



United Nations Population Fund
1-161 Tayuan Diplomatic Office Building
14 Liangmahe Nanlu, Beijing, China, 100600
Email: china-procurement@unfpa.org
Website: www.unfpa.org

Date: [July, 10, 2024]

REQUEST FOR QUOTATION RFQ N° UNFPA/CHN/RFQ/24/004

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following service:

“A national institution to conduct a research on the effectiveness assessment of family supportive policies/programmes from the perspective of women's empowerment/gender equality”.

UNFPA requires the provision of an in-depth analysis and assessment of China's current family supportive policies and programmatic measures using the framework proposed in "Research on Fertility Supportive Policies from a Gender Equality Perspective" in 2022, the latest theoretical research in the field of gender equality from the United Nations and other international organization as well as China's current situation, and put forward corresponding recommendations for future and further policy development purposes. The analysis and assessment need to be done at three levels: policy formulation, implementation, and the effects, focusing on the gender role nominal orientation in the design, scope and enforcement of policy, and the impact of policies on family structure, family function, and family members' quality of life, especially the impact on women's family and work balance. This research needs to produce references and suggestions for further improving and optimizing family supportive policies/programmatic measures through in-depth analysis and assessment, hence promoting the realization of gender equality and women's empowerment.

I. About UNFPA

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every child birth is safe and every young person's potential is fulfilled.

UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: [UNFPA about us](#)

Service Requirements/Terms of Reference (ToR)

Objectives and scope of the Services

- Background information
According to the data released by the National Bureau of Statistics, the number of births in China has continued to decline in recent years, from 18.83 million in 2016 to 9.02 million in 2023, which amounts to a decrease of more than 52%. Although data estimates from different sources vary, the general consensus is that after 2017, China's total fertility rate was far below the replacement level. With the rapid social and economic development, people's living standards have improved rapidly and significantly, and at the same time, there emerge some new issues such as the rapid increase in the economic costs of childbirth and parenting, the increase in risks associated with economic



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uncertainties and employment, and the work-family conflict caused by gender imbalance, which has led to the increasing burden of family/couples/individuals on child bearing, parenting and education. But on the other hand, to a considerable extent the fertility intention of women of childbearing age has not yet been realized. For example, in 2017, the average ideal number of children for Chinese women of childbearing age was 1.96, higher than the actual total fertility rate of 1.62 of the same year. In 2020, a survey of the National Bureau of Statistics showed that the total fertility rate of women was 1.3, and the ideal number of children for women in the same year was 1.8. This phenomenon shows that there are still a large number of unmet reproductive needs among Chinese families, simply because certain factors restrict the realization of their reproductive choices.

According to a study supported by the United Nations Population Fund China Office in 2021, among the economic factors, social factors, family factors, institutional factors and cultural norms that affect fertility decisions, many factors involve various pressures brought to women as bearers of fertility behavior due to gender inequality. The fourth survey on the social status of Chinese women in 2020 also showed that family responsibilities such as raising and caring for family members are still mainly borne by women. Families whose reproductive choices and rights are not met have an urgent need for gender-sensitive family support policies so that they can share the pressure of child bearing, parenting and education between couples and resolve women's work-family conflicts.

In June 2021, the CPC Central Committee and the State Council issued the Decision on Optimizing Fertility Policies and Promoting Long-term Balanced Population Development (hereinafter referred to as the Decision), implementing the three-child policy and calling for the development of supportive measures. In this context, in July 2022, with the approval of the State Council, 17 Government departments including the National Health Commission and the National Development and Reform Commission issued the Guiding Opinions on Further Improving and Implementing Active Fertility Supportive Measures (hereinafter referred to as the Guiding Opinions), requiring the acceleration of the establishment of an active fertility supportive policy system. The Guiding Opinions require a comprehensive approach to support women in balancing family and work, alleviating fertility barriers, setting up family-friendly public areas, advocating shared responsibilities within households, and promoting the realization of comprehensive and multi-level equality of rights, responsibilities and opportunities for men and women both in the public and family spheres. The Guiding Opinions proposed three measures to encourage the implementation of flexible working methods, promote the creation of family-friendly workplaces, and effectively safeguard the legitimate rights and interests of labor and employment to build a fertility supportive employment environment, and advocate for respecting the social value of childbirth, respecting parents, giving priority to children, and couples sharing childcare responsibilities, and actively creating a fertility supportive social atmosphere. With the announcement of the Decision and the Guiding Opinions, local governments have issued implementation plans according to local conditions, and the fertility supportive policy system has been gradually improved.

