

## **TERMS OF REFERENCES (TORs)**

### **Situation Analysis of Population Demographic Trends Family planning / Reproductive Health needs / gaps, population projections, Preparation of Strategic framework for 2020-2030 and Development of Five Year Plan (2020-5) PC 1 of Population Welfare Program GB**

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**Mode of assignment:** Situation Analysis, Preparation of Strategic Framework and Development of Five Years Plan of Gilgit Baltistan (GB)

**Duration of consultancy:** 25 days (starting from the signing of contract)

**Requested documents:** Prospective individuals/ firms should provide a CV detailing their relevant skills and experience. The overall package must have following documents:

- Cover letter (Maximum 2 pages clearly demonstrating the suitability of applicant for stated assignment)
- Updated profile of the individual Consultant or a Firm supported with resume of Chief Consultant and maximum of other 3 key team members (Maximum 3 pages each)
- Narrative proposal including cost of assignment covering all expenses (Maximum 4 pages)
- One example of previous similar work. Enclose hard copy of final deliverable or submit soft copy on USB/ CD.

**Instructions to be followed:**

- All documents must be forwarded through postal service only. Please clearly write '**Proposal for PC1 of GB**' on sealed envelope.
- Please fold details of cost of assignment in a separate envelop to send along with other documents.
- Please send your proposals to Director Monitoring Evaluation and Research (MER), Rahnuma Family Planning Association of Pakistan, 3 A Temple Road, Lahore, 54000.

***Note: Rahnuma FPAP reserves the right of disqualifying proposals with pages more than above mentioned numbers and/or if any of the above instruction is not followed adequately. Proposals sent through an email will not be considered for shortlisting.***

Shortlisted consultants may be required to undertake a telephone or Skype discussion during second week of February 2020.

**Deadline for the submission of proposal:** 18 February 2020

**Expected date of initiation of consultancy:** 25 February 2020

**Payment Schedule:** 30% on signing of agreement, 30% on draft submission and 40% on completion of assignment and submission of Final Strategic Framework and PC 1. Payment will be made through cross-cheque. Tax will be deducted as per laws of Government of Pakistan.

All payments shall be made to the Consultant through cross cheque in Pak Rupees after deduction of Withholding of Income Tax, i.e. 10% in case of Filer and 20% in case Non-Filer, and Withholding of Sales Tax i.e. 16% on services as per Law of Punjab Revenue Authority (PRA). These rates may change if there is any amendment in tax rates by PRA & Federal Board of Revenue (FBR).

**Liaison Persons from Rahnuma-FPAP:** Ms. Asifa Khanum, Director Monitoring Evaluation and Research, Rahnuma FPAP, 3-A Temple Road, Lahore Phone: (042) 111 22 33 66, Ext. 323. Direct line: (042) 3636 1583. Email address: [asifa@fpapak.org](mailto:asifa@fpapak.org)

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## **Background**

Pakistan is an outlier among major Asian and even Muslim countries as it continues to experience high population growth rates. No significant fertility reduction has occurred in the last decade, while neighboring countries experience fertility rates around replacement. The 2017 Census places Pakistan as the fifth most populous country in the world (207) million with a population growth rate of 2.4% higher than what was originally projected (1.9%) and much higher than regional rates of 1%. A high population growth requires an expansion of services and infrastructure which is eating into the developmental gains being made and furthermore makes the task of achieving the Vision 2025 and the SDGs doubly daunting.

After the devolution sexual and reproductive health services, including family planning has received insufficient attention and priority in the provision of health services at the national level. While efforts are underway in several provinces ranging from providing budget supplementation and increasing coverage of service delivery networks, still there are huge gaps in family planning information and service provision throughout the country that requires national urgent action from the highest level. Such a high-level response requires concerted efforts between federal and provincial governments.

To achieve desired impact an engagement and interventions aim to accelerate delivery of Family Planning information and services by creating an enabling environment conducive to FP policy development and implementation; promoting service delivery normative policies and regulations; and improving sector wide leadership and coordination. This programme is a central part of the RH Thematic area under the 9th UNFPA Country Programme of Assistance and is aligned to the Government of Pakistan Vision 2025, Agenda for Sustainable Development Goals 2030, FP 2020, recommendations of Council for Common Interest (CCI) and International Conference on Population and Development (ICPD).

## **Purpose of this assignment**

The overall purpose of this consultancy is to develop PC 1 for Population welfare department for next five years 2020-25 in terms of situation analysis of GB in terms of Family Planning (FP) & Sexual and Reproductive Health (SRH) indicators and inclusion of Council of Common Interest (CCI) recommendations.

