



## REQUEST FOR PROPOSAL (RFP)

NAME & ADDRESS OF FIRM	DATE: October 8, 2021
	REFERENCE: UNDP/RFP/30/2021

Dear Sir / Madam:

We kindly request you to submit your Proposal for **Study on the Impact of COVID-19 on Achieving SDGs and Required Strategy**.

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before **1700 hours (Nepal Standard Time), Monday, October 31, 2021** and via email to [procurement.np@undp.org](mailto:procurement.np@undp.org).

The technical and financial proposals should be in separate email messages mentioning the following subject lines:

Technical Proposal: UNDP/RFP/30/2021- Technical Proposal- {Bidder's Name}

Financial Proposal: UNDP/RFP/30/2021- Financial Proposal- {Bidder's Name}

Your Proposal must be expressed in the English language, and valid for a minimum period of 90 days.

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. ***If you are submitting your Proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.***

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link: <http://www.undp.org/procurement/protest.shtml>.

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link : [http://www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf)

Thank you and we look forward to receiving your Proposal.

Sincerely yours,

*Irene Kajuna*

Irene Kajuna

Procurement Associate, UNDP Nepal

10/8/2021

**Annex 1****Description of Requirements**

Context of the Requirement	<p>The SDGs are a logical follow-up to the Millennium Development Goals (MDGs). It is based on the belief that a sustainable future for mankind is possible only with a global commitment to the elimination of poverty and deprivation, the fostering of social cohesion and mobility, the reduction of inequalities, the end of all forms of discrimination within and across societies, and the recognition of a moral obligation to preserve the planets, environment and ecosystem in order to ensure the survival and sustenance of our species. The ambition of the SDGs is to leave no one behind globally and in each country, region and community.</p> <p>The SDG status and road map 2016-2030 was updated in the Needs Assessment, Costing and Financing Strategy for Sustainable Development Goal, a study undertaken by the NPC in 2017. Specific interventions required for the implementation of SDG targets were identified, investment requirement in major SDG areas was estimated, SDG financing strategy was outlined and policies and institutions necessary for the implementation of SDGs were identified. For purposes of costing, the SDGs were grouped into ten clusters (poverty, agriculture, health, education, gender, water/sanitation, physical/industrial infrastructure, urban infrastructure, climate change and governance) that broadly coincided with the operational sectoral agencies of the government aligned with specific SDG targets and indicators.</p> <p>Nepal has achieved economic growth (around 7% annually since 2016) and positive trends were seen in many of the SDGs indicators. However, the on-going situation of COVID-19 pandemic since the last year and the adoption of nation-wide lockdown and other restriction measures, has impacted negatively on the economic growth and other socio-economic indicators of development. Furthermore, there is huge loss of jobs in the domestic as well as foreign labour markets, the tourism sector activities were highly impacted and the revenue growth rate has been reduced. The recent estimation of GDP shows that the GDP has gone down by about 2 percentage points in FY 2019/20. Similarly, it has also impacted on achievements on SDG targets and has created downside risk on the achievements so far made in SDGs by 2030. Furthermore, it will have also negative effect on the SDG implementation as well in the coming days.</p>
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	In this context, there is a need for a thorough study and analysis of the impact of COVID-19 pandemic on the SDGs targets and indicators and also on implementation and process of achieving the targets and to identify possible future strategies that needed to be adopted to minimize and mitigate the negative impacts of COVID-19 on the achievements of SDGs and National Planning Commission is commencing the study.
Implementing Partner of UNDP	N/A
Brief Description of the Required Services <sup>1</sup>	<b>Study on the Impact of COVID-19 on Achieving SDGs and Required Strategy</b>
List and Description of Expected Outputs to be Delivered	<p>The main objective of the assignment is to assess the impact of COVID-19 on achieving SDGs and provide appropriate implementable recommendations with strategy to mitigate the impact and revive the economy so as to achieve the SDGs by 2030.</p> <p>The specific objectives of the assignment are:</p> <ul style="list-style-type: none"> <li>a.) To assess the impact of COVID-19 on all the SDGs.</li> <li>b.) To assess the future risks and challenges seen as impacted by COVID-19 pandemic,</li> <li>c.) To recommend appropriate short and medium term strategies and policy response to achieve SDGs.</li> </ul>
Person to Supervise the Work/Performance of the Service Provider	In guidance of Hon’l Vice- Chair, respective Hon’l member and relevant Division of the National Planning Commission and work closely with AISN project team in producing deliverables.
Frequency of Reporting	<i>As per the ToR</i>
Progress Reporting Requirements	As per the ToR
Location of work	<input checked="" type="checkbox"/> Kathmandu, Nepal
Expected duration of work	October 2021
Target start date	30 October 2021
Latest completion date	30 January 2022
Travels Expected	As specified in the ToR
Special Security Requirements	<input checked="" type="checkbox"/> <b>Others: Not Applicable</b>

