

TERMS OF REFERENCE

Individual Contractor: Sr. Consultant for Social Protection System Strengthening (full time) - Open to Indian Nationals only

Duty Station: New Delhi; with travel to States

Contract Duration: 10 months (full-time)

Closing Date: 14th February 2022

1. BACKGROUND / RATIONALE

The focus of the country programme 2018-2022 is aimed at addressing the needs of the most marginalized/vulnerable children and women, in rural and urban poor communities, tribal and other vulnerable communities, linked to the national development priorities for children and women as expressed in VISION 2032 Agenda and the Sustainable Development Goals (SDG). Social policy, outcome area - 6 aims to strengthen policies and systems that ensure children particularly the most disadvantaged and excluded progressively benefit from effective and inclusive social services and social protection systems, that is informed by equity focused data and evidences to support the government in implementation and monitoring of SDGs, at the core of which is the 'Last mile'.

Social protection is particularly important for children, in view of their higher levels of vulnerability compared to adults in ensuring the child's rights to adequate nutrition, education and social services. In India, UNICEF is facilitating in the development of building blocks of integrated social protection policy through integrated social protection platforms, common review mechanisms and single registry using a life cycle approach. UNICEF is working to review and refine existing social protection programs and development of innovative social protection approaches/integrated delivery models.

In 2020, ISP Delhi engaged the TA towards supporting several social protection initiatives, such as: microsimulation study to understand the current state of social protection provision for children in order to utilise integration opportunities' at the policy level; implementing a pilot intervention across 2 states to build a proof of concept on the efficacy of collaboration between SHG-GPs to improve social protection programmes to marginalised communities; UNICEF also conducted a study to understand implementation and knowledge gaps in portability of social protection schemes especially for migrant women and children; and worked alongside Child Protection team advocate for child care support for children orphaned during COVID-19 pandemic; undertake mapping of social protection measures implemented during the pandemic, among other interventions.

2. PURPOSE OF ASSIGNMENT

The purpose of the assignment is to provide continued technical and operational support (document review, drafting technical notes/background notes, approach papers, partnership documents and provide support to convergent ISP work with CP and nutrition section besides supporting discussion notes and other documentation work for dialogue with the key government partners and ministries, thus contributing to integrated and universal approach to social protection systems in India.

3. OBJECTIVE/S

UNICEF will be supporting Government of India at central and state level in working towards integrated social protection and to strengthen the existing design and implementation of existing social protection schemes. It is in this context, this consultancy is envisaged to support social protection system strengthening through developing critical policy notes, background papers, guidelines, that inform an inclusive and integrated social protection approaches and policies that are aligned to address risks and vulnerabilities faced by children and women in the context of Covid-19 pandemic with focus on universal approach to social protection at critical stages of life cycle with specific reference to "Early Childhood Development" and "Adolescents".

4. MAJOR TASKS TO BE ACCOMPLISHED

The consultant will continue supporting Social Policy interventions and programmes developed by the ministries, departments and other key stakeholders. Following are the key areas work to be supported during the consultancy period:

- Support strengthening of CASH PLUS approach for Girl Child Cash Transfers
- Support engagement, partnerships, consultation on Cash Plus 4 Nutrition initiatives
- Support / facilitate national advocacy and dialogue on child, gender and shock responsive social protection (PMMVY and NREGS)
- Support review of various technical documents and provide inputs and facilitate high level advocacy
- Support dialogue and advocacy on integrated social protection and single social registry
- Review of PM care and State Childcare schemes (C-19) to identify commonalities and specific provisions)
- Support capacity development, Advocacy, and sustained dialogue with key stakeholders

5. DELIVERABLES AND DEADLINES

S. No.	Major Task	Deliverable	Specific delivery date/deadline for completion of deliverable	Estimated travel required for completion of deliverables
1	Support strengthening of CASH PLUS approach for Girl Child Cash Transfers <ul style="list-style-type: none"> - Review and analysis report on 'Girl-child cash Plus - Preparation and facilitation of technical consultation (background note/ agenda etc.) - Coordination communication with MWCD - Draft advocacy paper on national cash plus approach paper with costing – ref. BBBP) 	Brief status report for 7 states & cash plus note for national consultation Cash Plus - Consultation Report Draft design document on national Girl child cash transfers – for advocacy	Consultant will submit the deliverables by 5 th of every month Monthly Progress report - March and May 2022)	7-10 Days to states to collect case studies
2	Support consultation on Cash Plus 4 Nutrition initiatives <ul style="list-style-type: none"> -Review of secondary literature and organise consultations/meetings -Draft note on Nutrition plus initiative for wider consultation/inputs within UNICEF Delhi and states, - Support consultation through national partnerships and finalise scoping paper on nutrition plus 	Concepts note on Cash Plus for Nutrition Stakeholder consultation and report Discussion paper on "Cash Plus for enhancing Nutrition" in India	Monthly progress report -April and June 2022	No travel anticipated
3	Support / facilitate national advocacy and dialogue on child, gender and shock responsive social protection (PMMVY and NREGS)	Technical note on Child, gender, and shock responsive MGREGS based on the review of various state reports/consultations	Monthly Progress report July 2021	No Travel

