



TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

TERMS OF REFERENCE (to be completed by Hiring Office)	
Hiring Office:	UNFPA LACRO
Purpose of consultancy:	<p>Context and Justification</p> <p>The Latin America and Caribbean (LAC) region continuously faces a wide range of humanitarian challenges, being the second most disaster-prone region in the world. More than 38 million people in the region live with humanitarian needs, and over 20 million are in situations of human mobility and forced displacement, experiencing high levels of need for health services and access to essential supplies. This reality significantly impacts the rights of women, girls, and adolescents, affecting their quality of life, roles, and participation during crises based on their specific needs.</p> <p>In humanitarian contexts, sexual and reproductive health (SRH) needs not only persist but increase. Essential SRH services are often disrupted, affected, destroyed, or left under-resourced and are not always prioritized during crises, often taking a backseat to other needs (such as shelter and food). Sixty percent of maternal and neonatal deaths occur in humanitarian contexts, and all forms of violence against women and girls reach their peak during emergencies or conflicts.</p> <p>Once an emergency phase is activated, Gender Based Violence (GBV) programming must pivot to meet new and emerging needs. UNFPA’s role to ensure that preparedness systems and support structures are in place prior to an emergency is critical to mitigating its impacts. Systems and structures must be established during development or stable settings if possible, building on existing capacities and applying the GBViE Minimum Standards to ensure that work under the Essential Services Package can withstand and adapt to an emergency setting.</p> <p>The provision of essential SRH and GBViE services and supplies in emergency contexts saves lives, and it is a global standard outlined in the Humanitarian Charter and the Minimum Standards for Humanitarian Response under the Sphere Project. In this context, the timely delivery to the last mile of SRH/GBV supplies is a critical life-saving element.</p> <p>Quality-assured RH commodities at the right time, in the right place, in the right quantity are fundamental. With many barriers and bottlenecks to overcome, only through human rights-based policies and national budgets that commit domestic resources can family planning programmes expand to leave no one behind.</p> <p>To date, the Country Offices (COs) in the LAC region face numerous internal challenges, particularly related to the delayed delivery of these supplies in accordance with humanitarian timelines. These challenges include logistical constraints, limited prepositioning of stock, long lead times of production and high shipping cargos, all of these have contributed to delivery delays of over four months in some cases. These delays not only affect the organization’s positioning and reputation with counterparts</p>

	<p>and donors but also result in missed opportunities to provide life-saving sexual and reproductive health (SRH) services to women, adolescents, girls, and boys during critical emergencies, conflicts and human mobility crises.</p> <p>Prepositioning in Latin America requires careful consideration of the region's unique geographical, political, regulatory frameworks, economic, commercial and social factors. These elements shape how prepositioning strategies are developed and implemented, making them distinct from those in other parts of the world.</p> <p>In response to this situation, the UNFPA Regional Office for Latin America and the Caribbean (LACRO), in close coordination with Country Offices, the Supply Chain Management Unit (SCMU), and the Humanitarian Response Division (HRD), is working to strengthen the organization's capacity to deliver essential reproductive health (RH) and gender-based violence in emergencies (GBViE) supplies across the region.</p> <p>These efforts will lead to a better preparedness and efficient response on emergencies but also aim to build resilience and ensure continuity of sexual and reproductive health services to respond to National needs on. This approach aligns with humanitarian protocols and the expectations of our partners, while also ensuring flexibility to respond to evolving challenges across different contexts.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>This document outlines the general requirements for designing a regional prepositioning initiative for SRH supplies by UNFPA LACRO, leveraging prior experiences and approaching strategic partnership. This initiative will be detailed in a final document for initial discussion and validation within UNFPA LACRO and selected COs and will subsequently be discussed and validated with SCMU and HRD.</p> <p>About UNFPA</p> <p>UNFPA is the United Nations sexual and reproductive health agency. Our mission is to deliver a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled.</p> <p>UNFPA promotes gender equality and empowers women, girls and young people to take control of their bodies and their futures. We work with partners in more than 150 countries to provide access to a wide range of sexual and reproductive health services. Our goal is to end the unmet need for family planning, preventable maternal death, and gender-based violence and harmful practices, including child marriage and female genital mutilation, including in development and emergency contexts.</p> <p>UNFPA's previous prepositioning initiatives</p> <p>UNFPA's Regional Prepositioning Initiative has been a game-changer in supporting humanitarian preparedness across the Asia-Pacific region.</p> <p>Between 2016-2020 in Phase II of the initiative, more than 140,000 direct beneficiaries affected by 63 emergencies in 15 countries received over \$1.6 million dollars worth of life-saving sexual and reproductive health and gender-based violence supplies. The Regional Prepositioning Initiative aimed to ensure that the lifesaving needs of women and girls in humanitarian crises across the Asia Pacific region are met timely by governments, UN agencies, national actors and key stakeholders through:</p>

- Prepositioning supplies in disaster prone countries and regional hubs to respond to sexual and reproductive health and gender-based violence needs.
- Building capacity to meet the health and protection needs of women and girls during emergencies.
- Advocating for the needs of women, girls and marginalized groups such as people living with disabilities, to be prioritized in humanitarian response through consultations and strategic.