<sup>1</sup> A detailed TOR may be attached if the information listed in this Annex is not sufficient to fully describe the nature of the work and other details of the requirements.

Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	<input checked="" type="checkbox"/> <b>Others: Not Applicable</b>
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> <b>Required</b>
Company Registration Certificate	<input checked="" type="checkbox"/> <b>Required</b>
Company Profile	<input checked="" type="checkbox"/> <b>Required</b>
Latest Tax Clearance Certificate	<input checked="" type="checkbox"/> <b>Required</b>
VAT/PAN Registration	<input checked="" type="checkbox"/> <b>Required (in case of the companies and firms)</b>
List of similar assignments completed in the past for relevant experience and satisfactory completion certificates for similar work and value from at least two clients	<input checked="" type="checkbox"/> <b>Required</b>
Latest Audited Financial Statements	<input checked="" type="checkbox"/> <b>Required</b>
Names and curriculum vitae of (i) Team Leader; (ii) Social Sector Expert and (iii) Environment Sector Expert	<input checked="" type="checkbox"/> <b>Required</b>
Currency of Proposal	<input checked="" type="checkbox"/> <b>Local Currency: Nepalese Rupees (NPR.)</b>
Value Added Tax on Price Proposal <sup>2</sup>	<input checked="" type="checkbox"/> <b>must be inclusive of VAT and other applicable indirect taxes</b> <input type="checkbox"/> must be exclusive of VAT and other applicable indirect taxes
Validity Period of Proposals ( <i>Counting for the last day of submission of quotes</i> )	<input checked="" type="checkbox"/> <b>90 days</b>

<sup>2</sup> VAT exemption status varies from one country to another. Pls. check whatever is applicable to the UNDP CO/BU requiring the service.

	In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.																
Partial Quotes	<input checked="" type="checkbox"/> <b>Not permitted</b>																
Payment Terms <sup>3</sup>	<table border="1"> <thead> <tr> <th>Outputs</th><th>Percentage</th><th>Timing</th><th>Condition for Payment Release</th></tr> </thead> <tbody> <tr> <td>Submission of Inception Report</td><td>20%</td><td>within 15 days of signing the contract</td><td rowspan="3">           Within thirty (30) days from the date of meeting the following conditions:            a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and            b) Receipt of invoice from the Service Provider.         </td></tr> <tr> <td>Submission of draft report</td><td>40%</td><td>within 60 days of signing the contract</td></tr> <tr> <td>Submission of final report</td><td>40%</td><td>within 75 days of signing the contract</td></tr> </tbody> </table>	Outputs	Percentage	Timing	Condition for Payment Release	Submission of Inception Report	20%	within 15 days of signing the contract	Within thirty (30) days from the date of meeting the following conditions: a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Service Provider.	Submission of draft report	40%	within 60 days of signing the contract	Submission of final report	40%	within 75 days of signing the contract		
Outputs	Percentage	Timing	Condition for Payment Release														
Submission of Inception Report	20%	within 15 days of signing the contract	Within thirty (30) days from the date of meeting the following conditions: a) UNDP's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Service Provider.														
Submission of draft report	40%	within 60 days of signing the contract															
Submission of final report	40%	within 75 days of signing the contract															
Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment	<p><a href="#">Click here to enter text.</a></p> <p>The consultant work will be reviewed by Hon'l Vice- Chair, respective Hon'l member and approved by relevant Division of the National Planning Commission and work closely with AISN project team.</p>																
Type of Contract to be Signed	<input checked="" type="checkbox"/> <b>Purchase Order</b>  <input checked="" type="checkbox"/> <b>UNDP's Contract for Services</b>																

<sup>3</sup> UNDP preference is not to pay any amount in advance upon signing of contract. If the Service Provider strictly requires payment in advance, it will be limited only up to 20% of the total price quoted. For any higher percentage, or any amount advanced exceeding \$30,000, UNDP shall require the Service Provider to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the payment advanced by UNDP to the Service Provider.

