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| **Heading:** National Consultant for Water Sanitation and Hygiene (WASH) in Maungdaw, Rakhine State  **Section in Charge**: Water, Sanitation and Hygiene (WASH) Section  **How does the consultancy relate to work plan:** This relates to Output 5 (WASH in Emergencies) primarily and Output 4 (WASH in institutions).  **Outcome reference**: Programme Outcome 202: By 2022, families and institutions in 7 high burden states and regions of Myanmar have equitable access to and utilize safe, affordable, adaptive, adequate and equitable WASH services across the lifecycle, especially the most vulnerable children and women.  **Output references**:  #004 **WASH in Institutions**: By 2022, GoM especially MoHS and MoE have increased technical and institutional capacities to build, operate, maintain and monitor WASH services in schools and health facilities in accordance with national standards  #005- **WASH in Emergencies**: By 2022, GoM and CSOs have increased capacities in emergency preparedness and service delivery to ensure girls, boys and women have access to safe and reliable WASH facilities in humanitarian situations | | |
| 1. Objectives of the consultancy:   UNICEF is aiming to scale up WASH interventions to support populations affected by crisis in Rakhine and bridge humanitarian and development WASH intervention modalities. To support the Rakhine based WASH team the consultant is required to support in the following areas:   * Undertake technical **feasibility studies for community and institutional WASH interventions** in Rakhine State * Build network and partnerships with technical government agencies i.e. District Education Office (DEO) and District Health Office (DHO) and Department of Rural Development (DRD). * Identification of **vendors and partners** for WASH interventions in Rakhine * **Monitor project activities** as required. * Ensure that ongoing and new interventions take rights based approach and link closely to other cluster and sector interventions. | | |
| 1. Geographic Area:   Maungdaw, Rakhine State, Myanmar | | |
| 1. Duration (including potential extension):   The consultancy work is planned for 11 months and must be full-time. (February 2018 – December 2018) | | |
| 1. Supervisor:   **Sittwe based position**  Direct supervisor & Technical supervisor: WASH Specialist, Sittwe  **Maungdaw based position**  Direct supervisor: Chief of Field Office, Maungdaw  Technical adviser: WASH Specialist, Sittwe | | |
| 1. Type of Supervision/support required from UNICEF:   Technical Advisor: Monthly planning and reporting meetings based upon WASH workplan  Chief of Field office: As required, guidance on political and operational sensitivity and risks | | |
| 1. Description of assignment: | | |
| **Tasks** | **Deliverables** | **Duration/**  **Deadline/ % of fee payable** |
| * Development of relevant digital monitoring forms and protocols in close partnership with UNICEF WASH team. * Field visits to 10 communities selected by UNICEF to identify WASH needs for villages and associated institutional facilities (schools & healthcare facilities) therein and test forms. * Monitor distribution of WASH supplies to partners. * Attend and take notes of Cluster/MIAG meetings as appropriate. * Contractor monitoring for WASH in Schools and HCF | * Standard digital WASH data forms developed for:   + village   + Schools   + healthcare facilities   + vendor * 10 completed monitoring reports * 1 supply distribution monitoring report | 1st month |
| * Evaluation of 5 local vendors of WASH related products and services with recommendations for capacity building needs. * Field visits to 25 communities selected by UNICEF and counterparts to identify/map WASH needs for villages and associated institutional facilities (schools & healthcare facilities) therein. * Monitor distribution of WASH supplies to partners. * Attend and take notes of Cluster/MIAG meetings as appropriate. * Contractor monitoring for WASH in Schools and HCF | **Monthly Deliverables:**   * 5 completed vendor evaluation reports * 25 completed monitoring/mapping reports * 1 supply distribution monitoring report | 2nd month  3rd month  4th month  5th month |
| * Field visits to 35 communities selected by UNICEF and counterparts to identify/map WASH needs and/or monitor progress on interventions for villages and associated institutional facilities (schools & healthcare facilities) therein. * Monitor distribution of WASH supplies to partners. * Attend and take notes of Cluster/MIAG meetings as appropriate. * Contractor monitoring for WASH in Schools and HCF | **Monthly Deliverables:**   * 35 completed community monitoring/mapping reports * 1 supply distribution monitoring report | 6th month  7th month  8th month  9th month  10th month  11th month |
