

Terms of Reference (TOR)

Professional Service on Development of a Pilot Reintegration Project for Overseas Filipino Worker (OFW) Returnees

I. Background

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security. Placing women's rights at the center of all its efforts, UN Women leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in support of Member States' priorities and efforts, building effective partnerships with civil society and other relevant actors.

UN Women Philippines is jointly implementing the project BRIDGE - Bridging Recruitment to Reintegration in Migration Governance: Philippines (BRIDGE) with the International Organization for Migration (IOM) and the International Labour Organization (ILO) seeking to support the government of the Philippines in achieving Objectives 6 and 21 through the lens of the Global Compact for Migration Thematic Area 4: Facilitating regular migration, decent work and enhancing the positive development effects of human mobility.

This will be accomplished by ensuring a) Government initiatives to promote fair and ethical recruitment as well as reintegration services are evidence-based, gender-responsive and coordinated through a people-centered, whole-of-government and whole-of-society approach and b) the Government establishes mechanisms to translate evidence into policy and best practices pertaining to recruitment and reintegration through the migration cycle. Both results seek to ensure human mobility in the Philippines is fully utilized and facilitated in a regular, safe and orderly manner that contributes towards sustainable development effects for migrants, their families and even communities.

Furthermore, against the backdrop of the COVID-19 pandemic and the resulting large-scale displacement and return migration of Overseas Filipino Workers (OFWs), BRIDGE seeks to equip and strengthen the approach by Government and civil society towards effective reintegration frameworks and services that are tailored to the COVID-19 context, mindful of its gender differentiated implications on men and women migrants.

Likewise, cognizant of the likely eventual surge of OFW deployments post-pandemic, and the increased risk of exploitation as a result, BRIDGE's focus on fair and ethical recruitment seeks to strengthen and align national standards of recruitment to international standards, while ensuring there is a more consistent and impactful approach from recruitment to reintegration.

UN Women Philippines will contribute to the project by engaging government actors and organizations to ensure gender responsive mechanisms specifically addressing gender differentiated needs of migrants throughout the migration cycle. Among the projects it is expected to deliver as part of the programme is reintegration training that aims to prepare women migrants and migrant returnees for the "future of work."

In September, UN Women launched "[Beyond COVID-19: A Feminist Plan for Sustainability and Social Justice](#)" which called for "rapid transitions to sustainable patterns of production and consumption," stressing that "gender-just transitions would deliberately aim to create synergies between greater

gender equality, social justice and environmental sustainability.” The report also points to evidence that women and girls stand to suffer disproportionately from Climate Change and the other harmful outcomes of our extractive economic models.

At present, few migrant reintegration initiatives highlight environmental sustainability and regenerative business models. This is a lost opportunity because, as more industrialized countries are now realizing, sustainability is good for business and can be an important job creator and growth generator, apart from its benefits for the planet and people.

To address this gap and prepare women for the green economy that needs to be mainstreamed for a more sustainable future, the BRIDGE Programme is **implementing a pilot project with a view to generating proof of concept for new reintegration avenues for returnee OFWs with sustainability embedded at their core.**

In this connection, a professional service provider to develop the Pilot Reintegration Project for Overseas Filipino Worker (OFW) Returnees is required. The pilot reintegration project will ideally be **in the areas of agroforestry or renewable energy**, which were highlighted in the Beyond COVID-19 plan, although promising proposals in other areas that address environmental sustainability can also be considered.

II. Duties & Responsibilities

The service provider will design and deliver a pilot reintegration initiative for women OFWs/OFW returnees, including, but not limited to those displaced by COVID-19, in the Philippines.

The pilot should be designed with a view to preparing the participating returnees to start their own business (individually or as a group, depending on their preference) in the agroforestry or renewable energy sectors, or other areas of the green economy, and should include training both in the technical aspects needed to run the business (eg. how to produce a particular service or product), and in the administrative and managerial aspects, including financial literacy and entrepreneurship.

The pilot design should incorporate a continuity strategy for the participants beyond the project’s completion. If the pilot will focus on business training, the contractor must ensure that the startup cost of the venture would be feasible based on the loan and grant sizes of existing government OFW reintegration initiatives.

The pilot project should have at least 30 participants, at least 60% of whom should be OFW returnees or would-be returnees. At least 80% of the pilot participants should be women. The pilot run should be completed by mid-September 2022.

Applicants able to administer the pilot activity in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMIM) or in areas of the country affected by Typhoon Odette/Rai are strongly encouraged to apply.

