



United Nations Population Fund
70A Nahda St., Saryat El- Maadi,
Cairo.
P.O. 11435, Egypt
Email: egypt.tenders@unfpa.org
Website: <http://www.unfpa.org>

Date: 16 June, 2025

REQUEST FOR QUOTATION
RFQ N° UNFPA/EGY/RFQ/25/022
Bid is open for Firms & Individual Consultants

Dear Sir/Madam,
UNFPA hereby solicits a quotation for the following service:

**“Evaluation Assessing Social Norms Around Maternal Health, Women and Girls RH and
Addressing GBV & HPs”**

UNFPA is seeking to hire a consultancy firm that can perform / undertake an evaluation assessing social norms around maternal health, women and girls’ reproductive health and addressing Gender Based Violence (GBV) and Harmful Practices (HPs) as per the attached detailed ToRs.

About UNFPA

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every child birth is safe and every young person’s potential is fulfilled.

UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: [UNFPA about us](#)

Background:

The United Nations Population Fund works to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled. We are also the leading United Nations agency that supports the Government of Egypt to generate population data for planning and decision making. We ensure the empowerment of women, adolescents and young people to live their dreams and fulfil their potential.

UNFPA Egypt country programme (2023-2027) was developed based on stakeholder consultations and in partnership with the Government of Egypt and aims to address the challenges of population growth from a multidimensional perspective, based on applicable human rights law, ensuring those left furthest behind are reached first. Prioritizing investment in rural girls aged 10-24 years – particularly in the nine priority governorates targeted in the first phase of the National Project for Development of the Egyptian Family (including Assiut, Sohag, Qena, Menya and Beni Suef) – is the key entry point through which the Country Programme will address all three transformative results simultaneously. The programme aligns and contributes directly to the flagship Presidential initiatives, Haya Karima and the National Project for Development of the Egyptian Family, the National Women Empowerment Strategy 2030, the National Strategy on the Elimination of FGM as well as the United Nations Sustainable Development Cooperation Framework (UNSDCF), 2023-2027.

Through the UNSDCF, UNFPA will support national initiatives, particularly on investments in human capital, and overall national SDG advancement, particularly Goals 1, 3, 5 and 17. Specifically in relation to addressing negative social norms output “By 2027, capabilities and capacities of actors and institutions are strengthened to address gender equality and expand a zero-tolerance environment towards all forms

of gender-based violence against women and girls.”, UNFPA, in collaboration with the Government of Egypt, will review policies and processes that hamper the progress of women and girls and the behaviours that reinforce negative gender social norms and tackle perceived obstacles.

Service Requirements/Terms of Reference (ToR): please review detailed TORs attached as Annex II

Objective and scope of work:

UNFPA is seeking a qualified consultant/firm to conduct an evaluation assessing social norms around maternal health, and women and girls’ reproductive health and addressing GBV and HPs.

The evaluation will assess the Country Programme’s contribution to achieving development results at the country level, including constraining and facilitating factors of programme design and performance. The evaluation will apply appropriate methodology for assessing principle cross-cutting elements of equity and vulnerability, gender equality and human rights in the programmes/projects of this cycle. It will be based on the guiding principles, norms and standards for evaluations adopted at UNFPA.

The purpose of the evaluation is to:

1. Assess the current social norms interventions influencing maternal health and reproductive health decisions and behaviours of women and girls.
2. Examine how the current social norms interventions contribute to either the persistence or the mitigation of GBV and harmful practices in the targeted communities.
3. Identify key influencers, decision-makers, and power dynamics affecting norm reinforcement or change.
4. Identify existing good practices and success stories from the field and share findings with UNFPA
5. Inform the design and implementation of the programme.

