TERMS OF REFERENCE (TOR)

**RFP-VNM-2022-012: National supplier to make gender-related data visible from the Sustainable Development Goal Indicators for Children and Women in Viet Nam (SDGCW)**

## Background

The United Nations Entity for Gender Equality and the empowerment of women (UN Women), grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security. Placing women’s rights at the center of all its efforts, UN Women leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in support of Member States’ priorities and efforts, building effective partnerships with civil society and other relevant actors.

In Viet Nam, UN Women contributes to the development objectives of Viet Nam’s Socio-Economic Development Plan and the National Strategy for Gender Equality. Its Country Strategy Note for the period 2022-2026 is aligned to the UN Sustainable Development Cooperation Framework (CF) 2022-2026 and is focused on supporting Viet Nam’s fulfilment of gender equality commitments under the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), and the 2030 Sustainable Development Agenda. The key priorities of UN Women in the 2022-2026 period are:

1. By 2026, people in Viet Nam, especially those at risk of being left behind, will benefit from and contribute to safer and cleaner environment resulting from Viet Nam’s effective and gender responsive mitigation and adaptation to climate change, disaster risk reduction and resilience building, promotion of circular economy, the provision of clean and renewable energy, and the sustainable management of natural resources;
2. By 2026, people in Viet Nam, especially those at risk of being left behind, will contribute to and benefit equitably from more sustainable, inclusive and gender-responsive economic transformation based on innovation, entrepreneurship, enhanced productivity, competitiveness, and decent work;
3. By 2026, people in Viet Nam, especially those at risk of being left behind, will have benefited from and have contributed to a more just, safe and inclusive society based on improved governance, more responsive institutions, strengthened rule of law and the protection of and respect for human rights, gender equality, and freedom from all forms of violence and discrimination in line with international standards.

In 2021, General Statistics Office (GSO) and the United Nations Children’s Fund (UNICEF) of Viet Nam released the national report on Viet Nam’s progress on the Sustainable Development Goal Indicators for Children and Women in Viet Nam (SDGCW), measuring 169 indicators related to women and children, of which 35 are National Sustainable Development Goals (SDGs). The SDGCW survey presents a comprehensive picture of all aspects of the lives of children, including issues of reproductive and maternal health of women aged 15-49 years, child nutrition, health, hygiene, education, violence against children, equality, access internet and information and communication technology skills. There are several indicators included for the first time, including access to early childhood education, the quality of household drinking water with a test for E.coli and arsenic levels, cervical cancer and a chapter on men.

The data indicate that the development and well-being of children and women is on track in several areas, while a rethink in policy and approach is needed in other areas. The findings unleashed the need for increased investments to the social sectors to address the identified challenges. The survey was specifically designed to measure Viet Nam’s progress on the Sustainable Development Goal Indicators for Children and Women in Viet Nam (SDGCW), measuring 169 indicators related to women and children, of which 35 are National Sustainable Development Goals (SDGs). Providing data for several targets that would otherwise be unavailable, the survey is key to monitoring Viet Nam’s progress towards achieving the SDGs and its national targets. The full report can be downloaded here ( [Điều tra các chỉ tiêu SDG về Trẻ em và Phụ nữ Việt Nam 2020-2021 | UNICEF Việt Nam](https://www.unicef.org/vietnam/vi/b%C3%A1o-c%C3%A1o/%C4%91i%E1%BB%81u-tra-c%C3%A1c-ch%E1%BB%89-ti%C3%AAu-sdg-v%E1%BB%81-tr%E1%BA%BB-em-v%C3%A0-ph%E1%BB%A5-n%E1%BB%AF-vi%E1%BB%87t-nam-2020-2021))

The SDGCW survey is part of the sixth round of UNICEF’s Global Multiple Indicator Cluster Survey (MICS) Programme, which supports countries in collecting internationally comparable data on a wide range of indicators on the situation of children and women. This is the largest MICS survey to date in Viet Nam with a sample of 14,000 households across 700 localities in all 63 provinces of the country, with data representation for six economic regions and two big cities including Ha Noi, Ho Chi Minh city, and for key ethnic minority groups. The survey was carried out late in 2020 and in early 2021 with leadership of the GSO in collaboration with relevant government ministries and with technical and financial support of UNICEF. In addition, and for the first time, relevant topics from chapters of the Demographic Health Survey were included, with the technical and financial support of the United Nations Population Fund (UNFPA).

