



REQUEST FOR EXPRESSION OF INTEREST (REOI)

For the Provision of Services to Strengthen Regional and National Capacities to Address Gender Biased Sex Selection in Asia and Eastern Europe

Date of the REOI: 23 September 2015

Closing Date for receipt of EOI: The closing date is extended from 15 October to **22 October 2015 at 15:00 hours, Bangkok time**

Reference: UNFPA/BKK/EOI/15/001

Address: procurement.apro@unfpa.org

Description of requirements:

UNFPA is inviting Expressions of Interest (EOIs) from eligible suppliers in respect to the provision of services to strengthen regional and national capacities to address gender biased sex selection (GBSS) in Asia and Eastern Europe. The required services and expected deliverables of these services are as below:

1. Review of existing materials and preparation of a training curriculum and facilitators' guide

- a) *Review of the modules* developed for the pilot course and recommendations received to adapt them for final training curriculum. . Finalization of session plans and thematic modules to cover the agreed subject matter, including the development of additional modules, where necessary.
- b) *Preparation of a module on gender and socio –cultural factors* and review of all modules from a gender and socio-cultural perspective
- c) *Development of a facilitation guide* for the course as per the following outline:
 1. Introduction and background
 2. Outline of the course content and process
 3. Detailed sessions outline for each session
 - a. Title
 - b. Duration
 - c. Objectives
 - d. Detailed activities with time frame
 4. Handouts, presentations, to support sessions
 5. Facilitators notes on process, methodology and key points.
 6. Reference materials

2. **Delivery of capacity building course on GBSS:** On the basis of the training curriculum developed, the selected institution is expected to organize the delivery of the first course. The selected institution will propose a set of experts and resource persons for the course delivery to UNFPA. Once approved, the selected institution will work closely with identified experts, and resource persons to deliver the training. On completion of the course, the institution is expected to



carry out an evaluation to review the course and make necessary revisions to the curriculum based on the recommendations. Specific tasks for delivery of the course include but are not limited to:

- a. Prepare course delivery arrangements with UNFPA regional and country offices.
- b. Coordinate and manage final preparations and delivery of the course with assigned experts who designed and delivered the pilot course, including a gender expert.
- c. Coordinate with identified resource persons as per modules' revision.
- d. Set up human resources and coordination mechanism for above process

Terms of Reference of the required services is in Annex I.

Potential Suppliers

This REOI is addressed to all interested legal entities such as (a) Academic Institution, (b) Consulting firm, (c) Not-for-Profit Organization who has personnel with qualifications as follows:

1. Extensive experience in developing capacity building programmes at regional/national levels on demographic trends, gender and women's rights, harmful practices and sexual and reproductive health and rights.
2. Sound knowledge on gender equality, gender and socio- cultural analysis, harmful practices particularly son preference and gender biased sex selection and related data analysis.
3. Demonstrated capacity to review and develop modules with a diverse team consisting of technical expertise in population data and demographic analysis, gender and harmful practices, and advanced research. Availability of a diverse/multi-sectoral team within the organization or made available for this initiative will be an added advantage.
4. Demonstrated experience in designing and facilitating participatory inclusive, multi-stakeholder training programmes.
5. Demonstrated experience to work collaboratively with UNFPA staff at global, regional and national levels and other key partners to ensure high quality process and products.
6. Having knowledge of the countries where UNFPA is working on Gender Biased Sex Selection in both Asia Pacific and Eastern Europe regions and work experience in these countries would be an added advantage

UNFPA is particularly interested in identifying competitive sources of supply that can offer the services listed above.

Procedure for submission of EOI:

Interested suppliers are encouraged to complete **the attached form in Annex II** and return it to UNFPA by e-mail to procurement.apro@unfpa.org on or before the indicated deadline.

Note:

- (a) **Prices are not required at this stage.** UNFPA is seeking to identify suppliers interested in participating in a future bid.
- (b) **No queries shall be entertained by UNFPA on the conformity of the suppliers' products at this stage.**



- (c) **This EOI does not constitute a solicitation.** UNFPA reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. UNFPA also reserves the right to require compliance with additional conditions as and when issuing the final solicitation document. Submitting a reply to an EOI does not automatically guarantee receipt of the solicitation when issued.

