Invitation for Proposals (to be issued by UNFPA)

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| UNFPA, United Nations Population Fund, an international development agency, invites qualified organizations to submit proposals for **providing technical support to UNFPA Thailand on youth sexual reproductive health & rights (YSRH&R) for general youth and youth with disabilities, and facilitating working with other related stakeholders including government, private sectors and CSOs.**  The purpose of the Invitation for Proposals is to identify eligible non-governmental organizations for prospective partnership with UNFPA Thailand Country Office to support achievement of results outlined in the Eleventh Country Programme Document or section 1.3 below.  Organizations that wish to participate in this Invitation for Proposals are requested to send their submission through email or mail clearly marked “NGO Invitation for Proposals” at the following address:  UNFPA Thailand Country Office mailing [*thailand.office@unfpa.org*](mailto:thailand.office@unfpa.org)  By **24 May 2019**  Proposals received after the date and time may not be accepted for consideration.  Applications must be submitted in English.  Any requests for additional information must be addressed in writing by 1 week before deadline for submissions at the latest to Duangkamol Ponchamni at ponchamni@unfpa.org. UNFPA will post responses to queries or clarification requests by any NGO applicants who submitted, on UNFPA Thailand website before the deadline for submission of applications.  UNFPA shall notify applying organizations whether it is considered for further action. |
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| **Section 1: Background** | |
| 1.1 UNFPA mandate | UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every birth is safe, and every young person's potential is fulfilled. |
| 1.2 UNFPA Programme of Assistance in Thailand | In Thailand, UNFPA works with the government and other partners to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled. The organization’s Strategic Plan(SP) 2018-2021 indicates the following four outcomes focusing on 1) sexual reproductive health and rights, 2) adolescent and youth empowerment, 3) gender equality and women’s empowerment and 4) population data for development. The SP is designed in alignment with 2030 agenda. In UNFPA ‘s vision 2030, three people-centred transformative results: end unmet need for family planning, end preventable maternal deaths, and end gender based violence and harmful practices.  Further information on the programme can be found on http://unfpa.org/Thailand |
| 1.3 Specific results | Within this framework and as set out in 2017-2021 Eleventh Country Programme Document (CPD 11th) working with government and other partners, UNFPA will contribute to achieve the following results:  Current CPD 11th aims to reduce 25% of Adolescent Birth Rate by 2021 with two outputs planned to contribute to the result. Output one on Youth and Adolescent and Output two on Population Dynamics. Young Person is the core target to be developed and invested so that they could become quality and productive capital for the country. Two direct outputs indicators designed to achieve output one including: 1) number of representation of young people from marginalized group should be presented in youth council; and 2) recommendations from young people regarding their life skills especially Sexual Reproductive health and Rights must be articulated and adopted for policy review.  As stated in the Convention on Rights for People with Disability(PWDs) in article 10-Right to life that state parties reaffirm that every human being has inherent right to life and shall take all necessary measures to ensure its effective enjoyment by persons with disabilities on an equal basis with others. CRPD clearly articulates in the Article 23-Respect for home and the family that States Parties shall take effective and appropriate measures to eliminate discrimination against persons with disabilities in all matters relating to marriage, family, parenthood and relationships, on an equal basis with others, ensure that; *(a)* The right of all persons with disabilities who are of marriageable age to marry and to found a family on the basis of free and full consent of the intending spouses is recognized;(*b*)The rights of persons with disabilities to decide freely and responsibly on the number and spacing of their children and to have access to age-appropriate information, reproductive and family planning education are recognized, and the means necessary to enable them to exercise these rights are provided;  Thailand issued Act for Prevention and Solution of the Adolescent Pregnancy Problem, B.E.2559 (2016), with clearly addressed in the Article 5 that an adolescent has right to make a decision by himself and has the right to information and knowledge, right to reproductive health service, right to confidentiality and privacy, and right to social welfare provision, that are equal and non-discriminative, and its entitled to any other rights for purpose of this act accurately, completely and adequately. Every adolescent including those with disabilities are entitled to exercise their SRH & R as addressed and stated in the Act.  The selected partner then should be able to deliver results contributing to UNFPA CPD11th as well as ensuring that Adolescent and Young Persons with Disabilities accessed to ASRH & Rights as indicated in the Act for Prevention and Solution of the Adolescent Pregnancy Problem, B.E.2559 (2016) and the CRPD.  UNFPA Thailand Country Office is looking for a NGO to be an Implementing Partner for three years (2019-2021) to deliver results. The selected Partners should be able to draw more key actors and partners to ensure that:   1. *Perform as technical support on YSRH & R to other UNFPA Partners especially those from CSOs and private sectors for the purpose of assisting the accessibility of every young person to YSH&R information and services*   *1.1 Private and CSOs Partnership Initiatives:*   * Provide technical contents/guidance for development of e-learning package(s) for general youth including those with disabilities * Provide quality control for technical knowledge of any UNFPA’s partnership initiative collaborated with CSOs and private partners on SRHR in Thailand * Perform as school tour training resource persons and support developing of training tool kits * Provide information for print materials for publicity campaigns * Provide resource persons to support technical knowledge in the related forums/events * Support projects on empowerment of young people with disabilities/ peer educators/ one stop services for youth with disabilities * Provide technical support on YSRH & R to other UNFPA’s related implanting partners and partners especially on supporting development and implementing YSRH&R knowledge package for vulnerable young people including those with disabilities. * Co-host for the coalition event, corporate on high-net-worth individual donors   *2) Perform as facilitator between UNFPA and other related stakeholders*   * Facilitate administrative and logistics with other related stakeholders for arrangement of events/meetings/workshops   *3) Upon mutual agreement with UNFPA Thailand, initiate and implement projects on YSRH&R as agreed with UNFPA for vulnerable young persons*.  With the above mentions key interventions, following deliverables and results expected:  ***Results:*** By end of 2021,  1) Recommendations raised by Youth Advocates on SRH &Rights adopted by MSDHS (Department of Empowerment of People with Disabilities), MoE (Special Education), etc.  2) Number of representatives from young people with disabilities nominated or selected and sit in any youth forum and platforms on SRH&R including National Youth Council.  ***Deliverables:***  *Year 1: 2019*  1. In cooperation with other private sectors/CSOs, technical inputs provided to develop and package YSRH e-learning for young people including those of drop-outs and with disabilities.  2. Training Tool Kits for peer educator and youth advocates on YSRH&R for young persons with disabilities based on UNFPA I-Design modified and available  3. Peer educators and youth advocates produced from UNFPA –YSRH & Rights partnership initiatives are qualified with core knowledge and skills  *Year 2: 2020*  1. E-learning on basic life skills including YSRH & Rights knowledge and skills available for youth with visual, physical and hearing disabilities  2. Continued technical support as indicated in year 1 deliverables  *Year 3: 2021*  1. Technical inputs ensuring YSRH & Rights youth friendly services for those with disabilities  2. YSRH & Rights Initiatives with private sectors and CSOs documented and ready for publication for public and policy advocacy purpose |
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| **Section 2: Application requirements and timelines** | | |
| 2.1 Documentation required for the submission | The expression of interest shall include the following documentation:   * Copy of provisions of legal status of the NGO in Thailand [*Required to be eligible for review]* * Copy of provisions of legal status of the NGO in Thailand (for INGOs ) * Attachment I – NGO Profile and Programme Proposal * Latest annual report and audit report as separate documents or hyperlink to the documents | |
| 2.2 Indicative timelines | Invitation for Proposal issue date | 25 April 2019 |
| Deadline for submissions of proposals | 24 May 2019 |
| Deadline for requests of additional information/ clarifications | 17 May 2019 |
| Review of NGO submissions | 29 May 2019 |
| Notification of results communicated to NGO | 14 June 2019 |

