

TERMS OF REFERENCE **FOR INDIVIDUAL CONTRACT**

POSITION TITLE:	Thailand Project Coordination Local Consultant
AGENCY/PROJECT NAME:	United Nations Development Programme Bangkok Regional Hub / Human Mobility Team
COUNTRY OF ASSIGNMENT:	Home-based, (within Thailand Territory) with possible travel outside the assignment location (should the COVID-19 travel restriction be lifted)
Duration:	Up to 180 days from 25 March 2021- 30 June 2022

1) GENERAL BACKGROUND

There are an estimated 32 million fishers in Asia. Fishing sector in Thailand, China, Japan, and the Republic of Korea relies on migrant workers from Cambodia, Thailand, Indonesia, the Philippines, and Viet Nam. In 2017, the Thai fishing and seafood processing sectors together employed more than 600,000 workers, of whom 302,000 were registered migrant workers primarily from Thailand and Cambodia. Within this context labour exploitation and human trafficking – particularly affecting vulnerable migrants – are prevalent. While efforts to address such exploitation within these sectors have developed over recent years, there still exist gaps in frameworks for ensuring the enforcement of labour standards and proper mechanisms for the identification, referral, and (re)integration of victims of forced labour and human trafficking.

To address these gaps UNDP will partner with ILO and IOM on an EU-funded regional programme on labour migration in the fishing sector. To strengthen policy and practice, UNDP – positioned as it is with long-established relationship with regional stakeholders – will support further development of the transnational referral mechanism through the Coordinated Mekong Ministerial Initiative against Trafficking (COMMIT) Process for victims of trafficking/forced labour and vulnerable migrants. To address gaps in the evidence base, UNDP will conduct research and produce knowledge products on migration and development focused on workers in the fishing and seafood processing, including the drivers, outcomes and dynamics of labour migration and trafficking among migrant fishers and migrant workers in the seafood processing sector with consideration on the impacts of climate change and the impact of labour migration on women and children.

This specific initiative falls under UNDP Bangkok Regional Hub Human Mobility Team's work strengthening multi-stakeholder responses to ensure that the opportunities of migration for driving development are harnessed and the challenges of forced migration/displacement addressed.

2) OBJECTIVES OF THE ASSIGNMENT

Overall objective of this consultancy is to provide Technical support to the Thailand Government and partners on the development of Transnational Referral Processes (TRM) for victims of trafficking and exploited migrants.

The specific objectives of the assignment are to:

1. Manage and coordinate UNDP's implementation of the project in Thailand, particularly the development of the Transnational Referral Mechanism;
2. Provide technical expertise to the government in the development and implementation of the COMMIT Process Sub-Regional Plans of Action and National Plan of Action;
3. Support UNDP's research into drivers, outcomes and dynamics of labour migration and trafficking in the fishing and seafood processing section in the Greater Mekong Subregion
4. Maintain/strengthen the relations and networks with key stakeholder groups in combating human trafficking and migrant exploitation.
5. Support UNDP's BRH Human Mobility team in UNDP's broader Migration and Displacement work.

3) SCOPE OF WORK

- Provide technical support to the National COMMIT Taskforce and partners on COMMIT activities, including:
 - o Support to COMMIT Subregional Plans of Action development and implementation
 - o Support to the development and implementation of transnational referral processes for the Greater Mekong Subregion, specifically:
 - Support to baseline study into Transnational Referral Processes for victims of trafficking and exploited migrant between Thailand and key countries of destination for migrants from Thailand
 - Support to development of TRM for the GMS options paper
 - o Support to preparation, implementation, and reporting for the 2021 Inter-ministerial Meeting of the COMMIT Process
- Support the development of a knowledge product outlining lessons learned from UNDP's recently closed UN-ACT project, including direct field research perceptions and results of the project
- Support UNDP's research into drivers, outcomes and dynamics of labour migration and trafficking in the Greater Mekong Subregion
- Support development of UNDP's work on Human Mobility in Thailand
- Carry out additional tasks upon request and discussion, related to the UNDP Country Office priorities on Migration and Displacement.

The Consultant will work under the direct supervision of the Regional Project Manager (RPM). S/he will also collaboratively work with the Regional Management Office (RMO) in performing s/he duties.

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

Duration

Up to 180 days from 25 March 2021- 30 June 2022.

Duty Station

Home-based, (within Thailand Territory) with possible travel outside the assignment location (should the COVID-19 travel restriction be lifted).

The authorized destination shall include Chiang Rai, Song Kla, Ubon Ratchathani (tbc), expecting no more than 4 working days each destination.

In the event of travel as part of this TOR, UNDP shall arrange the mission travel in compliance with the UNDP Duty Travel policy.

