Terms of Reference (ToR)

Updating the UNDP publication *Blir Världen Bättre?*

**GENERAL INFORMATION**

<table>
<thead>
<tr>
<th>Work Description:</th>
<th>Update the 2016 edition of the UNDP publication <em>Blir världen bättre?</em> in line with the newly launched digital knowledge platform blirvarldenbattre.se</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Title:</td>
<td>Content production to the new book edition of <em>Blir världen bättre?</em></td>
</tr>
<tr>
<td>Type of Contract:</td>
<td>International Consultant</td>
</tr>
<tr>
<td>Duty Station:</td>
<td>Home-based</td>
</tr>
<tr>
<td>Duration:</td>
<td>3 months</td>
</tr>
<tr>
<td>Application deadline:</td>
<td>24 April 2022</td>
</tr>
<tr>
<td>Expected Start Date:</td>
<td>1 May 2022</td>
</tr>
</tbody>
</table>

**BACKGROUND OF THE ASSIGNMENT**

UNDP Sweden is looking for a consultant responsible for updating and creating new content of the UNDP publication *Blir världen bättre?* (Is the world getting better?) in line with the newly launched digital knowledge platform blirvarldenbattre.se

As a part of the UN development agenda, UNDP Sweden published the book *Blir världen bättre?* for the first time in 2005. The publication uses up-to-date statistics to describe human development in the world over the past few decades. The book describes the progress of the Millennium Development Goals and the Global Goals and how they light a path to a sustainable future for both people and planet.

*Blir världen bättre?* has become a flagship UNDP product and much-appreciated teaching material among both teachers and students. Since 2005 the book has been published in seven updated and revised editions and hard copies have been distributed to schools all over Sweden as teaching material.

In March 2022, an interactive remake of the book was launched in the form of the *Blir världen bättre?* digital knowledge platform to further stimulate learning on global development and capture the attention of today’s youth. The idea is that the updated version of the book will work as a complement to the digital platform by providing more in-depth analysis and storytelling about global development and the various topics that the platform addresses.

The two products (digital platform and book) will complement each other and constitute the two “legs” of the *Blir världen bättre?* learning package.

The book will primarily be produced in digital form as a downloadable and interactive PDF that can be easily integrated with blirvarldenbattre.se but will also be printed in traditional book form.
SCOPE OF WORK

The consultant will produce an updated and consolidated edition of the book *Blir världen bättre?* in line with the digital platform with the same name. The consultant should keep the successful pedagogical narrative from previous editions of the book but add elements on the state of global development today and scenarios for the future:

1. The paradigm shift (the past)
2. The world right now (the present)
3. The future requires actions (the future)

The update should be undertaken focusing on the following results:

- Consolidate and shorten the 100-page book to around 25-35 pages.
- Update outdated facts and figures and add new ones where/if relevant.
- Include new research and modern narratives on development.
- Include a more prominent focus on climate and planetary boundaries in addition to the human development narrative.
- The SDGs should permeate the narrative in the book, and not be limited to a specific section.
- Include the Covid-19 pandemic and its impact on development in the broader narrative of development.
- While the book is a separate product to the digitalized product, the two should harmonize to the extent possible with regards to the content. UNDP Sweden is responsible for informing the consultant of relevant information on the digitalized tool.

**Target audience:** Teachers, young adults and interested general public.

**Language:** Swedish

EXPECTED DELIVERABLES AND TIMELINES

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Specification</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Book synopsis submitted</td>
<td>Present synopsis of book including overall structure and narrative flow.</td>
<td>15 May 2022</td>
</tr>
<tr>
<td>First draft of book submitted for review</td>
<td>Present first draft of the complete book for review and input by UNDP Sweden</td>
<td>30 June 2022</td>
</tr>
<tr>
<td>Final draft of book submitted for review</td>
<td>Present final draft of the complete book for review and input by UNDP Sweden</td>
<td>31 July 2022</td>
</tr>
<tr>
<td>Final version of book submitted</td>
<td></td>
<td>15 August 2022</td>
</tr>
</tbody>
</table>

The assignment will be home-based. UNDP is not responsible for providing any equipment, materials or services required to execute the deliverables stated.

Format of the deliverables will comply with UNDP requirements. The detailed outline of these deliverables will be agreed upon commencement of the assignment. The ownership of all text, photo, video, audio and interviews material rests with UNDP. The consultant will be duly credited.
REQUIRED SKILLS AND EXPERIENCE OF THE INDIVIDUAL CONTRACTOR

Education:
- University degree in Political Science, Journalism, Economics, Development Studies, or other related field

Professional experience:
- Minimum 3 years of relevant experience; working in journalism, international development organizations and/or research institutions with proven experience in sustainable development, development cooperation or related topics.
- Demonstrated experience of writing about development issues or areas related to sustainable development such as industrialization, urban development, poverty analysis, environmental impact assessment, and social impact assessment including gender analysis.
- Demonstrated pedagogical or creative writing skills and experience, for example creating content for video, audio, and or shorter news articles or blogs.
- Demonstrated experience in writing about the Millennium Development Goals and the Sustainable Development Goals.
- Knowledge and understanding of UN/UNDP’s work and/or other multicultural/bilateral actors’ works, and roles related to sustainable development.
- Knowledge and understanding of how progress in the Sustainable Development Goals and their targets are measured and evaluated is considered an advantage.
- Familiarity with the curriculum for the upper secondary school is considered an advantage.