Family friendly policies affect fertility decisions through multiple pathways, and the pathway of the impact varies according to the situation in different countries and regions. Global policy evaluations have found that family friendly policies and programmes aimed at resolving women's work-family conflicts are found to be able to both increase fertility level and protect women's labor force participation; simply providing childcare subsidies and generous maternal leave is insufficient to achieve expected results. For example, in European countries that first began to implement family-friendly policies such as Germany, the Netherlands and other countries and where traditional family values prevail, although childbirth is encouraged, the female labor force participation rate



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and fertility rate remain relatively low. While in the Nordic countries that pay more attention to gender equality, female labor force participation rates are high and fertility rates are close to replacement levels. From 1983 to 1995, the economic participation rate of German women aged 30-34 was 57.8%, the rate in Netherlands was 43.1%, and in Denmark was 88.4%; while the total fertility rates of these three countries in 1995 were 1.24, 1.53 and 1.80 respectively. Meanwhile, some policies may have a negative impact on employment of women, living conditions and family functioning due to the lack of a women empowerment/gender equality perspective, such as the Czech Republic's parental allowance reform in 1995, Germany's extended parental leave, and Colombia's extended maternity leave. Some policies have also had a negative impact on the development goals of gender equality by solidifying gender role stereotypes. This makes it particularly necessary to evaluate the effectiveness and response of family friendly policies in the early stages of their implementation, especially from the perspective of women empowerment/gender equality.

The United Nations Population Fund China Office (hereinafter referred to as UNFPA) has made supporting the formulation and implementation of high-quality, gender-sensitive and evidence-based policies and programmes to address China's demographic transition a priority in the ongoing UNFPA/Chinese government cooperation program. With the support of the Department of Population surveillance and Family Development of the National Health Commission, the United Nations Population Fund supported the "Research on Fertility Support Policies from a Life Cycle Perspective" in 2021. Based on the analysis of the causes and experiences of responding to low fertility worldwide and the causes and current support policies in China, it proposed to build a set of complementary fertility supportive policies aimed at providing life cycle support, including promoting couples to share childcare responsibilities and establishing a policy framework conducive to balance work and life. In 2022, UNFPA further supported the "Research on Fertility Supportive Policies from a Gender Equality Perspective". The study, based on Goal 5 of the Sustainable Development Goals contained in the Sustainable Development Agenda adopted by the United Nations General Assembly in 2015 - Achieving gender equality and empowering all women and girls", proposes a gender equality analysis framework that involves three dimensions of rights (including political rights, economic rights, labor protection, right to education and social security, etc.), responsibilities (including responsibilities with multiple stakeholders of family, society, government, and enterprises), and opportunities (including social environment, legislation, system construction, etc.), which is rooted in China's current situation and focuses on developing public policies. On this basis, the study analyzed the policy and programmatic measures of selected countries, and proposed a gender equality perspective to inform China's policy making.

Since June 2021, China's family support policy system has been implemented for three years, and the policy has produced certain effects. In the 2024 work plan 2024, the Department of Population Surveillance and Family Development of the National Health Commission and the UNFPA China plan to recruit a national research institution to assess the effects of the policy and programmatic measures released. The team is expected to, building on the 2022 "Research on Fertility Support Policies from a Gender Equality Perspective", further improve the theoretical framework of women empowerment/gender equality in family support policies, evaluate China's existing family support policies/programmatic measures from the perspective of women empowerment/gender equality, and put forward suggestions for their further improvement. The assessment of family policies from the perspective of gender equality/women empowerment is expected to provide a reference for prejudging the long-term and profound impact of family support policies on fertility decisions, thereby providing medium- and long-term suggestions for achieving gender equality. 2024 is the 30th anniversary of the International Conference on Population and Development (ICPD), and



assessing family supportive policies from a gender equality perspective and taking women empowerment as one of the important policy goals will help to implement and echo the people-centered principle of ICPD agenda.


