INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 20 Dec 2018

Country: Egypt

Description of the assignment: National Consultant for the development of a Joint Programme on the Abandonment of Female Genital Mutilation (FGM)

Project name: FGM

Period of assignment/services (if applicable): 30 working days

Proposal should be submitted at the following address by email to procurementnotice.egypt@undp.org no later than 30 December 2018

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. UNDP will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. BACKGROUND


There are also persistent challenges related to discriminatory social norms and violence against women and girls (VAWG), especially harmful practices, that pose a significant obstacle to inclusive and sustainable development of Egypt and the fulfilment of women’s human rights. Women and girls are subjected to different forms of violence, including intimate partner violence, early and forced marriage.
and female genital mutilation. Within the community setting, women and girls also face sexual harassment and trafficking.

The Sustainable Development Agenda 2030 highlights the need to foster efforts to eliminate harmful practices such as early marriage and female genital mutilation (FGM) under Goal 5 of the Sustainable Development Goals (SDGs): “Achieve Gender Equality and Empower all Women and Girls.” Target 5.3 aims to “eliminate all harmful practices, such as early and forced child marriage and female genital mutilation.” The Egyptian Constitution of 2014 has further committed to protect women from all forms of violence under Article 11 of the said Constitution.

Combatting FGM in Egypt has been a national priority for a few decades. In 2008, FGM was criminalized under Article 242 (bis) of the Penal Code. In 2016, amendment was approved by the Egyptian Parliament transforming FGM practice from a misdemeanor to a felony imposing stricter penalties on both FGM perpetrators and individuals escorting to the victim. This amendment includes a period of imprisonment of between five and seven years for perpetrators and one to three years, for escorting individuals. Furthermore, the amendment punishes the crime with up to 15 years’ imprisonment if the act of FGM leads to the death of the victim or a to a permanent deformity.

The Government of Egypt has implemented programmes that have all aimed to combat FGM and empower Egyptian families. The 2014 Demographic Health Survey (DHS) notes that 92% of women aged 15-49 have been circumcised; however, there is a noticeable decline among younger women. A decrease in the prevalence of this practice has been observed in the age group 15-17 -from 74% in 2008 to 61% in 2014. However, national averages should not underestimate regional disparities. In Upper Egypt, where most of the abandonment programmes concentrate, FGM is almost universal, while cities of Northern Egypt have the lowest prevalence. Data combining the DHS and population estimates from CAPMAS show that out of 8.5 million girls aged 5-14, 1.6 million underwent FGM and 3.1 million girls may be at risk, based on mothers declared intentions to pursue this practice.

The DHS main conclusion with respect to FGM is that while the practice is expected to continue declining especially in urban areas and among the more educated and wealthier population where support for the practice is declining. The 2014 DHS notes that overall from a total of 92% circumcised mothers only 35% of them intend to circumcise their daughters. However, comparing DHS data from 2005, 2008 and 2014 reveals an overall 10% decline among women supporting the practice; nevertheless, it is expected that more than half the girls aged 0-14 will be circumcised and that rural Upper Egypt, which includes 941 of Egypt’s 1000 poorest villages, will continue having the highest rates of FGM. An alarming trend underlined by the 2014 DHS is FGM being performed by health personnel, referred to as medicalization of the practice. In Egypt, health personnel were responsible for 68 percent of FGM among girls aged 15 to 19, compared to only 17 percent of cases among women 45 to 49. More integrated multidisciplinary efforts are needed for the abandonment of FGM.

**DEVELOPMENT OBJECTIVE**

The assignment will contribute to the Forth Outcome Result Area (4) of the United Nations Partnership Development Framework (UNPDF), Women’s Empowerment: “By 2022, women are fully contributing to Egypt’s development and all women and girl’s rights set forth in the 2014 Constitution, are respected, protected and responded to with no discrimination.”

The Women’s Empowerment outcome aims to capitalize on the many achievements of Egyptian women and the rights accorded them in the 2014 Constitution. The United Nations supports national
efforts that aim to ensure women are fully contributing to Egypt’s development and all women and girl’s rights are respected, protected and responded to with no discrimination. Reductions in harmful social practices, such as Female Genital Mutilation (FGM) and early marriage, in addition to upholding rights accorded to girls and women, improve the health of women and enable faster reductions in maternal mortality.

