

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title: National consultancy for revising Sustainable Development Goal Indicators related to Children	Funding Code WBS: 5200/A0/06/880/003/007 Non-Grant/2024	Type of engagement <input checked="" type="checkbox"/> Consultant	Duty Station: Ha Noi, Viet Nam
Purpose of Activity/Assignment: To improve the measurement and monitoring of Sustainable Development Goals related to children			

Background

Following the Prime Minister’s approval of the National Action Plan for Viet Nam Sustainable Development Agenda 2030 in 2017 and the Roadmap toward SDG targets by 2025 and 2030 in 2019, the Ministry of Planning and Investment (MPI), the Sustainable Development Agenda coordinating agency, started localizing Sustainable Development Goals (SDGs) for national implementation. The first endeavour was to standardize and localize SDG indicators for measuring and monitoring the national SDGs, resulted in the issuance of Vietnam Sustainable Development Statistical Indicators (VSDGI) via Circular No. 03/2019/TT-BKHĐT in January 2019. Over the past five years, while the VSDGIs have been useful in facilitating the monitoring of the VSDG roadmap and reporting of national SDG implementation, there are quite a few indicators becoming either irrelevant or not specific enough in their metadata, causing inconsistency for data collection and processing. The limitation also partly stemmed from regular adjustment and refinement made to global SDG indicators as well as new revision of the national statistical indicators in 2022.

Given the new context of socio-economic development in Viet Nam, the Prime Minister issued a new Roadmap for Viet Nam Sustainable Development Agenda in July 2023 (decision No. 841/QĐ-TTg dated July 14, 2023). Participating in the SDG Summit in 2023 to present Vietnam’s Voluntary National Review (VNR) 2023 at the United Nations, Viet Nam has made a national commitment to SDG acceleration. One of the activities emphasized for the upcoming period is to review and make necessary adjustment to the VSDGI, along with continued effort in improving data availability, particularly for vulnerable groups. To implement the Decision, the Prime Minister assigns the Ministry of Planning and Investment to lead, coordinate relevant ministries, sectors, and agencies to review, supplement, and update the VSDGI to align with the newly issued roadmap and the National Statistical Indicator List included in the Amended Statistics Law 2021. SDG implementation significantly affects children with approximately 60 SDG indicators measuring various aspects of children’s well-being. To revise the VSDI, it is crucial to focus on these indicators to ensure the indicators are relevant and specific to measure respective SDG targets on children’s well-being, and the metadata be feasible for data collection.

In cooperation with the Ministry of Planning and Investment (Department of Science, Education, Natural Resources and Environment – DSENRE) under the Annual Work Plan 2023-2024 UNICEF Viet Nam Country Office plans to support the review and revision of Viet Nam’s SDG indicators related to children, through an individual consultancy service. MPI and UNICEF Viet Nam will jointly hire two national consultants to undertake this assignment.

Purpose

The purpose of this consultancy is to improve the measurement and monitoring of Viet Nam SDG targets related to children in the context of national renewed commitment to accelerating SDG implementation made at the SDG Summit in September 2023.

Specific objectives of this consultancy include:

- Ensure child related VSDG indicators to be SMART (specific, measurable, achievable, relevant, and time-bound) enough to measure the progress of respective VSDGs, and aligned with respective global SDG indicators to the maximum possible for international comparability.
- Establish a mechanism feasible for data collection and reporting on the child related VSDGs indicators in accordance with the Roadmap to VSDG agenda issued in 2023 and the National Statistical Indicator System.

Scope of Work

This consultancy will cover the period from May to August 2024 (the Contract will be expired by end of November 2025 for processing paperwork). The consultant will work in Hanoi, Viet Nam.

Key tasks:

- Review global child related SDG indicators and their global metadata.
- Review statistical indicators related to children in the VSDI issued in 2019, the roadmap for achieving VSDG agenda issued in 2023, the National Statistical Indicator System and respective indicators in the ministerial reporting system.
- Study and amend the list and metadata for child related VSDG indicators based on the respective global metadata and in consultation with relevant agencies to ensure feasibility in data collection and global comparability.

Expected deliverables

Expected deliverables	Timeline
1. Outline Report.	June 2024
2. Draft Report proposing amendments to Vietnam's sustainable development statistical indicators related to children.	Aug 01 2024
3. Final Report proposing amendments to Vietnam's sustainable development statistical indicators related to children.	Aug 30 2024

The report must include the following contents:

- (i) Overview of sustainable development goals and statistical indicators related to children.
- (ii) Review of the SDG indicators related to children, including those of UNICEF custodian and co-custodian (See the Annex for the list of child-related SDG indicators), specifically:
 - Review the list of global SDG indicators related to children and their metadata.
 - Assess the feasibility of global SDG indicators related to children in Vietnam: Whether there has been data collection for them? Are the data available? What is the data source? If there has been no data so far, can these indicators be integrated into Vietnam's national statistical survey program or statistical reporting system?
 - Match the global SDG indicators related to children and those in Vietnam's Sustainable Development Statistical Indicator System.
- (iii) Review indicators related to children in existing systems: VSDGI, National statistical indicator system; Statistical indicator system of ministries, etc.
- (iv) Propose amendment to existing VSDG indicators related to children, including:
 - List of VSDG indicators related to children.
 - Metadata of each indicator (includes: Concepts, calculation methods; disaggregations; release period; Data sources and responsible agencies).