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| **Section 3: Process and timelines** | | |
| 3.1 Review & evaluation of NGO submissions | Applications will be assessed by a review panel to identify organizations that have the required knowledge, skills, and capacity to support achievement of results *using criteria outlined in section 3.2 below*.  It should be noted, however, that participation in this Invitation for Proposals does not guarantee the organization will be selected for partnership with UNFPA. Selected NGOs will be invited to enter into an implementing partner agreement and applicable UNFPA programme policy and procedures will apply. | |
| 3.2 Selection criteria | Eligible organizations will be selected in a transparent and competitive manner, based on their capacity to ensure the highest quality of service, including the ability to apply innovative strategies to meet programme priorities in the most efficient and cost-effective manner.  UNFPA Thailand Country ffice will review evidence provided by the NGO submission and evaluate applications based on the following criteria:  NB: Any proposal not submitted in specified working language will be excluded from consideration. | |
| Governance & Leadership | * The organization has a clearly defined mission and goals that reflect the organization’s structure and context, as well as alignment to UNFPA priority areas. * Organization does not have a history of fraud, complaints or service delivery issues. |
| Human Resource | * Organization has sufficient staff resources and technical expertise to implement the proposed activities. * Organization does not have conflicts of interest with UNFPA or its personnel that cannot be effectively mitigated. |
|  | Comparative Advantage | * The organization’s mission and/or strategic plan focuses on at least one of the UNFPA’s programme areas. * The organization has experience in the country or field and enjoys prominence in areas related to UNFPA’s mandate. * The organization has a proven track record in implementing similar activities and is seen as credible by its stakeholders and partners. * The organization has relevant community presence and ability to reach the target audience; especially vulnerable populations and hard-to-reach areas. |
|  | Monitoring | * The organization has systems and tools in place to systematically collect, analyse and use programme monitoring data |
|  | Partnerships | * The organization has established partnerships with the government and other relevant local, international and private sector entities. |
|  | Environmental Considerations | * The organization has established policies or practices to reduce the environmental impact of its activities. If no policies exist, the organization must not have a history of its activities causing negative impact to the environment. |
| 3.3 Prospective partnership agreement | UNFPA will inform all applicants of the outcome of their submissions in writing to the email/ postal address indicated in the NGO submission. | |