UNFPA found that the [Regional Prepositioning Initiative](#) has complemented and strengthened national government response mechanisms about sexual and reproductive health and gender-based violence prevention and response within broader disaster management response. Furthermore, it has strengthened partnerships with Ministries of Health and other government partners across the humanitarian-development nexus. The Regional Preposition Initiative also gave UNFPA country offices leverage in discussions with governments and health directorates, who agreed that the initiative is responsive to the needs and priorities in their national response plans.

Given that governments in the Asia Pacific region lead and manage disaster response, prepositioning supplies in a country is strategic and complements national response by providing lifesaving sexual and reproductive health and gender-based violence supplies even when governments do not request international assistance.

While every emergency is different, UNFPA works with partners to implement global standards that meet the immediate needs of women and girls in humanitarian crises.

The Minimum Initial Service Package for Reproductive Health in Crises (MISP) and UNFPA's Minimum Standards for Gender-Based Violence in Emergencies form the core of our humanitarian response.

Through the Regional Prepositioning Initiative the supplies needed to implement the MISP and GBViE Minimum Standards will be prepositioned. These include: The Interagency Emergency Reproductive Health Kits, Dignity Kits, Tents and other mobile units that can be established as temporary health facilities or women friendly spaces.

Expected Results

Under the supervision of the Regional RHCS advisor and in close coordination with Humanitarian of SRH coordinator and Operational manager:

Quantifying the benefits (and costs) of humanitarian preparedness investments. This includes both financial benefits, such as reduced response costs, and non-financial benefits like timeliness and effectiveness of the emergency responses. The assignment will cover the design of the method and framework for analysis

Review different humanitarian supplies preparedness actions in the region and compare the effectiveness and drawbacks of the different options.

- a. Document best practices and lessons learnt from different interventions deployed to enhance the timely availability of RH supplies in humanitarian settings in the region relevant to the proposed prepositioning initiative, including identifying key humanitarian response items and categories that will be at the focus of the prepositioning exercise.
- b. Make the case for investing in humanitarian supplies preparedness actions by demonstrating the positive ROI (Return on Investments) of supply preparedness interventions, the study can help UNFPA LACRO to pitch and persuade donors and governments to increase their funding for preparedness. The study will also include programme quality/sustainability of intervention/outcomes.
- c. To develop a comprehensive prepositioning regional initiative document for emergency supplies that ensures timely, efficient, and effective response during crises in LAC region, based on the inputs already worked and provided by the UNFPA LACRO team.
- d. Develop a resource mobilization strategy and identify internal and external sources of funding for the prepositioning initiative.
- e. Address the specific needs of the Interagency Emergency Reproductive Health Kits, which have short shelf lives and necessitate effective inventory management, stock rotation, and quality control systems. This includes investigating potential bottlenecks in the supply chain and establishing clear responsibilities for stock management to optimize operations and enhance response efforts.

Scope of Work

- **Assessment:** Evaluate the current state of Panama's supply chain environment, including humanitarian storage facilities, regional pharmaceutical suppliers, customs, third party logistics (3PL) service providers, kitting services and expertise, and distribution networks.
- **Risk Analysis:** Identify potential risks and emergency scenarios that the strategy should address (e.g., natural disasters, pandemics, conflict, human mobility), and develop a framework for risk contingency plan.
- **Legal constraints:** Identify legal and policy constraints for distributing prepositioned goods in the Region such as customs clearance, quality controls, registration requirements.
- **Local Market analysis:** Depending on the identified products and supplies, identify potential regional and/or global suppliers.
- **Inventory Planning:** Based on potential needs and historical data, consolidate the types and quantities of supplies to be prepositioned.
- **Location Strategy:** Determine optimal locations for prepositioning based on logistic considerations.
- **Donors:** Identify potential donors supporting and financing the LACRO prepositioning efforts/strategy.
- **Coordination and Partnership:** to develop joint strategies to optimize operational emergency response, identify areas of mandate, roles and responsibilities, communication channels
- **Budgeting:** Develop a cost estimate for implementing the strategy, including staffing needs, supply chain and logistics.