The programme will aim to contribute to the FGM Abandonment Strategy’s main objective which is to reduce FGM prevalence rates by 10-15% FGM among the new generation in the 0-19 age group at national level by 2020.

**IMMEDIATE OBJECTIVE**

In this context, UNICEF, UN Women, UNFPA and UNDP seek to recruit a qualified national consultant to **develop a Joint Programme on the Abandonment of FGM in Egypt.**

The consultant will carry out the assignment in close coordination and consultation with the Resident Coordinator Office and focal points of the four UN agencies. He/she will employ a participatory approach where the inputs and views of the national partners, UN agencies and relevant stakeholders are incorporated into a final joint programme document. In addition, the consultant will review relevant secondary data and employ qualitative data collection methods, such as individual interviews with government and non-government partners and relevant stakeholders.

### 2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The consultant is expected to develop a Joint Programme between UNICEF, UN Women, UNFPA and UNDP, while undertaking the following tasks below:

- **Thorough review** of the following:
  - Current policy and legal framework with respect to the issue of FGM;
  - Existing literature on the issue of FGM in Egypt, including relevant data and statistics;
  - Existing evaluations and reviews that have been conducted on previous and the current UN Joint Programmes on the Abandonment of FGM in Egypt, including assessment of the UNICEF-UNFPA Global Joint Programme;
  - Global and regional good practices in the area of the elimination of harmful practices such as FGM applying a women’s rights and empowerment approach including economic empowerment; experiences in the Child Protection System strengthening and mainstreaming FGM.

- **Meet with the relevant stakeholders** identified by the UN agencies to seek feedback on previous programmes and the proposed vision for the way forward in accelerating action to combat FGM;

- **Identify existing national platforms and channels of services in relation to FGM and CM**;

- **Provide an overview of the current challenges to the abandonment of FGM and propose innovative approaches to overcome the outlined challenges, including issues of sustainability**;

- Upon discussion with the relevant stakeholders, **develop a theory of change** for the abandonment of the practice of Female Genital Mutilation in Egypt;

- **Finalize the overall programme Results Framework of the FGM JP**, including outputs and sub-outputs, indicators, baselines, targets, means of verification, indicative activities, responsible parties, source of funds, budget description and amount/resources, in line with the UNICEF-UNFPA Global Joint Programme;

- **Develop and finalize the narrative of the programme document**, including executive summary; situation analysis (country’s context, policy context, programme context); strategy
(including linkages to other programmes of the UN and UNPDF); fund management arrangements; monitoring/evaluation/reporting mechanism, legal context;

- **Develop a Monitoring and Evaluation Framework for the proposed programme,** in line with the UNICEF-UNFPA Global Joint Programme;
- **Identify roles and responsibilities of different institutes,** including national institutions and UN Agencies (UNICEF, UN Women, UNFPA, and UNDP), can/should play given their global, regional and national capacities;
- **Provide a Presentation of the proposed JP;**
- Update the proposed JP based on feedback provided by the agencies;
- **Other:** Perform any other duties related the finalization of the document as required by UN agencies

In carrying out his/her tasks, the Consultant should:

- Consider the country’s context, cultural and socio-economic dynamics including thematic areas like poverty reduction, human rights, and gender equality;
- Ensure alignment with the National FGM Abandonment Strategy 2016-2020;
- Ensure alignment with stated national priorities (taking into account the roles and functions of the proposed partner agencies);
- Ensure linkages with the existing programmes of UNICEF and UNFPA under the Global Joint Programme "Female Genital Mutilation (FGM): Accelerating Change”;
- Take into account the most recent development and funding available
- Ensure that the programme is human-rights based and gender sensitive
- Take fully into account the lessons learned and findings from previous evaluation reports. In particular define a robust set of management arrangements to ensure sustainability and ownership of the programme’s interventions.

Ensure that there is a clearly defined exit strategy to ensure that the focus of the support which will lead to measurable outcomes and impacts is captured in the programme document.

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

**I. Academic Qualifications:**

A Master’s degree in relevant Social Sciences such as Human Rights, Gender Studies, Political Science, and Sociology.

