



## TERMS OF REFERENCE (TOR)

### For Hiring a Consultant/Expert for Resource and Market Access Mapping

<b>Name of the project:</b>	Integrating Social Protection and Livelihood Enhancement for Inclusive Socio-Economic Development.
<b>Activity Title:</b>	Resource and Market Access Mapping on Social Protection and Livelihood
<b>Job Type:</b>	Individual Consultancy / Firm
<b>Date of submission of re</b>	30 days from signing the contract
<b>Working Area:</b>	<b>National Level:</b> Bagmati Province, Kathmandu <b>4 Provinces of Nepal:</b> <ul style="list-style-type: none"><li>● Koshi Province, Morang District- Gramthan Rural Municipality</li><li>● Bagmati Province, Makwanpur District- Manhari Rural Municipality</li><li>● Gandaki Province, Kaski District- Lekhnath 28 Pokhara</li><li>● Lumbini Province, Rupandehi District- Siyari Rural Municipality</li></ul>
<b>Number of Consultants</b>	<b>Total 5: ( 1 in each above mentioned district)</b>
<b>Remuneration:</b>	Based on the program budget. However, applicants are requested to indicate their salary expectations in their cover letter."

### Organization Introduction

Collective Campaign for Peace (COCAP), is a nationwide coalition comprising 43 non-governmental organizations dedicated to promoting Peace and Human Rights in Nepal. Founded in 2002, COCAP organizes campaigns and conferences at both national and provincial levels, centering on themes concerning Peace, Human Rights, Social Protection, and Civic Engagement. These initiatives are executed in collaboration with member organizations and allied groups. COCAP benefits from a substantial volunteer base that enthusiastically engages in various facets of its endeavors.

### Project Background /context

Nepal is committed to implementing social protection measures as outlined in international agreements like the International Covenant on Economic, Social and Cultural Rights (ICESCR) and its 16th Periodic Plan, which prioritizes these programs in alignment with the Sustainable Development Goals (SDGs). Social protection programs in Nepal aim to safeguard essential human rights such as social security, healthcare, education, and a higher standard of living, particularly for marginalized and vulnerable communities. Given that, much of the population relies on agriculture and subsistence farming, combined with challenges in rural infrastructure, resources, and education, it is critical to integrate social protection with livelihood development. These programs, including cash transfers, healthcare, and vocational training, provide a

safety net that enables disadvantaged groups to meet basic needs and focus on income-generating activities. By reducing poverty, tackling inequality, and fostering inclusive growth, Nepal seeks to create a more just and prosperous society through targeted social protection and livelihood enhancement efforts, working in collaboration with local government and stakeholders to ensure effective implementation.

COCAP, initially began its work in the area of social protection in 2010. Since 2014, it has been actively implementing social protection projects, with the most recent phase spanning from 2021 to 2024. Currently, COCAP has been implementing the social protection and livelihood project title: ***Integrating Social Protection and Livelihood Enhancement for Inclusive Socio-Economic Development,*** with objective of enhancing the socio-economic status of communities.

This project focuses on lobbying, advocacy, and empowering communities through sensitization, with a primary emphasis on improving livelihoods. It involves close coordination with municipalities, rural municipalities, and wards in the intervention areas for the identifying and effective implementation of policies and programs related to both social protection and livelihood enhancement. By integrating social protection measures with livelihood-related activities, the project aims to strengthen the socio-economic development of the target communities, prioritizing sustainable livelihood improvements.

In this backdrop COCAP seeks to engage a consultant/expert with demonstrated experience in livelihood and social protection, with a particular focus on resource and market access mapping. The consultant will be responsible for conducting resource and market access mapping related to livelihood and social protection in the designated project intervention areas. Upon completion, the consultant will prepare and submit a comprehensive report to the designated point of contact within the specified timeframe.

### **Objective of the Assignment**

The main objective of this consultancy is to conduct a comprehensive market and resource mapping study of respective project intervention areas that will support the organization's livelihood and social protection project. The consultant will identify key market opportunities, assess available resources, existing challenges on the same and provide recommendations to organization and other concerns to optimize resource utilization and market access for target beneficiaries enhancing the socio-economic development of people.

### **Scope of Work**

The consultant/expert will undertake the following key tasks:

- Conduct a detailed analysis of the local market and economic environment on the various activities related to livelihood in the project intervention areas, identify opportunities for income generation and market linkage for target beneficiaries.
- Analyze how existing social protection policies are interlinked with livelihood promotion and contribute to the upliftment of the socio-economic status of individuals and communities.
- Map available resources (natural, financial, human, and institutional) that can be leveraged to enhance livelihood outcomes.
- Identify gaps in the existing market systems and social protection/livelihood mechanisms that hinder access to resources for vulnerable groups.

- Engage with relevant stakeholders including local communities, local government bodies, with in the respective project intervention areas to gather information and insights on livelihood and social protection needs.
- Prepare and submit the report that include strategies and interventions for effective market access, capacity building, and resource optimization that align with local and national priorities (link with 16<sup>th</sup> periodic plans and SDGs as well) and recommendations for the programmatic activities for overall effectiveness of livelihood programs.
- Note: Report must be prepared in Nepali Language.

### **Tools and Techniques**

In course of the assessment, the consultant will have to use participatory approaches, with Q and A with the target beneficiary in sampling methods and process as far as possible. The consultant will finalize the tools of data collection, if needed and share to COCAP before action.

### **Required Qualifications and Experience**

- Minimum Bachelor in Social Sciences, Development Studies, or a related field.
- A minimum of 10 years of professional experience in livelihoods, social protection, and market analysis/Research.
- Proven track record in conducting market and resource mapping studies in similar contexts.
- Strong understanding of local economic environments, market systems, and social protection mechanisms.
- Excellent analytical, research, and report-writing skills.
- Ability to engage with a diverse range of stakeholders, including local government bodies, civil society organizations and targeted beneficiaries.

### **Documents Required:**

Interested applicants should submit the following documents:

- A copy of academic certificate.
- A copies of training/experiences certificate.
- An updated CV highlighting relevant experience and qualifications.
- Cover letter
- Maximum 1500 words - Article on the "Nepal's Social Protection and Livelihood: Present Trends and Future Directions". Published or unpublished. (Nepali or English language).

### **Selection Criteria**

The selection of the consultant will be based solely on the qualifications and experience outlined in this Terms of Reference (TOR). Only candidates who meet the specified criteria will be considered for the assignment.

### **Copyright:**

The copyright for the documents shall remain with COCAP, including the exclusive right to distribute the material both within Nepal and internationally.

**Reporting:**

The consultant shall report to the [bina@cocap.org.np](mailto:bina@cocap.org.np) at **national secretariat office, Kathmandu** and, for assignments based in provinces, to the respective **provincial program officer** at the Provincial Secretariat Office. Regular updates will be expected throughout the duration of the assignment, and any support needed during the course of the work should be promptly communicated.

**Please Note:**

Kindly submit the mentioned documents via email at [bina@cocap.org.np](mailto:bina@cocap.org.np) by 8<sup>th</sup> November, 2024. Application received after the stated deadline will not be considered. Telephone enquires will not be entertained.

Only short-listed consultant or firms will be notified for the further detail assessment process. COCAP, reserves the right to accept or reject any or all application without giving any reason whatsoever. Attempt for influence by any means during the selection process will lead for disqualification.