GUIDELINES FOR ELECTRONIC SUBMISSION

1. Bidders shall make clear reference to the specific EOI in the subject field as instructed, otherwise proposals may be rejected. Clearly specify: **EOI UNFPA/BKK/EOI/15/001 for Strengthen Regional and National Capacities to Address Gender Biased Sex Selection in Asia and Eastern Europe**, [company name](#) specify in the subject field.
2. Responses received at the procurement.apro@unfpa.org mailbox are kept undisclosed and shall not be opened before the scheduled opening date.
3. E-mail submission shall not exceed **20 MB**. An auto-generated response will respond to emails received by the procurement.apro@unfpa.org email box.



ANNEX I
TERMS OF REFERENCE
FOR UNFPA/BKK/EOI/15/001

**Strengthening regional and national capacities to address
Gender Biased Sex Selection in Asia and Eastern Europe**

1. Context

The advancement of gender equality and women and girl's empowerment is one of the four outcomes of the current Regional Programmes of the United Nations Population Fund (UNFPA) in Asia and the Pacific and Eastern Europe and Central Asia, in line with the organization's 2014-2017 Strategic Plan and its commitment to achieving the Millennium Development Goals (MDGs), Sustainable Development Goals (SDGs) and the goals of the International Conference on Population and Development (ICPD), the Fourth World Conference on Women and various international human rights instruments.

UNFPA's mandate on sex selection is guided by the Programme of Action of the 1994 Cairo International Conference on Population and Development (ICPD), which recommends the elimination of "*all forms of discrimination against the girl child and the root causes of son preference, which results in harmful and unethical practices regarding female infanticide and prenatal sex selection.*" Prevention and response to violence against women and girls (VAW/G) is, together with the elimination of harmful practices such as child marriage and gender-biased sex selection (GBSS), one of the main regional priorities under this outcome. The UNFPA Asia and the Pacific Regional Office (APRO) and Eastern Europe and Central Asia Regional Office (EECARO) both work in close partnership with governments, other UN agencies and civil society networks to address GBSS.

Analysis of available national census data indicates that in recent decades, sex ratio imbalances favouring boys have grown in a number of South Asian, East Asian, Central Asian as well as Eastern European countries.

Prenatal sex selection leads today to distorted levels of sex ratios at birth (SRB), reaching between 110 and 120 male births per 100 female births in many countries. Birth masculinity reaches even levels above 120 or 130 in some specific regions, pointing to the intensity of gender discrimination. The trend has shifted geographically over time, beginning in a number of Asian countries (China, India, and the Republic of Korea) in the 1980s, followed by some countries of the Caucasus (Azerbaijan, Armenia and Georgia) in the 1990s, and has more recently been followed by Montenegro, Albania, and Vietnam.

Masculinization of sex ratio has led to long-term changes in population structures.

Evidence indicates that sex imbalances are not a passing phenomenon; they are caused by biased sex ratios at birth observed over more than a decade in several countries. Sex selection in favour of boys is a symptom of pervasive social, cultural, political and economic injustices against women, and a manifest violation of women's human rights. The growing number of missing women, (latest estimates indicate 117 million missing women)¹ speaks of a culture that is deeply rooted in patriarchal structures, as also manifested in the practice of sex selection. Declining fertility and rapid developments in the technology that allows parents to know the sex of the fetus have exacerbated this

¹ United Nations estimates



practice. Sex ratio imbalances will have inevitable consequences on family systems and social harmony as is already being observed in several parts of Asia and Eastern Europe and South Caucasus.

2. Background (progress to date)

Over the last 20 years, UNFPA has been supporting national interventions and engaged in research, awareness raising and advocacy to bring the issue of sex selection and the consequent sex ratio imbalance in populations to the forefront of governments' agenda. Efforts first started in China and India where the phenomenon was most prominent but other countries such as Vietnam, Albania, Armenia, Azerbaijan and Georgia are now also being addressed.

UNFPA first convened a conference on sex ratio imbalance in the Republic of Korea in 1994 to sensitize, gather experiences and develop responses for countries in the Asia and Pacific region, followed by regional and global conferences in China in 2004, India in 2007 and Vietnam in 2011. UN inter-agency cooperation was strengthened in 2011 through the development of an interagency statement, by United Nations agencies (OHCHR, UNFPA, UNICEF, UN Women and WHO) noting a framework for action on sex selection and identifying the expertise that each agency can bring for tackling this harmful practice.²

Through this process of stakeholder consultations, research and with sustained advocacy and technical support, UNFPA has led key actions in support of policies and programmes that focused on both affecting the '*supply factors*' such as the misuse of technology used for sex selection, and the '*demand factors*' addressing the underlying socio-economic causes of sex selection. The issue of sex-selection remains nevertheless a sensitive, complex issue. Evaluations indicate that results are varied and that at all levels there is a demand to strengthen capacity to analyze the process of masculinization, its dynamics, root causes and future impact.