The objective of this assignment is to carry out Situation Analysis of current demographic profile, historical trends, future projections, identification of gaps and need in SRH/FP demand and services of GB and preparation of Strategic Framework for 2020-30.

Another objective is to develop PC 1 (2020-25) against delivery of Family Planning and Reproductive Health Services for GB. This is in line with Gt Baltistan (GB) determination to contribute to the national commitment incorporating CCI recommendations in next PC1, by raising the contraceptive prevalence rate.

There is a need to increase access and uptake of family planning in GB, in order to smoothly advance and contribute to the efforts for achieving the intended raise in contraceptive prevalence. This exercise will provide the opportunity, whereby through comprehensive and extended consultative process and continued with key stakeholders, PWD as the focal organization, and DOH as the major partner, development partners and major contributors already working in the GB. The process will be included visits to the offices and discussion with frontline workers of both the population and health service delivery network.

It would provide rich insight and information about the ground situation, progress measuring, issues and opportunities, areas to strengthen systems for collaboration, costing of resource requirement and availability of supplies, improvement in monitoring, impact assessment and oversight role at different level in GB. This exercise would be really helpful in identifying basic broad priority areas for investment in family planning, (with 10-15 operational elements under each area for focused attention and sustained action). It included: Quality of services by strict adherence to laid down standards/protocols and related measures; All time availability of full range of contraceptives at all service points that meet the choice and need of clients; Improve easy access to services and expand coverage to under or unserved areas; Undertake demand creation for family planning activities through sustained well planned and coordinated promotional campaigns duly followed by effective communication at household and community levels for behavior change; and Support the entire operation with visionary leadership, efficient stewardship, planning, governance, performance monitoring and accountability measures.

### **Roles and Responsibilities of Consultant**

Following are presumed broader activities to be carried out by the Consultant:

- Hold consultation meetings with relevant stakeholders including Population Welfare Department and Department of Health and other key stakeholders in public and private sector at Divisional Headquarters (Gilgit, Skardu and Chilas) and Technical Committee notified by Secretary PWD preparation of Strategic Framework for Population and Development of GB for 2020-30 and preparation of Five Year Plan (2020-25) PC-I for Population Welfare Program GB.
- The Consultant will cover Population scenario of GB, historical demographic trends, future population / demographic projections for 2020-30, needs and gaps for family planning and reproductive health service delivery, contraceptive commodity requirement projections and identification of target stakeholders to be focused for addressing population issues and strategies thereof within the overall ambit of Supreme Court recommendations approved by CCI and implementation of Action Plan approved by CCI.
- Submit draft Strategic Framework and PC-I within 35 days of award of consultancy.
- To submit three hard copies and three copies of all material in soft in USB or CD within ten days of completion of consultancy.
- Copy rights of the document will remain with R-FPAP.
- PC-I will be prepared on Planning Commission of Government of Pakistan approved format.

- The consultant will manage transportation, boarding and loading arrangement by its own.
- Presentation on draft Strategic Framework and Draft PC-I to the Secretary Population Welfare GB for feedback.
- Submission of Final version of PC-I to the Director Population Welfare Department by mid-March, 2020

**Support extended by Rahnuma FPAP:**

Following will be provided by Rahnuma FPAP:

- Holding inception meeting with a consultant for the finalization of activity plan, timelines and other work modalities.
- Sharing work plan of the consultancy assignment stating activities at different locations to facilitate consultant in planning visits of his/her own team.
- Facilitating the consultant in identification of individuals/ organizations for meetings/ interviews. Rahnuma FPAP will be responsible to facilitate in meeting/ interviews including developing consent form to be signed by individuals to be included in the assessment.
- Providing feedback on draft version of documentation and will remain available for more reviews before finalization of documentation in order to ensure high quality content produced as per agreed terms and conditions.

**Qualification and Experience of the consultant:**

- The consultant should have experience in development of PC-1 for Government of Pakistan, preferable on Population and health related departments.
- Master's degree in Social Sciences, Gender and Public Health or equivalent in any other relevant subject.
- Background and understanding of Government operational system, Human Rights, Women Rights, Sexual and Reproductive Health Rights, Health, and Development Issues in general in context of Pakistan.
- Must have excellent English writing and analytical skills.
- Must have to present the draft PC-1 to concerned departments.
- Commitment to produce quality deliverables within given timeframe.