and presenting the survey methodology which includes sampling techniques, sample selection, instruments and procedures of data collection and analysis. Then, initiating the data collection activities and providing a comprehensive final report in English on: **i)** the impacts of COVID-19 pandemic on livelihoods, health, education, food access, water and sanitation, protection, and gender roles and responsibilities including the effects on consumer buying power at the household level, **ii)** the effects on the market of solid waste recyclables with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID-19. The market analysis should indicate market size changes, and the potential market share of the proposed new intervention of 12 business groups, and the feasibility of this intervention under the COVID-19 short and mid-term effects, with recommendations on the size and number of businesses that could be established within the current and future market situation until the end of 2022 within the recycling business in Northern Shouneh and Koura districts, **iii)** the effects of COVID-19 pandemic on the amounts and types of generated solid waste in the targeted municipalities by comparing the situation prior and after the first wave of the pandemic and the lockdown measures, **iv)** the effects on the existing sorting/recycling business established through previous UNDP project including the losses incurred due to the lockdown measures and the later economic situation, and recommendations on mitigation measures to support the cooperative during the COVID-19 short and mid-term effects, **v)** the effects on the SWM services quality, gaps and sustainability due to the pandemic and the added stress on the sector. Moreover, the effects on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned originally before the pandemic and the respective additional stress on resources and finances in Jordan, **vi)** the effects on technology imports for relevant project establishment in terms of market capacity to supply them, prices fluctuation due to the pandemic, and relevant timetables for delivery on site, **vii)** clustering the current challenges and negative impacts of COVID-19 pandemic that need to be addressed as well as recommendations to mitigate them.

SCOPE OF WORK:

a) Areas: four municipalities in Irbid Governorate as follows: three municipalities in the Northern Shouneh district (Moa’th Bin Jabal, Tabqet Fahel & Sharhabeel Bin Hassnah) and Dair Abi Said municipality in Kourah district.

b) The Expected Activities & Deliverables:

Under the direct supervision of the UNDP, the consultant will be responsible for undertaking the following activities:

- Collect and review of reports and statistics issued by relevant authorities or specialized institutes or trade unions at national and regional levels considering recycling and compost sector; this aims to understand the market trends affecting the COVID-19 crisis relevant to the project activities through collection, reviewing and analyzing reports from the various resources, such as trade unions and authorities, line ministries, the Department of Statistics, public reports issued by other international

or national organizations considering the effects of COVID-19 on recycling and composting businesses.

- Lead the development of a clear and rigorous methodology with the aim of achieving all the set survey objectives and key deliverables. The methodology and tools should facilitate the following:

- Develop and present survey methodology that will target the following:

- i) **Households:** they will be targeted through an interviewer-administrated questionnaire that focuses on key aspects of livelihoods, health, education, food access, water and sanitation, protection, consumer buying power and gender roles and responsibilities during COVID-19 pandemic at household and community levels with a special focus on the magnitude of women's burden of care and unpaid domestic labor that might affect their participation in the public sphere.

The survey should start with questions on **respondents and households' demographic and socioeconomic characteristics** (i.e. age, resident location, household size, etc.) taking into consideration the nationality, gender of the head of the household and presence of disability and chronic diseases. The **livelihoods** aspect should include questions on monthly income, income sources, access to social security, access to social protection programs and employment status of the household members with a comparison between the situation prior and after the first wave of COVID-19 and the lockdown measures in terms of change in income and employment in order to investigate the impact of COVID-19 pandemic. There should be also questions on the financial resources and the coping mechanism that households rely on to withstand the current situation after the first wave of the pandemic and the lockdown measures. In addition, the **health** aspect should explore the challenges faced to access health care facilities and medicines during the lockdown measures. What's more, **education** aspect should include questions on the internet connectivity at home, the available devices for the students to use, the responsible parent(s) or family member(s) to support school children in their learning process, and their previous experience with the distant learning during the lockdown measures. For the **food access** aspect, there should be questions on food prices and availability of food items in the markets and at the household level as well as defining the reasons in case of unavailability. For **water and sanitation** aspects, it should focus on the availability of clean water and affordability/access to hygiene supplies during the lockdown measures and during the present time. For the **protection** aspect, there is a need to highlight the status of children well-being, parents' tolerance and bad treatment of their children as well as the occurrence of family conflicts as well as domestic and gender-based violence during the lockdown measures. **Consumer buying power** of goods and services should be also investigated by comparing the situation prior and after the first wave of the pandemic and the lockdown measures. In addition, **gender roles and responsibilities** pertaining household life aspects should be assessed with a special focus on women's burden of care and unpaid domestic labor that might affect their participation in the public sphere.

