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| UNICEF in Turkey |
| **Requirements For Financial Submission** |
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| Assignment Title:   |  | | --- | | **Engaging a Climate Expert Consultant for developing roadmap on sustainability and climate change action plan for UNICEF Türkiye.** | |
| Purpose of the Assignment:  UNICEF Türkiye will establish an individual contract with a qualified consultant to map existing work and identify entry points for future climate programme and advocacy at national and subnational level. This will cover the sectors in Education, Adolescent Development and Participation (ADAP), Social Policy, WASH and emergency |

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| **TASKS** | **DELIVERABLES** | **TOTAL TIME FOR CONSULTANT** | **UNIT COST FOR A PERSON \DAY *(USD for internationals, TRY for nationals)*** | **TOTAL COST for DELIVERABLE *(USD for internationals, TRY for nationals)*** |
| Desk review on Government of Türkiye policies, plans and programmes on climate, energy, environment and DRR; methodology and a stakeholder analysis/mapping on key actors working in this area | **Inception Report approved by UNICEF** | 10 Days |  |  |
| Meetings with ministries, municipalities, youth climate envoys, UNICEF sections (WASH, SP, ADAP, Education and Emergency). | **Mapping of existing interventions** | 10 days |  |  |
| Outlining findings and recommended climate interventions | **Draft Report on Roadmap on climate actions by UNICEF in Türkiye** | 15 days |  |  |
| Presentation on analysis, findings, recommendations to UNICEF management | **Presentation to UNICEF management**, covering each aspect including mapping of actions, priorities in Türkiye, way forward | 5 days |  |  |
| A final report incorporating feedback from UNICEF which shall be submitted within two weeks after receiving feedback. | **Final report on Roadmap on climate action along with future plans/way forward** | 10 days |  |  |
| ***TOTAL COST FOR DELIVERABLES (USD for internationals, TRY for nationals):*** | |  |  |  |
| Incidental expenses |  |  |  |  |
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| ***TOTAL COST FOR INCIDENTALS (USD):*** | | | | ***-*** |
| ***GRAND TOTAL (USD):*** | | | |  |
| **NOTES** | | | | |
| **Travel, accommodation and visa**   * *For all travel costs, economy class tickets shall be reimbursed.* * *Consultants and individual contractors are responsible for assuming costs for obtaining visas and travel insurance.* | | | | |
| **\*Provision for incidental expenses:** | | | | |
| * *All incidental expenditures incurred in the course of the contract as required by the Terms of Reference is to be invoiced on the basis of actual cost together with the supporting documents.* * *Any cost related to the payment of an incidental expenditure is included, such as bank charges.* * *All incidental expenditure details should be provided separately,* * *Travel, accommodation, other expenses will be reimbursed on the basis of the actual costs and upon receipt of the original invoice and relevant supporting documents. Please note that UNICEF will only reimburse the travel expenses of economy class tickets and accommodation expenses as long as they do not surpass the UN Daily Subsistence Allowance rate effective for that specific month.* | | | | |