



TERMS OF REFERENCE **FOR INDIVIDUAL CONTRACT**

POST TITLE: Migration & Displacement Consultant
AGENCY/PROJECT NAME: UNDP, Bangkok Regional Hub
COUNTRY OF ASSIGNMENT: Homebased, no mission travel required.
DURATION: 130 days from 1 November 2020 to 31 October 2021

1) GENERAL BACKGROUND

Migration has been described as a 'global mega trend' of our time with significant, primarily positive impacts on political, economic and social development. There is an estimated 272 million people residing outside their country of birth; a number that has tripled in the past 50 years. The closely connected but often neglected phenomenon of internal migration is even more significant, both in scale and effect.

An additional 79.5 million people are considered forcibly displaced, including 26 million refugees, 4.2 million asylum seekers, and almost 46 million internally displaced persons. These have moved for a variety of reasons such as persecution, conflict, violence, or other human rights violations.

Globally, UNDP has made migration and displacement key corporate priorities. UNDP's Bangkok Regional Hub (BRH) has developed a Policy Brief and an Implementation Strategy on Development Approaches to Migration and Displacement (DMD) in the Asia-Pacific.

Migration and displacement intersect with other key areas of UNDP's work, such as governance and human rights, from international to local levels; livelihoods and inclusive growth, often as drivers of migration; rule of law and access to justice, with migrants frequently excluded; urbanization, which has increased internal and international migration; or climate, disasters, environmental degradation and conflict, often resulting in displacement.

Migration and displacement relate to inequality, discrimination and exclusion – people move to better opportunities, which can paradoxically exacerbate inequalities when not managed; to youth – the demographic most likely to migrate for work; and to gender – opportunities for migration as well as vulnerabilities and resilience to displacement events are often differentiated by gender.

UNDP BRH is currently implementing pilot interventions on DMD in select countries, with a view to establishing a broader portfolio around migration and displacement in the region.

2) OBJECTIVES OF THE ASSIGNMENT

The Migration & Displacement Consultant will support BRH's Migration and Displacement Team through technical support in the timely delivery of key programme outputs.

3) SCOPE OF WORK

The Migration & Displacement Consultant will provide technical support services to various initiatives, including i) a blue & green economy transformations programme; ii) the implementation of an inception period on development approaches to migration and displacement; iii) the development of a regional project document on development approaches to migration and displacement; and iv) research projects on migration and development in the fishing and seafood processing sectors.

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Contract Duration: 130 days from 1 November 2020 to 31 October 2021.

Duty station: Homebased with no mission travel required.

Telecommunication with hiring unit, country offices, and relevant stakeholders is required.

5) FINAL PRODUCTS

The consultant will be responsible for:

Blue & green economy transformations initiative:

- Manage the production of geospatial maps of informal settlements in select urban areas, in partnership with a data analytics service provider;
- Support the delivery of outputs under the blue & green economy transformation initiative in the Philippines.

Project document on development approaches to migration and displacement in Asia-Pacific:

- Conduct consultations with key UNDP staff, and other relevant partners as needed, in preparation for the development of the project document;

Draft a project document on DMD, based on the inception/pilot phase and aligned to donor priorities and guidance.

Youth CO:LAB on human mobility in Asia-Pacific:

- Manage the partnership with the Youth CO:LAB on entrepreneurial solutions to pressing social, economic, environmental and health challenges in informal urban settlements.

Research on migration and development in the fishing and seafood processing industry in Southeast Asia:

- Identify research partner and agree on research objectives, design and methods, pursuing systems-based approaches to analyzing migration and working conditions in(to) fishing and seafood processing.
- Manage the implementation of the research project, jointly with the identified research partner.

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The contractor will work under supervision of the Regional Coordinator of the DMD initiative, with approval of deliverables by the Regional Advisor, Recovery, Livelihoods & Human Mobility, at UNDP BRH.

