**INDIVIDUAL CONSULTANT PROCUREMENT NOTICE** 

Date: 3 November 2020

**Country:** Botswana

**Description of the assignment:** Inequality Study (Social) - Botswana

**Project name:** “Support to the Fulfilment of Human Rights, Access to Justice and the Empowerment of Youth and Women Project (2018 -2021)”

**Project number**: 00102697

**Period of Assignment / Services**: 33 days commencing as soon as possible and delivered by 31 January 2021.

Proposals should be submitted in a sealed envelope clearly labelled: **“Inequality Study (Social) - Botswana”** and be submitted to:

The Resident Representative

United Nations Development Programme

P.O. Box 54

Gaborone, Botswana

OR by email to [procurement.bw@undp.org](mailto:procurement.bw@undp.org)

**By 17 November 2020 12:00 noon (Botswana Time).**

Any request for clarification must be sent in writing by e-mail to [**enquiries.bw@undp.org**](mailto:enquiries.bw@undp.org) UNDP Botswana will respond by standard electronic mail and will post written copies of the response on the procurement notice on the website including an explanation of the query without identifying the source of the inquiry to all prospective facilitators.

*NOTE: Consultancy firms/companies interested in applying for this assignment are free to do so provided they submit a CV of only one qualified consultant and present its bid in a manner that would allow for evaluation of the bid in accordance with the evaluation criteria specified in these solicitation documents. That is, the experience required is that of the individual whose CV would have been submitted by the company rather than that of the company. Further, if the submitted bid wins, the ensuing contract will be between the UNDP and the company/firm, not the individual.*

**1. BACKGROUND**

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| Botswana gained independence in 1966. Thereafter, in the late 1990s, the country became one of the world’s fastest-growing economies, only comparable to China, with an average annual Gross Domestic Product (GDP) growth above the 10% mark. In the 2000s, the pace of this remarkable growth performance slowed. Nevertheless, Botswana continued to maintain political and economic stability, which is often attributed to good governance and sound macroeconomic and fiscal management. This saw the country repeatedly listed among the top Africa performers in most of the governance indicators produced by the World Bank and other international organizations.[[1]](#footnote-1)  Despite the strong historical growth performance of Botswana throughout the 1990s and prior to the global financial crisis of 2008/2009, dependence on diamond exports remains high. Although the Government of Botswana has invested its diamond revenues in infrastructure, education and healthcare services, Botswana’s private sector continues to remain relatively weak to create decent jobs for the growing youth population. For example, the current unemployment rate stands at 33.2%.[[2]](#footnote-2) As a result, the economy continues to be overly dependent on the State to create jobs and provide much needed services to the population.  This situation has been exacerbated by the Covid -19 crisis. On 2 April 2020, in the face of the Covid-19 crisis, the Government of Botswana declared a State of Emergency.The Government acted quickly and decisively upon the detection of an active COVID-19 case and introduced an initial 28-day lockdown on 2 April 2020. Strict measures regulating the movement of essential goods across the border, cessation of international air traffic and transportation of people remain in place. The impact of COVID-19 is therefore evolving and the government is taking a cautious approach to opening up the economy.  The COVID-19 pandemic is clearly not only a health crisis, but a crisis of unprecedented proportions with far-reaching socio-economic impacts**.** In recent years, the Botswana economy has been threatened by a contraction in the mining sector, due to slow demand for diamonds, and 2019 figures show that the national economy slowed to a 3.0% year-on-year growth, compared to 4.5% in 2018. Whilst there is uncertainty around the extent and duration of constrained economic activity as a result of COVID-19, global estimates by the IMF in the April World Economic Outlook (WEO) predicted a contraction of 3.0% in the global GDP in 2020. National estimates show that Botswana’s economy is expected to contract by 8.9% in 2020, before rebounding to 3.9% in 2021. Given the recent upsurge in COVID-19 cases, the projections for 2021 may be too optimistic. This is particularly the case when considering the fact that Botswana’s main export industry – diamond mining – has been contracting over the past few years. While efforts have been made to diversify the economy and diamonds accounted for only 16% of value added (GDP at basic prices) in 2018, compared to 25% in 1994, the exports are still heavily reliant on rough and polished diamonds -still accounting for 73% of total exports of goods and services (2018), little different to the figure 25 years earlier. The demand for diamond during Covid -19 has slowed with a significant drop in global commodity prices which will result in considerable revenue shortfalls for the government. With the disruptions in global supply chains and economic downturn, the need for a locally diversified markets and supply chains has become increasingly important for Botswana’s resilience.  In the 2020 global multidimensional poverty index (MPI), 17.2% of the population in Botswana is regarded as MPI poor, showing deprivations across the health, education and living standards dimensions.[[3]](#footnote-3) Significant geographic variations are evident across the dimensions with primarily rural districts such as Kweneng West, Ghanzi and Ngamiland West with MPI scores of 0.206, 0.192 and 0.145 respectively compared with urban Gaborone at 0.004 and the national average of 0.073.[[4]](#footnote-4)  According to the 2019 Human Development Index (HDI), Botswana ranks as the 7th most unequal country in the world, despite it’s upper-middle-income status. According to the World Inequality database, the top one percent of Botswana’s income earners accounted for 22.6% of Botswana’s Gross National Income (GNI) in 2017 whilst the top 10% accounted for 58.9% of GNI and the bottom 50% shared only 8.7.% between themselves.[[5]](#footnote-5)  Widening income inequality is one of the defining challenges of our time. In advanced economies, the gapbetween the rich and poor is at its highest level in decades. Inequality trends have been more mixedin emerging markets and developing countries, with some countries experiencing declining inequality, however, pervasive inequities persist in access to education, health care, and finance. The extent of inequality, its drivers, and policy responses are debated by policymakers and researchers alike.[[6]](#footnote-6) Botswana is no exception to this reality.  UNICEF and UN Women (2013)[[7]](#footnote-7) define inequalities as being fundamentally about relational disparities, denial of fair and equivalent enjoyment of rights, and persistence of arbitrary discrepancies in the worth, status, dignity and freedoms of different people. On the other hand, Kabeer (2010)[[8]](#footnote-8) defines economic inequality within the context of social inequalities faced by people marginalised because of identities such as gender, disability, race, ethnicity, caste, religion or language – resulting in intersecting – and mutually reinforcing inequalities. According to UNDP (2013),[[9]](#footnote-9) these socially excluded groups often suffer from spatial inequalities and they tend to be concentrated in disadvantaged locations, and that social, economic and spatial inequalities are likely to contribute to political inequalities. These definitions clearly indicate that inequality is a multi-dimensional development challenge that needs to be approached and addressed within the said context.  **PURPOSE AND SCOPE OF THE STUDY**  Against this background and context, UNDP is commissioning two research studies on the causes and contributing factors to inequality in Botswana; the Inequality (Economy) study and the Inequality (Social) study. Both research studies will identify and interrogate the causes of inequalities looking at specific questions to unearth evidence and to propose possible legal, policy and advocacy responses that UNDP could pursue in order to address inequality in Botswana.  UNDP Botswana is therefore seeking the services ***of a expert consultant*** to carry out the Inequality (Social) Study – Botswana. A consultant is therefore required to conduct an Inequality Study (Social) in accordance with the Scope of Work below. The UNDP Resident Representative and her designate will monitor and facilitate the study including reviewing and approving the deliverables in the scope of work and ensuring the quality of the research study. |