- Objective(s)
 This research aims to, based on the gender equality analysis framework proposed in "Research on Fertility Supportive Policies from a Gender Equality Perspective" in 2022, the latest theoretical research in the field of gender equality from the United Nations and other international organization as well as China's current situation, further improve and refine it, conduct an in-depth analysis and assessment of China's current family supportive policies and programmatic measures using the framework, and put forward corresponding recommendations for future and further policy development purposes .
 The analysis and assessment need to be done at three levels: policy formulation, implementation, and the effects, focusing on the gender role nominal orientation in the design, scope and enforcement of policy, and the impact of policies on family structure, family function, and family members' quality of life, especially the impact on women's family and work balance. This research needs to produce references and suggestions for further improving and optimizing family supportive policies/programmatic measures through in-depth analysis and assessment, hence promoting the realization of gender equality and women's empowerment.
- Scope of work
 Specifically, the topic will focus on the following main contents:
 Activity 1: Further refine and improve the theoretical framework of gender equality/women empowerment developed in 2022, and develop an improved theoretical framework of women's empowerment/gender equality that can be used for this assessment exercise;
 Activity 2: Conduct a comprehensive analysis of the implementation and effects of existing family supportive policies/programmatic measures at the national and local levels in China from the perspective of women's empowerment/gender equality, combining quantitative and qualitative methods, especially on the policies/measures introduced after the two-child policy in 2016, and make suggestions for future policy development based on the lessons learned; and
 Activity 3: Based on the analysis results of the above domestic and international evidence, draft a research report "Assessing the Effectiveness of China's Family Supportive Policies/Programmatic Measures from the Perspective of Women's Empowerment/Gender Equality", and finalize it after soliciting opinions from relevant government departments, academic institutions and experts.
- Working Schedule and Expected Deliverable

The expected working schedule is as follows:

Time period	Activity	Deliverable
30 July-30 September	Activity 1	The first version of the report "Assessing the Effectiveness of China's Family Supportive Policies/Programmatic Measures from the Perspective of Women's Empowerment/Gender Equality", including theoretical framework, quantitative analysis, qualitative analysis, research policy recommendations, etc.
1-31 October	Activity 2	Revision of the report "Assessing the Effectiveness of China's Family Supportive Policies/Programmatic Measures from the

		<p>Perspective of Women's Empowerment/Gender Equality" based on feedback from NHC, UNFPA China, and the experts.</p>
<ul style="list-style-type: none"> 1-15 November 	<p>Activity 3</p>	<p>Further revision and finalization of the report "Assessing the Effectiveness of China's Family Supportive Policies/Programmatic Measures from the Perspective of Women's Empowerment/Gender Equality"</p>

- Required expertise, qualifications and competencies**
This research requires a strong team of experts with different backgrounds. The expertise and requirement include but are not limited to:
Established long-term expertise in population and development studies and is familiar with China's population change pattern and its driven factors;
Previous experience of conducting studies on China's family support policies, particularly from the perspectives of gender equality and women empowerment;
Knowledge of UNFPA mandate, especially UNFPA's perspectives on responding to low fertility using the rights-based life-cycle approach;
Able to deliver high quality products within the given time.
- Project Management Arrangements**
UNFPA China and the Department of Population Surveillance and Family Development of National Health Commission will be jointly responsible for the progress monitoring and quality control of the research.
- Technical support provided by UNFPA China**
UNFPA China will provide the following technical documents: 1) the UNFPA global research reports on responding to low fertility; 2) UNFPA China research reports about responding to low fertility; and 3) support for case studies of the different countries covered in this study.

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II. Questions

Questions or requests for further clarifications should be submitted in writing to the contact person below:

Name of contact person at UNFPA:	<i>Mr. Jia Guoping</i>
Tel N ^o :	<i>+86 10 6532 0506</i>
Fax N ^o :	<i>+86 10 65322510</i>
Email address of contact person:	<i>china-procurement@unfpa.org</i>

The deadline for submission of questions is July 20, 2024. Questions will be answered in writing and shared with parties as soon as possible after this deadline.

III. Eligible Bidders

This Request for Quotation is open to all eligible bidders; to be considered an eligible bidder for this solicitation process you must comply with the following:

- A bidder must be a legally-constituted company that can provide the requested works and have legal capacity to enter into a contract with UNFPA to deliver in the country, or through an authorized representative.
- A bidder must not have a conflict of interest regarding the solicitation process or with the TORs / Technical Specifications. Bidders found to have a conflict of interest shall be disqualified.
- At the time of Bid submission, the bidder, including any JV/Consortium members, is not under procurement prohibitions derived from the [Compendium of United Nations Security Council Sanctions Lists](#) and has not been suspended, debarred, sanctioned or otherwise identified as ineligible by any [UN Organization](#) or the [World Bank Group](#).
- Bidders must adhere to the UN Supplier Code of Conduct, which may be found by clicking on [UN Supplier Code of Conduct](#).