III. Expected Deliverables and Timelines

| No. | Activities | Deliverables | Submission Date |
|-----|--------------------------|---|---|
| 1 | Project design and setup | Detailed project plan with: <ul style="list-style-type: none"> - Pilot project objectives, methodology, and design highlighting gender-responsiveness and sustainability dimensions - Detailed information about target industry/sector and locality - Participant recruitment strategy - Partner profile (if any) and nature of their involvement/participation - Risk analysis and management strategy - Project calendar - Draft press/social media release re: project | 30 March 2022 |
| 2 | Project implementation | Monthly progress report with: <ul style="list-style-type: none"> - Implementation updates and milestones - Issues encountered and response measures taken/planned, and lessons learned - Photos, video clips and other documentation | 30 th of April, May, June, July 2022 |
| 3 | Project wrap-up | Detailed final report with: <ul style="list-style-type: none"> - Results and outcomes - Recommendations and lessons learned - Participant feedback - Participant directory (for follow-up) - Continuity strategy/plan | 15 September 2022 |

IV. Timeline and Location

The contractor shall be engaged within the period of February to September 2022. Location: Philippines

V. Minimum Requirements

Qualifications of the Service Provider:

- A legally Registered Organization.
- The organization must have at least 3 years' experience in migrant reintegration, agroforestry, renewable energy, or other sectors of the green economy, and must be able to demonstrate positive environmental and social impact of its past work in these sectors.
- The organization must have experience working with a national government agency, local government unit (LGU), or international organization in the Philippines (please provide details).
- The organization must have access to women OFW returnees or would-be returnees, either on its own, or through partner organizations.

Qualifications of Team Members:

The team composition is expected to include a project manager and team members.

The Project Manager should have:

- Bachelor's degree (or equivalent) in Business, Economics, Development Studies, Environmental Science, Sustainability, Marketing, Migration, Social Sciences, Politics, Law, Human Rights, Gender, Women Studies, or related field.
- Minimum of 5 years' relevant experience in migrant reintegration, social enterprise, business development, capacity building and/or strategic planning.
- Proficiency in written and spoken English and Filipino.

The Team Members should have:

- At least secondary education but preferably a Bachelor's degree.
- Minimum of 3 years' relevant experience in coordination, event organizing, training design and facilitation, and/or administrative and logistical preparations.
- Proficiency in written and spoken English and Filipino.

VI. Communication and Reporting Obligations

The contractor will work under the direct supervision of the BRIDGE National Programme Officer, UN Women Philippines who will be responsible for the quality assurance of the deliverables.

VII. Roles and Responsibilities of the Parties

UN Women will be responsible for providing technical guidance where possible.

The contractor shall be required to bear all the related costs and work independently to successfully achieve the end results. This would include any costs that might be incurred for travel in relation to the conduct of the pilot project.

- Professional fee must be quoted in lumpsum amount per deliverable in Philippine peso (PHP). The lumpsum amount must be detailed of how the professional fee of each team member is calculated.
- Indirect costs such as printing, stationeries, communications in relation to the scope of work of services must be included in the financial proposal.
- Travel costs for technical team members of service providers: all envisaged travel costs such as most direct and most economic local travel, living allowance, terminal expenses etc. must be included in the financial proposal. In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses shall be agreed upon, between UN Women and Service provider, prior to travel and will be reimbursed upon Contract Amendment.
- Logistics arrangement for workshops and meetings, selection of workshop/meeting venue, meals, accommodation for participants, list of participants, invitation, collection of attendance sheet, etc.
- All costs related to survey administration including logistics arrangements for data collection, field visits, interviews, etc.
- All costs related to quality assurance, data entry, data cleaning and data processing.

VIII. Monitoring and evaluation of performance

Performance will be monitored and evaluated on the basis of completeness, quality, and timeliness of deliverables. Feedback to be provided by the pilot participants will be considered in assessing the quality of the project.

IX. Submission of Application

Submission package includes:

- Organization certificate of registration
- 1-2 pages technical proposal including project design and execution plan
- Financial proposal/quotation with breakdown of budget lines **as per required deliverables**.
The quotation shall specify a lump sum amount breaking down the professional fee for each deliverable, and other related cost (in Philippine peso).
- Organization profile, including ESG strategy, and portfolio (with links to, copies of, reports about similar projects conducted)
- Updated CVs for team members who will handle the project
- Names of three former clients/collaboration partners for reference checks

X. Evaluation Method and Criteria

Evaluation Method

Quotations will be evaluated based on UN Women **Lowest-Price Technically Compliant methodology**. The contract will be awarded to the supplier who meets the requirements and provides the lowest price.