Deliverable(s): Please review detailed deliverables attached as Annex II – TORs

1. Inception Report - detailing the research methodology including sampling procedures, data collection tools, data analysis plan and detailed work plan and schedule with the PowerPoint presentation of the inception report. The PowerPoint presentation will be delivered to present the contents of the inception report and the agenda for the field phase. Based on the comments and feedback of the ERG, the evaluation consultant/company will develop the final version of the inception report.
2. Draft report for comment and feedback with the PowerPoint presentation for debriefing meeting with the CO and the ERG. The presentation provides an overview of key emerging findings of the evaluation at the end of the field phase. It will serve as the basis for the exchange of views between the evaluation consultant/company, UNFPA CO staff (incl. senior management) and the members of the ERG who will thus have the opportunity to provide complementary information and/or rectify the inaccurate interpretation of data and information collected
3. Produce an acceptable quality of the final evaluation report with the PowerPoint presentation of the evaluation results. The presentation will provide a clear overview of the key findings, conclusions and recommendations to be used for the dissemination of the final evaluation report in addition to cleaned-up datasets in EXCEL format

Timing / Schedule

Contract duration: **Mid July-October 2025**

I. Questions

Questions or requests for further clarifications should be submitted in writing to the contact person below:

Name of contact person at UNFPA:	<i>Noha El Maraghy, procurement Associate</i>
Email address of contact person:	<i>elmaraghy@unfpa.org</i>

The deadline for submission of questions is Monday 23 June 2025, 14:00pm Cairo Local Time. Questions will be answered in writing and shared with parties as soon as possible after this deadline.

I. Eligible Bidders

This Request for Quotation is open to all eligible bidders; to be considered an eligible bidder for this solicitation process you must comply with the following:

- A bidder must be a legally-constituted company that can provide the requested services and have legal capacity to enter into a contract with UNFPA perform in the country of Egypt, or through an authorized representative.
- A bidder must not have a conflict of interest regarding the solicitation process or with the TORs / Technical Specifications. Bidders found to have a conflict of interest shall be disqualified.
- At the time of Bid submission, the bidder, including any JV/Consortium members, is not under procurement prohibitions derived from the [Compendium of United Nations Security Council Sanctions Lists](#) and has not been suspended, debarred, sanctioned or otherwise identified as ineligible by any [UN Organization](#) or the [World Bank Group](#).
- Bidders must adhere to the UN Supplier Code of Conduct, which may be found by clicking on [UN Supplier Code of Conduct](#).

II. Content of quotations

Quotations should be submitted via a TWO-envelope system. Interested Bidders are requested to submit their Technical Bid & Declaration Form **separately** from their Financial Bid containing the price information. Each envelope shall consist of a single email whenever possible, depending on file size.

- Technical proposal, in response to the requirements outlined in the service requirements / TORs.
- Signed Declaration Form, to be submitted strictly in accordance with the document.
- Price quotation, to be submitted strictly in accordance with the price quotation form.

Both parts of the quotation must be signed by the bidding company's relevant authority and submitted in PDF format.

III. Instructions for submission

Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, and are to be sent by email to the contact person indicated

below no later than : **Monday 30 June 2025 at 14:00 PM Cairo Time**¹.

Name of contact person at UNFPA:	<i>Operations Unit</i>
Email address of contact person:	<i>egypt.tenders@unfpa.org</i>

Please note the following guidelines for electronic submissions:

- The following reference must be included by the Bidder in the email subject line:
 - UNFPA/EGY/RFQ/25/022– [Company name], Technical Bid
 - UNFPA/EGY/RFQ/25/022- [Company name], Financial Bid
 - Submissions without this text in the email subject line may be rejected or overlooked and therefore not considered.
- It is the Bidder's responsibility to assure compliance with the submission process. If the envelopes or emails are not marked / submitted per the instructions, UNFPA will neither assume responsibility for the bid's misplacement or premature opening nor guarantee the confidentiality of the Bid process. Incorrect submissions might result in your Bid being declared invalid.
- The total email size may not exceed **10 MB (including email body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.
- Any quotation submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of any quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

IV. Overview of Evaluation Process

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated and scored first, prior to the evaluation and scoring of price quotations

Technical Evaluation

Technical proposals will be evaluated based on their responsiveness to the service requirements /TORs listed in Section II and in accordance with the evaluation criteria below.

