

**TERMS OF REFERENCE FOR INDIVIDUAL CONTRACTORS/ CONSULTANTS**

<b>PART I</b>	
Title of Assignment	International consultant – Expert in WASH monitoring systems
Category of the Consultancy	Consultant
Proposed level of Consultancy	Middle
Section	WASH
Location	Antananarivo
Duration	10 months
Start date	<b>From: October 2023</b>   <b>To: July 2023</b>
<b>Part II</b> ( <i>this information is for INTERNAL use only; shall not be shared with prospective candidates</i> )	
Supervisor	Fredrik Asplund
Planned Budget/Estimated Cost of assignment	
Budget Code	Grant : 70% Mionjo 30% KFW
AWP Activity	
Proposed methodology for sourcing of qualified candidates	Published, network

## Background

Madagascar features among the countries with the worst water indicators in the world. The 2018 Multiple Indicator Cluster Survey (MICS) shows that only 41 per cent of the population has access to basic water.

The country is also extremely vulnerable to climate change. The average temperature is rising, the drought period has been extended, and intensive cyclones have swept across the country. Climate change has a tremendous negative impact on WASH services and water is the primary medium through which the effects of climate change are felt. The high pressure on the groundwater with both sinking water levels and increasing salinization is aggravating the living conditions of local communities.

The disparities between urban and rural areas are substantial: 69% of people living in urban areas have access to basic water, while in rural areas, the percentage drops to 32 per cent. A large but unknown portion of drilled boreholes are non functional, partly due to poor governance but also due to sinking ground water levels.

UNICEF is supporting the Madagascar government to respond to the WASH deficits in the country. With an ambitious and multi-faceted program UNICEF is supporting women and children in need through regular and emergency programs. Following climate change those lines are more and more blurred, stress is longstanding. Therefore UNICEF is investing in nexus programming. The holistic approach of ensuring that programs are climate resilient expresses new needs for programme monitoring to manage the complex web of information needed to guide decisions.

To improve Government's water management capacity, UNICEF Madagascar is helping technical ministries to monitor and map groundwater levels and other hydrogeological data for a better view of groundwater trends. UNICEF is also creating a groundwater database that can be used to improve the development and exploitation strategy for the water supply and other water uses of the population.

Unicef is undertaking an extensive program of waterpoint upgrading in three southern regions and will as part of this program make a complete waterpoint inventory in these regions and testpump 1,100 existing boreholes. The data gathered will strengthen considerably the monitoring system of the government for access to water and hydrogeological properties.

UNICEF is also leading the M&E component of a large multi-year joint programme with WFP that supports inter-sectoral nutrition, WASH, Food security and social protection interventions in Southern Madagascar districts and communes. The need for developing front-end monitoring solutions to capture data flows and visualise activities coverage of this joint programme is of paramount importance.

In summary, Madagascar CO has a wide portfolio of activities in the WASH domain and is currently upgrading the internal processes and monitoring systems to track usage and performance of interventions, both hard and soft. The consultancy will assist UNICEF to design and operationalise internal systems to track projects and indicators, collect and visualize the access to water in the three regions in the south and upgrade the existing monitoring system for improved functionality and decision making.

## General objective :

As the Consultant under the WASH Chief supervision, the main responsibility of the consultant is to contribute to the definition and design of UNICEF Madagascar's monitoring capacities using the mWater platform.

This includes tracking and visualizing key indicators of the WASH - Nutrition programme and multi-sectoral intervention. Moreover, the consultant will implement training programs for national and sub-national data collection, monitoring, evaluation, and research capacity building, ensuring the participation of primary stakeholders. The consultant will also have the dedicated technical support from mWater on all that is backend, i.e. development of indicators and best practice of indicator use.

