

TERMS OF REFERENCE
FOR
A BASELINE DESK STUDY ON
“POLICY DIRECTIONS AND LEGAL FRAMEWORK IN THE AREA OF DE-
VELOPMENT MODELS IN VIETNAM 2015-2017”

1. BACKGROUND OF RLS

The Rosa Luxemburg Stiftung (RLS; www.rosalux.de) originated from the registered association "Social Analysis and Political Education" founded in Berlin in 1990. In 1996, it was recognised by the Party of Democratic Socialism (PDS) as its close political education institution. The Party of Democratic Socialism transformed itself into "PDS/Linkspartei", later renamed itself into "Linkspartei" (Left Party) which is one of two parties in Germany that formed the new party "Die LINKE" ("The Left") in 2007. RLS has become a provider of civic education and a centre for progressive social research in both Germany and throughout the world. As one of six party-affiliated political foundations in Germany it supports partners in developing countries striving for social justice, strengthened public participation and economic development. In February 2009, the People's Aid Coordinating Committee (PAC-COM) granted the licence for the representative office for Southeast Asia in Hanoi.

In Vietnam, RLS (www.rosalux.vn) embraces the mission of assisting Vietnam's transition to a market economy with socialist orientation embedded. Currently, it is cooperating with approximately 26 partners (e.g. VNU - University of Social Sciences and Humanities in Hanoi and HCMC; Centre for Social Research and Development Hue, Vietnam Union of Friendship Organizations) by funding around 30 projects (including one in Cambodia) on three themes of Sustainable development including Climate change, Social justice, and Dialogue on development models.

2. RATIONALE OF THE BASELINE DESK STUDY

From 2012 to 2014 RLS is running the program "Dialogue and cooperation on social justice, sustainable development and on alternative development models in transition countries of East and Southeast Asia".

Under the Component C “Development Models” RLS aims at contributing towards the following goal:

Different development models and experiences are discussed in public by decision-makers, scientists and civil-society on different levels in the program region to promote a balanced, democratic, peaceful and solidararian development of the society.

Therefore in Vietnam RLS cooperates with the following partners addressing the below mentioned target groups:

Partner	Target Groups / Localities
VNU University of Social Sciences and Humanities Hanoi	University lecturers and students, scientists/intellecuals, members of the Vietnam Fatherland Front, members of People’s Councils and National Assembly, other decision-makers from the central level
Vietnam Union of Science and Technology Associations	Vietnamese non-governmental organizations, scientists/intellecuals, Members of the National Assembly
Institute for Legislative Studies of the Standing Committee of the National Assembly	Members of the National Assembly, scientists/intellecuals, decision-makers
Institute for Policy and Law	Scientists/intellecuals, members of the National Assembly and other decision/makers, Vietnamese non-governmental organizations
Ho Chi Minh Academy - Institute for Scientific Socialism	Local and national decision-makers, trade union staff, lecturers / intellecuals
Vietnam Union of Friendship Organisations / Vietnam Peace and Development Foundation	Local and national political decision-makers, representatives in national and international networks

For the preparation of the next program cycle 2015-17 RLS sees the need to gather more baseline data regarding its interventions and cooperation in the fields of “Development Models” in Vietnam. The to-be-conducted desk review shall analyze relevant policies and legal documents of Vietnam to provide RLS a profound input for the next program cycle. It is not the main objective to deeply survey concrete partner projects but to collect, synthesize and analyze information regarding policies and legislation that will guide Vietnam’s

path towards becoming an industrialized country in 2020 combined with the challenge to ensure a balanced, democratic, peaceful development as well as people's solidarity.

3. CONSULTANCY OBJECTIVES

- To elaborate a baseline desk study as preparatory input for RLS' 2015-17 program cycle;
- To provide RLS a profound database on the status quo of policies, socio-economic strategies and legislation combined with the analysis of a future scenario regarding the following central questions:
 - Which were the contexts, strengths and weaknesses of the past four constitutions (1946 to 1992)
 - What were the core aspects of the recent constitutional reform process and its result?
 - What chances do the newly amended constitution and recent or upcoming legislative, political plus economic reforms bring along in order to increase the potential involvement of the National Assembly and People's Councils in the political decision-making of Vietnam?
 - What potential roles can Vietnamese scientists, universities, academic research institutions and socio-political as well as non-governmental organisations play in Vietnam's policy making procession recently and in the next 5 years?
 - How does the law-making process function? How are new draft laws initiated and what potential exists to organise this in a bottom-up and participatory way?
- To give recommendations to RLS for a program with a more focused design regarding goals, impacts to be achieved and indicators to be measured.

