



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

For an Individual Consultant

Date: February 21, 2014

Country: CAPE VERDE

Description of the assignment: Measuring Social Mobility in Cape Verde

Period of assignment/services (if applicable): 30 business days during a period of 4 Months

Proposal should be submitted to the following address, by the individual:

The **Joint Office of UNDP, UNFPA and UNICEF, Av. OUA, PO Box 62 - Praia Cape Verde** or by email to procurement.cv@cv.jo.un.org no later than **March 9 2014, 18:00Hrs Cape Verde Time**. Please write "Application for Consultancy: Measuring Social Mobility in Cape Verde" in the subject line of the email.

Any request for clarification must be sent in writing, or by standard electronic communication to the address indicated above, or email to heloisamarone@cv.jo.un.org. UN Cape Verde 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

Please refer to Annex 1- Terms of Reference.

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

Objectives

In terms of empirical results, the study expects to measure social mobility in Cape Verde. It is also expected that by better understanding social mobility, the study will be able to identify weaknesses and shortfalls in the existing social policy framework. The results will be presented in a final report and will be the base for a policy dialogue organized in conjunction with the office of the Prime Minister.

Methodology

The study will comprise an analysis of national and survey data to identify trends, levels, and patterns of social mobility between and, when possible, within generations.

The study should include an analysis of the patterns of social mobility and how they are affected by some specific variables that include types of occupation, gender, level of education, access to remittances, region, and age (see for instance Jannuzi 2002). The methodology should include the construction of a socioeconomic classification of typical occupations in Cape Verde to use as a reference to measure mobility (see for instance Jannuzi 2003).

The consultancy will include the design of a social mobility survey questionnaire and the analysis of the results of a small scale survey. It will **not** include the implementation of the survey; this will be done separately by the United Nations in Praia under supervision of the senior economist. It is expected that the consultancy will support the definition of the sample.

The study will seek to identify the major drivers of social mobility. In particular, the study will analyze how social mobility relates to the labor market evolution and to the implementation of social policies in Cape Verde.

For detailed information, please refer to Annex 1- Terms of Reference.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Preference will be given to candidates who have a:

- A Master or, preferably, a PhD in economics, social sciences or a related discipline, and experience with research design and analysis;
- Minimum of 3 years of research experience in economics or related discipline (relevant PhD research counts towards years of experience). Experience with analysis of social mobility as described in the terms of reference is desired;
- Excellent capacity for economic analysis and data organization, with proven previous experience in quantitative and qualitative analysis;
- Working knowledge of Portuguese is an asset;
- Excellent interpersonal, oral and written communication skills including the ability to give clear and concise presentations of complex material to a non-academic audience.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultant must submit the following documents/information to demonstrate their qualifications:

1. A cover letter (in English or Portuguese) explaining the candidate (or lead author) interests and skills;
2. A copy of the resume (s) or UN P11;
3. A proposed outline of the study (in English or Portuguese) of a maximum of 3 pages, which should include a calendar of activities and a detailed budget proposal (the price proposal should be the Lump Sum Amount and all inclusive: *the term "All inclusive" implies that all costs - professional fees, travel costs, living allowances, communications, consummables, etc. that could possibly be incurred by the Contractor should be factored into the final amounts submitted*);
4. Sample of previous analytical work (in English, Portuguese, or French);
5. Offeror's Letter to UNDP Confirming interest and availability for the Individual Contract.

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Proposals must include all four set of requested documents above. Proposals not meeting this requirement will not be considered.

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 or the team of individual will be evaluated based on the following methodologies:

Cumulative analysis

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

a) responsive/compliant/acceptable, and

b) 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 70% point would be considered for the Financial Evaluation

Criteria	Weight	Max. Point
<u>Technical</u>	70%	100
• Academic Qualifications	20%	20
• Relevant Research Experience	30%	30
• Methodology and Work Plan	30%	30
• Competencies	20%	20
<u>Financial</u>	30%	100

ANNEX:

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3 - TEMPLATE FOR CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL

ANNEX 4 - P11 MODIFIED FOR SCs AND ICs