## Activities and Tasks

### Programme performance monitoring:

- Support management of available baseline information on national statistics and key WASH indicators through established databases (%) for easy access and use. Prepare country level statistical reports on the status of children's and women's WASH issues and provide a technical support to global reporting obligations including national reports on progress toward the SDGs
- Design, field test and implement system to visually track projects from conception to finalization. All UNICEF processes including construction, programme cooperation agreements, private sector performance and the KFW joint programme.
- Design, field test and implement system to track sustainability of UNICEF interventions, including feedback mechanism from partners, notably schools and health centers as well as affected population.
- Set up data and monitoring system to track groundwater data management system and ensure analysis and access to data for academic institutions and donor community is available and functioning.
- Quality ensure database. Deduplicate created datapoints against existing datapoints in the sector monitoring software (mWater). Setup secondary approval of surveys with appropriate filters
- In coordination with other stakeholders, support the collection of Sustainable Development Goal (SDG) indicators to improve integrated WASH national planning, especially WinS and WinHCF
- Create SOP for data entry to be used for all processes of data collection
- Ensure mwater functionality of the early warning system for drought based on groundwater levels through excel/csv imports into mwater
- Lead the work to create standardized definition of the hydrogeological characteristics typical for Madagascar (primary and secondary component, adjective, colours etc) in cooperation with university and drilling companies
- Ensure development of monitoring solution for integrated joint projects within UNICEF notably the World Bank funded Mionjo and the KFW joint programme on WASH, Nutrition and Social protection.

- Recommending modification and improvement in the mWater platform for a better functioning platform and interoperability with existing system, liaising directly with mWater team
- Carry out data collection and analysis from field visits, standardizing them across programmes, to feed into to programme performance monitoring.
- Compile monitoring and evaluation information/data and make them available to the WASH Section and to other sections in UNICEF when relevant (Nutrition, social protection, education and health).
- Ensure that programme monitoring complements and extracts data in excel format in the correct template to feed national monitoring system SESAME
- Contribute to the preparation of management reports (e.g., relevant sections of the annual reports), drawing on monitoring and analysis of key management indicators. Assist in the preparation of reports on systemic issues, good practices or any other analysis or data related to programme implementation and/or evaluation, including programme's performance, relevance, efficiency, effectiveness, and sustainability, as well as good practices in partnerships and collaborative relationships.
- Propose methodology to collect and visualize community collected waterpoint functionality data through rapid pro and/or callcenter. Inclusion of data into monitoring data to track draught conditions and inform accountability to affected populations
- Lead the complete data collection of access to water in 3 regions in the dry south. Plan, quality control and ensure complete coverage of survey
- Provide technical support to ensure that survey design and management meet quality standards as outlined in UNICEF Programme Policies and Procedures and related stand-alone Evaluation Technical Notes, when necessary, seek expertise of knowledge institutions.
- Provide technical support to ensure that a well-prioritized and strategic selection of real time evaluations at programme or WASH Section strategy level is available and managed
- Provide technical support to WASH Section staff and implementing partners on data collection, data management and data analysis for basic monitoring and evaluation.
- Provide synthesis of M&E results to the WASH Section and key programme and operations staff.
- Ensure collection of groundwater data readings from remotes sensing and other sources. Ensure creation of data portal for sectoral data sharing of wash data

### **Deliverables and payment schedule**

The consultant, under the guidance and supervision of the Chief WASH, and in close collaboration with the WASH team, the Mionjo lead and the Nutrition M&E specialist in charge of the KFW joint programme, will be responsible for the following deliverables listed in the table below.

Payment will be made based on agreed deliverables and a submission of stipulated progress reports to UNICEF by the consultant, upon approval by the direct supervisor. Applicants shall present a detailed financial proposal that elaborates on total costs, including a total sum demanded, the fee will include ALL costs, including living costs at the duty station. The duration of the consultancy will be proposed by the consultant but is estimated at 12 months.

Applicants are expected to submit their rate in USD. All costs, including administrative costs, etc. shall be covered by the contractor and should be included in the financial proposal

Applicants are expected to submit a lumpsum cost for travel to join the duty station and to return home upon finalized contract. The cost should be based on direct route and economy class

Trips that are performed within Madagascar will be governed by unicef interal administration procedure and applicable DSA rates. Cost for internal travel in Madagascar, including DSA, should thus **not** be part of the proposed rate

UNICEF reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs is incomplete, not delivered or for failure to meet deadlines. All materials developed will remain the copyright of UNICEF and UNICEF will be free to adapt and modify them in the future.

