**POSITION: Consultant for Mid Day Meal Nutrition.**

**CLOSING DATE: 22 June 2017**

UNICEF, Odisha office is looking for a Consultant for Mid Day Meal, Nutrition to provide technical assistance for strengthening the nutritional quality of MDM and provide critical support in implementing the Iron plus (WIFS) program especially activating and strengthening the emergency response system (ERS) for managing adverse effects following supplementation in schools.

**Objective:** The main objective is to provide technical support to strengthen i. Nutritional quality of MDM ii. Implementation of WIFS program in schools iii. Participation of resistant stakeholders (school management committees, teachers’ associations, parent-teacher associations) to strengthen the MDM program and iv. Nutrition knowledge for school age children.

**Major tasks to be accomplished:**

* Provide technical support for improvement in the quality of MDM through convergent nutrition interventions
* Provide technical support to improve the quality of WIFS program by strengthening field monitoring, regular reporting, feedback and program review, management of minimizing disruptions by effective management of the emergency response system
* Provide support for ensuring participation of resistant stakeholders (PTA, Teachers’ Association, School Management Committees) in improvement of the MDM program
* Technically support the development of resource material on nutrition (focusing on MDM, anemia control and USI)

**The consultant is expected to deliver the following end products: Deliverables and Deadlines**

15th July 2017 – 31st Dec 2017

|  |  |  |  |
| --- | --- | --- | --- |
| **Major Tasks** | **Deliverables** | **Specific delivery deadline for completion of deliverable (please mention as date/days/months)** | **Estimated travel required for completion of deliverable (mention number of days)** |
| **Provide technical support for improvement in the quality of MDM through convergent nutrition interventions** | 1. One independent field monitoring report on status of functioning of central kitchens and quality of implementation of MDM at sample schools in districts submitted to UNICEF/ MDM for action | 15th Dec 2017 | 5 days |
| 2. End of project report submitted | 15th Dec 2017 | 5 days |
| **Provide technical support to improve the quality of WIFS program by strengthening field monitoring, regular reporting, feedback and program review, management of minimizing disruptions by effective management of the emergency response system** | 3. Analytical report on WIFS SMS-based reporting from districts submitted  | 20th Jul 2017 |  |
| 4. One independent field monitoring report on implementation of WIFS and ERS submitted to UNICEF/ MDM for action | 30th Oct 2017 | 5 days |
| 5. Draft document on progress under school-component of NIPI (highlighting the structural changes in implementation design and innovations under NIPI in the state) submitted | 20th July 2017 |  |
| **Provide support for ensuring participation of resistant stakeholders (PTA, Teachers’ Association, School Management Committees) in improvement of the MDM program** | 6. Reports on quality of implementation of teaching on nutrition components in SMC training programmes submitted | 30th Oct 2017 | 2 days |
| **Technically support the development of resource material on nutrition (focusing on MDM, anemia control and USI)** | 7. A/V documentation of 3 best performing districts (one from each revenue division) developed in coordination with SME department | 15th Sep 2017 | 5 days |
| 8. Documentation of case studies from rest 27 districts completed in coordination with SME department | 15th Sep 2017 | 8 days |
| 9. Consultative meeting held by DS&ME with stakeholder departments for inclusion of technical material on nutrition (focusing on anemia control and USI) into school text books | 15th Dec 2017 |  |
| 10. Chapter on adolescent nutrition programmes (MDM, fortification programmes) submitted for incorporation into MBBS curricula | 30th Oct 2017 |  |

**Duty Station:** The incumbent will be based at Bhubaneswar.

**Official travel involved (itinerary and duration):** Field travel for approximately 30 days during the consultancy period.

**Duration of contract**: Total number of days for assignment: 15th July 2017 – 31st Dec 2017 (5.5 months)

**Payment Schedule:**

**(**15th July 2017 – 31st Dec 2017**):**

|  |  |
| --- | --- |
| Submission of final products of deliverable 3,5 | 20% of the total amount quoted |
| Submission of final products of deliverables 7,8 | 30% |
| Submission of final products of deliverables 4,6,10 | 25% |
| Submission of final products of deliverables 1,2,9 | 25% |

**The total amount for fee, DSA and Travel/OPE (all inclusive) to be mentioned in the financial bid (attached Annex 1) as per percentage shown above in the payment schedule.**

**Qualifications or specialized knowledge/experience required:**

1. **Educational Qualifications:**
* Post graduate degree/diploma in Nutrition/ Public Health/ Public Health Nutrition/ MD/ MHA/ MPH/ MHM
1. **Experience:**
* Work experiences of min. 3 years in the field of micronutrient, maternal health, child development and nutrition programmes
* Good analytical, negotiation and communication (oral and written) skills
* Computer literate and conversant with MS Office and its application, internet, e-mail
* Knowledge/familiarity with the national flagship programmes (NRHM, ICDS and others) and prior experience of working with Government is an asset
* Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective working relationships with governmental, non-governmental and civil society organizations
* Knowledge of English essential, working knowledge of Oriya would be an added advantage

