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| UNICEF in Belarus |
| **Requirements for Financial Offer** |
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| **Programme:** Partnerships section, UNICEF Belarus CO |
| **Assignment Title:** Child Rights in Business Consultant (National, Belarus) |
| **Purpose of the Assignment:** The Child Rights in Business Consultant’s critical role is to support the Country Office in establishment of the CSR (CRB) Academy in Belarus with the launching event in November 2024 – Child Rights in Business Conference. The Consultancy role will also focus and assist the Partnerships section to tailor proposals to corporate partners with integration of child rights approach. The Child Rights in Business Consultant will work closely and under the guidance of the Partnerships and Advocacy section. |
| **Supervisor:** Partnerships & Advocacy Officer, UNICEF Belarus |

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| **Work Assignment Overview** | **Deliverables/ Outputs** | **Delivery deadline** | **Lumpsum fee\* per deliverable per duration (USD)** |
| Supporting the CO Partnerships Team in preparation and organization of the Child Rights in Business Conference | The event is organized around 29 November 2024. Development of the concept and precise agenda, logistical support and communication with the vendors, registration support, invitation of speakers and panelists, preparation of the printing materials and assets, follow-up actions, etc. | 31 December 2024 | USD … |
| Designing and launch of the CSR Academy for Businesses on Child Rights | CSR Academy format is identified, concept and modules are tailored according to the CPD programme areas and needs, experts are engaged.Organizational and logistical support to the launch is provided.25+ business representatives are planned to undertake the modules.  | 13 March 2025 | USD … |
| Contributing to the development of advocacy (non-financial) proposals to businesses with integration of child rights approach  | At least 1 advocacy (non-financial) proposal is designed for the business partners with integration of the child rights component. | 13 March 2025 | USD … |
| ***Total costs for deliverables:*** | ***USD …***  |

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| **NOTES\*** |
| Financial proposal should be submitted using the financial offer template and must :* Reflect the costs per each deliverable and the total lump-sum for the whole assignment period (in US$) to undertake the terms of reference.
* Include travel costs and daily subsistence allowance, if internationally recruited or travel is required as per TOR. Consultants are responsible for arranging their own transportation arrangements. UNICEF can provide office vehicle for some duty travel missions with prior agreement as per monthly travel plan approved by the supervisor
* Include any other costs: visa, health insurance, payment of an incidental expenditure (such as bank charges, insurances, etc.) and living costs as applicable.
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