Criteria for Contract Award	<input checked="" type="checkbox"/> <b>Highest Combined Score (based on the 70% technical offer and 30% price weight distribution)</b> <input checked="" type="checkbox"/> <b>Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criteria and cannot be deleted regardless of the nature of services required. Non acceptance of the GTC may be grounds for the rejection of the Proposal.</b>
Criteria for the Assessment of Proposal	<p><b><u>Technical Proposal (70%) – 700 points</u></b></p> <input checked="" type="checkbox"/> Expertise of the Firm - 175 points <input checked="" type="checkbox"/> Proposed Workplan and Approach - 280 points <input checked="" type="checkbox"/> Personnel – 245 points
	<p><b><u>Financial Proposal (30%) – 300 points</u></b></p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.</p>
UNDP will award the contract to:	<input checked="" type="checkbox"/> <b>One and only one Service Provider</b>
Annexes to this RFP <sup>5</sup>	<input checked="" type="checkbox"/> <b>Form for Submission of Proposal (Annex 2)</b> <input checked="" type="checkbox"/> <b>General Terms and Conditions / Special Conditions (Annex 3)<sup>6</sup></b> <input checked="" type="checkbox"/> <b>Detailed TOR – Annex 4</b> <i>[pls. specify]</i>

<sup>4</sup> Minimum of one (1) year period and may be extended up to a maximum of three (3) years subject to satisfactory performance evaluation. This RFP may be used for LTAs if the annual purchases will not exceed \$100,000.00.

<sup>5</sup> Where the information is available in the web, a URL for the information may simply be provided.

<sup>6</sup> Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

<sup>7</sup> A more detailed Terms of Reference in addition to the contents of this RFP may be attached hereto.

<p>Contact Person for Inquiries (Written inquiries only)<sup>8</sup></p>	<p><i>Procurement Unit</i> <i>UNDP Nepal</i> <i>Email: <a href="mailto:query.procurement.np@undp.org">query.procurement.np@undp.org</a></i></p> <p>Written inquiries must be submitted mentioning RFP Ref: UNDP/RFP/30/2021 (UG) before 7 days of date of bid submission. UNDP shall respond to the inquiries through a bulletin posted in UNDP Website: <a href="http://www.np.undp.org/content/nepal/en/home/operations/procurement.html">http://www.np.undp.org/content/nepal/en/home/operations/procurement.html</a>. Inquiries received after the above time shall not be entertained.</p> <p>Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers</p>
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<sup>8</sup> *This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.*

<p>Other Information <i>[pls. specify]</i></p>	<p>The Financial evaluation will be carried out only for the technically qualified submission that pass the minimum technical score of 70% (490 points) of the obtainable score of 700 points in the evaluation of the technical proposals.</p> <p><b>The Financial Proposal and the Technical Proposal <u>MUST BE COMPLETELY SEPARATE</u> and <u>each of them must be submitted individually</u> with different subject line as mentioned above. Failing to submit the Technical and Financial Proposals separately will be treated as non-responsive.</b></p>
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Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1	Expertise of firm/Organisation submitting proposal	25%	175
2	Proposed Work Plan and Approach	40%	280
3	Personnel	35%	245
	Total	100%	700

<b>I. Expertise of firm / organisation submitting proposal (Points obtainable 175 Points)</b>	
1.1 Reputation of Organisation and Staff (Competence / Reliability)	60
1.2 Litigation and Arbitration history	10
1.3 General Organisational Capability which is likely to affect implementation (i.e. loose consortium, holding company or one firm, size of the firm / organisation, strength of project management support e.g. project financing capacity and project management controls)	15
1.4 Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialised skills.	10
1.5 Quality assurance procedures, warranty	10
<b>Sub total (1.1 to 1.5)</b>	<b>105</b>
1.6 Relevance of:	
- Specialised Knowledge	20
- Experience on Similar Programme / Projects	20
- Experience on Projects in the Region	15
- Work for UNDP/ major multilateral/ or bilateral programmes	15
<b>Sub Total for 1.6</b>	<b>70</b>
<b>Total for Expertise of firm / organisation submitting proposal (I)</b>	<b>175</b>
<b>II. Proposed Work Plan and Approach (Points obtainable 280 Points)</b>	
2.1 To what degree does the Offer or understand the task?	50
2.2 Have the important aspects of the task been addressed in sufficient detail?	20
2.3 Are the different components of the project adequately weighted relative to one another?	30
2.4 Is there evidence that the proposal been prepared based on an in-depth understanding and prior knowledge of the project environment?	45
2.5 Is the conceptual framework adopted appropriate for the task?	45
2.6 Is the scope of task well defined and does it correspond to the TOR?	45
2.7 Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	45
<b>Total for Proposed Work Plan and Approach (II)</b>	<b>280</b>