In this context, UN Women would like to conduct an in-depth gender analysis of the data SDGCW survey to develop a standalone report on gender issues identified from the data SDGCW survey. This will require making the linkages with other national surveys, including Population and Housing Census, the Viet Nam Household Living Standards Survey 2018, the Labour Force Survey, Survey on 53 Ethnic Minorities in 2019, National study on Violence against Women in Viet Nam in 2019.

The government is preparing the SDG report next year (to report for the period 2017-2022) so the analysis will be very helpful to support the government/Ministry of Planing and Investment in mainstreaming gender analysis into the review SDGs report. It will also contribute to the development of coming social protection policies (2023-2030) toward better gender responsiveness. It can benefits the government, CSO and other stakeholders to strengthen their understanding on the situation of women and girls in accessing very basic social services services (SDGs 1,2,3, 4 and 5).

## Objectives

Make gender-related data visible and strengthen the use of gender analysis to advocate for the implementation and monitoring of the Sustainable Development Goal Indicators for Children and Women in Viet Nam. It will aim to support the production and use of high-quality gender statistics in policymaking and strengthen the gender agenda and mobilize the national stakeholders to take action to advance gender equality for all.

This will contribute to the achievement of the SN Output 3.1 [CF Output 4.3]: The social, institutional and legal environment is enhanced to accelerate the achievement of gender equality, empowerment, participation and decision-making of women and to eliminate all forms of discrimination against women, girls and LGBTIQ persons).

## Scope of work

UN Women is looking for a local organization/supplier/ a network/ a team who will be able to organize and coordinate the event with the scope of work as follows:

* Work with UN Women to Review the raw data SDGCW survey and map the relevant of available data from the national surveys and VSDG indicators that can support/highlight gender issues in Viet Nam. This will outline the value of data (with source for monitoring the [Sustainable Development Goals (SDGs) in relation to women](https://www.unwomen.org/en/news/in-focus/women-and-the-sdgs).
* Develop the outline of the report that present thematic areas to present gender data and gender analysis (with indication of source of data for the analysis)
* Discuss with UN Women and other UN Agencies to agree on the outline of the report
* Conduct the analysis and develop the full report on **Gender issues identified from findings from the SDGCW survey**. The report should include as many as possible, different types of data presentation, for example: tabular, text, pie chair, bar chart, histogram, line graph, Pictogram graph, etc.
* Present the draft report to relevant stakeholders for comments and feedbacks
* Finalize the report
1. **Deliverables and schedule of payment**

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| **Schedule of payment** | **Expected Deliverables** | **Timing (tentative)** |
| 40% of payment | * Draft outline of the report, including the list of data from other national surveys that can be used for the report (Vietnamese)
 | **15 Nov 2022** |
| 60% of payment  | * PPTs that present the draft report for technical meetings organized by UN Women with relevant stakeholders (Vietnamese)
* Draft report with data presentation (at least 50 pages) (Vietnamese)
* Final report (Vietnamese and English)
 | **15 December 2022**  |

## 5. Team composition and qualifications:

• The organization:

* Should legally constituted organization with a valid registration (Document in Vietnamese is accepted)
* Having at least 7-year of operations in Viet Nam
* At least 5-year experience in producing gender data analysis reports with the aim to advocate for gender responsive policies
* Experience in policy advocacy to advance gender equality in Viet Nam
* Experience in working with the government and private sector to advance gender equality
* Experience in working for UN agencies or well-known national and international clients
* Possess strong and qualified organizing team