- ii) **Key informant interviews (KIIs): 14 - 20** key informant interviews (KIIs) which will include the mayors of each of the targeted municipalities (4 mayors), key staff members in charge of solid waste management process in each of the four targeted municipalities (1-2 key staff member in each of the targeted municipalities, making a total of at least 4 KIIs), Ministry of Local Administration (MoLA) Solid Waste Management Directorate representatives (1-2 key staff members), Jordan Customs (1 key staff member), and logistics and customs clearance companies (1 key informant), 2-3 national NGOs or international NGOs working in the field of environment and solid waste, and the head of the Irbid Joint Service Council (JSC) and the head of the "Ruwad Al Aghwar Al Shamalyeh" Cooperative and the sorting/recycling facility in Northern Shouneh.

The KIIs will assess the effects of COVID-19 pandemic on generated solid waste in terms of amounts and types through comparing the situation prior and after the first wave of the pandemic and the lockdown measures. In addition, the KIIs will assess the effects on the SWM services quality, gaps

and sustainability due to the pandemic, and the additional stress on the sector as well as the effects of the pandemic on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned originally before the pandemic and the respective additional stress on resources and finances in Jordan. Moreover, the KII with head of the “Ruwad Al Aghwar Al Shamalyeh” Cooperative and the sorting/recycling facility in Northern Shouneh will particularly highlight the effects of COVID-19 pandemic on the existing facility including the losses incurred due to the lockdown measures and the later economic situation.

The KIIs with governmental bodies such as the Ministry of Local Administration (MoLA) and Jordan Customs, and logistics and customs clearance companies will highlight the current governmental measures on technology imports in response to the COVID-19 pandemic including import restrictions measures including, but not limited to, the restricted and allowed countries, the restricted and allowed type of machinery and equipment, time needed for Customs to grant clearance, customs duties and taxes, and any difficulty/complication that might be incurred to deliver the machinery on site.

Moreover, KIIs with national or international NGOs working in the field of environment and solid waste management should aim to highlight their experience in machinery and equipment procurement in terms of import and delivery. This will include any incurred difficulties/complications due to the pandemic in terms of time delays, prices fluctuation and customs clearance, and recommendations to tackle such difficulties.

- iii) **9 Focus group discussions (FGDs):** a total of eight sessions with households’ members (2 sessions per municipality; 1 for men and 1 for women) to get more insights on the COVID-19 impact on their households. Another session should be conducted with solid waste recyclables middle men, wholesalers, retailers, industries and private sector, that demand recycled materials, products, services, recycled packaging, artisanship and raw materials in major markets of Irbid governorate in order to assess the effects on the market of solid waste recyclables with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID 19. The sessions will be conducted with 8 to 10 participants each.

The methodology should include sample size, sampling techniques, sample selection, the semi-structured questionnaire, FGDs guide and KII interview guide, for further approval from the UNDP. In addition, to include constraints, limitations of the assessment process and rigor, and issues in assessing if any.

- Conduct pre-testing (piloting) of the survey tools and questionnaires taking into consideration COVID-19 restrictions.
- Implementation of data collection activities with a preference to use data collection tools such as KoBo Toolbox or any other tool that directly export data to Microsoft Power BI for visualization of results using infographics. As a contingency plan, a paper-based survey should be prepared and kept with the enumerators at all time during data collection in order to use it in case the application freezes or not responding.
- Undergoing data analysis with the results presented in table and infographics forms for all the indicators.
- The findings of the analysis should be further disaggregated in terms of household head gender, location, nationality and other variables (to be discussed with the UNDP) and presented in a quantitative format.

