1. **Background**

The United Nations Development Assistance Plan (UNDAP) 2013-2018 is the strategic programmer framework for the UN system in Rwanda. It describes the collective response of the UN Country Team to the priorities in the national development framework as espoused in Rwanda’s long-term development Vision 2020, along with the medium-term strategy as expressed in the DEPRESS 2. The UNDAP will end on 30 June 2018, and the UNCT has commenced the planning processes for the formulation of the next UNDAP which will be informed by a number of final evaluations, and analysis of existing national researches, studies and reports in order to determine the development situation and challenges facing Rwanda and identify where the UN can best position itself to support national priorities in order to bring about transformational and sustainable development for Rwanda. It is against this background that the UN in Rwanda is seeking the services of a national consultant to develop a report that will focus the UN’s priorities for UNDAP 2. There is an assumption that the Government of Rwanda, the UN, and Development Partner already have a huge wealth of reports and analysis to inform this exercise, and the consultant will therefore rely on existing national data for the exercise.

2. **Purpose and Objectives**

The objective of this exercise is synthesis of sector analysis that can help inform areas of UN’s intervention during UNDAP 2. The consultant will conduct sector analysis to determine (i) the development situation in terms in key sector outcomes disaggregated by beneficiaries, geographical coverage, or other equity dimension (ii) highlight the underlying causes and challenges related to the development situation and reported outcomes (a) the extent to which sector analysis meet minimum standards to sufficiently inform UN prioritization (b) to highlight possible shortfalls in sector analysis (policies, strategy formulation, planning, implementation, reporting and funding), and indicate where additional analysis may be required to inform UN intervention (c) identify key areas and opportunities where UN’s intervention can add value in particular regarding UN normative agenda (policy dialogue, Rights, Gender, Sustainability, Resilience) (d) identification of national priorities for the DEPRESS 3 and (e) assessment of UN’s capacity and comparative advantage.

Particular attention will be paid to disaggregation of data (by sex and other key socio-economic variables) and to any research that reflects the situation and views of people who suffer from discrimination.

**Approach and methodology**

The COCA study will be mainly a desk research of existing sector analytical reports by the government, UN and other development partners, NGOs, the private sector and even research and academic institutions, among others. The desk review may be supplemented by focused interviews and a half-day validation workshop with Government representatives, Heads of UN Agencies, and other non-government partners. The consultant will interface with UNDAP Task Force, and on regularly basis with the Head of Resident Coordinator’s office, to
identify existing analytical work done in Rwanda and documents produced during the period of the current UNDAP (2013-2018). The expected outcome of the gap analysis and analysis of opportunities is to help define possible areas of intervention where UN support will be more effective in the coming five years (2018-2022). The structure of the final report can be found in annex 1.

3. Deliverables

At the end of the process, the consultant will deliver a report showing:

- The development situation for key outcomes disaggregated by beneficiaries, geographical coverage and other equity dimensions
- Analysis and understanding of key developmental challenges in relation to agreed international standards, for example the SDGs, and agenda 2030.
- Analysis of national priorities under DEPRESS 3 and vision 2050.
- Analysis of possible areas where UN’s intervention can yield optimum results, to assist in establishing strategic priorities and the UNDAP Outcomes/Results.
- Identification of areas / sectors where additional analysis may be required.
- A summary note on UN’s comparative Advantage.

4. Assignment Management and Duration

- The COCA is expected to be done in 20 working days, starting from 1st May. The UNDAP Task Team will be primarily responsible for managing the day-to-day work. The RYCO will facilitate access of the consultant to key documents, reports, and meeting with development partners, government and other partners.

5. Duty Station

The Duty station for this assignment is Kigali

6. Structure of the Report

The expected structure of the COCA is as follows:

- Executive Summary.
- Introduction. Objectives, scope and methodology.
- Chapter 1: The country context and developmental challenges.
- Chapter 2: Analysis of National Issues and priorities
- Chapter 3: Opportunities for the UN intervention, and areas where further analysis is required.
- The Way forward: Priorities, Conclusions and Recommendations.
- Annexes: as relevant.

7. Qualification of Consultant

National consultant:
• Advanced degree in social sciences (Public Administration, development studies, sociology or anthropology, demography or related fields);

• Over 5 years’ relevant experience in development work; familiar with Gender and Human right areas;

• Experience in the preparation of sector assessment and analysis reports;

• Knowledge and experience of Rwanda development context and strategic planning processes;

• Quality report writing in the English language

• EACH members with Rwanda work permit and understanding of the Rwanda context may apply.

8. Key sectors /thematic for review

The review will include but not limited to:

a. Economic Growth and Poverty Reduction
b. Agriculture and agribusiness
c. Maternal, reproductive and child health
d. Industry
e. Private sector development
f. Regional Integration and Trade
g. Environment, Natural Resources, Energy and Climate Change

h. Sustainable Urbanization
i. Youth Employment and Job Creation
j. Gender Equality and Women’s Empowerment

k. Governance

l. Rule of Law and Justice

m. Early Childhood Development

n. Human Rights

o. Nutrition

p. Food Security

q. Education

r. HIV/AIDS

s. Health systems
t. Care and Protection for vulnerable women, children and youth
u. Social protection
v. Humanitarian Response & Disaster Management
w. Refugees

9. Payment schedule

<table>
<thead>
<tr>
<th>Key Deliverables</th>
<th>Delivery and Payment schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Inception Report</td>
<td>20% payment</td>
</tr>
<tr>
<td>Includes detailed Work Plan</td>
<td></td>
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<tr>
<td>2. Draft Report</td>
<td>50%</td>
</tr>
<tr>
<td>3. Final Report</td>
<td>40%</td>
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</tbody>
</table>

10. Detailed Selection Criteria

Submissions will be evaluated in consideration of the Evaluation Criteria as stated below: The final selection will be based on the combined scoring method (Technical and financial)

<table>
<thead>
<tr>
<th>Summary of Technical Proposal Evaluation Forms</th>
<th>Score Weight</th>
<th>Points Obtainable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience of the consultant including in-depth knowledge of Rwanda.</td>
<td>40%</td>
<td>40</td>
</tr>
<tr>
<td>Proposed Methodology, Approach and Implementation Plan</td>
<td>40%</td>
<td>40</td>
</tr>
<tr>
<td>Qualification of the consultant</td>
<td>20%</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
<td></td>
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