

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title	Funding Code	Type of engagement	Duty Station:
Two Consultants for WASH monitoring to be based in Houaphanh and Phongsaly province	DFAT, SC220345	<input checked="" type="checkbox"/> Individual Consultant full-Time <input type="checkbox"/> Individual Contractor Part-Time <input type="checkbox"/> Individual Contractor Full-Time	-Phongsaly (Noyot Ou district) -Houaphanh (Viengsay district)

Purpose of Activity/Assignment:

The WASH programme seeks to hire two National Construction Engineers to support the implementation of school latrines and water supply systems in communities, in schools and in health centers, including monitoring of the WASH software component. Under the direct supervision of the WASH Specialist, and in close collaboration with Provincial/District Nam Saat, Provincial Education and Sports, Provincial PUCDA and DUCDA, the National Engineers will be responsible for overseeing the construction administration component and software component of sanitation and hygiene promotion in two northern provinces of Phongsaly and Houaphanh of Laos.

The construction of the physical facilities is being carried out through a competitive bidding process among private contractors in compliance with UNICEF's policy on procurement. UNICEF will take all necessary actions to ensure that qualified contractors are selected for the job.

While government counterparts will monitor the WASH construction, in order to ensure quality and proper construction administration, as per design specifications, UNICEF will make random quality checks prior to payment at different stages of construction, especially for the remote areas. Construction of the next stage will not proceed without clearance from UNICEF Engineers. This requires frequent supervision during the construction process. The construction component of the programme is being managed by the WASH Specialist under the guidance of the Chief WASH.

Scope of Work:

The assignment will include the following key tasks for 12 months contract:

- In consultation with all partners involved in the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions in schools, communities and WASH in Emergency, the consultant will provide input/feedback for successful implementation.
- Prepare work plans with timeframe for monitoring of the construction of latrines in primary schools and community water supply systems, including scale up of hygiene and sanitation interventions in the two northern provinces.
- In close collaboration with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, provide guidance in preparation of existing technical specifications for bidding documents, Bill of Quantities (BoQ) and ensure the technical quality of the construction documents.
- Supervise and monitor at different stages the construction of school latrines, water supply systems including boreholes, gravity fed systems, including construction of Catchment Protection and Rain Water Harvesting and other water sources in respective selected schools to ensure compliance with the design documents, specifications, Bill of Quantities, construction standards (using a checklist), and timely completion.

- Provide financial transaction support (DCT submission – FACE & ICE forms) to the provincial and district line departments for the implementation of projects.
- Provide recommendations and corrective actions in a timely manner of any constraints identified in the implementation process and properly support the O&M.
- Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story (HIS), donor visibility/logo fixing as required.
- Effectively communicate all issues of the implementation process to provincial counterparts and UNICEF. Systematically record any deviations from original work plan and other actions by contractors.
- Undertake field visit as required and provide technical support to implementation partners to monitor WASH interventions software component in schools and communities (Behaviour change component).

Child Safeguarding

Is this project/assignment considered as “[Elevated Risk Role](#)” from a child safeguarding perspective?

YES NO If YES, check all that apply:

Direct contact role YES NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

Child data role YES NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

Budget Year: 2023-2024	Requesting Office: WASH	Section/Issuing Reasons why consultancy cannot be done by staff: This is due to some constraints of travelling to the two provinces and current staff workload in the WASH section. The activities require closely follow up and monitoring to ensure that the construction met good quality and timely completed and put effort to build capacity of the government staffs in technical and financial knowledge and skills in long-terms. In total of 02 Consultants are required for the two provinces of Phongsaly and Houaphanh.
Included in Annual/Rolling Workplan: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, please justify:		
Consultant sourcing: <input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both Competitive Selection: <input checked="" type="checkbox"/> Advertisement <input checked="" type="checkbox"/> CVs <input type="checkbox"/> Roster Single Source Selection <input type="checkbox"/> (Emergency - Director's approval)		Request for: <input checked="" type="checkbox"/> New SSA – Individual Contract <input type="checkbox"/> Extension/ Amendment
If Extension, Justification for extension:		
Supervisor: <i>Bandith Leuanvilay, WASH Specialist</i>	Start Date: <i>15 October 2023</i>	End Date: <i>14 October 2024</i> <i>(12 months SSA contract in total)</i>

Work Assignments Overview	Deliverables/Outputs	Delivery deadline	Estimated Budget (Percentage of Payment)
<p>1. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 	<p>Oct 15,2023</p>	
<p>2. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared 	<p>Nov 15,2023</p>	

<p>visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<p>with UNICEF and line government departments</p> <ul style="list-style-type: none"> - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 		
<p>3. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 	<p>Dec 15,2023</p>	
<p>4. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on 	<p>Jan 15,2024</p>	

<p>provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<p>financial transaction provided for line departments at provincial level</p> <ul style="list-style-type: none"> - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 		
<p>5. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 	<p>Feb 15,2024</p>	
<p>6. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and 	<p>Mar15,2024</p>	

<p>and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 		
<p>7. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations 	<p>April 15,2024</p>	

	recorded and shared		
<p>8. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 	May 15,2024	
<p>9. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor 	June 15,2024	

<p>support to implementation partners to monitor WASH interventions in schools and communities.</p>	<p>report and WASH database updating, HIS story provided</p> <ul style="list-style-type: none"> - All issues of the implementation process and ant deviations recorded and shared 		
<p>10. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 	<p>July 15,2024</p>	
<p>11. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level 	<p>Aug 15,2024</p>	

