



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: March 13th, 2017

Country: Peru, Colombia, Indonesia and Kenya.

Description of the assignment: PNUD/IC-068/2017 “PPG Phase International Coordinator”.

Project name: 00096515 - “Environmental Sound Management of Mercury in Artisanal Small-Scale Gold Mining in Peru”

Period of assignment/services (if applicable): Thirty-two (32) weeks (within 12 months).

Proposal should be submitted by email to adquisiciones.pe@undp.org no later than **March 23rd, 2017**.

Any request for clarification must be sent by standard electronic communication to the e-mail indicated above, no later than **March 16th, 2017**. PNUD will publish written copies of the response, including an explanation of the query without identifying the source of inquiry, at the following web page <http://procurement-notice.undp.org/>, no later than **March 20th, 2017**.

1. BACKGROUND

As one of the Implementing Agencies of the Global Environment Facility (GEF), UNDP is supporting developing countries to develop and implement projects aimed at the elimination and/or sustainable management of mercury to meet their obligations under the newly established Minamata Convention on Mercury.

Recognizing the multi-dimensional impacts of artisanal and small-scale gold mining (ASGM) on the environment, health and poverty, the “Global Opportunities for Long-Term Development of ASGM” (GEF GOLD) programme was approved at the October 2016 council meeting of the GEF.

GEF GOLD is a programmatic approach on ASGM involving three UN agencies (UNDP, UNEP, and UNIDO) and one NGO (Conservation International). The GEF GOLD programme has a global component on communications and knowledge management, which is managed by UNEP and country-level projects in eight countries: Burkina Faso (UNIDO), Colombia (UNDP), Guyana (Conservation International), Indonesia (UNDP), Kenya (UNDP), Mongolia (UNEP/UNIDO), Peru (UNDP), and Philippines (UNEP/UNIDO).

The main objective of the programme is to achieve Global Environmental Benefits by reducing mercury releases from ASGM practices through the introduction and promotion of best practices and techniques for gold extraction.

With this background, and in order to support the efforts of the Governments of Peru, Colombia, Indonesia and Kenya to protect human health and the environment from mercury releases originating from the intentional use of mercury in ASGM, UNDP in its capacity as the Implementing Agency for the GEF, requires the support of a PPG Phase International Coordinator. The PPG Phase International Coordinator is requested to support the Project Preparation Grant (PPG) phase during which the detailed preparation of country projects for Peru, Colombia, Indonesia and Kenya will take place.

The PPG Phase International Coordinator is expected to support the design and preparation of 4 UNDP/GEF project documents (one for each country project) for the GEF GOLD programme in Peru, Colombia, Indonesia and Kenya and support the preparation of additional supporting documents required for approval by the GEF.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

For detailed information, please refer to Annex 1

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- University studies in chemistry, mining, environment, hazardous waste management or similar.

II. Years of experience:

- At least 10 years of experience in the design or implementation of projects related to chemical and/or hazardous waste management, including mercury substances.
- At least 8 years of experience in the design or implementation of projects related to chemical and/or hazardous waste management, including mercury substances.
- Experience in the design of chemicals management projects in the defined work regions (Asia, Africa and Latin America).
- Experience and/or familiarity with GEF and UNDP or other UN organizations' projects, processes, guidelines and structure will be considered an advantage.
- At least 8 years of experience in Mainstreaming of Sound Management of Chemicals (SMC) priorities into national development strategies and national development planning processes.
- Fluent in spoken and written English is required.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Offeror's letter to UNDP confirming interest and availability for the individual contractor (ic) assignment (as per Annex A)
2. Financial proposal
3. Personal CV including past experience in similar projects and at least 3 references

5. FINANCIAL PROPOSAL

- **Lump sum contracts**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

Travel:

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed

6. EVALUATION

Cumulative analysis

The award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

- a) responsive/compliant/acceptable, and*
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.*

** Technical Criteria weight; 70%*

** Financial Criteria weight; 30%*

*Only candidates obtaining a minimum of **70 points** would be considered for the Financial Evaluation.*

Criteria
<u>Technical</u>
Education

<ul style="list-style-type: none"> • University studies in chemistry, mining, environment, hazardous waste management or similar – 10 points • Masters or PhD in chemistry, mining, environment, hazardous waste management or similar – 15 points • 	
<p>Experience</p> <ul style="list-style-type: none"> • At least 10 years of experience in the design or implementation of projects related to chemical and/or hazardous waste management, including mercury substances – 20 points • More than 10 years of experience in the design or implementation of projects related to chemical and/or hazardous waste management, including mercury substances – 25 points • 	
<p>Experience in Asia, Africa and/or Latin America</p> <ul style="list-style-type: none"> • Experience in in the design of chemicals management projects in one (1) of the defined work regions – 10 points • Experience in in the design of chemicals management projects in two (2) of the defined work regions– 15 points • Experience in in the design of chemicals management projects in three (3) of the defined work regions– 20 points • 	
<p>Experience with UN Agencies and vertical funds</p> <ul style="list-style-type: none"> • Experience and/or familiarity with UN Agencies and/or other international organizations and/or vertical funds – 10 points • Experience and with UNDP and GEF– 15 points • 	
<p>Experience</p> <ul style="list-style-type: none"> • At least 8 years of experience in Mainstreaming of Sound Management of Chemicals (SMC) priorities into national development strategies and national development planning processes – 10 points • More than 8 years of experience in Mainstreaming of Sound Management of Chemicals (SMC) priorities into national development strategies and national development planning processes – 15 points 	
<p>Language</p> <ul style="list-style-type: none"> • Fluent in English – 10 points 	
<p><u>Financial</u></p> <p>Lowest technically responsive Financial proposal - 30 points</p> <p>Other technically responsive Financial proposal - Inversely proportional</p>	

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- CONTRACT AND INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS