

Terms of Reference (TOR)

Consultancy – Draft rules of Balochistan Child Marriage Restraint Act 2025

Who we are: Group Development Pakistan (GDP) is a Civil Society Organization registered under the Societies Registration Act of 1860, working on protecting and promoting child rights and strengthening child protection and Justice with children across Pakistan. GDP believes in a democratic and humanistic society in which the most important stakeholders – children - are acknowledged, respected, and protected from all forms of violence and discrimination. GDP follows a holistic, creative, participatory, inclusive, eco-friendly, child-focused, and human rights-based approach.

1 Background

Group Development Pakistan (GDP), in collaboration with UNFPA, is committed to advancing legal and policy reforms that protect the rights of women and children, particularly adolescent girls. A key priority is supporting the effective implementation of the Child Marriage Restraint Act 2025 (CMRA) in Balochistan. While Pakistan has made progress in addressing gender-based violence and child marriage through legislative reforms, the absence of comprehensive rules under the CMRA in Balochistan continues to hinder enforcement, accountability, and access to justice. Developing these rules is essential to operationalize the law, clarify procedures, strengthen institutional roles, and ensure the protection of vulnerable girls across the province. To support this critical reform, GDP seeks to engage a legal consultant to lead the development of the CMRA Rules for Balochistan. The consultant will review existing legal frameworks, draft the required rules, and ensure they are evidence-based, constitutionally sound, aligned with international human rights commitments, and informed by best practices. The consultant will work closely with the Social Welfare Department and the Director Human Rights and will collaborate and consult with the Law Department and other concerned departments for the development of the Rules of Business. Throughout the assignment, and particularly while engaging with government departments, the consultant will coordinate with and take guidance from the UNFPA Program Coordinator for the duration of the consultancy.

2 Scope of Work

GDP is seeking one individual consultant who will be responsible for the following work:

1. **Desk Review:** Review the Child Marriage Restraint Act and other existing drafts of the concerned GBV related laws and child marriage rules, conduct a comparative analysis with other provinces, identify gaps and inconsistencies, and areas for improvement.
2. **Development of Updated Drafts:** Prepare draft rules incorporating the findings identified through the desk review and aligned with constitutional and international standards.

3. **Stakeholder Engagement:** Share the updated drafts with relevant stakeholders (government, CSOs, legal experts, and development partners) for feedback; document and analyse stakeholders' inputs for incorporation.
4. **Finalization:** Incorporate stakeholders' feedback and finalize the legal drafts, then submit a clean version and a tracked-change version, with an accompanying explanatory note highlighting revisions made.
5. Submit a consolidated report to the project team.

3 Key Deliverables

The consultant is responsible for producing and submitting the following key deliverables:
S. No. Deliverables Deadline (forecasted)

Sr. No.	Deliverable	Deadline (forecasted)
1	Inception meeting + brief inception note (methodology, workplan, outline of Rules	December 10, 2025
2	Desk review & comparative legal analysis report	December 12, 2025
3	First draft of Rules (clean + explanatory note)	December 17, 2025
4	Stakeholder consultation(s) + consultation report	December 19, 2025
5	Revised Rules (clean + track-changes)	December 24, 2025
6	Final Rules + consolidated technical report & implementation roadmap	December 26, 2025

4 Duration of Assignment

The consultancy spans 12 working days, starting December 10, 2025, and concluding no later than December 26, 2025.

5 Required Competencies

Qualifications:

- Master's degree or higher in Law, Human Rights, Gender Studies, or a related field.

Experience:

- Minimum 10 years of professional experience in successful legislative drafting, legal reform, or policy analysis.
- Demonstrated expertise in gender equality, domestic violence, or child/women protection laws.
- Sound understanding of policies and frameworks aimed at addressing social issues such as child marriage and gender-based violence.
- Experience engaging with government institutions, religious authorities and other relevant stakeholders will be an asset.

- Balochi and Pashto speakers will be preferred.

Skills:

- Well-versed in child protection and women's rights legal frameworks.
- Strong research, legal drafting, and analytical skills with the ability to produce concise, evidence-based outputs.
- Excellent communication and stakeholder engagement abilities.
- Ability to produce clear, evidence-based drafts and explanatory notes under tight deadlines.
- Aware of gender, culture-sensitive, child-centric, and conflict sensitivities.
- Excellent oral and written communication skills.
- Proven ability to work under tight deadlines and deliver high-quality, actionable outputs.

6 Reporting and Coordination

The consultant will report directly to GDP's Project Manager. Regular updates (e.g., via email or calls) are required during preparation. All communications and materials must maintain confidentiality, especially regarding participant data and sensitive topics.

7 How to Apply

Interested candidates should submit the following at the earliest.

- CV highlighting relevant experience in training and the thematic area.
- Proposed outline for the session with topics and activities clearly chalked out.
- Financial quotation (Cost per session inclusive of taxes)
- Supplier Declaration Form: Completed and signed Supplier Declaration Form (refer to Annex IV of the Terms of Reference for the form template).
- Contact details for two professional references.
- [UN PSEA Online Course](#) Completion Certificate: Mandatory at the time of contract award.
- **Submission Instructions:** Please submit your applications should be emailed to hr@gdpakistan.org with the subject: "**Application for Consultancy to Draft Rules of Balochistan child Marriage Restraint Act**".

8 Timeline

- Interviews will be conducted on a rolling basis.

9 Other terms

- GDP reserves the right to accept or reject applications without explanation.
- Selected experts must sign agreements on confidentiality, safeguarding, and virtual conduct.
- GDP encourages applications from women, non-binary people, minorities, and persons with disabilities to promote diversity.

**Group Development Pakistan (GDP)
Supplier Declaration Form**

Part 1: Firm/ Supplier Information

Company / Individual Name	
Registration Number	
National Tax Number (NTN)	
Address	
Contact Person Name	
Designation	
Email:	
Phone Number	

Part 2: Compliance Declaration

As a supplier to Group Development Pakistan (GDP), I/we hereby certify and agree to the following:

- 1. Legal Compliance**
 - We are fully compliant with all applicable laws, including but not limited to labor, environmental, anti-corruption, and tax laws.
- 2. No Fraud or Malpractice**
 - We affirm that we have not been involved in any fraudulent, corrupt, or unethical practices.
 - We are not listed on any government, international, or industry-specific blacklist for fraudulent or unethical activities.
- 3. Conflict of Interest**
 - We declare that we have no conflicts of interest with any staff member, director, or representative of GDP.
 - We will immediately disclose any potential or actual conflicts of interest if they arise during the course of our engagement.
- 4. Business Practices**
 - We ensure fair labor practices and do not engage in forced labor, child labor, or any form of exploitation.
 - We commit to providing goods and services of the highest ethical and professional standards.
- 5. Accuracy of Information**
 - We confirm that all information provided in this form and during the procurement process is accurate and complete.
- 6. Acceptance of Terms**
 - We acknowledge and accept that failure to comply with the above declarations may

result in immediate termination of our contract and disqualification from future procurement opportunities with GDP.

Part 3: Supporting Documentation

Please attach the following documents (as applicable):

- Certificate of incorporation/registration/CNIC.
- National Tax Number (NTN) certificate.
- Copies of relevant industry-specific licenses or permits.
- References from at least two recent clients.
- Experience Certificates
- CV (In case of an Individual)

Part 4: Certification and Signature

I, the undersigned, certify that I am an authorised representative of the above-mentioned company/AOP/Individual. I declare that the information provided in this form is true and accurate to the best of my knowledge.

Name: _____

Designation: _____

Signature: _____

Date: _____

For GDP Use Only

• **Form Received By:** _____

• **Date:** _____

• **Findings/Remarks:** _____

Signature of Reviewer: _____

Date: _____