- Provide a comprehensive final report in English on: **i)** the impacts of COVID-19 pandemic on livelihoods, health, education, food access, water and sanitation, protection, and gender roles and responsibilities including the effects on consumer buying power at the household level, **ii)** the effects on the market of solid waste recyclables with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID-19. The market analysis should indicate market size changes, and the potential market share of the proposed new intervention of 12 business groups, and the feasibility of this intervention under the COVID-19 short and mid-term effects, with recommendations on the size and number of businesses that could be established within the current and future market situation until the end of 2022 within the recycling business in Northern Shouneh and Koura districts, **iii)** the effects of COVID-19 pandemic on the amounts and types of generated solid waste in the targeted municipalities by comparing the situation prior and after the first wave of the pandemic and the lockdown measures, **IV)** the effects on the existing sorting/recycling business established through previous UNDP project including the losses incurred due to the lockdown measures and the later economic situation, and recommendations on mitigation measures to support the cooperative during the COVID-19 short and mid-term effects, **V)** the effects on the SWM services quality, gaps and sustainability due to the pandemic and the added stress on the sector. Moreover, the effects on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned originally before the pandemic and the respective additional stress on resources and finances in Jordan, **VI)** the effects on technology imports for relevant project establishment in terms of market capacity to supply them, prices fluctuation due to the pandemic, and relevant timetables for delivery on site, **VII)** clustering the current challenges and negative impacts of COVID-19 pandemic that need to be addressed as well as recommendations to mitigate them.

Key deliverables:

- An inception report of **i)** literature and desk review, **ii)** action plan and a short paper outlining the methodology and tools to be used in the survey for approval from the UNDP.
- A progress report that shows the initial results of the survey.
- A comprehensive report in English with results and recommendation, including Annexes:
 - A detailed survey results outlining the COVID-19 pandemic impacts on household's livelihoods, health, education, food access, water and sanitation, protection, and gender roles and responsibilities with a special focus on women's burden of care and unpaid domestic labor that might affect their participation in the public sphere. Moreover, the effects on the market of solid waste recyclables with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID-19. The market analysis should indicate market size changes, and the potential market share of the proposed new intervention of 12 business groups, and the feasibility of this intervention under the COVID-19 short and mid-term effects, with recommendations on the size and number of businesses that could be established within the current and future market situation until the end of 2022 within the recycling business in Northern Shouneh and Koura districts. In addition, the effects of COVID-19 pandemic on the amounts and types of generated solid waste in the targeted municipalities by comparing the situation prior and after the first wave of the pandemic and the lockdown measures. What's more, the effects on the existing sorting/recycling business established through previous UNDP project including the losses incurred due to the lockdown measures and the later economic situation, and recommendations on mitigation measures to support the cooperative during the COVID-19 short and mid-term effects. Also, the effects on the SWM services quality, gaps and sustainability due to the pandemic and the added stress on the sector. Moreover, the effects on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned

originally before the pandemic and the respective additional stress on resources and finances in Jordan. Furthermore, the effects on technology imports for relevant project establishment in terms of market capacity to supply them, prices fluctuation due to the pandemic, and relevant timetables for delivery on site.

- Conclusion on the clustered current challenges and negative impacts of COVID-19 pandemic that need to be addressed.
- Recommendations to mitigate the negative impact of the COVID-19 pandemic.
- Annexes on the used tools (questionnaires, FGD guide, and KII guide, etc....).
- Annex for the FGDs attendance sheets, minutes and list of interviewed key informants.