<b>III. Personnel (Points obtainable 300 Points)</b>	
<b>3.1 Team Leader/ Economic Sector Expert-1</b>	
Master's degree (preferable Ph.D.) in economics, development studies, public finance, public policy, sustainable development /or relevant field,	10
At least 15 years of working and research experience on national and local level development planning, development policy issues, public finance management, advisory and research experience on sustainable development issue including poverty, economic development and infrastructure	35
Very good understanding of sustainable development issues	30
Excellent communication skills both in written and oral in English with demonstrated technical writing and workshop/meeting facilitation skills	10
<b>Sub Total for Team Leader/Economic Sector Expert</b>	<b>85</b>
<b>3.2 Social Sector Expert -1</b>	
Master's degree in social sciences, or relevant field	10
At least 10 years of experience in research	35
Good understand of social sector development issues	30
Excellent in writing reports and communication	5
<b>Sub Total for Social Sector Expert</b>	<b>80</b>
<b>3.3 Environment, Climate Change and Sustainability Sector Expert-1</b>	
Master's degree in natural resource management, forestry, climate change, environment or relevant field	10
At least 10 years of experience working in environment, climate change and sustainability sector	35
Good understanding of environment, climate change and sustainability sector issues	30
Excellent written skills in Nepali and English	5
<b>Sub Total for Environment, Climate Change and Sustainability Sector Expert</b>	<b>80</b>
<b>Total of PERSONNEL III (3.1+3.2+3.3)</b>	<b>245</b>
<b>GRAND TOTAL (I+II+III)</b>	<b>700</b>

## Annex 2

**FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL<sup>9</sup>*****(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery<sup>10</sup>)***

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date] , and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions :

**A. Qualifications of the Service Provider**

*The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :*

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses – Registration Papers, Latest Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate Its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contact references;*
- e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

<sup>9</sup> This serves as a guide to the Service Provider in preparing the Proposal.

<sup>10</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

**B. Proposed Methodology for the Completion of Services**

*The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.*

**C. Qualifications of Key Personnel**

*If required by the RFP, the Service Provider must provide :*

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

**D. Cost Breakdown per Deliverable\***

	<b>Deliverables</b> <i>[list them as referred to in the RFP]</i>	<b>Percentage of Total Price (Weight for payment)</b>	<b>Price (Lump Sum, All Inclusive)</b>
1	Submission of Inception Report	20%	
2	Submission of Draft Report	40%	
3	Submission of Final Report	40%	
	Total	100%	

*\*This shall be the basis of the payment tranches*

**E. Cost Breakdown by Cost Component:**

SN	Particular	Unit	Quantity	Rate (NRs)	Amount
<b>A</b>	<b>Remuneration</b>				
1	Team leader and economic sector expert	Days	45		
2	Social sector expert	Days	30		
3	Environment, climate change and sustainability sector expert	Days	25		
	<b>Sub-total A</b>				
<b>B</b>	<b>Others (Please specify in details)</b>				
	<b>Sub-total B</b>				
<b>C</b>	<b>Total (A+B)</b>				
<b>D</b>	<b>VAT (13%)</b>				
<b>E</b>	<b>Grand total with VAT</b>				

*[Name and Signature of the Service Provider's  
Authorized Person]  
[Designation]  
[Date]*

## **Annex 3**

### ***General Terms and Conditions of Contract***

## Terms of Reference (TOR)

Study on the Impact of COVID-19 on Achieving SDGs and Required Strategy.