**II. Years of experience:**

- At least 10 years of relevant professional experience in the field of social development, gender equality and women’s empowerment, and child rights.
- Substantive knowledge on gender mainstreaming and Human Rights based Approach, and development issues;
- Past experience in developing frameworks for international development programmes;
- Knowledge and demonstrated experience with RBM;
- Ability to process and synthesize information from various sources and compile into a report that is accessible and useful to various stakeholders;
- Excellent knowledge of the social, political and economic situation in Egypt;
- Excellent knowledge of the project/programme management
- Past experience in working with the UN on similar assignments is an asset.
- Excellent written and spoken Arabic and English;
• Excellent report writing skills as well as communication and interviewing skills in both Arabic and English.

III. Competencies:

Functional Competencies
• Strong research, analytical and conceptual thinking skills
• Excellent writing and editing skills
• Strong communication and networking skills

Core Values:
• Respect for Diversity
• Integrity
• Professionalism

Core Competencies:
• Awareness and Sensitivity Regarding Gender Issues
• Accountability
• Creative Problem Solving
• Effective Communication
• Inclusive Collaboration
• Stakeholder Engagement
• Leading by Example

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:
1. Proposal:
   (i) Explaining why they are the most suitable for the work
   (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)

2. Financial proposal

3. Personal CV including past experience in similar projects and at least 3 references

5. FINANCIAL PROPOSAL

• Lump sum contracts

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).
Travel:
All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.
In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

6. EVALUATION

Individual consultants will be evaluated based on the following methodologies:

2. Cumulative analysis
When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:
- responsive/compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

* Technical Criteria weight: 70%
* Financial Criteria weight: 30%

Only candidates obtaining a minimum of 49 points in the technical evaluation would be considered for the Financial Evaluation.

Criteria Weight Technical: 70%

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**Financial: Lowest financial proposal: 30%.**

The financial offer must be a Lumpsum all-inclusive; (travel, transportation, accommodation...etc).

Contract will be awarded to the technically qualified consultant who obtains the highest combines score (financial and technical). The points for the Financial Proposal will be allocated as per the following formula:

\[(\text{Lowest Bid Offered}^*) / (\text{Bid of the Consultant}) \times 30\]

*"Lowest Bid Offered" refers to the lowest price offered by Offer or scoring at least 49 points in technical evaluation.*

**ANNEX**

**ANNEX 1- TERMS OF REFERENCES (TOR)**
# TERMS OF REFERENCES (TOR)

## I. Post Information

**National Consultant for the development of a Joint Programme on the Abandonment of Female Genital Mutilation (FGM)**

- **Duration:** 30 working days
- **Starting:** 2 January 2019
- **Ending Date:** 31 January 2019

United Nations Resident Coordinator Office

## II. Organizational Context

The UN Partnership Development Framework for Egypt (UNPDF) represents the UN’s cooperation framework with the Government of Egypt for the period of 2018-2022. It recognizes the substantial gains already made by Egypt on a whole range of development indicators and takes into account lessons learnt from previous cooperation. The UNPDF is fully aligned with national development priorities, as articulated in the Sustainable Development Strategy: Egypt Vision 2030 (SDS) and relevant national development plans. Women and girls Empowerment issues and Child Protection have been at the heart of the policy making agenda in the previous years. Violence against Children paired with Gender Based Violence take different forms in Egypt, including harmful practices such as Female Genital Mutilation (FGM) and Child Marriage (CM).

Women have made great strides in achieving equality and breaking down limitations imposed on their agency by traditional social norms. This has been reflected in major gains made by Egypt against such MDGs as maternal mortality and girls’ access to education. The 2014 Constitution has gone further in removing discrimination against women and their protection from violence. In addition, Egypt has witnessed the launch of the historic “National Women’s Empowerment Strategy 2030” to achieve women’s constitutional commitments and the Sustainable Development Goals (SDGs). In addition, Egypt has made significant efforts to adopt laws and policy measures to better protect children and in particular young girls from violence and harmful practices. For instance, the Egyptian government criminalized FGM practice in 2008 in the Egyptian penal code as a misdemeanor and that was amended in 2016 making the practice a felony. Moreover, the GoE developed and adopted National Strategies targeting harmful practices, including, but not limited to, Egypt’s Childhood and Motherhood Strategy (2018-2030), Ending Violence Against Children Strategy (2018-2030), the National FGM Abandonment Strategy (2016-2020), and National Strategy against Early Marriage (2014-2018) as well as the National Population Strategy (2017-2030).