Methodology

The consultants will adopt the methodology of document review and consultation with relevant agencies and experts to conduct this assignment.

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: 2024	Requesting Section/Issuing Office: Planning, Monitoring and Evaluation
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Governance

During the assignment, the selected consultant will report directly to UNICEF Chief of PME and MPI Director of DSENRE. The deliverables will be reviewed by UNICEF and DSENRE. The consultants should make themselves available for the work and events as per the work plan.

Included in Annual/Rolling Workplan: Yes No, please justify:

<p>Consultant sourcing:</p> <p><input checked="" type="checkbox"/> National <input type="checkbox"/> International <input type="checkbox"/> Both</p> <p>Competitive Selection:</p> <p><input checked="" type="checkbox"/> Advertisement <input type="checkbox"/> <input type="checkbox"/> Roster</p> <p>Single Source Selection <input type="checkbox"/> (Emergency - Director’s approval)</p>	<p>Request for:</p> <p><input checked="" type="checkbox"/> New SSA – Individual Contract</p> <p><input type="checkbox"/> Extension/ Amendment</p>
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If Extension, Justification for extension:

Supervisor: Ngo Thi Quynh Hoa	Start Date: 1 May 2024	End Date: 30 November 2024
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Minimum Qualifications required*: Bachelors Masters PhD Other
Required Disciplines: Public Policy, Sociology, Law, Anthropology, Development Economics or related areas

*Minimum requirements to consider candidates for competitive process

Qualification/Specialised Knowledge and Experience

Qualifications and Competencies

Consultant 1 – Statistics expert

Education:

University advanced degree in Demography, Statistics, Social Sciences, Development Economics or any other related technical field is required.

Skills and Experience:

- 8 - 10 years of professional experience in statistics.
- Knowledgeable in national statistical system and administrative reporting system.
- Knowledgeable in sustainable development agenda 2030 and SDG monitoring and reporting system.
- Analytical and reporting skill.
- Good inter-personal skills and presentation skills.
- Good command of English in communication and writing.
- Experience working with government ministries and international organizations.

Consultant 2 – SDG expert

Education:

University advanced degree in Demography, Statistics, Social Sciences, Development Economics or any other related technical field is required.

Skills and Experience:

- 8-10 years of professional experience regarding development policy assessments, development social/economic/ financial analysis, regulatory impact assessment, policy development and advisory, etc.
- Professional experience in SDG implementation and assessment.
- Comprehensive knowledge and understandings across various topics on SDGs.
- Analytical and reporting skill.
- Good inter-personal skills and presentation skills.
- Good command of English in communication and writing.
- Experience working with government ministries and international organizations.

Payment Schedule

The payment is paid upon the submission of all required deliverables that meet “satisfactory” assessment made by UNICEF.

Assessment criteria

(This will be used for the [Selection Report](#) (for clarification see [Guidance](#))

A) Technical Evaluation (e.g., maximum 75 Points)

- Educational background: 10%

- Knowledgeable in national statistical system and administrative reporting system (consultant 1); Or Professional experience in SDG implementation and assessment (Consultant 2): 30%
- Knowledgeable in sustainable development agenda 2030 and SDG monitoring and reporting system (consultant 1); Or Comprehensive knowledge and understandings across various topics on SDGs (consultant 2): 15%
- Analytical and reporting skill: 10%
- Networking with relevant stakeholders (government, private sector, research institutions, civil society...) and others: 10%

B) Financial Proposal (e.g., 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 technical qualified candidates who have attained a minimum 50 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 candidate obtaining the highest combined technical and financial scores, subject to the satisfactory result of the verification interview if needed.

Submission of applications

Applicants are requested to indicate if they apply for Consultant 1 or Consultant 2, or if they apply as a team. The submission include:

- A technical proposal which clearly explains the outline on how to deliver the tasks and deliverables (preferably less than 10 pages);
- Samples of similar products;
- A financial proposal.

Administrative details:

Visa assistance required:

Home Based Office Based:

If office based, seating arrangement identified:

IT and Communication equipment required:

Internet access required:

Standard Text:

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.

Annex: Child-related SDG indicators

GOAL 1

Target 1.2

- Proportion of children (aged 0-17) below the national poverty line
- Children (aged 0-17) living in multidimensional poverty

Target 1.3

- Percentage of children receiving a child or other social grant (disaggregated as possible by the child's poverty and wealth status, disability, gender and location).

