



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 07/09/2021

Country: Somalia

Description of the assignment: Gender Equality & Women Empowerment Media Trainer - International Consultant.

Project name: UNDP SDG Implementation Facility for Fragile and Conflict Affected Countries – Somalia

Period of assignment/services (if applicable): Approximately 60 working days within spread over period of three months from (01 October 2021 – 31 December 2021)

Duty Station: Home based with travel to Somalia / Somaliland (situation permitting).

Applications must be submitted electronically via the UNDP e-Tendering system at <https://etendering.partneragencies.org>; Business unit- SOM10, Event ID: 153017-21 no or before **17th September 2021, 07:00 AM EST/EDT (New York) time. Applications submitted via email will be rejected.**

Note: Detailed instructions on how to register, submit, modify or cancel a bid in the e-Tendering system are provided in the e-Tendering system Bidder User Guide and instructional videos available at this link: <https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/>

e-Tendering Submission Requirements

- File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.
- All files must be free of viruses and not corrupted. If you are uploading many files (ex. 15 or more), **please zip the files into a ZIP folder and upload the folder instead of each file individually.** You can upload several ZIP folders, but if you do this, please note that the total size of each ZIP folder cannot exceed 50 MB.
- **Digital certification/signature: Signed and stamped copy.**
- **Time zone** to be recognized: **EST/EDT (New York) time zone**

Failure to submit readable files will result in rejection of the Bid.

Any request for clarification shall be communicated to UNDP in writing via email at procurement.so@undp.org (telephone enquiries will not be accepted) at least two days before the submission deadline Please note that this email address is dedicated for enquiries only. **Do not submit your application to this email address. If you do so, your application will be rejected.** The UNDP will respond in writing by posting the query and UNDPs clarification to the query directly on the UNDP e-Tendering system at <https://etendering.partneragencies.org> Business Unit: SOM10, Event ID: 153017-21 without identifying the source of query. Interested candidates are advised to frequently check in the e-Tendering system for any clarification/addenda that may be posted.

TERMS OF REFERENCE

A. Background/Project Description

Through its national development planning including the National Development Plan 8 (2017-2020) and Nation Development Plan -9 (2020-2025), the Government of Somalia recognizes the importance of mainstreaming gender and human rights, underpinning the importance of a holistic approach towards achieving sustainable peace and development. Gender inequality negatively informs poverty, resilience, economic and social development as well as peace. The continuous neglect of the root-causes of gender inequality, the lack of empowerment and human rights will continue to curtail the sustainable development and peace-building agenda of Somalia.

Changes made so far have focused on the protection of women but have done little to engage women as part of the solution, as agents to develop legislation, policies, strategies, structures, services, with associated budget allocations required to secure an environment where women have equal opportunities and access to fulfil their potential and contribute equally to peace and sustainable development. . Part of the challenge results from women and girls who remain uninformed about their potential to make real contributions to the well-being of their communities, families, children and themselves as well as to overall national peace and development.

There is a need to strengthen positive awareness amongst women, girls as well as marginalized communities and to capture these stories and examples of women's contributions to national development and peace. Equally, men and boys need to recognize the important role women already play in sustaining lives and how this can be further strengthened in a complementary manner.

In 2020, the Ministry of Women and Human Rights Development (MOWHRD), in partnership with the Ministry of Planning and Inclusive Economic Development (MOPIED) conducted a national women consultation that reached out to over 10220 women across Somalia. The findings are being feed back into the NDP process and shared through existing women platforms and media channels for a concerted advocacy campaign to ensure compliance to the principles of the Somalia Women's Charter.

The UNDP SDG Implementation Facility for Fragile and Conflict Affected Situations builds on this work by supporting gender mainstreaming with evidence gained through the survey, research on official development assistance allocations to gender equality interventions and training to gender focal points and tr local media to understand the SDG framework.

Against this backdrop UNDP is seeking to engage an international consultant to mentor a group of Somali journalists to conduct research and interviews with key government officials, civil society, implementing partners and beneficiaries and produce an analysis of progress on NPD-8 gender targets/the impact of national planning for women and a summary of recommendations from stakeholders.

B. Scope of Work

The scope of work is to support and advise a team of 2 local journalists (at least 50% women) to: (a) examine activities and results under the gender component of NDP 8 (2017-2020) with a focus on identifying concrete changes in the lives of Somali women that have come about as a result of NPD-8 and progress toward specific targets, and (b) to produce a narrative report aimed at a non-specialist audience to explain successes and lessons learned in the implementation of NDP-8, with case studies.

