View Notice

Individual Consultancy for Information Technology Officer

Procurement Process :	IC - Individual contractor
Office :	Country Office - NIGERIA
Deadline :	11-Jul-22
Posted on :	28-Jun-22
Development Area :	OTHER OTHER Image not found or type unknown
Reference Number :	92824

Link to Atlas Project :
00036141 - Support to Peace & Development Advisor in Nigeria

Overview :

The Anambra State Government has established a 15-person Committee on Truth, Justice, and Peace with a mandate of supporting the State to lay a firm foundation for a peaceful, unified and prosperous future. The Committee will execute its mandate through an inclusive stakeholder dialogues, consultative processes and participatory research as a basis for forging a common ground and shared approach to addressing the root causes of conflict. In playing its role, the Committee will also make clear recommendations to the State Government on the alternative pathways for peaceful resolution of disputes that could arise in the future, address grievances for inclusive and sustainable development. The 15 members of the Committee are comprised of eminent persons carefully selected from across the political, economic, private sector, cultural and religious spheres.

ORGANIZATIONAL CONTEXT

To ensure, effective and timely execution of the Committee's mandate, the Anambra State Government with support from UNDP will establish a Secretariat to serve as the administrative, technical and management arm of the committee.

The Secretariat will be comprised of a lean core team of 5 staff. This team will be supported and mirrored for mutual learning and experience transfer by a team of 4 staff seconded from Government. This team will play the following key technical and supportive roles:

1. Research and data analysis
2. Logistics and Administration
3. Communications and Stakeholder Engagement
4. Information Management and Technology

Application Instruction

Individual consultants interested in applying for this position must complete their application using the Template for **Offeror's Letter to UNDP confirming interest and availability for the Individual Contractor (IC) assignment.** The methodology, other documents and the Financial Proposal files MUST BE COMPLETELY SEPARATE. The financial proposal (**Offeror's Letter to UNDP confirming interest and availability for the Individual Contractor (IC) assignment)** shall be encrypted with different passwords and clearly labelled. Financial Proposal without password will be disqualified.

The password for opening the Financial Proposal should be provided only upon request of UNDP. UNDP will request password only from bidders whose Technical Proposal has been found to be technically responsive. Failure to provide correct password may result in the proposal being rejected.

Follow link for submission of application: UNDP Jobs Admin – job: [Individual Consultancy for Information Technology Officer] – 107525
Download forms here

Offeror's letter to UNDP confirming interest and availability for the Individual Contractor (IC) Assignment - Click to download - https://bit.ly/3Fy0d5V