Yet, challenges still remain, indeed, girls’ have limited knowledge of their rights, voice and agency, restricted social and physical mobility which results in a lack of basic freedoms, limited access to education and life-skills especially for girls in rural areas. FGM is in turn a manifestation of deeply entrenched gender
inequality. It is often seen as a prerequisite for marriage and deeply rooted in social norms as well as culture and identity.

The UN wishes to build on this strong foundation to assist the Government in rendering operational its Women’s Empowerment Strategy, the National FGM Abandonment Strategy (2015-2020), the Ending Violence against Children Strategy drawing on the experience it has gained working on women and girls issues in Egypt and its access to best practices globally. Traditional social norms still persist despite laws that ban practices such as early marriage and FGM. FGM is a discriminatory social norm, and therefore change requires a more explicit focus on girls’ and women’s empowerment. Empowering women and girls is considered one of the most important factors in achieving the FGM abandonment. The main objective of the National FGM Abandonment Strategy is to reduce FGM rates by 10-15% among the new generation in the 0-19 group at the national level by 2020.

The focus on women’s empowerment aims to capitalize on the many achievements of Egyptian women and the rights accorded them in the 2014 Constitution. Reductions in harmful social practices, such as Female Genital Mutilation (FGM) and early marriage, in addition to upholding rights accorded to girls and women, improve the health of women and enable faster reductions in maternal mortality.

The UN system’s work in women’s and girls’ empowerment is aligned with the national priorities and supports national efforts that aim to ensure women and girls are fully contributing to Egypt’s development and all women and girl’s rights set forth in the 2014 Constitution are respected, protected and responded to without discrimination.

Background


There are also persistent challenges related to discriminatory social norms and violence against women and girls (VAWG), especially harmful practices, that pose a significant obstacle to inclusive and sustainable development of Egypt and the fulfilment of women’s human rights. Women and girls are subjected to different forms of violence, including intimate partner violence, early and forced marriage and female genital mutilation. Within the community setting, women and girls also face sexual harassment and trafficking.

The Sustainable Development Agenda 2030 highlights the need to foster efforts to eliminate harmful practices such as early marriage and female genital mutilation (FGM) under Goal 5 of the Sustainable Development Goals (SDGs): “Achieve Gender Equality and Empower all Women and Girls.” Target 5.3 aims to “eliminate all harmful practices, such as early and forced child marriage and female genital mutilation.” The Egyptian Constitution of 2014 has further committed to protect women from all forms of violence under Article 11 of the said Constitution.
Combatting FGM in Egypt has been a national priority for a few decades. In 2008, FGM was criminalized under Article 242 (bis) of the Penal Code. In 2016, amendment was approved by the Egyptian Parliament transforming FGM practice from a misdemeanor to a felony imposing stricter penalties on both FGM perpetrators and individuals escorting to the victim. This amendment includes a period of imprisonment of between five and seven years for perpetrators and one to three years, for escorting individuals. Furthermore, the amendment punishes the crime with up to 15 years’ imprisonment if the act of FGM leads to the death of the victim or a to a permanent deformity.

The Government of Egypt has implemented programmes that have all aimed to combat FGM and empower Egyptian families. The 2014 Demographic Health Survey (DHS) notes that 92% of women aged 15-49 have been circumcised; however, there is a noticeable decline among younger women. A decrease in the prevalence of this practice has been observed in the age group 15-17- from 74% in 2008 to 61% in 2014. However, national averages should not underestimate regional disparities. In Upper Egypt, where most of the abandonment programmes concentrate, FGM is almost universal, while cities of Northern Egypt have the lowest prevalence. Data combining the DHS and population estimates from CAPMAS show that out of 8.5 million girls aged 5-14, 1.6 million underwent FGM and 3.1 million girls may be at risk, based on mothers declared intentions to pursue this practice.

