



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 09-February-2021

Country: Amman-Jordan

Description of the assignment: Legal Expert - Rule of Law

Programme Name: Gender justice to increase women's economic opportunities and income in Jordan

Period of assignment/services (if applicable): 60 working days over a period of 6 months

1. Background, Summary of Key Functions, Key Results Expected, Competencies and Qualifications:

In order to promote investments, inclusive growth and equal jobs opportunities in Jordan, as agreed in the recent London conference¹, and in line with Sustainable Development Goals 5, 8 and 16, there is a need to identify opportunities to strengthen the linkage between access to justice (A2J), gender justice and economic development. The current UNDP-supported Small Claims process in Jordan covers "small-value monetary disputes" over civil or commercial matters, which allows dispute resolution at a relatively low cost, without dysfunctional delays. In Jordan there is some evidence that women are particularly vulnerable to ending up in court on cases of indebtedness owing relatively small sums; cases that could be covered by the small claims process. Initial feedback on the pilot small claims process², indicates that it is a potential tool for advancing gender justice, as a contributor to economic growth and development.

The process towards gender justice involves developing and sustaining accountability mechanisms and providing redress for existing inequalities, including investing in institutions to dispense justice in a gender-sensitive manner. Gender justice as an outcome implies access to and control over resources, combined with the ability to make free choices. It is inextricably linked to gender equality and women's empowerment, which is achieved when men and women enjoy the same rights and opportunities across all sectors of society: economic, social, legal and political.

The project will contribute to advancing SDG16+³ through achieving gender justice as an outcome. This is envisioned through providing women entrepreneurs in Amman and Irbid with capacities and knowledge that enable them to have improved access and control over legal and financial resources addressing their socio-economic vulnerabilities. Support will include financial and legal assistance and advice on the demand side, to both women debtors, and microloans' applicants through an online legal and financial counselling hub; and on the supply side through strengthening the capacity of justice actors to ensure gender-sensitivity

¹ Jordan: Growth and Opportunity, the London Initiative 2019

² As communicated by the Chairman of the Small Claims Committee during the first 30-day progress reporting meeting.

³ SDG 16+ reinforces linkages and contributions towards progress on targets for multiple SDGs.

in the delivery of justice; and promoting policy and law reform that will advance gender equality and women's economic empowerment.

To address the above-mentioned issues and with direct relevance to the UNDP initiative on the Rule of Law and the 2030 Agenda, this 12-month project will be implemented in cooperation and coordination with national stakeholders, building in existing UNDP CO initiatives, in order to achieve enhanced equitable access to a gender-responsive judicial process and a gender-inclusive financial system for vulnerable women in Amman and Irbid. For detailed information please refer to Annex 1; Terms of Reference.

2. Documents to be included when submitting the proposal:

Interested individual consultants must submit the following document (in PDF format) duly signed to demonstrate their qualifications:

2.1 Proposal In English: Provide a brief description of why you consider yourself as the most suitable for the assignment (might wish to include max number of pages) (2 pages maximum);

2.2 Financial Proposal (mandatory): The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

2.3 P11 form: Including experience in similar projects and at least 3 professional references (email, phone number).

2.4 Beneficiary: Personal information as name, address, ID, phone number of a beneficiary in case of death during the assignment.

2.5 CV (Optional)

3. Evaluation:

Individual consultants will be evaluated based on the following methodologies

Cumulative analysis:

When using this weighted scoring method, the award of the contract should 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 a pre-determined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight; 70%

* Financial Criteria weight; 30%

Only candidates obtaining a minimum of 50 points out of 70 in the technical evaluation would be considered for the Financial Evaluation.

The Technical proposal should reflect the following experience and competencies are required:

Criteria	Maximum points
Assessment of technical proposal based on documentation provided (methodology for undertaking the assignment)	20
Comparative previous experience of 10 years in law-related areas of concern with minimum proven knowledge on <i>Gharimat</i> , Small Claims cases.	30

Previous experience in developing legal material in Arabic, in addition to developing and delivering training courses	10
Previous experience in working on Access to Justice, legal research, litigation and advocacy in gender is a strong advantage.	10

Annex 1:

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE
Terms of Reference
Gender justice to increase women's economic opportunities and income in Jordan

**DESCRIPTION OF THE ASSIGNMENT**

Post title:	Legal Expert – Rule of Law
Starting Date:	
Duration:	Indicatively 60 working-days over a period of 6 months
Location:	Amman – Jordan
Project:	Gender justice to increase women's economic opportunities and income in Jordan

Introduction:

The rule of law is the milestone to just, inclusive and peaceful societies. It compels institutions to be accountable, fair, transparent, to safeguard human rights, and to empower citizens to participate and engage constructively in society. Consequently, it creates a culture of lawfulness in which citizens understand, participate in defining, and are willing to obey the law, prompting a more cohesive society based on equal rights. Access to Justice (A2J) has an essential role in promoting the rule of law and a culture of lawfulness. A well-functioning justice sector is a precondition to stimulate economic growth as A2J prevents and overcomes human poverty by empowering vulnerable groups, especially women.