| 1. Payment schedule   1st payment: After completion of 1st month activities as listed in Section 8: 9% payment  2nd payment: After completion of 2nd month activities as listed in Section 8: 9% payment  3rd payment: After completion of 3rd month activities as listed in Section 8: 9% payment  4th payment: After completion of 4th month activities as listed in Section 8: 9% payment  5th payment: After completion of 5th month activities as listed in Section 8: 9% payment  6th payment: After completion of 6th month activities as listed in Section 8: 9% payment  7th payment: After completion of 7th month activities as listed in Section 8: 9% payment  8th payment: After completion of 8th month activities as listed in Section 8: 9% payment  9th payment: After completion of 9h month activities as listed in Section 8: 9% payment  10th payment: After completion of 10th month activities as listed in Section 8: 9% payment  11th payment: After completion of 11th month activities as listed in Section 8: 10% payment | | |
| 1. Advertisement / Invitation / Request for Expression of Interest   The consultancy will be published at Talent Management System recruitment portal of UNICEF Myanmar, WASH sector mailing list, MIMU, MIAC in Maungdaw and any other relevant groups in country. | | |
| **10. Selection process (EOI to be attached to TOR)**  Interested candidates are required to complete the Expression of Interest Form circulated with the call for proposals, answering the technical questions included.  The consultant will be identified by UNICEF based on a competitive selection process, considering the candidate’s experience, the quality of the answers produced, and of the lump-sum requested.  If deemed opportune, UNICEF will require a telephone or face to face interview with shortlisted candidates. | | |
| 1. Qualification and specialized knowledge/experience required for the assignment:   ***Education***   * University degree in one of the disciplines relevant to the following areas: Civil or Mechanical Engineering, Water Supply or Environmental Engineering, Public Health or other specialist field related to WASH is required. OR a first university degree in a relevant field combined with 2 additional years of professional experience may be accepted in lieu of an advanced university degree. * A minimum of two years of professional work experience in WASH-related programmes specifically in rural water supply, water safety planning, water quality monitoring and WASH in Schools. * A minimum of two years of experiences in humanitarian assistance will be an asset. * Community mobilization, coordination and facilitation experiences.   ***Work Experience***   * At least three years of relevant professional work experience in WASH * Knowledge of WASH-related technical guidelines, standards and indicators * Experience in monitoring and evaluation of WASH interventions   ***Language Proficiency***   * Fluency in English is required (oral and written) * Knowledge of Myanmar language(s) is required and local languages is an asset | | |
| 1. Other conditions:   The selected consultant will be based in Maungdaw with frequent travel to surrounding townships.  Office Space: will be allowed to use the office space in Maungdaw as and when needed.  Computer: Consultant will use his/her own computers.  **Life and health insurance**  UNICEF does not provide or arrange life or health insurance coverage for consultants and individual contractors, and consultants and individual contractors are not eligible to participate in the life or health insurance schemes available to United Nations staff members. Consultants and individual contractors are fully responsible for arranging, at their own expense, such life, health and other forms of insurance covering the period of their services as they consider appropriate. The responsibility of UNICEF is limited solely to the payment of compensation for service-incurred death, injury or illness as per the provisions detailed below.  **Insurance for service-incurred death, injury or illness**  Consultants and individual contractors who are authorized to travel at UNICEF expense or who are required under their contract to perform services in a UNICEF or United Nations office shall be provided with insurance coverage, through a UNICEF-retained third-party insurance provider, covering death, injury and illness attributable to the performance of official UNICEF duties. Compensation in the event of service-incurred death, injury or illness shall be equivalent to amounts stipulated in the agreement between UNICEF and the insurance provider.  **Payment**  Payments will be made based on reception of the deliverables as mentioned in detail under section 9.  **Confidentiality**  The documents produced during the period of this consultancy will be treated as strictly confidential, and the rights of distribution and/ or publication will reside solely with UNICEF.  The contract signed with the consultant will include the other general terms defined by UNICEF. | | |
| 1. Nature of Penalty Clause to be stipulated in the contract:   UNICEF Myanmar reserves the right not to pay the Contractor or withhold part of the payable amount if one or more requirements established for this assignment is not met or deadline set for the accomplishment of the tasks is missed. | | |