C. Expected Outputs and Deliverables

The consultant will produce the following deliverables:

Deliverables/outputs	Estimated Duration	Due dates	Review and approval	Payment rate
Deliverable 1 Group 1				
<ul style="list-style-type: none">– A desk review of literature, reports, and assessments related to NDP-8 gender targets, including the NDP-8 midterm review report.– Mentoring for journalists to conduct research and interviews with key government officials, civil society, implementing partners and beneficiaries, across Somalia.	30	End Nov 2021	UNDP ERID Portfolio and Communication Unit	50%
Deliverable Group 2				
<ul style="list-style-type: none">– Report with an analysis of progress on NPD-8 gender targets/the impact of activities for women and a summary of recommendations from stakeholders.– At least 5 articles written by local journalists produced and pitched to local media to enhance coverage of gender issues, highlight successes and advocate for policy change.	30	End Dec 2021	UNDP ERID Portfolio and Communication Unit	50%
Total	30			

D. Institutional Arrangements

The international consultant will report to the Portfolio Manager of UNDP Economic Recovery and Institutional Development Portfolio in the UNDP Country Office Somalia. The consultant will work under the dual direct supervision of the UNDP Project Manager of the Gender Equality and Women Empowerment and the Head of Communication Unit in UNDP Country Office.

Payment shall be made in installments based on the achievement of the deliverables. Disbursement of payments will be the responsibility of UNDP (once all the required deliverables have been satisfactory delivered and approved by the Project Manager and certified by the Portfolio Manager).

E. Duration of the Work

Depending on the date of issuance of the contract, the consultancy is for **60 working days** distributed over 3 months, from October to December 2021. When submitting outputs and requests, the consultant needs to consider a lead time of 3 working days for documents to be reviewed and action initiated.

F. Duty Station

The work is home based to be carried out remotely.

G. Qualifications of the Successful Individual Contractor

1. Academic Qualifications:

Master's degree or equivalent in communication, journalism or social science, development, or related field.

2. Years of experience:

- At least 5 years of experience as a reporter or researcher for top-level international media outlets.
- At least, 3 years of experience reporting on development issues in developing countries, including issues affecting women, alongside developing country colleagues.

3. Experience:

- Knowledge of gender issues in Somalia and experience working with women in vulnerable situations, particularly in east Africa
- Experience working with journalists in developing country contexts and interviewing women for stories placed in international media.
- Experience producing reports and human-interest stories with UN agencies or international NGOs

Corporate Competencies

- Demonstrates integrity by modelling the UN's values and ethical standards.
- Advocates and promotes the vision, mission, and strategic goals of UN.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability; and
- Treats all people fairly without favoritism.

Functional Competencies

- Ability to adapt in a new working environment.
- Demonstrated strategic technical and intellectual skills in the substantive area.
- Excellent communication skills (oral and written).
- Computer adeptness and ability to use collaboration tools for IT: MS Teams; Zoom and Skype.

4. Language requirements:

- International consultant: Proficiency in English, both written and spoken (writing samples may be required).

H. Schedule of Payments

Payments under the contract shall be made on submission and acceptance of Deliverables under the contract in accordance with the schedule of payment linked with Deliverables specified in Section D and certification of payment by UNDP Portfolio Manager

I. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. **Financial Proposal** indicating lump sum for each deliverable in United States Dollars (USD) with total professional fee for this home-based assignment. The template for filling the financial proposal is uploaded as a separate document in e-tendering, referred to as **Confirmation of Interest and Financial proposal**. If an Offeror is employed by an organization/ company/ institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.
2. Brief description of suitability for the assignment and a methodology of how the Offeror will approach and complete the assignment
3. **P11 and Personal CV** indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least 3 professional references

Please scan all the above documents into one attachment and upload into the online system:
<https://etendering.partneragencies.org>.

J. EVALUATION

Combined scoring method: the qualifications and methodology will be weighted a maximum of 70% and combined with the price offer which will be weighted a maximum of 30%. Technical proposals will be evaluated based on their responsiveness to the Terms of Reference (ToR).

Evaluation Criteria for Technical Score (Maximum of 70 points)

- | | |
|---|-----------|
| • Academic qualifications | 10 points |
| • Years of relevant experience | 40 points |
| • Proved record of successfully completion of similar assignments | 20 points |

Only applicants obtaining a minimum of 49 points (i.e. 70% of the 70 points) in the technical score will be considered for financial evaluation

Evaluation Criteria for Financial Score, i.e. Price Offer (maximum 30 points).

The maximum number of points assigned to the financial proposal is allocated to the lowest price proposal. All other proposals receive points in inverse proportion. The formula for the rating of the proposals will be as follows: -

Rating the Technical Proposal (TP)

TP Rating = (Total score obtained by the offer/maximum obtainable score for the TP) *100

Rating the Financial Proposal (FP)

FP Rating = (lowest priced offer/price of the offer being reviewed) *100

Total Combined Score:

(TP rating) * Weight of TP, i.e. 70%)+(FP rating) * (weight of FP, i.e. 30) = Total combined and final rating of the proposal

Final award will be based on the highest combined score based on 70% technical offer and 30% price weight distribution of technically qualified proposals.

UNDP will only be able to respond to those applications in which there is further interest

General Terms and Conditions of Individual Consultants



Annex II -IC GTCs