<b>Type</b>	<b>Consulting firm</b>
<b>Location:</b>	Kathmandu, Nepal
<b>Project:</b>	Accelerating Implementation of Sustainable Development Goals in Nepal
<b>Starting Date:</b>	October, 2021
<b>Duration:</b>	90 person work days spread over two and half months

### ***BACKGROUND***

Learning the lessons from the implementation of the MDGs, one hundred and ninety-three countries of the world came together in September 2015 and agreed on a post -2015 global development agenda -- Agenda 2030 Sustainable Development Goals (SDGs) for 2016 to 2030. The SDGs are a logical follow-up to the Millennium Development Goals (MDGs). It was a call to action to end poverty, protect the planet and the environment, and ensure global peace and prosperity. SDGs were conceived as a pathway to global prosperity that is socio-economically inclusive, economically and financially robust, environmentally sound, and politically achievable. It is based on the belief that a sustainable future for mankind is possible only with a global commitment to the elimination of poverty and deprivation, the fostering of social cohesion and mobility, the reduction of inequalities, the end of all forms of discrimination within and across societies, and the recognition of a moral obligation to preserve the planets, environment and ecosystem in order to ensure the survival and sustenance of our species.

While building on the MDGs, the SDGs expand both the scope and comprehensiveness of the goals and targets. SDGs identify 17 goals, 169 targets to attain those goals, and 232 indicators to measure the achievement of targets. However, there are 479 indicators to measure the SDGs achievements of targets for Nepal.

The SDGs seek to address not just the manifestations but also the complex and entrenched roots of the economic, social and environmental problems of the contemporary world. SDGs in this sense represent the most ambitious compact ever undertaken among nations and societies. The ambition of the SDGs is to *leave no one behind* globally and in each country, region and community.

Most of the goals and targets of Agenda 2030 are not new or novel. Many countries including Nepal have been pursuing policies intended to achieve those goals. What makes SDGs unique is the integrated nature of the agenda and the interdependence between goals where the progress in one has implications for the attainment of other goals. These relationships across goals and targets demand a comprehensive and coordinated institutional approach to their achievement.

SDGs are interlinked but five broad thematic concerns can be discerned. Goals 1, 2, 6 and 7 revolve around issues of **poverty and deprivation**. Basic **social services**, mainly health and education are incorporated in Goals 3 and 4. Concerns of **equality, inclusion and justice** are reflected in Goals 5, 10 and 16. Overarching issues of **economic growth, employment, infrastructure and patterns of consumption and production** are mirrored in Goals 8, 9, 11 and 12. Similarly Goals 13, 14, 15 and 17 deal with broader national as well as global concerns of **environment, climate change and partnership** without which sustainable development cannot be achieved. All the goals with an exception of Goal 14 (Oceans and marine resources) are of direct relevance to Nepal. The goals elucidate the social (Goals 1, 2, 3, 4, and 5), economic (8, 9, 10, 12, and 17), environmental (6, 7, 11, 13, 14 and 15) as well as the governance, peace, justice and security (Goal 16) dimensions of the SDGs.

### **Nepal and SDGs**

As Nepal has made commitment to achieve SDGs by 2030 and incorporated its targets in the 14<sup>th</sup> Plan as well as in the current 15<sup>th</sup> Plan. Nepal is among the countries taking an early lead in the launching of the national SDG road map and adapting the global targets in the country context. The NPC report *Sustainable Development Goals Status and Roadmap 2016-2030* takes stock of the status of Nepal with respect to the SDGs and presents a roadmap for the achievement of SDGs by 2030. Tentative targets by indicators were set for the phase wise achievement of the SDGs for the years 2019, 2022, 2025 and 2030. The intermediate milestones coincide with the end of the 14<sup>th</sup> Plan (2019), Nepal's expected graduation from LDC status (2022), and the long-term vision of a trajectory of accelerated economic growth (2025) over time.

The SDG status and road map 2016-2030 was updated in the *Needs Assessment, Costing and Financing Strategy for Sustainable Development Goal*, a study undertaken by the NPC in 2017. Specific interventions required for the implementation of SDG targets were identified, investment requirement in major SDG areas was estimated, SDG financing strategy was outlined and policies and institutions necessary for the implementation of SDGs were identified. For purposes of costing, the SDGs were grouped into ten clusters (poverty, agriculture, health, education, gender, water/sanitation, physical/industrial infrastructure, urban infrastructure, climate change and governance) that broadly coincided with the operational sectoral agencies of the government aligned with specific SDG targets and indicators.