**Application Procedures**

1. Qualified candidates are requested to please indicate their ability and availability to undertake the terms of reference above.
2. Your application should be sent to **bhubaneshwar.consultants@unicef.org** by **22 June 2017** with subject line **" Consultant for Mid Day Meal Nutrition”** in separate files consisting of:
3. An application letter
4. Up-to-date Curriculum Vitae (CV)
5. Up-to-date P-11 form (which can be downloaded from our website <http://www.UNICEF.org/india/overview_1440.htm>)
6. A financial proposal/bid (below-Annex 1), **duly signed, in PDF format** only indicating all inclusive deliverable based fee as per template below. Please mention your name in the file name while saving.
7. Sample of previous works, if any

1. The short-listing will be on the basis of technical evaluation & financial proposal in the ratio of 70:30. The technical criteria for evaluation is as follows:

1 Educational Qualifications (15)

2 Relevant Experience (15)

3 Written Test (35)

4 Experience in Bilateral/International/UN agencies (5)

**Total Score should be 70. Minimum overall qualifying score should be 49**.

1. Only short-listed candidates will be called for written test/interview.
2. The financial proposals of only those candidates, who are found technically responsive, will be opened.
3. Any attempt to unduly influence UNICEF’s selection process will lead to automatic

dis-qualification of the applicant.

1. Joint applications of two or more individuals are not accepted.
2. Incomplete applications, submissions without all required documents or submissions after the deadline will be invalidated.

Please note, UNICEF does not charge any fee during any stage of the process.

While applying, kindly let us know where you have seen this advertisement.

**UNICEF reserves the right to invalidate applications for reasons mentioned above.**

**QUALIFIED WOMEN ARE ENCOURAGED TO APPLY**

For any clarifications, please contact:

UNICEF

Supply Focal Point

44, Surya Nagar, Bhubaneswar-751003

Telephone # +91-0674-2397977-80

Fax # +91-0674-2397976; Email: bhubaneshwar.consultants@unicef.org

*Contd…..*

Annex 1

**Financial Bid Cost (INR)**

**CONSULTANT FOR MID DAY MEAL NUTRITION**

 ***Shaded area to be filled in by* candidate/applicant**

|  |  |  |  |
| --- | --- | --- | --- |
| **Major Tasks** | **Deliverable (s)** | **UNICEF Estimate** | **Candidate’s Proposal** |
| **Estimated deadline for completion of deliverable (please mention as days/months)** | **Estimated travel required for completion of deliverable (please mention destination/ number of days)** | **Complete timeframe for deliverable** | **Professional Fee** | **Travel Cost** | **DSA Cost** |
| Place | No of days | Rate per day |  |  |  |  |
| **Provide technical support for improvement in the quality of MDM through convergent nutrition interventions** | 1. One independent field monitoring report on status of functioning of central kitchens and quality of implementation of MDM at sample schools in districts submitted to UNICEF/ MDM for action | 15th Dec 2017 | Statewide | 5 days | 2500.00 |  |  |  |  |
| 2. End of project report submitted | 15th Dec 2017 | Statewide | 5 days | 2500.00 |  |  |  |  |
| **Provide technical support to improve the quality of WIFS program by strengthening field monitoring, regular reporting, feedback and program review, management of minimizing disruptions by effective management of the emergency response system** | 3. Analytical report on WIFS SMS-based reporting from districts submitted  | 20th Jul 2017 |  |  |  |  |  |  |  |
| 4. One independent field monitoring report on implementation of WIFS and ERS submitted to UNICEF/ MDM for action | 30th Oct 2017 | Statewide | 5 days | 2500.00 |  |  |  |  |
| 5. Draft document on progress under school-component of NIPI (highlighting the structural changes in implementation design and innovations under NIPI in the state) submitted | 20th July 2017 |  |  |  |  |  |  |  |
| **Provide support for ensuring participation of resistant stakeholders (PTA, Teachers’ Association, School Management Committees) in improvement of the MDM program** | 6. Reports on quality of implementation of teaching on nutrition components in SMC training programmes submitted | 30th Oct 2017 | Statewide | 2 Days | 2500.00 |  |  |  |  |
| **Technically support the development of resource material on nutrition (focusing on MDM, anemia control and USI)** | 7. A/V documentation of 3 best performing districts (one from each revenue division) developed in coordination with SME department | 15th Sep 2017 | Statewide | 5 days | 2500.00 |  |  |  |  |
| 8. Documentation of case studies from rest 27 districts completed in coordination with SME department | 15th Sep 2017 | Statewide | 8 days | 2500.00 |  |  |  |  |
| 9. Consultative meeting held by DS&ME with stakeholder departments for inclusion of technical material on nutrition (focusing on anemia control and USI) into school text books | 15th Dec 2017 |  |  |  |  |  |  |  |
| 10. Chapter on adolescent nutrition programmes (MDM, fortification programmes) submitted for incorporation into MBBS curricula | 30th Oct 2017 |  |  |  |  |  |  |  |
| **Grand Total (Prof. Fee + Travel cost + DSA)** |

**Name of the Bidder:**

**Address:**

**Contact no.:**

**Email address:**

**Signature:**

**Date:**