Criteria	[A] Maximum Points	[B] Points obtained by Bidder	[C] Weight (%)	[B] × [C] = [D] Total Points
Substantive knowledge of Gender and social norms as thematic areas.	100		15%	
Good knowledge of the national development context. Proven experience in policy development and analysis around reproductive health, gender, population issues and poverty reduction strategies is highly desirable.	100		15%	

¹ <http://www.timeanddate.com/worldclock/city.html?n=69>

Excellent experience in conducting evaluations and adopting quantitative and qualitative evaluation methods (samples of previous reports required)	100		35%	
Professional experience of the staff, with qualifications and experience specifically aligned to the project requirements (CVs required)	100		20%	
Experience on evaluation of UN supported programmes, understanding of UN programming processes. Knowledge of UN reforms is highly desirable.	100		15%	
<i>Grand Total All Criteria</i>	500		100%	

The following scoring scale will be used to ensure objective evaluation:

Degree to which the Terms of Reference requirements are met based on evidence included in the Bid submitted	Points out of 100
Significantly exceeds the requirements	90 – 100
Exceeds the requirements	80 – 89
Meets the requirements	70 – 79
Partially meets the requirements	1 – 69
Does not meet the requirements or no information provided to assess compliance with the requirements	0

Financial Evaluation

Price quotes will be evaluated only for bidders whose technical proposals achieve a minimum score of [70%] in the technical evaluation.

Price quotes will be evaluated based on their responsiveness to the price quote form. The maximum number of points for the price quote is 100, which will be allocated to the lowest total price provided in based on the specific formula indicated in the TORs. All other price quotes will receive points in inverse proportion according to the following formula:

Financial score =	Lowest quote (\$)	X 100 (Maximum score)
	Quote being scored (\$)	

Total score

The total score for each proposal will be the weighted sum of the technical score and the financial score.
The maximum total score is 100 points.

$\text{Total score} = [70\%] \text{ Technical score} + [30\%] \text{ Financial score}$
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V. Award Criteria

In case of a satisfactory result from the evaluation process, UNFPA intends to award a Professional Service Contract on a fixed-cost basis to the Bidder(s) that obtain the highest total score.

VI. Right to Vary Requirements at Time of Award

UNFPA reserves the right at the time of award of contract to increase or decrease by up to 20% the volume of services specified in this RFQ without any change in unit prices or other terms and conditions.

VII. Payment Terms

UNFPA payment terms are net 30 days upon receipt of invoice and delivery/acceptance of the milestone deliverables linked to payment as specified in the contract.

VIII. Fraud and Corruption

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA's policy regarding fraud and corruption is available here: [Fraud Policy](#). Submission of a proposal implies that the Bidder is aware of this policy.

Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive Director and with the UNFPA Ethics Advisor as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives agents and assignees of the vendor; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA's list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at [UNFPA Investigation Hotline](#).

Zero Tolerance

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: [Zero Tolerance Policy](#).

IX. RFQ Protest

Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Head of the Business Unit **Mr.**



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Yves Sansserath, Representative ; sassenrath@unfpa.org Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Supply Chain management Unit at procurement@unfpa.org.

X. Disclaimer

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).

PRICE QUOTATION FORM

Name of Bidder:	
Date of the quotation:	Click here to enter a date.
Request for quotation N°:	UNFPA/EGY/RFQ/25/022
Currency of quotation :	EGP
Validity of quotation: (The quotation must be valid for a period of at least 3 months after the submission deadline)	

NB : Prices must include VAT

Item	Description	Number & Description of Staff by Level	Daily/Monthly Rate	Days/months to be Committed	Total
1. Professional Fees					
1	Inception Report - detailing the research methodology including sampling procedures, data collection tools, data analysis plan and detailed work plan and schedule with the PowerPoint presentation of the inception report. The PowerPoint presentation will be delivered to present the contents of the inception report and the agenda for the field phase. Based on the comments and feedback of the ERG, the evaluation consultant/company will develop the final version of the inception report.				
2	Draft report for comment and feedback with the PowerPoint presentation for debriefing meeting with the CO and the ERG. The presentation provides an overview of key emerging findings of the evaluation at the end of the field phase. It will serve as the basis for the exchange of views between the evaluation consultant/company, UNFPA CO staff (incl. senior management) and the members of the ERG who will thus have the opportunity to provide complementary information and/or rectify the inaccurate interpretation of data and information collected				
3	Produce an acceptable quality of the final evaluation report with the PowerPoint presentation of the evaluation results. The presentation will provide a clear overview of the key findings, conclusions and recommendations to be used for the dissemination of the final evaluation report in				

	addition to cleaned-up datasets in EXCEL format				
Total Professional Fees					EGP
2. Out-of-Pocket expenses					
	Travel, accommodations, meeting package, stationary ..etc, out of pocket expenses to be settled based on actual invoices.				
	Any Other, please specify in detail				
Total Out of Pocket Expenses					EGP
Total Contract Price (Professional Fees + Out of Pocket Expenses)					EGP

Vendor's Comments:

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/EGY/RFQ/25/022 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

	Click here to enter a date.	
Name and title	Date and place	

DECLARATION FROM

The undersigned, being a duly authorized representative of the Company represents and declares that:

1.	The Company and its Management ² have not been found guilty pursuant to a final judgement or a final administrative decision of any of the following:	YES	NO
	a. Fraud;	<input type="checkbox"/>	<input type="checkbox"/>
	b. Corruption;	<input type="checkbox"/>	<input type="checkbox"/>
	c. conduct related to a criminal organization;	<input type="checkbox"/>	<input type="checkbox"/>
	d. money laundering or terrorist financing;	<input type="checkbox"/>	<input type="checkbox"/>
	e. terrorist offences or offences linked to terrorist activities;	<input type="checkbox"/>	<input type="checkbox"/>
	f. sexual exploitation and abuse;	<input type="checkbox"/>	<input type="checkbox"/>
	g. child labour, forced labour, human trafficking; or	<input type="checkbox"/>	<input type="checkbox"/>
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Organization or its Management).	<input type="checkbox"/>	<input type="checkbox"/>
2.	The Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of grave professional misconduct.	<input type="checkbox"/>	<input type="checkbox"/>
3.	The Company and its Management are not: bankrupt, subject to insolvency or winding-up procedures, subject to the administration of assets by a liquidator or a court, in an arrangement with creditors, subject to a legal suspension of business activities, or in any analogous situation arising from a similar procedure provided for under applicable national law.	<input type="checkbox"/>	<input type="checkbox"/>
4.	The Company and its Management have not been the subject of a final judgment or a final administrative decision finding them in breach of their obligations relating to the payment of taxes or social security contributions.	<input type="checkbox"/>	<input type="checkbox"/>

² "Management" means any person having powers of representation, decision-making or control over the Organization. This may include, for example, executive management and all other persons holding downstream managerial authority, anyone on the board of directors, and controlling shareholders.

5.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found they created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration, or principal place of business (<i>creating a shell company</i>).	<input type="checkbox"/>	<input type="checkbox"/>
6.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found the Company was created with the intent referred to in point (5) (<i>being a shell company</i>).	<input type="checkbox"/>	<input type="checkbox"/>

The UNFPA reserves the right to disqualify the Company, suspend or terminate any contract or other arrangement between the UNFPA and the Company, with immediate effect and without liability, in the event of any misrepresentation made by the Company in this Declaration.

It is the responsibility of the Company to immediately inform the UNFPA of any changes in the situations declared above.

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between the UNFPA and the Company.

Signature:

Date:

Name and Title:

Name of the Company:

UNGM N°:

Postal Address:

Email:



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ANNEX I:
General Conditions of Contracts:
De Minimis Contracts

This Request for Quotation is subject to UNFPA's General Conditions of Contract: De Minimis Contracts, which are available in [English](#):

<https://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20Services%20EN.pdf>

Annex II

Terms of Reference

Bid is open for Firms & Individual Consultants

Evaluation Assessing Social Norms Around Maternal Health, Women and Girls RH and Addressing GBV & HPs”

Background:

The United Nations Population Fund works to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled. We are also the leading United Nations agency that supports the Government of Egypt to generate population data for planning and decision making. We ensure the empowerment of women, adolescents and young people to live their dreams and fulfil their potential.

UNFPA Egypt country programme (2023-2027) was developed based on stakeholder consultations and in partnership with the Government of Egypt and aims to address the challenges of population growth from a multidimensional perspective, based on applicable human rights law, ensuring those left furthest behind are reached first. Prioritizing investment in rural girls aged 10-24 years – particularly in the nine priority governorates targeted in the first phase of the National Project for Development of the Egyptian Family (including Assiut, Sohag, Qena, Menya and Beni Suef) – is the key entry point through which the Country Programme will address all three transformative results simultaneously. The programme aligns and contributes directly to the flagship Presidential initiatives, Haya Karima and the National Project for Development of the Egyptian Family, the National Women Empowerment Strategy 2030, the National Strategy on the Elimination of FGM as well as the United Nations Sustainable Development Cooperation Framework (UNSDCF), 2023-2027.

Through the UNSDCF, UNFPA will support national initiatives, particularly on investments in human capital, and overall national SDG advancement, particularly Goals 1, 3, 5 and 17. Specifically in relation to addressing negative social norms output “By 2027, capabilities and capacities of actors and institutions are strengthened to address gender equality and expand a zero-tolerance environment towards all forms of gender-based violence against women and girls.”, UNFPA, in collaboration with the Government of Egypt, will review policies and processes that hamper the progress of women and girls and the behaviours that reinforce negative gender social norms and tackle perceived obstacles.

Objectives:

Capacities of religious and community leaders, men and boys, and service providers is being strengthened to address discriminatory gender and social norms against women and girls. UNFPA is taking an approach based on applicable human rights law that addresses underlying multifaceted inequalities in accessing knowledge, services and opportunities. The country programme is leveraging partnerships, South-South and triangular cooperation on international good practices.

Accordingly, and in full collaboration with the Government of Egypt, this output is focusing on:

- (a) institutionalizing and expanding the capacities and availability of local CSOs and community-based organizations (CBOs) and networks to empower youth as agents for the achievement of sustainable development, provide women-friendly and girl-friendly safe spaces and foster social cohesion;
- (b) expanding engagement with religious and community leaders, media, local community networks, the private sector and service providers to promote gender equality;

- (c) conducting men and boys engagement programmes to strengthen their roles as positive change agents for gender equality;
- (d) strengthening knowledge and shifting attitudes of community members through diverse interactive modes of engagement, including sports and edutainment;
- (e) increasing integration of age-appropriate population education within formal and non-formal education and scaling up of premarital education for couples; and
- (f) expanding multimedia and behavioural change campaigns.

Scope of Work:

UNFPA is seeking a qualified consultant/firm to conduct an evaluation assessing social norms around maternal health, and women and girls' reproductive health and addressing GBV and HPs.

The evaluation will assess the Country Programme's contribution to achieving development results at the country level, including constraining and facilitating factors of programme design and performance. The evaluation will apply appropriate methodology for assessing principle cross-cutting elements of equity and vulnerability, gender equality and human rights in the programmes/projects of this cycle. It will be based on the guiding principles, norms and standards for evaluations adopted at UNFPA.

The purpose of the evaluation is to:

- Assess the current social norms interventions influencing maternal health and reproductive health decisions and behaviours of women and girls.
- Examine how the current social norms interventions contribute to either the persistence or the mitigation of GBV and harmful practices in the targeted communities.
- Identify key influencers, decision-makers, and power dynamics affecting norm reinforcement or change.
- Identify existing good practices and success stories from the field and share findings with UNFPA
- Inform the design and implementation of the programme.

Objectives and Scope of Work

- Map prevailing social norms around maternal health, family planning, and reproductive health choices.
- Identify behavioral or social norms that sustain or challenge GBV and harmful practices (e.g., FGM, child marriage).
- Assess the role of key actors (family, peers, religious/community leaders, service providers) in shaping/ persisting these norms.
- Assess the extent to which intended output has been achieved, and the extent to which this output has contributed to the achievement of the outcomes (Effectiveness)
- Assess the potential for sustainability of the programme results and interventions.

- Examine the extent to which the programme and interventions were implemented efficiently; specifically, how funding, personnel, administrative arrangements, time and other inputs contributed to, or how it hindered the achievement of results.
- Identify challenges, barriers which have impeded implementation of programme components; and enablers that have facilitated successful implementation of the programme.
- Identify and document good practices and lessons learned during the implementation of the programme.
- Provide a set of clear and forward-looking options leading to strategic and actionable recommendations for the design, delivery and monitoring of the programme.
- Provide actionable recommendations for future interventions and communication strategies.
- Document all initiatives, efforts, declarations made by the communities, which are intended to change negative social norms.