4. EXPECTED DELIVERABLES

The expected outputs of this study are as follows:

A baseline desk study (no longer than 50 pages in both electronic and hard copies) in proficient English which will be submitted to RLS within the scheduled timeframe including up to two revised versions based on the requirements of RLS.

More specifically the study shall consist of the following requirements:

- Title page
- 1-2 Pages summary
- Explanation of the chosen methodology and selected literature and sources
- Baseline data
- Analysis
- Conclusion and recommendations
- List of literature and sources.

5. REQUIREMENTS OF THE CONSULTANCY

The consultant is tasked with the entire process of the baseline desk study. More specifically, this includes:

- Preparing necessary logistics for the desk review: stationaries, printing documents etc.;
- Designing the research tools in close cooperation with RLS's project manager in charge;
- Conducting the review of project documents, Vietnamese and International secondary data and data analysis in exchange with the RLS Project Manager ;
- Working closely with the staff of RLS Hanoi for preparing and implementing desk review;
- Writing and presenting the final report in impeccable English.

6. DESIRED QUALIFICATIONS OF THE CONSULTANT (Vietnamese Nationals only)

RLS requires the consultant team will possess the following qualifications:

- Having an advanced degree in related fields (e.g. law, political or social sciences, development, economics, public administration) from an *internationally recognized university*;
- Having thorough understanding of the socio-political conditions of Vietnam as well as being familiar with the work of governmental, socio-political, non-governmental and academic institutions as well as International organisations

- Having proven experiences in designing and conducting similar researches;
- Fluency in spoken and written Vietnamese and English;
- Possessing excellent critical analysis and report writing skills;
- Being responsible and able to work under pressure as an individual and as a team as well as pro-actively engage in solution finding for obstacles that may occur.

7. TENTATIVE WORKLOAD & TIMEFRAME

ACTIVITY	CONSULTANCY DAYS	TIME											
		DECEMBER				JANUARY				FEBRUARY			
		W 1	W 2	W 3	W 4	W 1	W 2	W 3	W 4	W 1	W 2	W 3	W 4
Contract signing													
CONDUCTING THE RESEARCH													
Meeting and communicating with RLS in Hanoi (need's based)	2												
Develop the research design and research tools	2												
Review data and literature	7												
Data analysis and report writing (1 st draft)	7												
Presenting the report to RLS (1 st draft)	0.5												
Adjusting the report with RLS comments (2 nd draft)	2												
Finalising the report	0.5												
TOTAL	21												

8. CONSULTANCY FEE

A competitive consultancy package will be offered to the consultant based on his/her qualification and experience. RLS will reimburse the consultant on a lump-sum base for the consultant fee; other research-related logistical expenditures (stationaries, print-outs, communications fees) will be reimbursed upon submission of appropriate and original vouchers.

RLS would like to invite interested consultants submit:

- An initial research proposal explaining your approach, methodology and motivation; your CV including name and contact details of two reference persons;
- One or two sample English reports of relevant prior consultancies in which the applicant should be the main or co-author;
- Your financial proposal based on the above-mentioned tentative workload and expected logistical expenditures.

Please be informed that:

- The consultancy fee will be paid on a lump-sum base in two instalments;
- Logistic expenditures will be reimbursed upon submission and RLS' approval of original vouchers;
- UN-EU cost norms 2012 and RLS' internal guidelines are the reference for RLS negotiation regarding the payment for selected consultants.

Contact person: Mr. Nguyen Van Tung - Project Manager - at the e-mail address **nguyen.tung@rosalux.vn.**

- Deadline of submission: **12th December 2013** to the above mentioned e-mail address.
- Tentative interview schedule for short-listed candidates **16th December 2013.**
- Further information can be obtained by email. Inquiries are only accepted before the deadline. Please refrain from phone inquiries.

We only consider applications meeting all above required conditions.