	<ul style="list-style-type: none"> • Return on investment plan: develop a plan for analysis and return on investment for self-sustainability and reposition of supplies once delivered. • Implementation Plan: Outline a step-by-step plan for the strategy, including activation plan and mechanism, stock management, release and replenishment, including the standard operating procedures, timelines and key milestones . • Exit plan: develop an exit plan with measurable indicators that trigger the initiation processes to discontinue the repositioning through a transitional plan. <p>Deliverables</p> <ul style="list-style-type: none"> • Inception Report: Initial report outlining the consultant's understanding of the assignment and work plan. • Draft Propositioning Strategy document: A preliminary version of the document strategy for review and feedback. • Final Propositioning document Strategy: The completed strategy, incorporating feedback and detailed plans and recommendations, including a resource mobilization strategy identifying internal and external sources of funding for the propositioning strategy. • The Strategy should be presented in Spanish and English. • Presentation: A summary powerpoint presentation explaining the LACRO propositioning strategy and its implementation (in Spanish and English).
Duration and working schedule:	12 weeks, starting from the signature of the contract.
Place where services are to be delivered:	The consultancy will take place from the consultant's location.
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<ul style="list-style-type: none"> • Inception Report: Initial report outlining the consultant's understanding of the assignment and work plan: November 28, 2024 • Propositioning Strategy Methodology: December 20, 2024 • Draft Propositioning Strategy document: A preliminary version of the document strategy for review and feedback: January 31, 2025 • Final Propositioning document Strategy: The completed strategy, incorporating feedback and detailed plans and recommendations, including a resource mobilization strategy identifying internal and external sources of funding for the propositioning strategy. <p>Documents generated from the consultancy will be delivered in electronic format to the UNFPA Regional Office for Latin America and the Caribbean.</p>
Monitoring and progress control, including reporting requirements, periodicity format and deadline	Periodic monitoring will be carried out. Coordination and follow-up meetings will be held, in addition to teleconferences. The reports will be presented in electronic format.

Supervisory arrangements:	Regional RHCS advisor and in close coordination with Humanitarian SRH coordinator and Operational manager.
Expected travel:	There is no expectation for traveling during the consultancy.
Required expertise, qualifications and competencies, including language requirements:	<ul style="list-style-type: none"> ▪ Demonstrable experience and understanding of supply for emergencies, including supplies for public health emergencies and prepositioning. ▪ Demonstrable experience with and understanding of UN or international organizations' procurement processes as they relate to emergencies. Ideally understanding of United Nations procurement would suffice. ▪ Experience of market shaping for a range of SRH products relevant to emergencies. Understanding of how UNFPA and other buyers can shape markets to make products more timely, more available, and/or more affordable in emergency contexts. Knowledge of tools like advance purchase agreements, advance market commitments, push funding, technology transfer, volume guarantees, and stockpiles. Understanding of the nuances of market shaping for emergency-relevant products as compared to products whose primary use is for 'routine' programs. ▪ Experience with financing facility design and structuring including familiarity with a range of financial tools (grants, debt, guarantees etc.), and experience with the spectrum of Facility conceptual design to capital structures. ▪ Experience working with committees/Boards/Advisory Groups, and using them to support internal and external engagement around an idea/strategy. ▪ 8+ years of supply or market shaping experience, with at least some experience in supply for emergencies and international aid. ▪ 10+ years of experience in global health, international development and/or global emergency preparedness and response. (Overlapping with the market shaping experience, not sequential). ▪ Experience working in international contexts, with colleagues from diverse cultural backgrounds. Advanced degree in one of the fields: supply chain management, logistics, health/global health, economics or a science, technology, engineering, or math discipline is required. ▪ Fluency in English and Spanish is required.
Inputs / services to be provided by UNFPA or implementing partner (e.g support services, office space, equipment), if applicable:	UNFPA Will provide background documents.
Other relevant information or special conditions, if any:	<p>Payments will be made upon delivery of products, according to the work schedule and satisfactory fulfilment of all consultancy requirements.</p> <p>Closing date for proposal submission: November 18, 2024 (5:00 p.m. Panama)</p> <p>Send the following documents to the mail: ardines@unfpa.org</p> <p>-Form P11</p> <p>-Technical proposal detailing the consultant's approach and timeline</p> <p>-Economic proposal</p>

Email subject should be: RHCS-2024-04 - Prepositioning initiative in LAC

UNFPA will only contact the selected candidate.