Methodology

The selected individual consultant is expected to achieve the below objectives within the mentioned time frame by working closely with the project team of UNDP. To meet the objectives of this assignment, the winning service provider has to apply the following:

- Desk review for the relevant secondary data sources
- Detailed explanation of sample size calculation, sampling techniques and sample selection.
- Produce and develop the required tools to be used in the collection information phase, such as (interviewer administrated questionnaires, FGD guide, and KII guide, templates, etc...)
- Using data collection techniques such as surveys, focus group discussions, and key informant interviews (KII) with a preference to use data collection tools such as KoBo Toolbox or any other tool that directly export data to Microsoft Power BI for visualization of results using infographics. As a contingency plan, a paper-based survey should be prepared and kept with the enumerators at all time during data collection in order to use it in case the application freezes or not responding.
- Undergoing data analysis with the results presented in table and infographics forms for all the indicators.
- The findings of the analysis should be further disaggregated in terms of the gender of the head of the household, location, nationality and other variables based on the results if applicable (to be discussed with the UNDP) and presented in a quantitative format.
- Provide comprehensive final report in English on: **i)** the impacts of COVID-19 pandemic on livelihoods, health, education, food access, water and sanitation, protection, and gender roles and responsibilities including the effects on consumer buying power at the household level, **ii)** the effects on the market of solid waste recyclables with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID-19. The market analysis should indicate market size changes, and the potential market share of the proposed new intervention of 12 business groups, and the feasibility of this intervention under the COVID-19 short and mid-term effects, with recommendations on the size and number of businesses that could be established within the current and future market situation until the end of 2022 within the recycling business in Northern Shouneh and Koura districts, **iii)** the effects of COVID-19 pandemic on the amounts and types of generated solid waste in the targeted municipalities by comparing the situation prior and after the first wave of the pandemic and the lockdown measures, **IV)** the effects on the existing sorting/recycling business established through previous UNDP project including the losses incurred due to the lockdown measures and the later economic situation, and recommendations on mitigation measures to support the cooperative during the COVID-19 short and mid-term effects, **V)** the effects on the SWM services quality, gaps and sustainability due to the pandemic and the added stress on the sector. Moreover, the effects on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned originally before the pandemic and the respective additional stress on resources and finances in Jordan, **VI)** the effects on technology imports for relevant project

establishment in terms of market capacity to supply them, prices fluctuation due to the pandemic, and relevant timetables for delivery on site, **VII)** clustering the current challenges and negative impacts of COVID-19 pandemic that need to be addressed as well as recommendations to mitigate them.

- Identify and cluster the current challenges and negative impacts that need to be addressed.
- Identify recommendations to mitigate the negative impact of the COVID-19 pandemic.

EXPECTED OUTPUTS, DELIVERABLES AND METHOD OF PAYMENT

Lump sum payment in accordance with the following schedule and upon delivery of the following outputs:

	Deliverables	Expected Date
1.	Inception report with desk review, detailed implementation plan, timeline, milestones, and methodology.	7 days after signing the contract
2.	Progress report with the initial analysis and results.	27 days after signing the contract
3.	A comprehensive report in English with results and recommendation, including Annexes: A detailed survey results outlining the COVID-19 pandemic impacts on household's livelihoods, health, education, food access, water and sanitation, protection, and gender roles and responsibilities with a special focus on women's burden of care and unpaid domestic labor that might affect their participation in the public sphere. Moreover, the effects on the market of solid waste recyclables with a special focus on the consequences of the restrictions on export and import as a result of cross borders closures and precautional measures followed in ports, airports, and the logistics and customs clearance companies during the crisis of COVID-19. The market analysis should indicate market size changes, and the potential market share of the proposed new intervention of 12 business groups, and the feasibility of this intervention under the COVID-19 short and mid-term effects, with recommendations on the size and number of businesses that could be established within the current and future market situation until the end of 2022 within the recycling business in Northern Shouneh and Koura districts. In addition, the effects of COVID-19 pandemic on the amounts and types of generated solid waste in the targeted municipalities by comparing the situation prior and after the first wave of the pandemic and the lockdown measures. What's more, the effects on the existing sorting/recycling business established through previous UNDP project including the losses incurred due to the lockdown measures and the later economic situation, and recommendations on mitigation measures to support the cooperative during the COVID-19 short and mid-term effects. Also, the effects on the SWM services quality, gaps and sustainability due to the pandemic and the added stress on the sector. Moreover, the effects on the Ministry of Local Administration (MoLA) and the relevant municipalities capacity to fulfill their role and support the project as planned originally before the pandemic and the respective additional stress on resources and finances in Jordan. Furthermore, the effects on technology imports for relevant project establishment in terms of market capacity to supply them, prices fluctuation due to the pandemic, and relevant timetables for delivery on site. Conclusion on the clustered current challenges and negative impacts of COVID-19 pandemic that need to be	43 days after signing the contract