**The team leader should have:**

* Master’s degree in education, gender and development, sociology, human rights, economic development, or related field.
* At least 10 years of working experience on national statistics in Viet Nam to advance gender equality
* Strong experience of working with stakeholders in gender equality and good understanding on gender equality framework
* Strong experience in presenting gender data analysis to national stakeholders
* Good analysis, facilitation, and presentation skills
* Strong writing skills

**The team members should have:**

* Master’s degree (or equivalent) in education, gender and development, psychology, Sociology, human rights, economic development or related field.
* At least 5 years of working experience on national statistics in Viet Nam to advance gender equality
* At least 2 years of working experience with stakeholders in gender equality and good understanding on gender equality framework
* Strong experience in presenting gender data analysis to national stakeholders
* Strong experience of working with stakeholders in policy advocacy on gender equality
* Good analysis, facilitation, and presentation skills

Curriculum vitae of the proposed team that will be involved either full or part time

 **6. Roles and responsibilities of the parties**

UN Women will provide overall technical inputs where possible. The supplier shall be required to bear all the related costs and work independently to successfully achieve the end results.

**7. Communication and reporting obligations**

The selected supplier will work closely with UN Women to achieve objectives of the activities.

The supplier will report to the UN Women Programme Specialist in Viet Nam.

Evaluation of Technical Proposal

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| **1.0 Expertise and Capability of Proposer**  | **Points obtainable** |
| Expertise of organization submitting proposal |
| 1.1 | Organizational Architecture | 10 |
| 1.2 | Adverse judgments or awards:* *The proposer is in sound financial condition based on the financial documentation and information furnished in their proposal which should not show any financial concerns, such as negative net worth, bankruptcy proceedings, insolvency, receivership, major litigation, liens, judgments or bad credit or payment history.*
* *The proposer has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future.*
 | 10 |
| 1.3 | General Organizational Capability which is likely to affect performance (i.e. size of the organization, strength of management support) |   |
| 10 |
| 1.4 | Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect delivery, but properly done it offers a chance to access specialized skills.) | 10 |
| 1.5 | Quality assurance procedures, warranty | 10 |
| 1.6 | Demonstrated relevant knowledge and experience:* Should legally constituted organization with a valid registration (Document in Vietnamese is accepted)
* Having at least 7-year of operations in Viet Nam
* At least 5-year experience in producing gender data analysis reports with the aim to advocate for gender responsive policies
* Experience in policy advocacy to advance gender equality in Viet Nam
* Experience in working with the government and private sector to advance gender equality
* Experience in working for UN agencies or well-known national and international clients
* Possess strong and qualified organizing team
 | 50 |
|  |
|   | 100 |
| **2.0 Proposed Work Plan and Approach**  | **Points obtainable** |
| Proposed methodology |
| 2.1 | Analysis Approach, Methodology- including Proposer’s understanding of UN Women’s work, adherence to procurement principles and TOR.  | 350 |
| 2.2 | Management Services – Timeline and deliverables.  | 100 |
| 2.3 | Environment Considerations  | 50 |
|   |   | 500  |
| **3.0 Resource Plan, Key Personnel**  | **Points obtainable** |
| Qualification and competencies of proposed personnel  |
| 3.1 | The team leader should have:* Master’s degree in education, gender and development, sociology, human rights, economic development or related field.
* Proven understanding of gender equality and empowerment of women
* Strong experience of working with stakeholders in gender equality, including financing for gender equality in various sector
* Strong experience in organizing events of different scales and coordinating different stakeholders
* Good analysis, facilitation, and presentation skills
* Strong writing skills

The team members should have:* Bachelor’s degree (or equivalent) in education, gender and development, psychology, Sociology, human rights, economic development or related field.
* Proven understanding of gender equality and women’s empowerment as well as advancing the gender equality in sectoral interventions
* Strong experience of working with stakeholders in policy advocacy on gender equality
* Good analysis, facilitation, and presentation skills
 |  100 |
|   | Curriculum vitae of the proposed team that will be involved either full or part time  |
|   |  | 100 |
|   |  | 700  |