



United Nations  
Educational, Scientific and  
Cultural Organization

## Advertisement Open International Competition (OIC)

**Country of Destination:** Paris (France)

**Reference Number:** IOS/2009/Memo.080

**Description:** Evaluation of Learning and Development at UNESCO

**Deadline for Submission of Sealed Tenders:** 15 June 2009, 17h00 (GMT+1).

**Posting Date:** 15 May 2009

United Nations Educational, Science and Cultural Organization (UNESCO) hereby invites qualified bidders to submit sealed tenders for consulting services to carry out the Evaluation of Learning and Development at UNESCO.

The evaluation team will comprise the external consultant(s) and two staff members from the Internal Oversight Service. The team will jointly collect and analyze the data, draw conclusions, formulate recommendations and draft the report.

The external consultant(s) should demonstrate the following qualifications:

- (a) 10–15 years of professional experience in human resource issues, including in the context of the UN System;
- (b) Experience in evaluating human resource issues, in particular learning and development;
- (c) Data analysis skills; and
- (d) Excellent drafting skills in English.

Two samples of previous evaluation work, preferably relevant to HR matters, must be submitted as part of the technical proposal.

Preference will be given to evaluation teams that are multicultural with appropriate gender balance and geographic representation.

The evaluation will be undertaken in two phases. The time schedule for the evaluation is planned between July and October 2009 for Phase One and October to December 2009 for Phase Two.

The purpose of this notice is to provide general information on the requirements of the procurement process and to inform interested suppliers how to obtain a copy of the Solicitation Documents.

Interested bidders who wish to participate in the OIC must request a complete set of Solicitation Documents, available free of charge, from the UNESCO contact person at the address shown below.

The sealed tenders must be delivered to the UNESCO Headquarters in Paris on or before **15 June 2009, 17h00 (GMT+1)** in strict compliance with the instructions as stipulated in the Solicitation Documents.

UNESCO reserves the right to amend the documents at any time during the solicitation process. Any amendments or clarifications will be communicated directly to all Bidders who have requested for a complete set of Solicitation Documents and officially confirmed their intention to submit a sealed tender. No remuneration will be made to companies for preparation and submission of their tenders.

**UNESCO Contact Information:**

Internal Oversight Service/ Evaluation Section

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All correspondence must be addressed to the UNESCO contact person above. A confirmation copy of the request for solicitation documents shall be sent to: [procurement.info@unesco.org](mailto:procurement.info@unesco.org).