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| **UNICEF in Turkey** **Requirements for Financial Submission**  |
| **Programme**:Education  |
| **Assignment Title:** – Long-Term National Individual Consultant/Expert ON Early Childhood Education |
| **Purpose of the Assignment:** The individual consultant/expert is expected to support UNICEF and AMM in the operationalisation and functioning of playrooms, so that they are able to provide structured education support to children. |
| **Supervisor:** Education Section  |
| **Ref No:** EDU/TURA/2024-C |

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| **Tasks** | **Deliverable** | **Required Days** | **Timeline** | **Proposed Total Fee in TRY** |
| Task 1[[1]](#footnote-1) Supporting teachers’ professional development with teacher trainings and regular supervision. | 10 teacher trainings are conducted.* Preparation of needs assessment survey on capacity building needs of teachers.
* İdentifying training topics and delivering trainings
* Preparation of 1-pager training report to assess the effectiveness of the trainings.

\*In each three-months quarter one training will be conducted. AMM and UNICEF will decide the dates.  | 20 days | August 2024 -November 2026 |  |
| Task 2[[2]](#footnote-2)Providing on-site supervision support to teachers in playrooms | Development of monitoring reports quarterly- Report 1 | 20 days | August 2024 - January 2025 |  |
| Task 34Providing on-site supervision support to teachers in playrooms | Development of monitoring reports quarterly- Report 2 | 20 days | February 2025-July 2025 |  |
| Task 44Providing on-site supervision support to teachers in playrooms | Development of monitoring reports quarterly- Report 3 | 20 days | August 2025-December 2025 |  |
| Task 54Providing on-site supervision support to teachers in playrooms | Development of monitoring reports quarterly- Report 4 | 20 days | January 2026-May 2026 |  |
| Total Workload | 100 working days |  |

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| **NOTES**  |
| **All fee rates must cover:**  |
| - *The remuneration actually paid to the expert concerned per completion of the task*  |
| **Travel, accommodation, ICT and others** * *UNICEF will not cover travel costs arising from visits to playrooms/center. Consultant should keep this in mind while preparing the financial proposal template. UNICEF will not provide ICT equipment (laptop, docking station, monitor) including cellphone.*
* *Individual consultant will be full responsible for his/her own Residency and/or working permit as well as all legal expenses (social security, income tax, etc.), which may be required by local law.*
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1. Task 1: Payment will be made in each six months based on the actual work completed. [↑](#footnote-ref-1)
2. Consultant will receive payment after completion for monitoring of 20 playrooms and submitting the report. Estimated payment shchedule is every three-months. [↑](#footnote-ref-2)