<p>for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 		
<p>12. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted and timely completed - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 	<p>Sept.15,2024</p>	
<p>13. Provide input/feedback on implementation of the construction of school WASH facilities, water supply systems and hygiene and sanitation interventions; Prepare work plans/work schedule with timeframe for monitoring of construction including scale up of hygiene and sanitation interventions; Work with the UNICEF Supply Officer, WASH Specialists, Provincial Nam Saat and Provincial Education Unit, to provide technical support for bidding documents, BoQ etc.; Supervise and monitor at different stages the WASH construction and</p>	<ul style="list-style-type: none"> - Input/feedback provided - Work schedule with timeframe provided - Technical information and data provided and submitted to UNICEF - Routine WASH supervision and monitoring conducted 	<p>Oct.15,2024</p>	

<p>timely completion; Provide financial transaction review and support (submission of FACE & ICE forms) to the provincial and district line departments; Provide recommendations and corrective actions in a timely manner of any constraints identified in implementation and properly support the O&M; Provide all information for progress reports, donor reports, routine update WASH database, develop Human Interest Story, donor visibility/logo fixing; Communicate all issues on the implementation to counterparts and UNICEF, record any deviations from original work plan and actions by contractors; Undertake field visit and provide technical support to implementation partners to monitor WASH interventions in schools and communities.</p>	<p>and timely completed</p> <ul style="list-style-type: none"> - Review and Support on financial transaction provided for line departments at provincial level - Recommendations and corrective actions shared with UNICEF and line government departments - Routine progress, donor report and WASH database updating, HIS story provided - All issues of the implementation process and ant deviations recorded and shared 		
<p>Total</p>			

Estimated Consultancy fee			
Travel International (if applicable)	NA		
Travel Local (please include travel costs, field monitoring cost in the consultancy contract as a lump sum)	<ul style="list-style-type: none"> • A consultant to move his/her stuffs to the district and province by his/her mode of travel and return to Vientiane • at least 4 times per year travel from district town to provincial town to have meetings with Provincial health department and Education department, • Conduct field monitoring in at least 12 villages and schools in the targeted district by motorbike including fuel/gasoline for the trips. 	9 Oct 23 (Dec, Mar, Jun, Sep) (Oct. – Sep)	\$
ODSA (if applicable)	NA		
Health insurance			
Mandatory insurance premium			
Total estimated consultancy costsⁱ	(Lump sum)/Consultant		
Submission of applications: <ul style="list-style-type: none"> ▪ Letter of Interest (cover letter) ▪ CV or Resume ▪ Performance evaluation reports or references of similar consultancy assignments (if available) ▪ Financial proposal: All-inclusive lump-sum cost including travel, medical insurance and accommodation cost for this assignment as per work assignment. 			
Minimum Qualifications required*: <input checked="" type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Environment, Civil Engineering, technical field related to WASH is an advantage *Minimum requirements to consider candidates for competitive process	Knowledge/Expertise/Skills required *: <ul style="list-style-type: none"> ○ Bachelor or Master's Degree in Environment, Civil Engineering, technical field related to WASH ○ Relevant experience in WASH. Work experience with international organization is an advantage. *Listed requirements will be used for technical evaluation in the competitive process		
Evaluation Criteria (This will be used for the Selection Report (for clarification see Guidance)) A) Technical Evaluation (75 Points)			

- Bachelor's or Master's Degree in Environment, Civil Engineering or any other technical field related to WASH (15 points)
- At least 5 years relevant experiences in WASH (40 points)
- Specific experience in working with local government or NGOs (20 points)

B) Financial Proposal (maximum of 25 Points)

The maximum number of points shall be allotted to the lowest Financial Proposal that is opened /evaluated and compared among those technically qualified candidates who have attained a minimum 56 points score in the technical evaluation. Other Financial Proposals will receive points in inverse proportion to the lowest price.

The Contract shall be awarded to the candidate obtaining the highest combined technical and financial scores, subject to the satisfactory result of the verification interview.

<p>Administrative details:</p> <p>Visa assistance required: <input type="checkbox"/></p> <p><input type="checkbox"/> Home Based <input type="checkbox"/> Office Based:</p>	<p>If office based, seating arrangement identified: <input checked="" type="checkbox"/></p> <p>IT and Communication equipment required: <input type="checkbox"/></p> <p>Internet access required: <input type="checkbox"/></p>
<p>Request Authorised by Chief of WASH (OIC)</p> <p>Bandith Leuanvilay</p>	<p>Request Verified by HR:</p> <p><i>Sintana Chanthaphone, HR officer</i></p>
<p>Reviewed by Deputy Representative, Operations (OIC)</p> <p><i>Sandeep Prasad</i></p>	<p>Approved by Deputy Representative, Programme(OIC)</p> <p><i>Janneke Blomberg</i></p>

¹ Costs indicated are estimated. Final rate shall follow the “best value for money” principle, i.e., achieving the desired outcome at the lowest possible fee. Consultants will be asked to stipulate all-inclusive fees, including lump sum travel and subsistence costs, as applicable.

Payment of professional fees will be based on submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant

Text to be added to all TORs:

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.

UNICEF offers [reasonable accommodation](#) for consultants with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.
