

## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

<b>TERMS OF REFERENCE: International Expert from Czech Republic for implementation of feasibility study in Bosnia and Herzegovina</b>	
Hiring Office:	UNFPA Country Office Bosnia and Herzegovina
Purpose of consultancy:	<p>Bosnia and Herzegovina is a country in transition located in South-East Europe that is consisted of two entities (Federation of Bosnia and Herzegovina and Republika Srpska as well as Brcko District) Federation of Bosnia and Herzegovina is further consisted of 10 cantons. All in all, there are 14 executive and legislative governments in the country including the Council of Ministers at the state level.</p> <p>Demographic situation in the country remains complex with fertility rates at 1.18 considered as lowest low globally. At the same time, with estimated 25,000 population emigrating to more developed countries annually and negative natural change caused by higher mortality than fertility, Bosnia and Herzegovina losses approximately 1.5% of total population a year. Although official statistics report the country having around 3.4 million population, this number does not take into consideration emigrations. Demographers in the country agree that the country has not more than 3 million population or even less at present.</p> <p>Productivity levels of Bosnia and Herzegovina are quite low and estimated at around 2/3 of average productivity in the European Union. Also, inactivity and unemployment levels in the country are very high where only one in three working age women have income from their work. The Labour Force Survey reports 51% of working age women being inactive and additional 20% unemployed in the labour market (lowest for the whole Western Balkans region).</p> <p>Having in mind that productivity could be increased either through automation and robotics, or strengthening human capital or immigration of skilled workers, many stakeholders have been trying to solve the issue of low productivity with insufficient impact. Main barriers for women to engage in the labour market are the possession of low skills in comparison to the labour market needs, lack of child care and care for older members in their families and gender pay gap. Although employment bureaus exist across the country, their work is mostly focused on self-registered working-age population while inactive population is not included in any employment initiatives.</p> <p>UNFPA and the Czech Embassy in Bosnia and Herzegovina conducted an analysis of the effects of population trends on the provision of public services in Bosnia and Herzegovina in 2022 with demographic and economic projections for the coming period. Demographic projections suggested that the country will lose more than half of its current total population by 2070 with older persons becoming most populous group at 43% of total population while children 0-14 will represent only about 10% of total population. Economic projections calculated at average economic growth of 2.5% on annual basis suggest that the country will need additional 3% of GDP annually as of 2030 to maintain public services in the education, health care and pension sectors at current level. Although pensions are relatively stable, they do not cover for many of the needs of older persons. When it comes to education and health care, it is projected that government authorities will not be able to maintain services across the country but will rather have to focus on more populated areas (usually urban or sub-urban areas). This means that many young people living in rural areas with already lower access to public services will be pushed to emigrate while older persons could easily fall below the poverty levels and without basic access to health care.</p> <p>As part of the project implemented by UNFPA and the Czech Embassy in Bosnia and Herzegovina, a model of employment of young women with preschool children was developed in cooperation with the private sector. The model is based on on-the-job training of women by one of the most desired employers with the provision of subsidised child care for the duration of the training. Out of 29 women who participated</p>

	<p>in the three-month training, six of them remained in employment while others were put on the reserve list.</p> <p>Similar project will be continued in 2024 where the model will focus on the employment of long-term unemployed or inactive women in their 40s. Statutory age for retirement in Bosnia and Herzegovina is 65 years of age with a minimum of 15 years of registered employment. This means that all the population who has no sufficient years of registered employment at the time of retirement will not have any or much income and would become social welfare cases. In order to show that middle-aged women have a significant potential that could be used for socio-economic development, the project will support a similar training like in the first phase with hopes that most of the women will be able to either stay in employment with the partner company or find employment elsewhere in the labour market.</p> <p>In parallel to developing these models of employment, UNFPA and the Czech Embassy in Bosnia and Herzegovina are planning to conduct a feasibility study for production of goods or development of services by selected women’s associations that could be offered in the market through one or more largest retails or other services providers.</p> <p>In view of this, UNFPA and the Czech Embassy in Bosnia and Herzegovina are looking for one International Consultant from Czech Republic who would cooperate with a National Consultant from Bosnia and Herzegovina to assess the capacities of selected women’s associations for the afore-mentioned economic activities, explore the market for goods or services that could be matched for the capacities of women’s associations and write a report on the feasibility of such activities with the perspective of sustainability of women’s associations and women who they serve.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>The main objectives of this feasibility study are:</p> <ol style="list-style-type: none"> <li>a. To evaluate the economic feasibility of the proposed production of goods or provision of services by women's associations.</li> <li>b. To identify potential challenges and risks associated with the project and recommend mitigating measures.</li> <li>c. To assess the market demand, competition, and potential customer base for the products or services.</li> <li>d. To determine the necessary resources, including funding, skills, and infrastructure required for successful implementation.</li> <li>e. To explore potential partnerships with the private sector to enhance the project's sustainability.</li> </ol> <p>The International Consultant shall undertake the following activities:</p> <ol style="list-style-type: none"> <li>a. Review the current economic and social context in Bosnia and Herzegovina, with a specific focus on women's participation in economic activities.</li> <li>b. Conduct a thorough market analysis, including demand, competition, and potential customers for the proposed goods or services.</li> <li>c. Evaluate the technical and operational feasibility of the project, considering the expertise and resources available within a pool of registered women's associations.</li> <li>d. Assess the financial viability of the project, including cost estimates, revenue projections, and return on investment.</li> <li>e. Identify potential risks and challenges, both internal and external, and provide recommendations for risk mitigation.</li> <li>f. Investigate potential funding sources, grants, or partnerships with private sector entities to support the project.</li> <li>g. Engage with stakeholders, including local communities, government authorities, and potential partners, to gather insights and support for the project.</li> <li>h. Suggest up to two women’s association from the pool of registered women’s association for continuation of strengthening their capacities and engagement in economic activities.</li> </ol>

