



Office of the United Nations Resident Coordinator in Rwanda

Terms of Reference

Recruitment of Development Finance Consultant

A. General Information

Application type:	Individual consultant
Job Title:	Recruitment of International Consultant – Development Finance
Duty station	Kigali, Rwanda or with possibility to be home-based, with travels to Kigali as agreed
Type of contract:	Individual consultant
Recruiting Office	UN Resident Coordinator’s Office
Expected starting date:	As soon as possible following the selection process and signing of contract
Duration	30 working days in the period January-March 2020
Deadline of Application	30 December 2019

B. Background / Consultancy Description

With the 2030 Agenda for Sustainable Development at its core, and in response to the General Assembly resolution 71/243 on the quadrennial comprehensive policy review of operational activities for development of the United Nations system, the UN Secretary General’s report (December 2017) “Repositioning the United Nations development system (UNDS) to deliver on the 2030 Agenda: our promise for dignity, prosperity and peace on a healthy planet” puts forward a comprehensive proposal on further improvements to the resident coordinator system to ensure more coherent, accountable and effective support for the 2030 Agenda. This was further reinforced by General Assembly resolution 72/729 of 31 May 2018, which gave the Secretary-General the mandate to implement the repositioning of the UNDS. A reinvigorated resident coordinator system is at the center of a repositioned United Nations development system, and while the system has been instrumental in driving coherence on the ground over the past four decades, it is now insufficiently robust to respond to the needs of the 2030 Agenda. The report stresses that Resident Coordinator Offices will need to be adequately staffed to ensure sufficient substantive capacities to lead United Nations country teams. One of the core functions is strategic partnerships and development finance. The recruitment has been just been finalized but to initiate the work, One UN Rwanda is now looking for a consultant to support the finalization of the One UN Financing and Partnership Strategy & Investment Plan and to enhance the implementation of the same.



Office of the United Nations Resident Coordinator in Rwanda

Rwanda is among the 15 countries embarked in the design of an Integrated financing framework (INFF) as per the Addis Ababa Action Agenda. In Rwanda, the UN works through the United Nations Development Assistance Plan for Rwanda (UNDAP II) 2018-2023. The UNDAP is anchored on the National Strategy for Transformation (NST1 2017-2024), linked to the Agenda 2030, the African Union Agenda 2063 and the East African Community Vision 2050. The UNDAP is also informed by and responds to global and regional normative frameworks, such as gender and human rights, and it has a leaving no one behind approach. The UNDAP II is delivered by the UN in Rwanda, with all 22 agencies (13 physically present in Rwanda) working together, and with an indicative budget of USD 630 million, with almost USD 275 million available (November 2019). The UNDAP has six outcomes, related to economic transformation, social transformation and transformational governance.

OBJECTIVE OF THE CONSULTANCY

The consultant's role will be to support in the finalization, management and implementation of the One UN Financing and Partnership Strategy & Investment Plan which is geared towards realization of 2030 Agenda for Sustainable Development as well as the implementation of the UNDAP II (2018-2023). The consultant will also support and guide resource mobilization for the UNDAP II, including the resource mobilization for the Sustainable development fund set up in Rwanda, while providing advice on Financing for SDG Acceleration.

INSTITUTIONAL ARRANGEMENT

The consultant will work closely with the Resident Coordinator's Office, in particular with the partnership and development finance officer under guidance and direct supervision of the Resident Coordinator or a person designated by him, in the Resident Coordinator's Office. S/he will implement the deliverables described in these Terms of Reference (ToRs), by reporting to the RCO on a regular basis. The work will be based in the RCO in Kigali, or home-based with travels to Kigali as agreed. The consultant is required to be in Rwanda for 7 days (5 full days at the start and 2 full days at the end of the assignment), and costs for this should be included in the bid.

The consultant will also work in close collaboration with relevant UN Agencies through the UN Country Team (UNCT), and s/he will liaise with relevant multi-lateral and bi-lateral donors and development partners ensuring successful implementation of the One UN Financing and Partnership Strategy & Investment Plan.

e. Management of Consultancy Services

This Consultancy will be administrated by the United Nations Development Programme (UNDP) Rwanda Country Office and all relevant UNDP rules, policies and procedures apply.

D. Scope

Office of the United Nations Resident Coordinator in Rwanda

The consultant will be responsible for the following:

1. Support the finetuning and implementation of the One UN Financing and Partnership Strategy & Investment Plan

- a. An updated and finalized One UN Financing and Partnership Strategy & Investment Plan, including a risk analysis with proposed mitigations, including the mapping of existing and potential possibilities of resource mobilization and partnerships based on each partner's strategic document, history of the relationships with UN and perspectives of partnering with UN and an estimation of amounts to be mobilized. This study includes the local partners but also regional and global potential partners, including global and vertical funds, private sector, diaspora and philanthropies.
- b. A report (separate or part as above strategy) advising on due diligence processes of potential investment and partnership opportunities.
- d. Support provided in packaging and defining UN's case(s) for support and differentiated value proposition to engage partners, both traditional and non-traditional.

2. Support joint resource mobilization for the UNDP/F and financing for SDG acceleration

- a. Oversight provided of all existing and potential resource mobilization partnerships and relationships, including high net worth individuals.
- b. Strategic guidance provided to RC/UNCT on locally tailored partnerships and resource mobilization strategies/initiatives; and identification of appropriate data and benchmarks to measure progress and success.
- c. Strategic guidance provided on existing and potential joint programmes to enhance the possibilities for joint resource mobilization.
- d. Technical and advisory support provided on Financing for Development options, instruments, modalities have been provided to the RC/UNCT, aligned with the ongoing support to the Integrated National Financing Framework.
- e. Analysis of trends and advice on new and innovative financing mechanisms for development and SDG acceleration provided.

