

National Consultant to UNODC

Location	Erbil, KRI
Type of contract	Individual contract
Expected Start Date	20 th June,2021
Post type	National Consultant
Duration of Initial Contract	22 working days within one month

1-Background

UNODC's mission is to contribute to the achievement of security and justice for all by making the world safer from crime, drugs, and terrorism. The Regional Office for the Middle East and North Africa (ROMENA) implements a project aimed at improving crime analysis capacities of authorities of the region and enhancing knowledge of crime trends.

2-Scope of work

The Individual contractor will be responsible for providing all relevant open sources information about cross-border drug trafficking, focusing on drug types, reported drug incidents, routes, flows and prices (incl. wholesale prices) of all relevant drugs, as well as logic of production. The Individual contractor will pay a particular attention to drug trafficking in some specific borders which will be further defined in the workplan. In addition to this, the Individual contractor will be analyzing the different modes of transportation, modus operandi for trafficking, and other relevant information. The Individual contractor should be focusing on the data available online (web scraping of seizures in local newspapers, open sources and remote interviews if necessary).

This information should be provided for each type of drug as follows:

- Opiates: opium, morphine, heroin, and synthetic opiates;
- Amphetamine-Type-Stimulants;
- Captagon;
- Psychotrope substances (eg. Procyclidine, Somadrol, Valium, Rivotril, Codeine syrup);

The Individual contractor will also need to identify part of the cross-border trafficking of precursors used to manufacture the drug, including Norephedrine, Phenyl-1 propanone-2 (P-2-P) also known as Phenylacetone and also Benzyl Methyl Ketone (BMK), Ephedrine and Pseudoephedrine, Alpha-phenylacetoacetonitrile (APAAN), Phenylacetic Acid (PAA), Alpha-phenylethylamine, Acetic anhydride and/or Sulphuric acid, Acetic acid and Acetyl chloride. These precursors are the most commonly used/trafficked precursors in the region, but other potential precursors used as alternatives to the ones mentioned above.

To carry out this work, the Individual contractor must perform a monitoring of drug seizures from open sources between 2015-2020, cross-reference and analyze the information obtained and perform a mapping. This will be performed liaising with the other researchers working under this project.

4.Reporting and coordination:

The national consultant will report directly to UNODC Research officer.

5.Expected Outputs and timeline

The key deliverables of the national consultant will be:

- Workplan with an estimated timetable defined according to provinces or type of drug.
- Compilation of all information collected with list of reference for all sources.
- Contribution to a database on reported drug incidents (Open Source).
- First draft report about cross-border drug trafficking with cross-referenced and analyzed information.
- Final version of the report about cross-border drug trafficking with mapping of routes, estimated volumes and actors.

	Deliverables	Deadline of Tasks	Number of working days
A	Workplan and timetable	02/06/2021	1 days
B	Compilation of all information collected with list of reference for all sources (per provinces or per type of drugs) <i>Including contribution to filling out a database on reported drug incidents.</i>	23/06/2021	14 days
C	First draft report about cross-border (Iran-Iraq) drug trafficking with cross-referenced and analyzed information.	29/06/2021	5 days
D	Final version of the report about cross-border drug trafficking with mapping of routes, estimated volumes and actors.	4/07/2021	2 days

7.Duration

The contract will be for 22 working days.

8.Qualifications:

Education:

Advanced university degree (Master's degree or equivalent) in social sciences, or another related field is required. A first-level university degree in similar fields in combination with two additional years of qualifying experience (in research/analysis and open source information tools) are accepted in lieu of the advanced university degree.

Experience:

At least one-year experience in security analysis based on open-source research (including cartography and use of Google Earth).

Language:

Kurdish, Arabic and English proficiencies are required for this position (interviews will be conducted in Kurdish and written deliverable in English). Knowledge of Farsi is an advantage.

IT:

Excellent knowledge of Microsoft and OSINT (eg. use of Google Earth).