5) Expected Deliverables

Deliverables/ Outputs	Target Dates	Due	Review and Approvals Required
Onboarding, review of relevant documents, and development of a detailed project workplan for Thailand in partnership with the Human Mobility Team at BRH (15 days)	30 April 2021		UNDP Advisor Regional
Data collection and inputs from Thailand for baseline study into Transnational Referral Processes for victims of trafficking and exploited migrant between Thailand and key countries of destination for migrants from Thailand (30 days)	30 June 2021		UNDP Advisor Regional
Data collection and inputs from Thailand for TRM for the GMS options paper (30 days)	31 August 2021		UNDP Advisor Regional

Data collection and inputs to knowledge product outlining lessons learned from UNDP's recently closed UN-ACT project (30 days)	31 October 2021	UNDP Advisor	Regional
Support to Thailand participation in 2021 Inter-ministerial Meeting of the COMMIT Process, including the COMMIT CSO/Youth Forum 20 days)	TBC in 2021	UNDP Advisor	Regional
Convene stakeholder/interagency meeting and ongoing support to activities of Thailand's anti-trafficking coordination structures (25 days)	TBC in 2021 or early 2022	UNDP Advisor	Regional
Data collection and inputs developed for research on drivers, outcomes and dynamics of labour migration and trafficking in the Greater Mekong Subregion (30 days)	31 March 2022	UNDP Advisor	Regional

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

- The consultant will report directly to UNDP Bangkok Regional Hub Regional Advisor on Recovery Solutions & Human Mobility and Team members responsible for direct implementation of the UNDP-ILO-IOM project.
- Regular updates through meetings will be provided by the consultant and in frequent communications, normally on a weekly basis.
- The consultant will work in close collaboration with National Project Coordinators in project countries, as well implementing partners at the regional level.

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

Qualifications

- At least Master's degree in international relations, development, social work, Law, or relevant social sciences; or
- A first-level university degree (in international relations, development, social work, Law, or relevant social sciences) in combination with qualifying experience (10 years experiences of development projects with UN system and/or NGOs and 5 years of experience in the field of human trafficking, migration, labour or related fields, and Experience in victim protection) may be accepted in lieu of the advanced university degree.

Experience

- At least 7 years of professional working experience in development projects with UN system and/or NGOs
- At least 3 years of professional experience in the field of human trafficking, migration, labour or related fields;
- knowledge of and experience in outward international migration from Thailand and anti-human trafficking, particularly trafficking victim support/services and referral;
- Experience in victim protection is desirable;
- Proven ability to work collaboratively with Thai government and non-government partners in a coordinating role;
- Experience in advocacy or deliver training delivery;
- Experience with project monitoring,
- Literacy in Window-based computer applications;
- Knowledge of gender and human-rights issues an advantage.

Language requirements

- Excellent written and spoken skills in English and Thai.

8) REVIEW TIME REQUIRED

The review and approval of payments will be made by the assigned supervisor(s) within 7 days.

9) Consultant Presence Required on Duty Station/UNDP Premises

X INTERMITTENT

10) PAYMENT TERMS

Please indicate any special payment terms for the contract.

· Daily

X Lumpsum

The consultant must submit a **financial proposal based on a lump sum amount in Thai BAHT**. The total amount quoted shall be all-inclusive of all costs components required to perform the work and complete deliverables identified in the Terms of Reference (ToR). This includes professional fee, communications, consumables, and any other applicable cost to be incurred by the consultant in completing the assignment. The contract price will be fixed output-based price regardless of extension of the herein specified duration.

Payment will be made in instalments based on the satisfactory delivery of the deliverable, as follows:

Deliverables/ Outputs	Payment Term (%)*
Onboarding, review of relevant documents, and development of a detailed project workplan for Thailand in partnership with the Human Mobility Team at BRH (15 days)	8.33
Data collection and inputs from Thailand for baseline study into Transnational Referral Processes for victims of trafficking and exploited migrant between Thailand and key countries of destination for migrants from Thailand (30 days)	16.67
Data collection and inputs from Thailand for TRM for the GMS options paper (30 days)	16.67
Data collection and inputs to knowledge product outlining lessons learned from UNDP's recently closed UN-ACT project (30 days)	16.67
Support to Thailand participation in 2021 Inter-ministerial Meeting of the COMMIT Process, including the COMMIT CSO/Youth Forum 20 days)	11.11
Convene stakeholder/interagency meeting and ongoing support to activities of Thailand's anti-trafficking coordination structures (25 days)	13.89
Data collection and inputs developed for research on drivers, outcomes and dynamics of labour migration and trafficking in the Greater Mekong Subregion (30 days)	16.67
TOTAL	100.00

**calculated based on the days allocated to each output.*

In the event of travel as part of this TOR, UNDP shall arrange the mission travel in compliance with the UNDP Duty Travel policy. 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. 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.

In the event of unforeseeable travel not anticipated in this TOR, 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. Travel costs shall be reimbursed at actual but not exceeding the quotation from UNDP approved travel agent.

11) RECOMMENDED PRESENTATION OF OFFER

- a) Duly accomplished Letter of Confirmation of Interest and Availability using the template provided by UNDP;
- b) P11 or CVs, 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.
- c) Financial Proposal
- d) Related sample of work (report, article, etc)

Incomplete proposals may not be considered. The shortlisted candidates may be contacted and the successful candidate will be notified.

12) CRITERIA FOR SELECTION OF THE BEST OFFER

Evaluation Method and Criteria

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 (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		Max points
Criteria 1	Relevance of education	10
Criteria 2	Working experience in development projects with UN system and/or NGOs	20
Criteria 3	Professional experience in the field of human trafficking, migration, labour or related fields	20
Criteria 4	knowledge of and experience in outward international migration from Thailand and anti-human trafficking, particularly trafficking victim support/services and referral.	20
Criteria 5	Experience in advocacy or Training delivery; knowledge of Victim protection; gender issue; and human-rights	20
Criteria 6	Ability to work collaboratively with Thai government and non-government partners in a coordinating role	10
Total points:		100

Only candidates obtaining a minimum of 70% of the total technical points would be considered for the Financial Evaluation.

Applicant receiving the Highest Combined Score and has accepted UNDP's General Terms and Conditions will be awarded the contract.