Office of the United Nations Resident Coordinator in Rwanda

f. Innovative proposals to strengthen the UNCT's engagement and reputation, and to generate greater financial resources in support of the SDGs, designed.

3. Knowledge generation and management

The consultant has:

- a. Contributed to the development, maintenance and sharing of knowledge and intelligence, to effectively generate and harness opportunities to meet resource mobilization targets, through informing RC/UNCT.
- b. Strengthened the UNCT in its capacity to mainstream and promote SDG investment partnerships;
- c. Provided advice on discovery, evaluation and selection of pipeline opportunities.
- d. Designed contextualized means to engage in resource mobilization and partnerships.

E. Expected Outputs and Deliverables

1. Inception Report (10%)
2. An updated and finalized One UN Financing and Partnership Strategy & Investment Plan, including a risk analysis with proposed mitigations, including the mapping of existing and potential possibilities of resource mobilization and partnerships based on each partner's strategic document, history of the relationships with UN and perspectives of partnering with UN and an estimation of amounts to be mobilized. This study includes the local partners but also regional and global potential partners, including global and vertical funds, private sector, diaspora and philanthropies.

A report (separate or part as above strategy) advising on due diligence processes of potential investment and partnership opportunities. (50%)

3. The support described above has been provided and been documented in a final consultancy report, and the findings have been presented to the RCO/RC/UNCT. (40%)

F. Competencies and Qualifications

1. Academic Qualifications

- Advanced university degree (Master's degree or equivalent degree) in business or public administration, sustainable development, economics, social sciences, or related area. A first-



Office of the United Nations Resident Coordinator in Rwanda

level university degree in combination with five additional years of qualifying experience may be accepted in lieu of the advanced university degree.

2. Technical Competencies/Experience

- A minimum of eight years of progressively responsible experience in providing strategic support to partnerships, resource mobilization or development finance in the context of development cooperation is required, in Africa in general. Experience in the context of Rwanda or similar contexts will be desirable.
- Proven track records in resource mobilization, strategy development and knowledge in innovative and blended finance.
- Excellent written and oral communication skills in English.
- Previous experience from the UN or multilateral organizations is an advantage.

In addition, the consultant should possess the following corporate and functional competencies:

3. Corporate competencies

- Demonstrates integrity by modeling the UN's values and ethical standards;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly

4. Functional competencies

Leadership: Capacity to engage with a wide audience of diverse background

Technical Skills: Extensive experience in partnership building and development finance.

Communication: Excellent skills written and oral fluency in English.

Teamwork: Ability to establish and maintain good working relations with colleagues in multi-cultural environment.

G. Selection Criteria

Upon the advertisement of the Procurement Notice, qualified individual consultants are expected to submit both the Technical and Financial Proposals. Accordingly, individual consultants will be evaluated based on Cumulative Analysis as per the following scenario:

- 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.

Office of the United Nations Resident Coordinator in Rwanda

In this regard, the respective weights of the proposals are Technical Criteria (70%) and Financial Criteria (30%). The breakdown of scores for the technical proposal is calculated on 100% basis as follows, and brought to 70%:

Criteria	Weight	Max. Point
Advanced university degree (Master's degree or equivalent degree) in business or public administration, sustainable development, social sciences, or related area. A first-level university degree in combination with five additional years of qualifying experience may be accepted in lieu of the advanced university degree.	20 %	20
A minimum of eight years of progressively responsible experience in providing strategic support to partnerships, resource mobilization or development finance in the context of development cooperation is required.	40%	40
Experience in the UN system	20%	20
Excellent skills in oral and written English	20%	20
TOTAL	100%	100

G. Payment Milestones and Authority

Each applicant will indicate the cost of services for each deliverable in US dollars in the proposal. The Consultant will be paid only after approval of the completion of each deliverable. The Consultant will be paid in accordance with UNDP rules, the amount paid should be considered inclusive of all associated costs including travel communications, social security, pension and income tax.

The consultant shall be paid the consultancy fee upon completion of the following milestones.

- 20% after the submission and acceptance of the inception report
- 40% after the submission and acceptance of the deliverable 2.
- 40% after the submission and acceptance of final documentation provided, and presentation conducted.



Office of the United Nations Resident Coordinator in Rwanda

H. Recommended Presentation of Proposal

For purposes of generating proposals whose contents are uniformly presented your Proposal document must have at least the following content and it shall follow its sequencing:

- Personal CV or P11, indicating all experience from similar consultancies/projects, as well as the contact details of the Candidate and at least 3 professional references.
- Letter of Motivation
- Brief description of why the individual considers him/herself as the most suitable for the assignment, and a methodology, if applicable, on how they will approach and complete the assignment (timelines).
- Financial proposal that indicates the all-inclusive fixed total contract price (as described above), supported by a breakdown of costs.
- Duly Signed Offeror's Letter to UNDP Confirming Interest and Availability.

J. Disclaimer

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process. Any Proposal submitted will be regarded as an offer by the Proposer and does not constitute or imply the acceptance of any Proposal by UNDP. UNDP is under no obligation to award a contract to any Proposer as a result of this Terms of Reference.

K. Approval

This TOR is approved by:

Signature _____
Name and Designation Fodé Ndiaye, Resident Coordinator
Date of Signing _____