Building on past national and regional efforts towards addressing gender biased sex selection, UNFPA has initiated an inter-regional programme to further support national efforts to address this issue in selected countries in Asia, Eastern Europe and the Caucasus. This initiative has been included in a broader global proposal by UNFPA HQs (Gender, Human rights and Culture branch - GHRCB) to address harmful practices and will form part of the forthcoming global programme to address son preference, child marriage and FGM.

Capacity building is a key deliverable of this inter-regional programme with the following objectives:

1. To expand the existing knowledge base on sex ratio imbalance through demographic, socio-cultural, operations and policy research at national and regional level,
2. To strengthen national capacity for advocacy, development, implementation and monitoring and evaluation of policies and programmes to address sex selection,
3. To establish a regional mechanism to monitor trends, exchange information and tools, and maintain dialogue among affected countries through south-south-north collaboration.

One of the major gaps identified by countries is the limited capacity of partners to undertake research and deliver programmes to address GBSS. To meet this gap, institutions capable of undertaking multi-country capacity-building initiatives are found necessary. However, most national institutions engaged with GBSS research/policy work have demonstrated limited capacity in developing and delivering courses for training regional participants. Specialists have largely national level experience and limited competencies for capacity building on GBSS beyond their own borders. The proposed course delivery would require planning for a longer term sustainable capacity building strategy.

² Preventing gender-biased sex selection: an interagency statement OHCHR, UNFPA, UNICEF, UN Women and WHO, 2011



In 2013, APRO set up and supported a preparatory process with global experts and a core resource team to design and deliver the first global pilot course on GBSS. The workshop was organized jointly by APRO and the UNFPA India Country Office, with cooperation from ECCARO and GHRCB HQ.

For the purpose of this Terms of Reference, UNFPA APRO, in consultation with ECCARO and GHRC branch in HQ, propose to select a suitable institution to develop a global capacity building course on gender biased sex selection, including comprehensive training modules and facilitators' guide and deliver training on the course.

3. Scope of work

3.1 Purpose

1. *Develop a global capacity building curriculum on GBSS* for UNFPA based on the existing modules of 2013 pilot course. The course should include detailed session plans and thematic modules that are interactive and suit the needs of various potential audiences: government officials, CSO partners, UNFPA staff, programmers, researchers, students, etc. This will include developing a specific module on gender and socio-cultural dimensions to be added to the current set of modules.
2. *Develop a comprehensive facilitators' guide* that will offer a clear set of tools and methodology for each of the modules.
3. *Deliver a training based on the developed curriculum.*
4. *Revise/finalize the curriculum and facilitators' guide* based on feedback from technical experts and participants of the course.

3.2 Deliverables

A finalised technical curriculum on gender biased sex selection, building on the recommendations from the pilot course. Key deliverables: **(i) Review of existing materials and preparation of a training curriculum and facilitators' guide**

- *Review of the modules* developed for the pilot course and recommendations received to adapt them for final training curriculum. Finalization of session plans and thematic modules to cover the agreed subject matter, including the development of additional modules, where necessary.
- *Preparation of a module on gender and socio-cultural factors* and review of all modules from a gender and socio-cultural perspective
- *Development of a facilitation guide* for the course as per the following outline:
 7. Introduction and background
 8. Outline of the course content and process
 9. Detailed sessions outline for each session
 - a. Title
 - b. Duration
 - c. Objectives
 - d. Detailed activities with time frame
 10. Handouts, presentations, to support sessions
 11. Facilitators notes on process, methodology and key points.
 12. Reference materials

3. **Delivery of capacity building course on GBSS:** On the basis of the training curriculum developed, the selected institution is expected to organize the delivery of the first course. The selected institution will propose a set of experts and resource persons for the course delivery to UNFPA. Once approved, the selected institution will work closely with identified experts and resource persons to deliver the training. On completion of the course, the institution is expected to carry out an evaluation to review the course and make necessary revisions to the curriculum based on the recommendations. Specific tasks for delivery of the course include but are not limited to:
- Prepare course delivery arrangements with UNFPA regional and country offices.
 - Coordinate and manage final preparations and delivery of the course with assigned experts who designed and delivered the pilot course, including a gender expert.
 - Coordinate with identified resource persons as per modules' revision.
 - Set up human resources and coordination mechanism for above process