Since 2015, the United Nations Development Programme (UNDP) has been supporting the government of Jordan's contribution in achieving SDG 16 "Peace Justice and Strong Institutions", particularly target 16.3 "Promote the rule of law at the national and international levels and ensure equal access to justice for all". As a result, UNDP is exploring the opportunities to strengthen the linkage between A2J, gender justice and economic development.

Objective and scope of work

Over 12 months, this project will be implemented in cooperation and coordination with national stakeholders, building in existing UNDP CO initiatives, in order to achieve enhanced equitable access to a gender-responsive judicial process and a gender-inclusive financial system⁴ for vulnerable women in Amman and Irbid, while strengthening the linkage between local governments and CSO.

⁴ Financial inclusion is the state wherein individuals and businesses have convenient access to and use affordable and suitable financial products and services – payments, savings, credit, transactions and insurance – that meet their needs, help to improve their lives, and delivered in a responsible and sustainable way.
<https://www.cbj.gov.jo/EchoBusv3.0/SystemAssets/PDFs/2018/The%20National%20Financial%20Inclusion%20Strategy%20A9.pdf>

The project aims at enhancing equitable access to a gender-responsive judicial process and a gender-inclusive financial system for women in Amman and Irbid. To achieve the latter, services offered within existing local legal and financial counselling hubs/centres to provide legal and financial advice will be expanded, and capacities of judicial actors dealing with the small claim process will be built.

UNDP wishes to engage a legal expert to establish a coordination mechanism between MFIs and the Legal Aid Providers to deliver on the following: 1) set appropriate and applicable mechanisms to feed accurate information through the Women Economic Empowerment Units' information hubs to effectively and efficiently serve vulnerable women; 2) build on the methodological work done by UNDP Jordan Country Office on gender inclusive financial systems and link it to the current project; 3) develop a toolkit to support capacity development of relevant actors on the small claim process in Jordan and implement a pilot training for judicial stakeholders engaged in the small claims process and prosecution of indebted women; and 4) envision opportunities for the G&P Pillar to engage actively in the rule of law sector in Jordan, including: development of Concept Notes, provision of technical advice to higher management, outlining strategic frameworks, etc.

The expert will work in close coordination with the *International Rule of Law unit* under the supervision of the *Team Leader for the Governance and Peace* pillar.

Core Functions/Responsibilities:

- **Preparation Phase:**

1. Development and submission of detailed workplan.

- **Products Submission Phase:**

1. Conduct preliminary desk review, including the work done by UNDP on gender inclusive financial systems and other secondary sources to identify gaps in women's access to justice, unregulated FMI's and the correlation between the legal and judicial framework vis-à-vis the existing MFIs. The research will also focus on the sustainability and feasibility of introducing digital tools to support enhanced A2J minimizing women's social exposure.
2. Conduct a mapping and assessment of existing legal aid providers and microfinance institutions in Amman and Irbid and propose future coordination mechanism
3. Develop a training package on the Small Claims process in Jordan. The main output will be a training curriculum and accompanying training tools.
4. Design and implement pilot training for judicial stakeholders engaged in the small claims process and the prosecution of indebted women.
5. Develop project concept notes on related topics as required

EXPECTED OUTPUTS AND DELIVERABLES:

The consultancy is expected to deliver the following outputs:


Deliverables	% of full contract amount	Tentative date
Summary report on key findings of the desk research	10	
Assessment Report including all the information collected during the mapping and the assessment and recommendations on necessary organizational structures and capacities to ensure long-term coordination and development between existing legal aid providers and MFIs	30	
Small Claims Toolkit	30	
Training Modules	15	
Final training report	15	

Required Qualifications and Experience:

- Minimum experience of 10 years in law-related areas of concern with proven knowledge on Gharimat and Small Claims cases.
- At least 2 years' experience working on Access to Justice, legal research, litigation, and gender advocacy.
- Experience in developing legal material in Arabic
- Experience in developing and delivering training courses.
- Previous experience with the UN is an asset
- Personal commitment, efficiency, flexibility, and drive for results.
- Works effectively in high-pressure and rapidly changing environments.
- Efficient use of Microsoft applications such as Excel, PowerPoint, Word.

Language:

Fluency in English and Arabic is required.

Signatures	
UNDP 	Consultant