INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Country: Egypt

Description of the assignment: Big Data Mapping and Strategy Design Consultant

Period of assignment/services (if applicable):

Proposal should be submitted at the following address United Nations Development Programme, 8th floor, World Trade Center, 1191 Corniche El Nil, or by email to heba.younes@undp.org no later than 24th November 2016.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. *UNDP Egypt* 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

In light of the growing role of big data in advancing development, entities representing a multitude of fields such as the private sector, public sector, academia, development partner agencies and social entrepreneurs, have taken a strong interest in the design and implementation of big data for development programmes. Academic institutions have also demonstrated commitment to the development of national capacities in the area of data analytics in order to satisfy the demand of these programmes. While massive, the potential role these big data for development (BD4D) programmes play in the empowerment of citizens and the betterment of their livelihoods lies in the proper coordination amongst said entities. Currently, said entities either act in silos or coordinate through ad hoc rather than systemic initiative, resulting in the less than optimal performance of their programmes and efficient use of funds.

In an effort to facilitate the sharing of knowledge and collaboration of BD4D partners, and as Egypt's national statistics office and thus lead data agency, the Central Agency for Public Mobilization and Statistics, in partnership with the United Nations Development Programme in Egypt, aims to recruit a consultant that will lead the mapping of big data programmes and the design of a national BD4D strategy.

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

Under the guidance of CAPMAS and UNDP, the consultant will produce the following deliverables:
1) Mapping of the big data for development ecosystem by identifying key players and programmes either currently in implementation, or the implementation of which has ended after January 2015. Based on the above, the consultant is to identify observed insights and trends, and contribute a section of the report to it.
2) The facilitation of a workshop to discuss findings and design BD4D strategy. The workshop should achieve the following objectives:
   a. Strategically communicate results of mapping exercise, along with trends and insights, to workshop participants.
   b. Introduce case studies or global best practices in place which succeeded in optimizing the big data for development ecosystem, to workshop participants.
   c. Facilitate the discussion leading to the design of BD4D strategy.
3) A report that includes the findings of the workshop, a BD4D strategy and a translation of the strategy to a three year work plan.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- An advanced degree (Masters or PhD) in social sciences or related field.

Language:

- Excellent Arabic and English communication skills;

II. Years of experience:

- At least 5 years of work experience in research and analysis;
- At least 5 years of work experience in workshop facilitation;
- At least 5 years of work experience in participatory strategy formulation and strategic planning.

III. Competencies:

Corporate Competencies:

- Demonstrates integrity by modeling the UN's values and ethical standards;
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favoritism;
- Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment.

Functional Competencies:

- Conceptual thinking and analytical skills;
- Excellent communication, public speaking, presentation and writing skills;

- Computer literacy.

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 BD4D projects mapping
(iii) Provide a brief methodology on how they will facilitate the workshop

2. Financial proposal
3. Personal P11 including past experience in similar projects and at least 3 reference**s**

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).

6. EVALUATION

Individual consultants will be evaluated based on the following methodologies:

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:
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 50 point would be considered for the Financial Evaluation

Criteria	*Weight*	*Max. Point*
Technical	*70*	*70*
• *Experience in research and analysis*	*30*	

• *Experience in workshop facilitation*	*20*	
• *Experience in strategy formulation*	*30*	
• *Academic qualifications*	*20*	
Financial	*30*	*30*