	addressed. Recommendations to mitigate the negative impact of the COVID-19 pandemic. Annexes on the used tools (questionnaires, FGD guide, and KII guide, etc....). Annex for the FGDs attendance sheets, minutes and list of interviewed key informants.	
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DURATION OF THE WORK

The adviser is expected to start by 5 October 2020 for 45 working days spread over a period of 3 months, ending on 30th December 2020. Most of the work will require a presence in country, although some assignments may be completed home-based in consultation with the Team Leader.

QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR

1) Education

A Bachelor or master's degree in development studies, human rights, economics, gender, law, or any related field.

2) Experience

- A minimum of 10 years of professional technical experience in conducting surveys/assessment particularly rapid impact assessments and value chain studies, analyzing and interpreting data with strong track-record of designing high quality infographics and graphs/ chart.
- Sampling expertise with proven experience in developing samples of similar nature.
- Proven record of previous publications/reports related to rapid impact assessment and/or value chain studies. Gender and women's empowerment knowledge is an asset.
- Expertise in using KoBo Toolbox and Microsoft Power BI preferred.
- Good experience in socio-cultural, geopolitical and economic country context, as well as labour rights, international labor standards and gender equality and mainstreaming principles is a strong asset.

3) Language requirements: all deliverables should be in English.

4) Application: All bidders should submit offers should include technical and financial offer, along with CV. The submission without these documents will be not be considered.

SCHEDULE OF PAYMENTS

The payments will be effective to the successful bidder upon the achievement of the corresponding milestones and for the following amounts:

30%	Upon submission of the first delivery
40%	Upon submission of the second delivery
30%	Upon submission of the third delivery

CRITERIA FOR SELECTION OF BEST OFFER

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

- Being responsive/compliant/acceptable, and
- Having received the highest score based on the following weight of technical and financial criteria for solicitation as per the schedule below:

* Technical criteria weight: 70%

* Financial criteria weight: 30%

Only candidates obtaining a minimum of 49 points (70%) in the technical evaluation shall be considered for the financial evaluation. The technical evaluation will include an interview.

Of those offers considered in the financial evaluation, the lowest price offer will receive 30 points. The other offers will receive points in relation to the lowest offer, based on the following formula: $(P_n / P_l) * 30$ where P_n is the financial offer being evaluated and P_l is the lowest financial offer received.

Criteria	Weight	Max. Point
<u>Technical</u>	70%	70
• Experience in similar tasks		25
• Technical approach and methodology demonstrating understanding of the job to be done.		30
• Experience in the area of sustainable development and gender/ women's economic empowerment.		15
<u>Financial</u>	30%	30

IX. DOCUMENTS TO BE SUBMITTED

Interested persons are invited submit the following documents/information to be considered:

1. Offeror's letter, as per the attached form
2. Personal History Form (P-11), including 3 references
3. Technical proposal
 - i. Explaining why they are the most suitable for the work
 - ii. Providing a brief methodology (not more than 3 pages) on how they would approach and conduct the work.
4. Financial proposal in accordance with the attached schedule

Please submit above information no later than 30th September 2020, at 18:00 hrs (Jordan time) by email to: ic.jo@undp.org with subject: "A Rapid Survey and Impact Assessment of COVID-19 in Northern Jordan".