Attachment I: NGO Profile and Programme Proposal (To be completed by NGO submitting proposal)

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| The purpose of this proposal is to provide the following information: a) overview of the NGO, b) an outline of the activities the NGO is proposing to partner with UNFPA and c) provide UNFPA with sufficient evidence to show it meets the criteria outlined in section 3.2 of the IFP. [*If the Invitation for Proposals allows for multiple submissions, the following text may be added:* A separate form should be filled for each programme proposal submitted.]  Information provided in this form will be used to inform the review and evaluation of NGO submissions as outlined in the Invitation for Proposals. |

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| **Section A. NGO Identification** | | |
| A.1 Organization information | Organization name |  |
| Address |  |
| Website |  |
| A.2 Contact information | Name |  |
| Title/Function |  |
| Telephone |  |
| Email |  |
| A.3 Conflict of interest statement | To your knowledge, do any staff members of your organization have personal or financial relationships with any staff of UNFPA, or any other conflicts of interest with this programme or UNFPA? If so, please explain. |  |
| A.4. Fraud statement | Does your organization have fraud prevention policies and practices in place? |  |

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| Section B. Overview of the organization |

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| B.1 Annual budget | Size of annual budget (previous year, USD) |  |
| Source of funding | *Outline funding base, including local, international, and private sector donors* |
| Main funding partners/ donors |  |
| B.2 Staff capacity | *List of number and key functions of core organization staff* | |

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| B.3 NGO mandate and background | *Outline the organization’s mandate and field of work, and how it aligns to UNFPA’s mandate.* |
| B.4 Available expertise and specialists | *Outline the distinctive technical capacity of the organization to achieve results in the proposed programmatic area* |
| B.5 Experience in proposed area of work | *Outline of type/scope and key results achieved in proposed programmatic area in recent years, including any recognition received at local / global level for the work in the proposed area. Include a summary experience in [country] and prior experience with any organization of the United Nations* |
| B.6 Knowledge of the local context/ Accessibility to target population | *Outline of presence and community relations in the location(s) the activities will be implemented in: include access to vulnerable populations and hard-to-reach areas, if any)* |
| B.7 Credibility | *To what extent is the NGO recognized as credible by the government, and/or other key stakeholders/partners?* |
| B.8 Monitoring | *Outline the systems in place (policies, procedures, guidelines, and other tools) that systematically collect, analyse and use programme monitoring data* |

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| Section C. Proposal overview | |
| C.1 Programme title |  |
| C.2 Results to which the programme contributes | *Refer to Section 1.3 of the Invitation for Proposal* |
| C.3 Proposed programme duration | *From MM/YYYY to MM/YYYY* |
| C.4 Proposed Programme budget |  |
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| Section D. Proposed interventions and activities to achieve intended results | |
| D.1 Programme Summary | *This section should provide a brief summary of the programme.*  *It should include a problem statement, the context and the rationale for the Programme:*   * *Overview of the existing problem;* * *How the problem is linked to global/regional/national priorities and policies; and* * *The relevance of the programme in addressing problem identified* |
| D.2 Organizational background and capacity to implement | *This section should briefly explain why the proposing organization has the experience, capacity and commitment to successfully implement the workplan.* |
| D.3 Expected results | *“What” this programme will achieve - programme objectives and expected results* |
| D.4 Description of activities and budget | *This section includes a detailed description of budgeted activities to be undertaken to produce the expected results. Clear linkages between activities and results must be indicated. The applicant should include a separate excel spreadsheet with full details of activities and associated budget.* |
| D.5 Gender, Equity and Sustainability (optional) | *Explain briefly the practical measures taken in the programme to address gender, equity and sustainability considerations* |
| D.6 Environmental impact | *Outline the likely environmental impact of the programme, if any.* |
| D.7 Other partners involved | *This section outlines other partners who have a role in programme implementation, including potential sub-contractees and other organization providing technical and financial support for the programme* |
| D.8 NGO contribution | *This section briefly outlines the partner specific contribution to the programme (monetary or in-kind)* |
| D.9 Additional documentation | *Additional documentation can be mentioned here for reference* |

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| Section E. Programme Risks and Monitoring | |
| E.1 Risks | *Identify major risk factors that could result in the proposed activities not being successfully implemented and any key assumptions on which the proposed intervention is based. Include any actions the organization will undertake to address/reduce identified risk(s).* |
| E.2 Monitoring | *This section briefly outlines the monitoring activities* |

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| Section F. References | |
| Please provide 3 references to support your proposal. Include name, title, contact information and brief summary of relationship. | |
| Reference 1: |  |
| Reference 2: |  |
| Reference 3: |  |