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

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| The scope of work is as follows:  The consultant will ***conduct qualitative*** and ***quantitative research*** on the following research questions, analyse the findings and produce a research report that synthesizes this information identifies gaps in available data, and provides recommendations on possible legal, policy or advocacy responses.  Research questions:  Q1: Does ***geographical location*** cause or contribute to inequalities in Botswana?  Q2: Does ***nationality, ethnic or tribal origin*** cause or contribute to inequalities in Botswana?  Q3: Does ***stigma, or cultural norms*** regarding gender, sexual orientation, disability, age or any other vulnerable population group cause or contribute to inequalities in Botswana?  Q4: Has the mechanisms by which persons acquire and hold ***land or access other natural resources*** cause or contributed to inequality in Botswana? |

**3.0 METHODOLOGY**

It is important that the consultant submits a clear methodology on **how** each question will be undertaken in the Scope of Works. The consultant is also expected to ensure that the methodology follows global best practices for such work.

**4.0 DELIVERABLES**

The consultant will produce the following deliverables within the timeframes specified below:

Specifications of the research study report:

1. The report will include an automated table of contents, an executive summary (3 – 5 pages), table of recommendations, data in annexes;
2. The report will include a fully referenced desk review, data, analysis, findings and recommendations;
3. The report must written in plain English and express complex issues in a way that appeals to and is accessible by a broad target audience;
4. The report must not exceed 60 pages in total including annexes.

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| **Activity** | **Output** | **Number of days** |
| Meet with the Management Team to discuss the research | Questions clarified | 2 hours |
| Inception Report | Inception report inclusive of initial observations, comprehensive methodology and workplan | 5 days |
| Research and data collection | Proposed table of contents  Preliminary findings  First draft report | 20 days |
| Present the preliminary findings to UNDP Management Team | Power Point Presentation | 1 day |
| Address and incorporate comments and produce the final report | Final report | 5 days |
| **Total number of consultancy days** | | 33 days |