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

The Consultant should possess the following expertise and qualifications:

Education:

- Master's Degree or equivalent in law, politics/international relations, development, or other relevant social science studies. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

Experience:

- At least 7 years of progressive experience working in research, analysis, technical advice and strategy/programme development in migration, displacement and/or human trafficking; at least 10 years if not in possession of a Master's degree.
- Excellent knowledge of the political, economic and social situation in Southeast Asia.
- Proven ability to write knowledge products, project documents and concept notes in migration, displacement, human trafficking or related fields.
- Mix of academic knowledge and practical experience.
- Proven ability to work with government, UN, civil society and academic counterparts.
- Excellent writing and communications skills.

Language:

- Fluency in written and spoken English.

Price Proposal and Schedule of Payments

Consultant must send a financial proposal based on **Daily Fee**. Consultant shall quote an all-inclusive Daily Fee for the contract period. The term "all-inclusive" implies that all costs (professional fees, communications, consumables, etc.) that could be incurred by the IC in completing the assignment

are already factored into the daily fee submitted in the proposal. Payments shall be done on a deliverable basis, upon verification of completion of deliverables and approval by the supervisor.

In the event of travel as part of this TOR, travel shall not be commenced without official authorization. Payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and the Individual Consultant, prior to travel and will be reimbursed. In general, UNDP shall 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.

Evaluation Method and Criteria

Individual consultants will be evaluated based on the **Cumulative analysis**. The award of the contract shall 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 set of weighted technical criteria and interview (70%) and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by UNDP for the assignment.

Technical Criteria for Evaluation (Maximum 100 points)

Evaluation criteria		Maximum points
Criteria 1	Relevance of education/ degree	10
Criteria 2	Experience in migration, displacement, and human trafficking.	30
Criteria 3	Experience in writing knowledge products, project documents and concept notes in migration, displacement, and human trafficking.	30
Criteria 4	Knowledge of the context in Southeast Asia.	10
Criteria 5	Proven ability to work with government, UN, civil society and academic counterparts.	10
Criteria 6	Language skill	10
Total points:		100

Candidates obtaining a minimum of 70 % of technical score (maximum 100 points) will be considered for financial evaluation.

Documentation required

Interested individual consultants must submit the following documents/information to demonstrate their qualifications. Please group them into **one (1) single PDF document** as the application only allows to upload maximum one document:

- **Letter of Confirmation of Interest and Availability** using the template provided in Annex II.
- **Personal CV or P11**, 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.
- **Portfolio or sample of work** related to migration, displacement, and human trafficking.
- **Financial proposal**, as per template provided in Annex II.

Annexes

- Annex I - Individual IC General Terms and Conditions
- Annex II – Offeror's Letter to UNDP Confirming Interest and Availability for the Individual IC, including Financial Proposal Template

8) REVIEW TIME REQUIRED

5 days

9) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/UNDP PREMISES

None.

10) PAYMENT TERMS

Payment will be made on satisfactory delivery of outputs, as approved by the Regional Advisor, Recovery, Livelihoods & Human Mobility, Prosperity and Migration team at UNDP BRH.

The timetable for deliverables and payment tranches is expected as follows:

Deliverable	Deliverable deadline	% payment
1) Managing the production of geospatial maps of informal settlements in select urban areas, in partnership with a data analytics service provide (15 days); 2) Supporting the delivery of outputs under the blue & green economy transformation initiative in the Philippines (15 days).	by 31 December 2020	23%
1) Conducting consultations with key UNDP staff, and other relevant partners as needed, in preparation for the development of the project document (10 days) 2) Drafting a project document on DMD, based on the inception/pilot phase and aligned to donor priorities and guidance (20 days)	By 28 February 2021	23%

1)	Managing the partnership with the Youth CO:LAB on entrepreneurial solutions to pressing social, economic, environmental and health challenges in informal urban settlements	by 30 June 2021	23%
1)	Identifying research partner and agree on research objectives, design and methods (15 days)	by 31 October 2021	31%
2)	Scoping report on the implementation of the research project, developed jointly with the identified research partner (25 days)		