



INDIVIDUAL CONSULTANT – IT SPECIALIST (logistics information systems)

Hiring Office:	Sahel Women's Empowerment & Demographic Dividend Regional Secretariat / UNFPA West & Central Africa Regional Office
Purpose of consultancy:	<p>One of the main objectives of the Sahel Women's Empowerment & Demographic Dividend (SWEDD) project is to support the recipient countries to strengthen the performance of the countries RMNCHN supply chain, based on proven evidence in the region and abroad. In this line, the SWEDD Secretariat organized a workshop in Abidjan from 18 to 22 January to help develop country specific action plans. A three phases roadmap was endorsed by the six recipient countries and their partners World Bank, UNFPA, WAHO and The BMGF as follows :</p> <ul style="list-style-type: none">- Technical assistance to countries by the pool of experts to finalize in country action plans- Technical assistance to the countries to properly respond to the SWEDD request for proposal on the supply chain focusing on best practices around the "last mile". <p>The main purpose is Consultancy is to provide technical assistance to SWEDD countries for the development of action plans on strengthening in country supply chain focusing on the "last mile".</p>
Scope of work: <i>(Description of services, activities, or outputs)</i>	<p>1/ The present mission is to assist countries in finalizing action plans in line with the Abidjan roadmap;</p> <p>2/ Assist countries to respond to the SWEDD request for proposal to strengthen countries' supply chain.</p> <p>The mission include :</p> <ul style="list-style-type: none">• Orientation workshop,• meeting with key stakeholders (MOH, Minister for Planning, UNFPA, UNICEF, Health minister ,etc),• review the country action plan developed in Abidjan,• Assess the alignment with the proposed interventions in the Annual Work Plan of the World Bank SWEDD project,• Assist in aligning activities, outputs, outcomes,• Assist in finalizing budget estimation,• Assist in the development of the way forward.
Duration and working schedule:	<p>Step 1 : Duration 30 days : Develop Country Action Plans</p> <ul style="list-style-type: none">• 5 days Preparation, including literature review using the World Bank Situation Analysis, alignment on mission objectives, and briefing calls on countries request, alignment of country priorities – actual workplan versus gap identified during Abidjan workshop, identify new gaps and guide the consultants on their mission - specific guidance to consultancy, consultant assigned countries.• 10 – 15 days in the field: Orientation workshop, meeting with key stakeholders (MOH, Minister for Planning, SWEDD Units, UNFPA, UNICEF, Health minister ...), review the country action plan developed in Abidjan, assess the alignment with the purpose intervention in the PAD of the World Bank SWEDD project, assist in aligning activities outputs, outcomes, assist in finalizing budget estimation, assist in the development of the way forward. <p>Step 2 : Duration 60 days: Develop country proposals</p> <ul style="list-style-type: none">• 5 days Literature review. Initial briefing in country mission. Alignment with country SWEDD and existing documentation• 25 – 30 days in the field :Orientation workshop, meeting with key stakeholders. Assist in writing the proposal and assist in the validation by

	the national steering committee and in the submission to the RST.																											
Place where services are to be delivered:	The initial briefing will take place in Dakar by teleconference Then the mission will be deployed in countries : Burkina Faso, Chad, Côte d'Ivoire, Mali, Mauritania and Niger The team will include pharmacists, health economist, & IT specialist.																											
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.	<table border="1"> <thead> <tr> <th>Deliverables</th> <th>Deadline</th> <th>Responsible</th> </tr> </thead> <tbody> <tr> <td colspan="3">Step 1</td> </tr> <tr> <td>Draft country action plan</td> <td>25 March</td> <td>Consultants team leader</td> </tr> <tr> <td>Final action plan with mission reports</td> <td>07 April</td> <td>Consultants team leader</td> </tr> <tr> <td colspan="3">Step 2</td> </tr> <tr> <td>Inception training report</td> <td>06 May</td> <td>Consultants team leader</td> </tr> <tr> <td>Midterm progress report</td> <td>31 May</td> <td>Consultants team leader</td> </tr> <tr> <td>Country validation workshop report</td> <td>10 of June</td> <td>Consultants team leader</td> </tr> <tr> <td>Finalize country proposals</td> <td>20 of June</td> <td>Consultants team leader</td> </tr> </tbody> </table>	Deliverables	Deadline	Responsible	Step 1			Draft country action plan	25 March	Consultants team leader	Final action plan with mission reports	07 April	Consultants team leader	Step 2			Inception training report	06 May	Consultants team leader	Midterm progress report	31 May	Consultants team leader	Country validation workshop report	10 of June	Consultants team leader	Finalize country proposals	20 of June	Consultants team leader
Deliverables	Deadline	Responsible																										
Step 1																												
Draft country action plan	25 March	Consultants team leader																										
Final action plan with mission reports	07 April	Consultants team leader																										
Step 2																												
Inception training report	06 May	Consultants team leader																										
Midterm progress report	31 May	Consultants team leader																										
Country validation workshop report	10 of June	Consultants team leader																										
Finalize country proposals	20 of June	Consultants team leader																										
Supervisory arrangements:	The team will be under the supervision of the Regional Steering Team Coordinator. Each country team will closely work on the guidance of the team leader and UNFPA Commodity Security Specialist in the country office and the SWEDD focal units																											
Expected travel:	Travel to SWEDD countries, average 45 days 10 to 15 days for the Action Plan and 30 days for the Request for proposal																											
Required expertise, qualifications and competencies, including language requirements:	Logistic Information System Specialist University degree in MIS, computer science, math, business, supply & logistics, or relevant background. Experience ideally in West & Central Africa, Logistic information system specialist : 5 years of experience in conception and implementation of LMIS Good knowledge in UNFPA procedures, Fluent in both French and English. Effective computer skills																											
Other relevant information or special conditions, if any:	All travel arrangements, DSA, TA, and security would be accorded to UNFPA procedures (security training and security clearance before trip, and security briefing upon arrival)																											
<p>How to Apply: Please send your CV, p11 and 2 references to unfpa.wcaro.recruitment@unfpa.org by 13 March 2016. Please make reference to “IT Specialist” in the email subject line.</p> <p>You may download the p11 form here: http://www.unfpa.org/resources/p11-un-personal-history-form</p>																												