The DHS main conclusion with respect to FGM is that while the practice is expected to continue declining especially in urban areas and among the more educated and wealthier population where support for the practice is declining. The 2014 DHS notes that overall from a total of 92% circumcised mothers only 35% of them intend to circumcise their daughters. However, comparing DHS data from 2005, 2008 and 2014 reveals an overall 10% decline among women supporting the practice; nevertheless, it is expected that more than half the girls aged 0-14 will be circumcised and that rural Upper Egypt, which includes 941 of Egypt’s 1000 poorest villages, will continue having the highest rates of FGM. An alarming trend underlined by the 2014 DHS is FGM being performed by health personnel, referred to as medicalization of the practice. In Egypt, health personnel were responsible for 68 per cent of FGM among girls aged 15 to 19, compared to only 17 percent of cases among women 45 to 49. More integrated multidisciplinary efforts are needed for the abandonment of FGM.

DEVELOPMENT OBJECTIVE

The assignment will contribute to the Forth Outcome Result Area (4) of the United Nations Partnership Development Framework (UNPDF), Women’s Empowerment: “By 2022, women are fully contributing to Egypt’s development and all women and girl’s rights set forth in the 2014 Constitution, are respected, protected and responded to with no discrimination.”

The Women’s Empowerment outcome aims to capitalize on the many achievements of Egyptian women and the rights accorded them in the 2014 Constitution. The United Nations supports national efforts that aim to ensure women are fully contributing to Egypt’s development and all women and girl’s rights are respected, protected and responded to with no discrimination. Reductions in harmful social practices, such

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2 Egypt Demographic Health Survey 2014
Female Genital Mutilation (FGM) and early marriage, in addition to upholding rights accorded to girls and women, improve the health of women and enable faster reductions in maternal mortality.

The programme will aim to contribute to the FGM Abandonment Strategy’s main objective which is to reduce FGM prevalence rates by 10-15% FGM among the new generation in the 0-19 age group at national level by 2020.

**IMMEDIATE OBJECTIVE**

In this context, UNICEF, UN Women, UNFPA and UNDP seek to recruit a qualified national consultant to develop a Joint Programme on the Abandonment of FGM in Egypt.

The consultant will carry out the assignment in close coordination and consultation with the Resident Coordinator Office and focal points of the four UN agencies. He/she will employ a participatory approach where the inputs and views of the national partners, UN agencies and relevant stakeholders are incorporated into a final joint programme document. In addition, the consultant will review relevant secondary data and employ qualitative data collection methods, such as individual interviews with government and non-government partners and relevant stakeholders.

**IV. Functions/Key Results Expected**

The consultant is expected to develop a Joint Programme between UNICEF, UN Women, UNFPA and UNDP, while undertaking the following tasks below:

- **Thorough review** of the following:
  - Current policy and legal framework with respect to the issue of FGM;
  - Existing literature on the issue of FGM in Egypt, including relevant data and statistics;
  - Existing evaluations and reviews that have been conducted on previous and the current UN Joint Programmes on the Abandonment of FGM in Egypt, including assessment of the UNICEF-UNFPA Global Joint Programme;
  - Global and regional good practices in the area of the elimination of harmful practices such as FGM applying a women’s rights and empowerment approach including economic empowerment; experiences in the Child Protection System strengthening and mainstreaming FGM.

- **Meet with the relevant stakeholders** identified by the UN agencies to seek feedback on previous programmes and the proposed vision for the way forward in accelerating action to combat FGM;

- **Identify existing national platforms and channels of services in relation to FGM and CM**;

- **Provide an overview of the current challenges to the abandonment of FGM and propose innovative approaches to overcome the outlined challenges, including issues of sustainability**;

- Upon discussion with the relevant stakeholders, develop a theory of change for the abandonment of the practice of Female Genital Mutilation in Egypt;

- **Finalize the overall programme Results Framework of the FGM JP**, including outputs and sub-outputs, indicators, baselines, targets, means of verification, indicative activities, responsible parties, source of funds, budget description and amount/resources, in line with the UNICEF-UNFPA Global Joint Programme;

- **Develop and finalize the narrative of the programme document**, including executive summary; situation analysis (country’s context, policy context, programme context); strategy (including
In carrying out his/her tasks, the Consultant should:

- Consider the country’s context, cultural and socio-economic dynamics including thematic areas like poverty reduction, human rights, and gender equality;
- Ensure alignment with the National FGM Abandonment Strategy 2016-2020;
- Ensure alignment with stated national priorities (taking into account the roles and functions of the proposed partner agencies);
- Ensure linkages with the existing programmes of UNICEF and UNFPA under the Global Joint Programme "Female Genital Mutilation (FGM): Accelerating Change”;
- Take into account the most recent development and funding available
- Ensure that the programme is human-rights based and gender sensitive
- Take fully into account the lessons learned and findings from previous evaluation reports. In particular define a robust set of management arrangements to ensure sustainability and ownership of the programme’s interventions.
- Ensure that there is a clearly defined exit strategy to ensure that the focus of the support which will lead to measurable outcomes and impacts is captured in the programme document.