Specific Tasks

- Undertake desk review and analysis of key background documents, including the Programme documents, Results framework, and Programme Work-Plans and progress reports.
- Hold a consultation meeting with the UNFPA technical team to ensure the joint vision of the assignment preparing for the inception report.
- Prepare and present an inception report detailing how the consultant/company's understanding of the TOR, their methodological approaches and budget for the evaluation.
- As part of (ii) above, include a matrix showing how the different objectives are going to be measured, including data sources and method of data collection and tools.
- Present an inception report.
- Develop data collection tools for relevant data collection methods and sources identified in the inception report.
- Train Research Assistants in data collection tools
- Carry out data collection as per the agreed upon methodology in the inception report and assure quality of data at all sites.
- Conduct the data analysis to answer to the objectives of the research, using a social norms lens.
- Conducting briefing and debriefing on the completed mission's phases
- Present draft reports for approval

- Draft final report answering all the objectives of the evaluation research; including the use of data visualization approaches to optimize presentation of findings.
- Facilitate meeting, for discussion and validation, to present the main findings and recommendations of the evaluation and discussing the proposed action plan.
- Develop a presentation with followed methodology, main findings, challenges and recommendations, after the validation process.

Deliverables

1. Inception Report - detailing the research methodology including sampling procedures, data collection tools, data analysis plan and detailed work plan and schedule with the PowerPoint presentation of the inception report. The PowerPoint presentation will be delivered to present the contents of the inception report and the agenda for the field phase. Based on the comments and feedback of the ERG, the evaluation consultant/company will develop the final version of the inception report.
2. Draft report for comment and feedback with the PowerPoint presentation for debriefing meeting with the CO and the ERG. The presentation provides an overview of key emerging findings of the evaluation at the end of the field phase. It will serve as the basis for the exchange of views between the evaluation consultant/company, UNFPA CO staff (incl. senior management) and the members of the ERG who will thus have the opportunity to provide complementary information and/or rectify the inaccurate interpretation of data and information collected
3. Produce an acceptable quality of the final evaluation report with the PowerPoint presentation of the evaluation results. The presentation will provide a clear overview of the key findings, conclusions and recommendations to be used for the dissemination of the final evaluation report in addition to cleaned-up datasets in EXCEL format

Note: The deliverables should be in English; with Arabic translation provided for the final drafts (executive summary and final presentation only).

Timeframe

This evaluation will cover the period from **Mid July 2025 - October 2025**.

Qualifications of the Consulting Firm:

Required Experience and Qualification:

- Advanced university degree in gender, health, population, demography and/or other related social science field.
- Substantive knowledge of Gender and social norms as thematic areas
- Good knowledge of the national development context
- 10 years' experience in conducting complex evaluations in the field of development aid for UN agencies and/or other international organisations including experience in leading evaluations

- Extensive knowledge and experience in the application of quantitative and qualitative evaluation methods with a strong gender focus
- In-depth knowledge of evaluation methods, data collection and analysis
- Excellent data analysis skills in qualitative and quantitative methods
- Experience in carrying out country programme evaluations
- Familiarity with UN operations
- Experience as evaluation team leader in a related assignment(s)
- Excellent analytical, writing and communication skills
- Excellent written and spoken English and Arabic languages
- Proven experience in policy development and analysis around reproductive health, gender, population issues and poverty reduction strategies is highly desirable
- Experience and understanding of UN programming processes. Knowledge of UN reforms is highly desirable.
- Experience on evaluation of UN supported programmes will be an added advantage.
- Expertise in developing or updating M&E Results Framework
- Excellent analytical skills including summarising data into preliminary findings

Supervisory arrangements: Management of the Evaluations

The consultant/firm will work under the direct supervision of the M&E Specialist and Gender Specialist, with technical support from the Youth & Adolescents, Population & Development and RH thematic areas.

Monitoring and progress control, including reporting requirements, periodicity format and deadline:

The consultant/firm will provide periodic updates (in writing) on progress of the assignment, at a frequency to be agreed upon by the M&E and technical teams from UNFPA.

Submission Requirements:

Interested consulting firms should submit the following:

- Technical proposal outlining the approach, methodology, and timeline
- Financial proposal with a detailed budget breakdown
- Portfolio of relevant past projects and client references
- Profiles of the key personnel who will be involved in the project (CVs required)

Payment Conditions:

20% upon approving the inception report

50% upon approving the draft report of the survey

30% upon approving the final report