Duration and working schedule:	International Consultant – 40 work days (including mission to Bosnia and Herzegovina in spring 2024)
Place where services are to be delivered:	Home-based (with one mission to BiH). Number of work days allocated for the mission will be agreed afterwards.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	The International Consultant shall deliver the following: a. Inputs to the ToR for National Consultant within a week from signing a contract. b. Inception Report: Outline the methodology, work plan, and data collection tools within two weeks of signing the contract. c. Interim Report: Present initial findings, including market analysis, technical feasibility, and identified challenges, within two weeks of return from the mission. d. Draft Feasibility Study: Provide a comprehensive draft feasibility study, covering all aspects outlined in the objectives, by the end of August 2024. e. Final Feasibility Study: Incorporate feedback from stakeholders and produce the final feasibility study within two weeks of receiving comments on the draft. f. Present the final feasibility study report (online) to relevant stakeholders in October 2024.
Monitoring and progress control, including reporting requirements, periodicity format, and deadline:	The work of the International Consultants will be monitored and coordinated by UNFPA Programme Specialist for Population and Development
Supervisory arrangements:	The International Consultant will work under the overall supervision of UNFPA Representative for Bosnia and Herzegovina
Expected travel:	The mission to Bosnia and Herzegovina should be preferably organised by the end of May 2024. Exact dates for the mission will be discussed with the selected consultant upon signing of the contract and selection of a National Consultant.  Travel related costs will be paid to the International Consultant in addition to service fee using UNFPA travel policy.
Required expertise, qualifications, and competencies, including language requirements:	<b>Education and qualification</b> <ul style="list-style-type: none"> <li>● At least MA (PhD preferred) in any field of economy (international business, statistics, business administration, marketing etc.);</li> </ul> <b>Experience</b> <ul style="list-style-type: none"> <li>● At least 5 years of specific professional experience in conducting research with at least some focus on conducting market analysis, developing economic activities and developing social enterprises;</li> </ul> <b>Other Experience</b> <ul style="list-style-type: none"> <li>● Fair understanding of political and economic situation in Bosnia and Herzegovina or other Western Balkan countries;</li> <li>● Proven experience in working with the international organizations (successful experience in working with UN agencies is an asset);</li> </ul> <b>Competencies</b> <ul style="list-style-type: none"> <li>● Excellent analytical and research skills;</li> <li>● Good technical writing skills;</li> </ul> <b>Languages:</b> <ul style="list-style-type: none"> <li>● Fluency in English language.</li> </ul>

<p>Inputs/services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:</p>	<p>Travel to and in Bosnia and Herzegovina will be organised by UNFPA in line with the agreed mission plan. Consultants will be paid Daily Subsistence Allowance in line with the UNFPA Rules and Regulation and will be obliged to make own accommodation reservations for the mission.</p>
<p>Other relevant information or special conditions, if any:</p>	<p>N/A</p>
<p>Signature of Requesting Officer in Hiring Office:</p>  <p>_____</p> <p>Zeljko Blagojevic  Programme Specialist for Population and Development</p> <p>Date: 22 January 2024</p>	