Language:
- Excellent knowledge of English and Swedish, including the ability to set out a coherent narrative when writing about international development issues.
- Capacity to communicate fluently with target audience: upper secondary school students and teachers as well as other stakeholders (civil society, government authorities, academia, etc.)

Functional competences:
- Practical experience in pedagogical or creative content creation;
- Computer skills: full command of Microsoft applications (Word, Excel, PowerPoint) and common internet applications will be required.

Ethics and values:
- Demonstrates integrity by modelling the UN’s values and ethical standards
- Promotes the vision, mission, and strategic goals of UNDP
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.

INSTITUTIONAL AGREEMENT
The awarded contractor will work closely with the UNDP Sweden Office and report directly to the Project Officer Stina Amnebjer.

EXPECTED DURATION OF THE CONTRACT
Target date of commencement of assignment: 1 May 2022
Expected date of full completion: 15 August 2022
SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENT

Interested individuals are requested to include a financial proposal in the application. The pricing should be an all-inclusive\(^1\) lump sum amount for the deliverables listed in this Terms of Reference.

UNDP shall affect payments, by bank transfer to the consultant’s bank account, upon acceptance by UNDP of the deliverables specified in this Terms of Reference. Payments will be made in tranches and upon submission of a Certification of payment of the work completed.

The payment schedule will be decided upon between UNDP and the contracted consultant.

APPLICATION PROCEDURE

Interested candidates should provide the following documents and information:

- Submission of a CV indicating relevant past education and professional experience, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references.
- Submission of written proposal, explaining why the candidate is the most suitable for the work (max 1 page).
- Submission of Offeror’s Letter to UNDP Confirming Interest and Availability (Annex 3), and;
- Submission of financial proposal. Applicants are required to submit their financial proposals in Swedish Kronor (SEK) for this consultancy, using the financial proposal template available in Annex 3. The financial proposal should be an all-inclusive lump sum quote for the entire consultancy. The term ‘all-inclusive’ implies that all costs (professional fees, assignment- and mission- related travel expenses as provided above, communications, utilities, consumables, insurance, etc.) that could possibly be incurred by the Contractor are already factored into the financial proposal. The cost of the assignment shall be linked to the deliverables specified above and reflected in Annex 3, page 4 “Breakdown of Cost by Deliverable”.

The CV, letter of interest and availability and financial proposal should be sent to stina.amnebjer@undp.org by 24 April 2022.

Criteria for selection:

Only those candidates who meet the minimum levels of education, language and work experience requirements will be considered for the technical evaluation. The technical evaluation will include a desk review and may also include interviews with shortlisted candidates.

Combined scoring method – where the competencies, skills and experience will be weighted a max of 70% and combined with the price offer which will be weighted a max of 30%.

**Method:** Cumulative analysis method will be used to evaluate proposals.

---

\(^1\) The term ‘all-inclusive’ implies that all costs (professional fees, assignment- and mission- related travel expenses, communications, utilities, consumables, insurance, etc.) that could possibly be incurred by the Contractor should be factored into the financial proposal.
When using this weighted scoring method, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- 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 (70% of total obtainable scores).

**Financial criteria weight:** 30 (30% of total obtainable scores)

Only candidates obtaining a minimum of 49 (70%) points on technical part will be considered for the financial evaluation.

**Criteria and scores for technical evaluation (total 70):**

- Demonstrated experience in writing about the Millennium Development Goals and the Global Goals (15 points).
- Demonstrated experience in producing written content about development issues, development cooperation and/or areas related to sustainable development (30 points).
- Demonstrated ability to write and communicate about complex development issues in a clear, creative and pedagogical manner (25 points).
- Knowledge and understanding of UN/UNDP’s work and/or other multicultural/bilateral actors’ works and roles related to sustainable development (10 points).

**Criteria for financial evaluation (30 points maximum):**

The following formula will be used to evaluate financial proposal: 

\[ p = y \left(\frac{\mu}{z}\right), \text{ where} \]

\[ p = \text{points for the financial proposal being evaluated} \]
\[ y = \text{maximum number of points for the financial proposal:} \]
\[ \mu = \text{price of the lowest priced proposal:} \]
\[ z = \text{price of the proposal being evaluated:} \]

The award of contract will be made to the individual consultant who receives the highest combined score out of the weighted technical and financial criteria as specified above.

**GENERAL TERMS AND CONDITIONS FOR INDIVIDUAL CONSULTANTS (IC)**

**ADDITIONAL REFERENCES AND RESOURCES**

- Link to the digital knowledge platform *Blir Världen Bättre?*: https://blirvarldenbattre.se/
• Link to Globala Målen: [https://www.globalamalen.se/](https://www.globalamalen.se/
• Link to general information about the Sustainable Development Goals: [https://www.un.org/sustainabledevelopment/](https://www.un.org/sustainabledevelopment/)