V. Deliverables

The consultancy will be managed through an output-based approach, where each component of deliverables is as listed below:

Key deliverables are:

- **25%: Desk Review and Stakeholder consultation conducted** (Hold meetings and discussions with relevant stakeholders and counterparts on the zero draft *(approximately 6 to 8 working days)*)
- **25% Revised Narrative Programme Document and draft presentation (including Results framework)** *(approximately 6 to 8 working days)*
- **40%: Final narrative of Programme Document**, including executive summary; situation analysis (country’s context, policy context, programme context); strategy (including linkages to other programmes of the UN and UNPDF); fund management arrangements; monitoring/evaluation/reporting mechanism, and legal context *(approximately 12 working days)*;
- **10%: Preparation of summary presentation and Monitoring and Evaluation Framework** *(approximately 2 to 3 working days)*

*Approximately 30 working days of total consultancy between January 2019 and Mid-February 2019 divided per outputs as described in the above bullet points.*
VI. Competencies and Critical Success Factors

Functional Competencies
- Strong research, analytical and conceptual thinking skills
- Excellent writing and editing skills
- Strong communication and networking skills

Core Values:
• Respect for Diversity
• Integrity
• Professionalism

Core Competencies:
• Awareness and Sensitivity Regarding Gender Issues
• Accountability
• Creative Problem Solving
• Effective Communication
• Inclusive Collaboration
• Stakeholder Engagement
• Leading by Example

VII. Recruitment Qualifications

Education
A Master’s degree in relevant Social Sciences such as Human Rights, Gender Studies, Political Science, and Sociology.

Experience:
• At least 10 years of relevant professional experience in the field of social development, gender equality and women’s empowerment, and child rights.
• Substantive knowledge on gender mainstreaming and Human Rights based Approach, and development issues;
• Past experience in developing frameworks for international development programmes;
• Knowledge and demonstrated experience with RBM;
• Ability to process and synthesize information from various sources and compile into a report that is accessible and useful to various stakeholders;
• Excellent knowledge of the social, political and economic situation in Egypt;
• Excellent knowledge of the project/programme management
• Past experience in working with the UN on similar assignments is an asset.

Language Requirements:
• Excellent written and spoken Arabic and English;
• Excellent report writing skills as well as communication and interviewing skills in both Arabic and English.
**VIII. Signatures- Job Description Certification**

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**Evaluation Criteria:**

UNDP applies a fair and transparent selection process that takes into account both the technical qualification of potential consultants as well as the financial proposals submitted in support of consultant applications. Individual consultants will be evaluated based on the following methodology:

Cumulative analysis: When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

Responsive/compliant/acceptable;

Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

Technical Criteria weight: 70%

Financial Criteria weight: 30%

Only candidates obtaining a minimum of 49 points in the technical evaluation would be considered for the Financial Evaluation.

**Criteria Weight Technical: 70%**

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- Excellent knowledge of the social, political and economic situation in Egypt;
- Excellent knowledge of the project/programme management;
- Past experience in working with the UN on similar assignments is an asset

| Past experience in developing frameworks for international development programmes | 10 % |
| Fluency in Arabic and English; spoken and written. | 10 % |

Financial: Lowest financial proposal: 30%.

The financial offer must be a Lumpsum all-inclusive; (travel, transportation, accommodation...etc).

Contract will be awarded to the technically qualified consultant who obtains the highest combines score (financial and technical). The points for the Financial Proposal will be allocated as per the following formula:

\[(\text{Lowest Bid Offered}^*) / (\text{Bid of the Consultant}) \times 30\]

"Lowest Bid Offered" refers to the lowest price offered by Offer or scoring at least 49 points in technical evaluation.

Applications: Individual Consultants must submit the following documents/information to demonstrate their qualifications:

- Personal CV;
- Education certificate
- Health certificate valid for consultants whose assignment is longer than 3 months
- Financial offer including travel and accommodation expenses,