**STANDARD TEMPLATE FOR TENDERS**

**GENERAL INFORMATION**

**Title of Consultancy:** Lessons learnt - TI chapters’ engagement in OGP processes

**Application Closing Date:** 18 January 2021

**Consultancy Start and End Date:** Approximately 01 February 2021 – 26 February 2021

**Location of Consultancy:** Remote

**BACKGROUND**

Transparency International (TI) is the global civil society organisation leading the fight against corruption. Through more than 100 chapters worldwide and an international secretariat in Berlin, Germany, TI raises awareness of the damaging effects of corruption and works with partners in government, business and civil society to develop and implement effective measures to tackle it.

The Transparency International Secretariat (TI-S) in Berlin is seeking a Consultant to collect, map and analyse lessons learnt of chapters’ engagement in Open Government Partnership (OGP) processes.

TI-S is working with the OGP to encourage member governments to commit to and implement ambitious anti-corruption reforms. This is being done through global advocacy initiatives, sharing knowledge, and coordinating efforts across the TI movement and OGP. Every two years countries participating in the OGP develop and implement action plans with concrete commitments in pursuit of more transparent, participatory and accountable governments. Numerous chapters are engaged in their domestic OGP processes to ensure the adoption and implementation of concrete anti-corruption commitments or to exchange knowledge that will advance the implementation of an anti-corruption commitment or milestone within an OGP national action plan. Chapters’ activities range from advocacy and media work, convening stakeholders, and holding workshops to performing research and analysis. Depending on the national context, chapters are engaged to varying degrees in the OGP processes/action plan cycle, including the co-creation process to define ambitious commitments, coordination processes and partnership throughout implementation as well as consultations around governments’ self-assessment reports as part of OGP’s Independent Report Mechanism to assess the design and implementation of the commitments adopted.

The current project funding the engagement of several and geographically diverse chapters’ with the OGP is in its final phase and will end in March 2021. Chapters will be concluding their activities over the coming months.

**OBJECTIVES**

TI-S is seeking a Consultant to collect, map and analyse lessons learnt of chapters’ engagement in OGP processes, particularly the co-creation process and the implementation of commitments. Going forward this Consultancy is to contribute to TI’s vision for future engagement with OGP, including chapters’ participation in the processes at national level.

The main objectives are:

* To systematically map and analyse lessons learnt, and highlight strengths and weaknesses as well as opportunities and challenges of the OGP processes from a civil society perspective, with a particular focus on the co-creation process and the implementation of commitments.
* To identify and develop recommendations for improvement of the processes and future engagement.

**METHODOLOGY**

The Consultancy should use a participatory approach that is based on interviews with chapters and if applicable with further stakeholders, such as TI-S staff.

Key questions that could be addressed during the Consultancy include the following, but will be agreed in detail with the Consultant at the beginning of the assignment:

* **Relevance** - To what extend does engaging in the OGP processes add value to chapters’ work/strategic objectives in fighting corruption at national level? How relevant is the co-creation process in designing and committing to ambitious anti-corruption reforms? To what extend does the process of implementing the commitments allow chapters to engage throughout and monitor implementation?
* **Effectiveness and Impact** - What are the mayor factors influencing successful engagement in the OGP processes? To what extend has the engagement resulted in key objectives (design and implementation of ambitious commitments) being achieved?

The Consultancy will be planned and conducted in close consultation with the TI-S team, who will provide substantive support, such as providing necessary background information, documentation and facilitating contact with chapters.

**EXPECTED DELIVERABLES AND TIMELINE**

The Consultant is expected to deliver:

* A concept note outlining the proposed approach and timeframe.
* A draft report for review by TI-S and chapters.
* A virtual validation workshop with chapters facilitated in cooperation with TI-S.
* A final report that serves as an internal reference for TI and that contributes to defining the strategic future engagement with OGP processes.

It is estimated to finalise the Consultancy by the end of February 2021 and a detailed timeframe will be agreed at the beginning of the assignment.

All presentations and reports should be submitted in English, in electronic form, in accordance with the deadlines stipulated above. The Consultant is responsible for editing and quality control of language. The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables.

**SELECTION CRITERIA**

The Consultant should have the following qualifications:

* University degree in social sciences/ political sciences or equivalent experience.
* Good understanding of civil society organisations’ advocacy initiatives to advance the anti-corruption agenda and civil society and government partnerships including related opportunities and challenges.
* Knowledge of OGP processes and civil society organisations’ engagement would be an asset.
* Understanding of the OECD DAC evaluation criteria.
* Fluent oral and written English communication skills.
* Good writing and presentation skills with high attention to detail.
* Innovative, open-minded, culturally sensitive personality.
* Previous experience in successfully conducting similar assignments.

**REMUNERATION AND COSTS**

The estimated total remuneration is 8,000 EUR. The Consultant should provide a breakdown of their daily fees for the assignment.

**For Consultants based in the EU, EEA, and Switzerland**

Transparency International e.V. (Secretariat), (TI-S) is registered as a Business Entity in Germany with VAT identification number DE273612486. In order to determine the Value Added Tax (VAT) implications of this tender (e.g. EU Reverse Charge Mechanism), we kindly request that Consultants fill out the **VAT Form for Tenders/Vendor Form** (instructions inside the form) and submit the completed and duly signed form along with their email application.

The link to the VAT Form for Tenders/Vendor Form is available below on the Careers page.

**CONTACT INFORMATION**

The application should include the following documents in English:

* Motivation letter and Curriculum Vitae
* Concept note outlining the proposed approach and timeframe
* Completed VAT Form for Tenders (**Only for Consultants based in the EU, EEA and Switzerland)**

Please indicate “Lessons learnt OGP” in the subject line of your email application. Applications should be sent in English by email to [lessonslearntogp@transparency.org](mailto:lessonslearntogp@transparency.org) by close of business of 18/01/2021.

Please note that only shortlisted applicants will be contacted.

The Transparency International Secretariat is committed to creating an inclusive work environment where diversity is valued and where there is equality of opportunity. We actively seek a diverse applicant pool and therefore welcome applications from qualified candidates of all regions, countries, cultures, and backgrounds.

Selection of candidates is made on a competitive basis and we do not discriminate on the basis of national origin, race, colour or ethnic background, religious belief, sex, gender identity and expression or sexual orientation, marital or family status, age or ability. We kindly ask applicants to refrain from including in their application information relating to the above as well as from attaching photos.

**Data protection**

*When you respond to this tender and submit your application, you provide consent that Transparency International e. V. keeps your application materials for the period of ten years according to German legal requirements. Afterwards Transparency International will delete your application and any personal data included in it. If you have any questions please reach out to* [*dataprotection@transparency.org*](mailto:dataprotection@transparency.org)