### ***RATIONALE OF THE STUDY***

Nepal has achieved economic growth (around 7% annually since 2016) and positive trends were seen in many of the SDGs indicators. The SDGs Progress Assessment Report 2020 also reveals this fact. However, the emergence of COVID-19 Pandemic at global level has affected not only the poor countries but also the developed countries as well and Nepal is not in exception. With the on-going situation of COVID-19 pandemic since the last year and the adoption of nation-wide lockdown and other restriction measures by the government to reduce the spread of this disease in the initial period has impacted negatively on the economic growth and other socio-economic indicators of development. Furthermore, there is huge loss of jobs in the domestic as well as foreign labour markets, the tourism sector activities were highly impacted and the revenue growth rate has been reduced. The recent estimation of GDP shows that the GDP has gone down by about 2 percentage points in FY 2019/20. Similarly, it has also impacted on achievements on SDG targets and has created downside risk on the achievements so far made in SDGs by 2030. Furthermore, it will have also negative effect on the SDG implementation as well in the coming days.

In this context, there is a need for a thorough study and analysis of the impact of COVID-19 pandemic on the SDGs targets and indicators and also on implementation and process of achieving the targets and to identify possible future strategies that needed to be adopted to minimize and mitigate the negative impacts of COVID-19 on the achievements of SDGs.

## ***OBJECTIVES OF THE ASSIGNMENT***

The main objective of the assignment is to assess the impact of COVID-19 on achieving SDGs and provide appropriate implementable recommendations with strategy to mitigate the impact and revive the economy so as to achieve the SDGs by 2030.

The specific objectives of the assignment are:

- d.) To assess the impact of COVID-19 on all the SDGs.
- e.) To assess the future risks and challenges seen as impacted by COVID-19 pandemic,
- f.) To recommend appropriate short and medium term strategies and policy response to achieve SDGs.

## ***SCOPE OF WORK***

The section below elaborates detailed scope of the work, activities to be implemented and responsibilities of the consultant.

### **Scope of work**

- ✓ Review and take stock of recent experiences of other countries especially South Asian Countries about impact of COVID-19 on their economy and SDGs and policy response/ strategy adopted by their governments to mitigate the impacts.
- ✓ Estimate and analyze the impacts of COVID-19 pandemic on SDGs (goal - wise) targets in Nepal comparing the non-COVID-19 scenario with after COVID-19 scenario showing possible changes on issues or impacts on the SDG targets.
- ✓ Analyze the implications of COVID-19 pandemic on economic growth and overall socio- economic development and suggest short term and medium term appropriate policy response and strategy to cope with the COVID-19 pandemic impact and revival the economy in the short term so as to achieve the SDGs on stipulated time.
- ✓ Suggest suitable ways/methods to ensure that the COVID-19 pandemic situation and ex- ante impact assessment inform Nepal for better preparation for the achievement of SDGs by 2030.

- ✓ Identify and specify the role that the government and other non-state actors should play in the COVID-19 pandemic situation and for SDGs implementation and achievements.
- ✓ Consultations with relevant government/non-government stakeholders on the impacts of COVID-19 pandemic on SDGs and its targets and remedies for mitigating the impacts.
- ✓ Make recommendations on government's institutional arrangements for adopting effective development interventions for SDGs achievements.
- ✓ On the basis of the above analyses and other considerations, suggest short term and medium term strategies and policy responses for Nepal regarding SDGs implementation so as to achieve SDGs in stipulated time frame.

## ***DELIVERABLES***

The specific deliverables are outlined below:

<b>Stage of work – Consultant (Policy)</b>	<b>Deliverables time frame</b>	<b>Payment Schedule</b>
<b>i.</b> Inception Report on the analysis of impact of COVID-19 pandemic on SDGs targets and indicators and required strategy and policy responses.	Submission of Inception Report within 15 days of signing the contract.	<i>20 % payment after approval of the inception report.</i>
<b>ii.</b> Draft Report on the analysis of the impact of COVID-19 pandemic on SDGs and implications of it on SDGs targets, indicators and achievements as well as recommendations on short and medium term policy strategy related to SDG implementation.	Submission of Draft Report within 60 days of signing the contract.	<i>40 % payment after approval of the draft report.</i>
<b>iii.</b> Final Report on the analysis of the impact of COVID-19 pandemic on SDGs and implications of it on SDGs targets, indicators and achievements as well as	Submission of Final Report within 75 days of signing the contract.	<i>40 % payment after approval of the final report.</i>

recommendations on short and medium term policy strategy related to SDGs implementation.		
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## ***COMPETENCIES AND EXPERIENCES***

### ***TECHNICAL TEAM AND WORKING PERSON DAYS***

It is assumed that the human resources to be proposed by the consulting firm/service provider will be as following.