Target 1.5

- Number of people affected by hazardous events by sex and age (also fits under Target 13.1 & Target 11.5)
- Proportion of health and educational facilities affected by hazardous events

GOAL 2

Target 2.2

- Prevalence of stunting (low height-for-age) in children under 5 years of age.
- Prevalence of overweight children under 5 years of age.
- Rate of exclusive breastfeeding among infants under 6 months of age (also fits under Target 2.1)
- Prevalence of wasting in children under 5 years of age
- Prevalence of anaemia in women of reproductive age

GOAL 3

Target 3.1

- Maternal deaths per 100,000 live births
- Skilled birth attendance
- Antenatal care attendance (4 or more visits)

Target 3.2

- Under-five mortality per 1,000 live births
- Neonatal mortality per 1,000 live births
- Coverage of DTP3 containing vaccine

Target 3.3

- HIV incidence per 100 susceptible person years (adults, key populations, children, adolescents)
- HIV/AIDS deaths per 100,000 population
- Number of TB deaths
- Malaria incident cases per 1,000 person years
- Malaria deaths per 100,000 population
- Prevalence of hepatitis B surface antigen in children under 5
- Presence of 13 IHR core capacities for surveillance and response

Target 3.7

- Adolescent birth rate (10-14, 15-19)
- Demand satisfied with modern contraceptives

Target 3.8

- Coverage of tracer interventions (country-specific and global) including: unmet need for family planning, skilled birth attendance, child immunisation, NTD preventive therapy, ARV therapy among all people living with HIV, TB treatment, ITN use for malaria in children under five, care seeking for pneumonia and diarrhoea treatment with ORS and zinc for children under five. (to be technically refined together with WHO, WB and others)
- Fraction of the population protected against impoverishment by out-of-pocket health expenditures

Target 3.9

- Number of premature deaths attributable to ambient and household air pollution

GOAL4

Target 4.1

- Percentage of children who achieve minimum proficiency standards in reading and mathematics at end of: (i) grade 2, (ii) primary and (iii) lower secondary
- Completion rate (primary, lower, secondary, upper secondary)
- Gross intake ratio to the last grade (primary, lower, secondary)
- Out-of-school rate (primary, lower secondary)

Target 4.2

- Percentage of children under 5 years of age who are developmentally on track in health, learning and psychosocial well-being (ECDI and other measures)
- Percentage of children aged 24 months and above who attend an organized early learning/care and education programme.

Target 4.4

- Percentage of youth/adults who are computer and information literate

Target 4.5

- Parity indices (female/male, urban/rural, bottom/top wealth quintile and other characteristics including disabilities where possible) for all indicators on this list that can be disaggregated

Target 4.6

- Percentage of youth/adults proficient in literacy and numeracy skills
- Youth/adult literacy rate

Target 4.a

- Percentage of schools providing (i) electricity; (ii) internet; (iii) computers; (iv) adapted infrastructure and materials for students with disabilities; (v) basic drinking water; (vi) basic sanitation facilities; and (vii) basic handwashing facilities

GOAL5

Target 5.2

- Proportion of ever-partnered women and girls (aged 15-49) subjected to physical and/or sexual violence by a current or former intimate partner, in the last 12 months
- Proportion of women and girls (aged 15-49) subjected to sexual violence by persons other than an intimate partner, since age 15.

Target 5.3

- Percentage of women aged 20-24 who were married or in a union before age 18 (i.e. child marriage)
- Percentage of girls and women aged 15-49 years who have undergone FGM/C, by age group (for relevant countries only)

GOAL6

Target 6.1

- Percentage of population using safely managed drinking water services
- Percentage of health care facilities with basic water, sanitation and hygiene facilities
- Percentage of population using basic drinking water services

Target 6.2

- Percentage of population using safely managed sanitation services
- Population with a hand washing facility with soap and water in the household
- Percentage of population using basic sanitation services
- Percentage of population practising open defecation

GOAL 7

Target 7.1

- Percentage of households primarily using clean and efficient cooking fuels and technologies
- Percentage of population with electricity access (%)
- Percentage of population with primary reliance on non-solid fuels (%)

GOAL 8

Target 8.7

- Percentage and number of children aged 5-17 years engaged in child labour, per sex and age group (disaggregated by the worst forms of child labour)

GOAL 13

Target 13.2

- Number of countries which have formally communicated the establishment of integrated low-carbon, climate-resilient, disaster risk reduction development strategies (e.g. a national adaptation plan process)

Target 13.3

- Number of countries that have integrated mitigation, adaptation, impact reduction and early warning into primary, secondary and tertiary curricula
- Percentage of population with increased knowledge on climate change, disaggregated by sex and age.

GOAL 16

Target 16.1

- Homicide and conflict-related deaths per 100,000 people (disaggregated by age, sex and cause)

Target 16.2

- Percentage of young women and men aged 18-24 years who have experienced sexual violence by age 18
- Percentage of children aged 1-14 years who experienced any physical punishment by caregivers in the last month

Target 16.9

- Percentage of children under 5 whose births have been registered with civil authority