9. Payment

As full consideration for the services performed by the contractor under the terms of the contract, the UNDP on behalf of UNODC shall pay the total all-inclusive offered and approved amount in instalments as set below, upon certification of UNODC that the services have been completed and satisfactorily performed in a timely manner, and against the submission of invoice and certification of payment form (COP);

	Deliverables	Deadline of Tasks	Installements in %
A	Workplan and timetable	02/06/2021	0%
B	Compilation of all information collected with list of reference for all sources (per provinces or per type of drugs)	23/06/2021	0%
C	First draft report about cross-border (Iran-Iraq) drug trafficking with cross-referenced and analyzed information.	29/06/2021	0%
D	Final version of the report about cross-border drug trafficking with mapping of routes, estimated volumes and actors.	4/07/2021	100%

- Each payment will be made in Iraqi dinar upon satisfactory completion of the tasks and respective deliverables as per submission of deliverables/claims by the individual contractor and the UNODC approvals.
- Each payment will be transferred by UNDP on behalf of UNODC through Electronic Fund Transfer to the IRR account number of the contractor introduced through an official letter indicating full banking information.
- Payments will be made according to UNDP regulations as explained in the contract documents.
- Each payment will be made in Iraqi Dinar within 30 days from receipt of UNDP's verification and payment request.
- The National Individual contractor shall not do any work, provide any equipment, materials and supplies or perform any other services which may result in any cost in excess of the abovementioned amount.

- The contract's total payment is expected to cover communication costs, costs of typing and preparing the soft and hard copies of documents and any other relevant costs regarding this activity.
- The travel costs to join duty station and repatriation, if applicable, shall be included in the financial proposal.
- If any travel is required during the assignment, the travel costs including tickets, accommodation and living allowances should be agreed upon, between UNODC of Tunisia and Individual Contractor, prior to travel and will be reimbursed by UNDP on behalf of UNODC Tunisia according to UNDP's rules and regulations. UNDP should not accept travel costs exceeding those of an economy class ticket. Should the contractor wish to travel on a higher class he/she should do so using their own resources.

10.Application

The application should contain:

- Technical proposal (showing the candidate's understanding of the assignment requirements, proposed approach, proposed analytical framework or analysis tools);
- Financial proposal; and,
- Updated CV to include qualifications/competencies and relevant past experience in similar projects and contact details of 2 professional referees who can certify the candidate's competencies, professionalism, quality of presentation and overall suitability for this assignment.

11.Criteria for Selection of The Best Offer

Individual consultants will be evaluated based on the following methodology:

- 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 predetermined set of weighted technical and financial criteria specific to the solicitation:
 - * Technical Criteria weight; [70]
 - * Financial Criteria weight; [30]

Criteria		Max. Point 100	Weight
Technical	<p>Relevance and responsiveness of candidate's past experience and qualification based on submitted documents:</p> <p>Education: Advanced university degree (Master's degree or equivalent) in social sciences, or another related field is required. A first-level university degree in similar fields in combination with two additional years of qualifying experience (in research/analysis and open source information tools) are accepted in lieu of the advanced university degree.</p> <p>Experience: At least one-year experience in security analysis based on open-source research (including cartography and use of Google Earth).</p> <p>Language: Kurdish, Arabic and English proficiencies are required for this position (interviews will be conducted in Kurdish and written deliverable in English). Knowledge of Farsi is an advantage.</p> <p>IT: Excellent knowledge of Microsoft and OSINT (eg. use of Google Earth).</p>	15 30 25 30	30%
	<p>Methodology</p> <p>Candidate will explain his/her methodology and approach for carrying out the activities and obtaining the expected output</p>		40%
Financial	<u>Lowest Offer / Offer*100</u>		30%
Total Score = (Technical Score * 0.3 + Methodology * 0.4 + Financial Score * 0.3)			

Only candidates obtaining a minimum of 70 points of the 100 points in the Technical Evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
Technical	70%	70
Financial	30%	30
Total	100%	100

Total Score

- The technical score attained at by each proposal will be used in determining the Total score as follows:
- The weights given to the technical and financial proposals are: T= 0.7, F=0.3
- The Total score will be calculated by formula: $TS = St \times 0.7 + Sf \times 0.3$
- TS - Is the total score of the proposal under consideration
- St - is technical score of the proposal under consideration.
- Sf - is financial score of the proposal under consideration.