S.N	Resource Person	No.	Working days	SDGs
1.	Team leader and economic sector expert	1	45	1,2,7,8,9, 11and 12
2.	Social sector expert	1	30	3,4,5,6 and 10
3.	Environment, climate change and sustainability sector expert	1	15	13 and 15

## ***REQUIREMENTS OF THE CONSULTANCY FIRM AND STUDY TEAM***

The consulting assignment will be undertaken by a team of experts including one Team Leader/Economic Sector Expert, one Social Sector Expert and one Environment, Climate Change and Sustainability Sector Expert which will be proposed by the consulting firm in the proposal. The team leader and the experts should have the following qualification and experience:

S N	Experts	Qualification and Experiences
1	Team Leader/ Economic Sector Expert	<ul style="list-style-type: none"> <li>✓ Master's degree (preferable Ph.D.) in economics, development studies, public finance, public policy, sustainable development /or relevant field,</li> <li>✓ At least 15 years of working and research experience on national and local level development planning, development policy issues, public finance management, advisory and research experience on sustainable development issue including poverty, economic development and infrastructure.</li> <li>✓ Very good understanding of sustainable development issues,</li> <li>✓ Excellent communication skills both in written and oral in English with demonstrated technical writing and workshop/meeting facilitation skills.</li> </ul>
2.	Social Sector Expert	<ul style="list-style-type: none"> <li>✓ Master's degree in social sciences, or relevant field,</li> <li>✓ At least 10 years of experience in research,</li> <li>✓ Good understand of social sector development issues,</li> <li>✓ Excellent in writing reports and communication.</li> </ul>
3.	Environment, Climate Change and Sustainability Sector Expert	<ul style="list-style-type: none"> <li>✓ Master's degree in natural resource management, forestry, climate change, environment or relevant field,</li> <li>✓ At least 10 years of experience working in environment, climate change and sustainability sector               <ul style="list-style-type: none"> <li>✓ Good understanding of environment, climate change and sustainability sector issues.</li> </ul> </li> </ul>

		✓ Excellent written skills in Nepali and English.
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### **Competencies of the Consulting Firm:**

- ✓ At least operation for 5 years in undertaking integrated social, economic and environmental policy research particularly on sustainable development issues,
- ✓ Proven record of undertaking at least 3 similar assignments in areas of integrated research, policy analysis, baseline assessment in sustainable development, natural resources management, climate change or relevant issues,
- ✓ Demonstrated analytic capacity and demonstrated ability to process, analyse and synthesise complex, technical information to produce high quality reports,
- ✓ Working experience with and in partnership with government line agencies in the field of local planning, decentralization and local development,
- ✓ Demonstrate published knowledge products relevant to scope of the assignment.

### ***ESTIMATED BUDGET***

The estimated budget should be included in the Request for Proposal (RFP) by the consulting firm which should cover the cost of human resources, cost of consultation meetings, travel cost required during the course of assignment and other required cost to accomplish the assignment.

### ***EVALUATION METHOD***

Applicants will be evaluated on the basis of technical qualifications and value proposed taking into consideration the technical strength of the firm along with the expertise of the consultants. The 'value for money' principle will also apply as appropriate while selecting.

## ***WORKING ARRANGEMENTS***

The consultant, upon signing contract will work in guidance of Hon'l Vice-Chair, respective Hon'l member and relevant Division of the National Planning Commission and work closely with AISN project team in producing deliverables.

The consultant, in implementing the activities under its scope, shall demonstrate synergies with relevant government agencies and UNDP and adopt strategy in a complete collection of information and analysis from all related stakeholders' perspectives.

The consultant will be provided with relevant available information necessary of execution of the tasks under this assignment. The consulting firm will be responsible for managing its own working station with required logistics (i.e. laptop, internet, phone, printer/scanner etc. and must have access to a reliable internet connection).