IV. Content of quotations

Quotations should be submitted via a TWO-envelope system. Interested Bidders are requested to submit their Technical Bid & Declaration Form **separately** from their Financial Bid containing the price information. Each envelope shall consist of a single email whenever possible, depending on file size.

- a) Technical proposal, in response to the requirements outlined in the service requirements / TORs.
- b) Signed Declaration Form, to be submitted strictly in accordance with the document.
- c) Price quotation, to be submitted strictly in accordance with the price quotation form.

Both parts of the quotation must be signed by the bidding company's relevant authority and submitted in PDF format.

V. Instructions for submission

Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, and are to be sent by email to the contact person indicated

below no later than *July 24, 2024 at 5:00 PM Beijing Time*¹.

Name of contact person at UNFPA:	<i>Mr. Jia Guoping</i>
Email address of contact person:	<i>china-procurement@unfpa.org</i>

Please note the following guidelines for electronic submissions:

- The following reference must be included by the Bidder in the email subject line:
 - UNFPA/CHN/RFQ/24/004 – [Company name], Technical Bid
 - UNFPA/CHN/RFQ/24/004 - [Company name], Financial Bid
 - Submissions without this text in the email subject line may be rejected or overlooked and therefore not considered.
- It is the Bidder’s responsibility to assure compliance with the submission process. If the envelopes or emails are not marked / submitted per the instructions, UNFPA will neither assume responsibility for the bid’s misplacement or premature opening nor guarantee the confidentiality of the Bid process. Incorrect submissions might result in your Bid being declared invalid.
- The total email size may not exceed **20 MB (including email body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.
- Any quotation submitted will be regarded as an offer by the bidder and does not
- constitute or imply the acceptance of any quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

VI. Overview of Evaluation Process

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated and scored first, prior to the evaluation and scoring of price quotations

Technical Evaluation

Technical proposals will be evaluated based on their responsiveness to the service requirements /TORs listed in Section II and in accordance with the evaluation criteria below.

Criteria	[A] Maximum Points	[B] Points obtained by Bidder	[C] Weight (%)	[B] x [C] = [D] Total Points
Technical quality of proposal: level of understanding of the objectives of the project; research design; methodology; etc .	100		50%	

¹ <http://www.timeanddate.com/worldclock/city.html?n=69>

Competency of the core research team members: Established long-term expertise in population and development studies, particularly on China’s population change pattern and its driven factors; previous experience of conducting studies on China’s family support policies from the perspectives of gender equality and women empowerment;	100		30%	
Work plan/time scales given in the proposal and its adequacy to meet the project objectives.	100		20%	
<i>Grand Total All Criteria</i>	300		100%	

The following scoring scale will be used to ensure objective evaluation:


Degree to which the Terms of Reference requirements are met based on evidence included in the Bid submitted	Points out of 100
Significantly exceeds the requirements	90 – 100
Exceeds the requirements	80 – 89
Meets the requirements	70 – 79
Partially meets the requirements	1 – 69
Does not meet the requirements or no information provided to assess compliance with the requirements	0

Financial Evaluation

Price quotes will be evaluated only for bidders whose technical proposals achieve a minimum score of 70 points in the technical evaluation.

Price quotes will be evaluated based on their responsiveness to the price quote form. The maximum number of points for the price quote is 100, which will be allocated to the lowest total price provided in the quotation. All other price quotes will receive points in inverse proportion according to the following formula:

Financial score =	Lowest quote (\$)	X 100 (Maximum score)
	Quote being scored (\$)	

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Total score

The total score for each proposal will be the weighted sum of the technical score and the financial score. The maximum total score is 100 points.

<p>Total score = 70 % Technical score + 30% Financial score</p>

VII. Award Criteria

In case of a satisfactory result from the evaluation process, UNFPA intends to award a Professional Service Contract on a fixed-cost basis to the Bidder(s) that obtain the highest total score.

VIII. Right to Vary Requirements at Time of Award

UNFPA reserves the right at the time of award of contract to increase or decrease by up to 20% the volume of services specified in this RFQ without any change in unit prices or other terms and conditions.

IX. Payment Terms

UNFPA payment terms are net 30 days upon receipt of invoice and delivery/acceptance of the milestone deliverables linked to payment as specified in the contract.

X. Fraud and Corruption

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA’s policy regarding fraud and corruption is available here: [Fraud Policy](#). Submission of a proposal implies that the Bidder is aware of this policy.


Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive Director and with the UNFPA Ethics Advisor as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives agents and assignees of the vendor; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA's list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at [UNFPA Investigation Hotline](#).

XI. Zero Tolerance

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: [Zero Tolerance Policy](#).

XII. RFQ Protest

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Bidder(s) perceiving that they have been unjustly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint directly to the Chief, Supply Chain Management Unit at procurement@unfpa.org.

Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Head of the Business Unit Ms. Ira Ovesen, Officer-in-Charge, UNFPA China at ovesenpav@unfpa.org. Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Supply Chain management Unit at procurement@unfpa.org.

XIII. Disclaimer

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).



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PRICE QUOTATION FORM

Name of Bidder:	
Date of the quotation:	Click here to enter a date.
Request for quotation N°:	UNFPA/CHN/RFQ/24/004
Currency of quotation :	CNY
Delivery charges based on the following 2020 Incoterm:	Choose an item.
Validity of quotation: <i>(The quotation must be valid for a period of at least 3 months after the submission deadline)</i>	

- Quoted rates must be **exclusive of all taxes**, since UNFPA is exempt from taxes.

Item	Description	Number & Description of Staff by Level	Hourly Rate	Hours to be Committed	Total
1. Professional Fees					
<i>Total Professional Fees</i>					\$\$
2. Out-of-Pocket expenses					
<i>Total Out of Pocket Expenses</i>					\$\$
Total Contract Price <i>(Professional Fees + Out of Pocket Expenses)</i>					\$\$

Vendor's Comments:

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I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/CHN/RFQ/24/004 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

Name and title	Date and place	

DECLARATION FROM

The undersigned, being a duly authorized representative of the Company represents and declares that:

1.	The Company and its Management ² have not been found guilty pursuant to a final judgement or a final administrative decision of any of the following:	YES	NO
	a. Fraud;	<input type="checkbox"/>	<input type="checkbox"/>
	b. Corruption;	<input type="checkbox"/>	<input type="checkbox"/>
	c. conduct related to a criminal organization;	<input type="checkbox"/>	<input type="checkbox"/>
	d. money laundering or terrorist financing;	<input type="checkbox"/>	<input type="checkbox"/>
	e. terrorist offences or offences linked to terrorist activities;	<input type="checkbox"/>	<input type="checkbox"/>
	f. sexual exploitation and abuse;	<input type="checkbox"/>	<input type="checkbox"/>
	g. child labour, forced labour, human trafficking; or	<input type="checkbox"/>	<input type="checkbox"/>
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Organization or its Management).	<input type="checkbox"/>	<input type="checkbox"/>
2.	The Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of grave professional misconduct.	<input type="checkbox"/>	<input type="checkbox"/>

² “Management” means any person having powers of representation, decision-making or control over the Organization. This may include, for example, executive management and all other persons holding downstream managerial authority, anyone on the board of directors, and controlling shareholders.

3.	The Company and its Management are not: bankrupt, subject to insolvency or winding-up procedures, subject to the administration of assets by a liquidator or a court, in an arrangement with creditors, subject to a legal suspension of business activities, or in any analogous situation arising from a similar procedure provided for under applicable national law.	<input type="checkbox"/>	<input type="checkbox"/>
4.	The Company and its Management have not been the subject of a final judgment or a final administrative decision finding them in breach of their obligations relating to the payment of taxes or social security contributions.	<input type="checkbox"/>	<input type="checkbox"/>
5.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found they created an entity in a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration, or principal place of business (<i>creating a shell company</i>).	<input type="checkbox"/>	<input type="checkbox"/>
6.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found the Company was created with the intent referred to in point (5) (<i>being a shell company</i>).	<input type="checkbox"/>	<input type="checkbox"/>

The UNFPA reserves the right to disqualify the Company, suspend or terminate any contract or other arrangement between the UNFPA and the Company, with immediate effect and without liability, in the event of any misrepresentation made by the Company in this Declaration.


It is the responsibility of the Company to immediately inform the UNFPA of any changes in the situations declared above.

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between the UNFPA and the Company.

Signature:

Date:

Name and Title:


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Name of the Company:

UNGM N°:

Postal Address:

Email:

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ANNEX I:
General Conditions of Contracts:
De Minimis Contracts

This Request for Quotation is subject to UNFPA's General Conditions of Contract: De Minimis Contracts, which are available in: [English](#), [Spanish](#) and [French](#)