



TERMS OF REFERENCE TECHNICAL CONSULTANCY ON ACCESSABILITY AND GENDER INCLUSION IN PUBLIC FINANCE

1. Background

Oxfam is a global movement of people who are fighting inequality to end poverty and injustice. There are currently 21 member organizations working in 87 countries. We have a vision of a just and sustainable world. A world where people and the planet are at the center of our economy. Where women and girls live free from violence and discrimination. Where the climate crisis is contained. And where governance systems are inclusive and allow for those in power to be held to account.

Oxfam in Vietnam believes that a reduction in poverty, injustice, and inequality will occur through the interaction between active citizens, accountable states and responsible private sector and that it is fundamental to Vietnam's development. Oxfam in Vietnam aims to influence the current growth-based development model to shift to a Human Economy Development Model, putting people and the planet before profits.

All our work is led by three core values: Empowerment, Accountability, Inclusiveness. To read more about our values please click [here](#).

Fair for All (F4A) is a global initiative funded by the Dutch Ministry of Foreign Affairs. The main purpose of the global program is to make value chains and trade in 14 countries more inclusive and sustainable. Fair for All in Vietnam is part of this global initiative.

This document describes the Terms of Reference for the technical consultancy to conduct a review and consultations on accessability and gender inclusiveness in public finance.

2. Scope of work

The consultant organization will work with Oxfam to conduct a review and consultations with related stakeholders on accessability and gender inclusion in public finance.

This scoping study has two objectives assignment:

- Develop reports on national and provincial levels on accessability and gender inclusion in public finance process
- Organizing consultations with the participation of relevant stakeholders
- Conducting follow-up activities on accessability and gender inclusion in public finance activities



3. Deliverables and schedules

- Two review reports national and provincial levels on accessibility and gender inclusion in public finance process, to be done before Feb 15th, 2024.
- Consultations with the participation of relevant stakeholders, to be done before May 15th, 2024.
- Conducting follow-up activities on promoting accessibility and gender equality in public finance activities, to be done by June 30th, 2024.

4. Timeline

01/05/2023 - 31/06/2024

The detailed plan will be discussed between Oxfam and the consultant team.

5. Required competence

- Expert knowledge on public finances
- Strong experiences in research
- Adhere to Oxfam's principles and values
- Had prior experience working with multi-stakeholders in consultation process

6. Submission of Interests

Interested agencies should send the following information:

- The organization portfolio showcases relevant experience, previous works, notable clients
- CV(s) of the team members in charge, with relevant experience
- A brief proposal with the components as described in the Scope of work
- A proposed budget plan, including consultancy rate, travel expenses, and other costs/fees to complete the task, including Personal Income Tax or VAT

Oxfam in Vietnam will recruit based on the proposed budget and the quality of the proposed idea. Candidates should present your proposals in a clear and thorough manner.

The proposal should be submitted by e-mail to hr.vietnam@oxfam.org.

Deadline for submission of application: CoB **7th May 2023**

Please note, only short-listed candidates will be notified. Thank you!

Oxfam is committed to preventing any type of unwanted behavior at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.