Deliverable	Time after arrival	Payment
Commencing work at site in Madagascar office	Upon arrival to Madagascar	20%
Inception report and monitoring plan for the three regions in the south	2 weeks	
Finalized dash and flow for tracking WASH interventions in mWater. Training manual for WASH monitoring finalized following feedback from fieldoffices	1 month	
Monitoring framework for KFW Grant. Draft surveys and dashboards	2 months	30%
Report on access to water in the first region and second region	3 months	
Report on access to water in the third Mionjo region	4 months	
Assessment on availability of data in national monitoring system in other regions	6 months	20%
Finalized and validated JMP submission for WinS and WinHCF	7 months	

Finalized setup for tracking section indicators through monitoring system	8 months	20%
Set up of system for interlinkage of community reporting for affected population via rapidpro or callcenter to monitoring system	9 months	
Final report data monitoring Mionjo	10 months	10%

**At the end of the contract:** final report of the activity done and recommendations to put in place a sustainable process for data update and use to support decision making in groundwater management in Madagascar

### **Desired competencies, technical background and experiences**

#### ***Education***

- Advanced University degree in engineering, database management, m&e, GIS or other relevant disciplines
- Knowledge and proven experience with qualitative and quantitative information management, data collection methods, analysis, design and management of data/information system;
- Experienced in GIS software and mapping for groundwater resources;

#### ***Experience***

- A minimum of 5 years of professional experience in the field of WASH in UN Agency and/or national government with field-work experience.
- Demonstrated communication, training and supervisory skills;
- Previous, documented experience with mWater software compulsory

#### ***Langues requirements***

Good working knowledge of french and english compulsory

### **Evaluation Criteria**

The Technical evaluation is based on background, technical, experience.

Consultants will be evaluated based on a cumulative methodology, being the award of the contract made to the candidate whose offer has been evaluated and determined as:

1. Responsive/compliant/acceptable, and;

2. Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

Technical component score	Max. 80 points
Financial component score	Max. 20 points
TOTAL Score	Max. 100 points

Only candidates obtaining a minimum of 65 points (of the total technical points) would be considered for the Financial Evaluation.

**Payment schedule:**

Applicants shall present a detailed financial proposal that elaborates on total costs, including a total sum demanded, the fee will include ALL costs, including living costs at the duty station. The duration of the consultancy will be proposed by the consultant but is estimated at 10 months.

Applicants are expected to submit their rate in USD. All costs, including administrative costs, etc. shall be covered by the contractor and should be included in the financial proposal

Applicants are expected to submit a lumpsum cost for travel to join the duty station and to return home upon finalized contract. The cost should be based on direct route and economy class

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**General Conditions: Procedures & Logistics**

The candidate selected will be governed by and subject to UNICEF General Terms and Conditions for individual contracts.

The contractor will work on a unicef supplied laptop in the execution of this assignment.

As per UNICEF DFAM policy, payment is made against approved deliverables. No advance payment is allowed unless in exceptional circumstances against bank guarantee, subject to a maximum of 30 per cent of the total contract value in cases where advance purchases, for example for supplies or travel, may be necessary.

Contractors are not entitled to payment of overtime. All remuneration must be within the contract agreement.

The contractor will have the right to paid time off at the rate of 1,5 earned day per month worked. The ten UN official holidays will also be eligible to the consultant. Unused holiday days will not be reimbursed at the end of the contract and cannot be transferred to a new contract.

Contractors are required to certify that they are covered by medical/health insurance. Contractors who are required to travel beyond commuting distance to duty station(s) shall also certify that their medical/health insurance covers medical evacuations.

Please note that the consultancy is **based in Madagascar with frequent travels to the field.**

## How to Apply

UNICEF is committed to gender equality in its mandate and its staff. Well qualified candidates, particularly females are strongly encouraged to apply.

Interested candidates should submit their CV and resume, as well as a cover letter explaining what makes them suitable for this consultancy.

Qualified and experienced candidates are requested to submit a letter of interest including a brief **Technical Proposal** outlining a road map for review and implementation timeline. In their letter of interest, candidates should highlight their previous work experience relevant to the assignment, the attributes that make them suitable, their proposed approach to the assignment.

The applicant should also submit a **Financial Proposal** outlining the total costs for this consultancy with payment linked to the main deliverables outlined above. The financial proposal should indicate an all-inclusive lumpsum fee composed of consultancy fees and travel costs to/from Madagascar to finalize the task.

*UNICEF has a zero-tolerance policy on sexual exploitation and abuse, and on any kind of harassment, including sexual harassment, and discrimination. All selected candidates will, therefore, undergo rigorous reference and background checks.*

**Only shortlisted candidates will be contacted.**