**5. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

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| I. Academic Qualifications:   * Minimum of Master’s Degree in Economics or Social Science or related discipline, PhD preferred.   II. Required experience:   * A ***minimum of ten years’ relevant experience*** in research, report writing and policy analysis on inequality in the context of human development and related issues; * Demonstrated ***expertise in inequality and related socio-economic factors*** in the Southern Africa region, including specific conditions affecting marginalised groups including but not limited to youth, women, rural and remote area dwellers and people with disabilities; * Demonstrated ***experience conducting comparative research, data collection and analysis*** and contextualising to the local context and conditions; * A record of ***publication in peer reviewed journals on inequality, development or related issues*** (publication list with links to publications is required); * Excellent written and oral communication skills, including demonstrated ability to write in plain English and simplify complex issues for comprehension by a broad target audience; * Fluency in both written and spoken English.   III. Competencies:   * Uses substantive mastery of technical content to model excellence and motivate performance; * Ability to deliver high quality results in a timely manner; * Excellent oral and written English communication skills; * Ability to adapt to different cultural and religious contexts. |

**6. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.**

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| Interested consultants must submit the following documents/information to demonstrate their qualifications:  1. **Proposal:**  (i) Explaining why they are the most suitable for the work in a statement that clearly matches expertise to each of the selection criteria;  (ii) Provide a ***draft Methodology*** ***and Work Plan that clearly outlines the proposed approach***, any anticipated risks and how each component of the scope of work will be delivered, taking into account likely social distancing requirements and travel restrictions due to COVID-19;  (iii) Samples of relevant work previously completed by the consultant including a list of publications in peer reviewed journals with links to the publications;  2. Financial proposal including the costs of inclusion and accessibility;  3. Personal CV including at least 3 written references. UNDP reserves the right to contact nominated referees and may conduct it’s own reference checks. |

**7. FINANCIAL PROPOSAL**

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| The financial proposal will specify the daily fee, project costs, travel expenses and per diems quoted in separate line items, and payments are made to the Individual Consultant based on an agreed schedule of deliverables below:   |  |  |  | | --- | --- | --- | | **Instalment** | **Deliverable** | **Percentage** | | 1. | Upon acceptance of the first draft research report | 30% | | 2. | Upon acceptance of the final research report | 70% |   All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP will not accept travel costs exceeding those of an economy class ticket. Should the Consultant 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. |

**8. EVALUATION**

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| Bids will be evaluated based on the following methodology:  **Cumulative analysis**  For candidates who satisfy all the mandatory exclusion criteria, the technical proposal will be assessed on a scale of 0-100 points wherein the qualifying mark is 70%. Only candidates obtaining a minimum of 70% will be considered for the Financial Evaluation.  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%]   |  |  |  | | --- | --- | --- | | ***Criteria*** | ***Weight*** | ***Max. Point*** | | Minimum of Master’s Degree in Economics or Social Science or related discipline | Mandatory exclusionary criteria | | | A minimum of ten years’ relevant experience in research, report writing and policy analysis on inequality in the context of human development and related issues | Mandatory exclusionary criteria | | | Demonstrated expertise in inequality and related socio-economic factors in the Southern Africa region, including specific conditions affecting marginalised groups including but not limited to youth, women, rural and remote area dwellers and people with disabilities | Mandatory exclusionary criteria | | | Demonstrated experience conducting comparative research, data collection and analysis and contextualising to the local context and conditions | Mandatory exclusionary criteria | | | Complete technical and financial proposal submitted as per Item 4 “Documents to be Included when Submitting the Proposal.” | Mandatory exclusionary criteria | | | Fluency in both written and spoken English. | Mandatory exclusionary criteria | | | *Technical* | 100% | 100 points | | Demonstrated understanding of the TORs | 10 | 10 | | Technical proposal clearly matches skills and experience to each of the selection criteria and demonstrates competency to complete the scope of works. | 45 | 45 | | The draft methodology and work plan address each component of the scope of works and are responsive to the background information provided. | 45 | 45 | | *Financial* |  |  | |

**ANNEX**

**ANNEX 1- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**

1. World Bank (2015). Botswana Poverty Assessment. Report No. 88473-BW [↑](#footnote-ref-1)
2. World Bank 2017 [↑](#footnote-ref-2)
3. OPHI Global MPI Country Briefing 2020: Botswana (Sub-Saharan Africa), July 2020. [↑](#footnote-ref-3)
4. Ibid. [↑](#footnote-ref-4)
5. See: <https://www.wider.unu.edu/project/wiid-world-income-inequality-database> [↑](#footnote-ref-5)
6. IMF (2015). Causes and Consequences of Income Inequality: A Global Perspective. SDN/15/13 [↑](#footnote-ref-6)
7. UNICEF and UN Women (2013). Global Thematic Consultation on the Post-2015 Development Agenda: Addressing Inequalities-Synthesis Report of Global Public Consultation. [↑](#footnote-ref-7)
8. Kabeer, N. (2010). Can the MDGs Provide a Pathway to Social Justice? The Challenge of Intersecting Inequalities. Brighton: Institute of Development Studies. [↑](#footnote-ref-8)
9. UNDP (2013). Humanity Divided: Confronting Inequality in Developing Countries. New York. [↑](#footnote-ref-9)