4	Support dialogue and advocacy on integrated social protection and single social registry (webinar, advocacy, joint missions and TA to drafting committee etc.)	Webinar report on social registry with NITI Scoping paper- on Integrated social protection with reference to children and adolescents	Monthly Progress report -August and November 2022	5 -7 Days
5	Support review of various technical documents and provide inputs and facilitate high level advocacy	Technical review notes of 2-3 proposal/research documents Finalization of “Case studies’ on good practices on PLUS	Monthly report -Sept 2022	No travel
6	Review of PM care and State Childcare schemes (C-19) to identify commonalities and specific provisions) Support dialogues and discussions	Analytical writeup and Child Care -Programme matrix for harmonized approach and possible integration of PLUS components	Monthly report – October 2022	No travel
7	Support capacity development, Advocacy, and sustained dialogue with key stakeholders	Capacity Development - Webinar – Technical Note, letter, agenda Synthesis reports based on the inputs from stakeholders	Monthly report December –2022)	No travel

6. DUTY STATION

Duty station for this consultancy is UNICEF-New Delhi. The consultant may have to travel to states to complete some of the tasks/deliverables depending on the COVID pandemic situation. Visits to states are anticipated as 15 workdays over a period of assignment.

7. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION)

Most of the work is confined within the national office at Delhi, with local travel to visit partners and counterparts. The consultant will also be travelling to state offices for those deliverables that requires documentations support and piloting of SP approaches. At the most, the consultant may have to take 15 travel days to the states and districts for consultations. Travel will be undertaken only with the approval of the supervisor and/or in compliance to UNICEF internal travel guidance note due to COVID-19.

The consultant would be required to make her/his own arrangement for travel and stay. The cost of the travel on actual basis would be reimbursed on submission of the invoices, and the per diem would be paid as per UNICEF established rates, based on the actual number of days travelled. Per diem is applicable only for travels involving overnight stay. For travel outside New Delhi, if the consultant must use the air travel option, he/she will book her/his own ticket, via, most direct route, economy class, which would be reimbursed by UNICEF on submission of invoices.

8. ESTIMATED DURATION OF CONTRACT (PART TIME / FULL TIME)

10 months (full time), starting from 1st March to 31 December 2022.

9. QUALIFICATIONS / SPECIALIZED KNOWLEDGE / EXPERIENCE/ COMPETENCIES (CORE/TECHNICAL/FUNCTIONAL) / LANGUAGE SKILLS REQUIRED FOR THE ASSIGNMENT

Technical Competencies:

- Minimum educational qualification - master's degree in social science or Rural Development, preferably Ph. D.
- Credible research and development experience of at least 10-15 years
- Proven ability in analytical writings and publications
- Good understanding of public policy research and analysis
- Good written and verbal communication skills in English and Hindi
- Good understanding of data source, MIS and other development statistics
- Good understanding of desk based / field-based research, including quantitative and qualitative analysis technics/methodology
- Prior experience of working with UN system will be an advantage

Functional Competencies:

- Result oriented and multitasking
- Ability to take pressure and meet deadlines in short notice
- Team persons, can lead, supervise monitor group activities
- Can manage assignment independently with least support

10. TECHNICAL EVALUATION CRITERIA (WITH WEIGHTS FOR EACH CRITERIA)

Criteria	Minimum Score	Maximum Score
1. Educational Qualification Master's Degree in economics, development studies, public administration or related field	8	10
2. Relevant Work Experience At least 10-15 years of relevant professional experience in social policy	12	15
<i>Candidates who score minimum marks of 20 will be called for written test</i>		
3. Written Test	20	25
<i>Candidates who score 20 marks and above in the written test will be shortlisted for an interview</i>		
4. Interview	24	30
Total technical score (A)	64	80
Financial Score (B)	n/a	20

- Candidates scoring overall 64 marks in Technical evaluation (A) as well as the minimum marks in each of the technical criteria, including written test and interview, will be considered technically qualified and their financial offers will be opened.
- Candidate receiving maximum score after combining their Technical Score(A) and Financial score (B) will be selected.

11. PAYMENT SCHEDULE

Payment will be made on monthly basis on submission of monthly progress reports and specific deliverables for that month.

HOW TO APPLY:

The application to be submitted through the online portal should contain three separate attachments:

- i. A Cover letter explaining suitability for position **(to be uploaded online under “Cover Letter” tab)**
- ii. Curriculum Vitae (CV) **(to be uploaded online under “Resume” tab)**
- iii. A financial proposal indicating all-inclusive monthly professional fee and other expenses, as per the template attached. Please do not forget to specify your name in the file while saving **(to be uploaded online under “Financial Proposal” tab).**

Important Note: Please do not indicate financials anywhere else in the online application form, please mark "n/a or 00", under the fee related questions in the online application form.

Without all the above 3 documents, your application will be considered incomplete and invalid and will not be considered further.

- Any attempt to unduly influence UNICEF’s selection process will lead to automatic disqualification of the applicant.
- Joint applications of two or more individuals are not accepted.
- Please note, UNICEF does not charge any fee during any stage of the process.
- Women, trans, non-binary and gender diverse candidates meeting the requirements are strongly encouraged to apply.
- UNICEF is committed to diversity and inclusion and encourages qualified candidates from all backgrounds including persons living with disabilities to apply.
- General Terms and Conditions for the Consultancy Contract is attached, for your reference.
- 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.

For any clarifications, please contact:

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