4. Indicative timeframe for 2015/2016 activities

| Key Milestones (beginning from the time of the contract signing with selected institution) | Estimated Timeline |
|---|-----------------------------------|
| Initial meeting between selected institution and UNFPA to discuss proposed timeline, workplan and expected deliverables (virtual or face to face) | 1 week after the contract signing |
| Review and revision of modules and development of additional modules and facilitation manual | In 4 weeks |
| First draft of the revised curriculum shared for review by UNFPA | In 8 weeks |
| Feedback on curriculum given by UNFPA | In 4 weeks |
| Revised curricula on the basis of comments provided by UNFPA | In 4 weeks |
| Delivery of course | In 6 weeks |
| Evaluation and recommendations for next steps | In 2 weeks |
| Incorporation of recommendations in course modules and facilitation manual | In 4 weeks |

Note: The time frame for the work will be negotiated with the successful bidder and the tasks will be subject to availability of funds.

5- Technical criteria

7. Experience in developing capacity building programmes at regional/national levels on demographic trends, gender and women's rights, harmful practices and sexual and reproductive health and rights.
8. Sound knowledge on gender equality, gender and socio- cultural analysis, harmful practices particularly son preference and gender biased sex selection and related data analysis.
9. Demonstrated capacity to review and develop modules with a diverse team consisting of technical expertise in population data and demographic analysis, gender and harmful practices, and advanced research. Availability of a diverse/multi-sectoral team within the organization or made available for this initiative will be an added advantage.
10. Demonstrated experience in designing and facilitating participatory inclusive, multi-stakeholder training programmes.
11. Demonstrated experience to work collaboratively with UNFPA staff at global, regional and national levels and other key partners to ensure high quality process and products.
12. Knowledge of the countries where UNFPA is working on GBSS in both Asia Pacific and ECCA



regions and work experience in these countries would be an added advantage.

6- Location

The majority of the work will be undertaken as desk work at the location of the selected institute. The venue of the first course will be Bangkok, Thailand.

UNFPA will take responsibility of providing basic logistical support, such as identifying the hotel and venue of training, identifying participants, and inviting participants to the training. In summary, the logistical support is not under the scope of this work. However, the institution will be responsible for availability of training modules, resource pack and facilitation manual, identification of experts for delivery of modules, printing of training materials in advance of the course. It is expected that the institution will factor in travel cost for their team, including the identified resource persons and experts to the pilot training.

Travel may be occasionally required for preparatory meetings with experts for the review of the revised products and face-to-face meetings with UNFPA and partners. Therefore, the selected institution should budget the cost for at least one trip for preparatory meeting to Bangkok in addition to the cost of travel for training.

7- Technical guidance and oversight

The institution will work under the supervision of a designated technical team of UNFPA staff from both regions and the overall guidance of the Deputy Regional Director Asia Pacific Regional Office.



ANNEX II
EXPRESSION OF INTEREST FORM (EOI form) –UNFPA/BKK/EOI/15/001

[Please check the box when appropriate]

GENERAL INFORMATION

| | | |
|---|--|--|
| Full company name: | | |
| Academic Institute: <input type="checkbox"/> | Service Provider or Consulting Firm: <input type="checkbox"/> | Not-for-Profit Organization: <input type="checkbox"/> |
| Address: | | |
| Country: | | |
| Contact Person: | | |
| E-mail address: | | |
| Tel: | | Fax: |
| Alternative Contact person: | | |
| E-mail address: | | |

INTEREST IN SUPPLYING THE SERVICES AS STATED IN THE EOI NUMBER UNFPA/BKK/EOI/15/001

ORIGIN OF SERVICES

| | |
|--|--|
| Company name: | |
| Country: | |
| <i>If more than one source (i.e. subcontractors)</i> | |
| Company name: | |
| Country: | |
| Company name: | |
| Country: | |

COMMERCIAL INFORMATION

| Year | Total Revenue | Revenue for services in question |
|------|---------------|----------------------------------|
| 2014 | | |
| 2013 | | |
| 2012 | | |

ADDITIONAL INFORMATION



| | | |
|---|--------------------------|-----------------------------|
| Company established in... (year) | | |
| Years of experience providing similar services | | |
| List the similar previous work or services, please provide details as much as possible. | | |
| 1 | | |
| 2 | | |
| 3 | | |
| Registration with UNGM ³ | <input type="checkbox"/> | If so, registration number: |
| | | |

Vendors are cautioned that Documental Evidence supporting above statements will be requested as part of the Request for Proposal.

³ www.ungm.org