



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2018/PROC/UNDP-MMR/PN/015

Date: February 28, 2018

Country:	Myanmar
Description of the assignment	Poverty, Labour and Income Analysis and Report Drafting
Period of assignment:	15 March – 30 November 2018 (up to 55 fee-days)
Duty Station:	Nay Pyi Taw and Home Based
Type of contract:	IC contract (International Expert)

The number of fee-days is subject to change due to evolving nature of the assignment.

Proposal should be submitted to bids.mm@undp.org no later than **12 March 2018 (17:00)**.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail to moung.kee.aung@undp.org. Procurement Unit will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

A. Background

Myanmar is at a historic stage in its development. A new Constitution was adopted in May 2008 and elections were held in November 2010 with bi-elections in April 2012. Parliament and governments have been formed at the national and region/state levels. Parliamentary Elections took place in the fourth quarter of 2015. A number of reforms have already been undertaken, focusing on: good governance, human rights, socio-economic development and cease-fire agreements in a number of conflict areas. Myanmar's vision is to become a modern, developed and democratic nation by 2030.

However, the lack of reliable, up-to-date and sufficiently disaggregated data continues to be a major source of concern for government and development partners, as is the case in many other Least Developed Countries. In addition, there is little experience and few established processes for using the available data to feed into policy-making. In order to address this, the Government of Myanmar has initiated efforts to strengthen the collection and use of statistics. Key initiatives include a new statistics law and the elaboration of a National Strategy for the Development of Statistics (NSDS).

UNDP Myanmar is providing support to the government to collect, analyze and use socio-economic data. In the past, this has included conducting two rounds (in 2005/06 and 2010/11) of a

primary source of socio-economic data for Myanmar - the Integrated Household Living Conditions Assessment.

In order to continue its assistance to improving socio-economic statistics in Myanmar, UNDP is currently supporting - jointly with the World Bank – the Central Statistical Organization(CSO) of the Ministry of Planning and Finance in their implementation and analysis of a large-scale household living conditions survey (named the Myanmar Living Conditions Survey, MLCS). The survey will deliver key data to evaluate past performance and to help the new government design evidence-based policies which address the needs of the people of Myanmar. It will also deliver key baseline indicators for the new SDG agenda.

The MLCS has completed its 12-month data collection period (December 2016 – December 2017) and is now progressing into the data analysis and report production phase. Two publications will be produced, a *key indicators report*, and then a more detailed *socio-economic report* (the latter to include poverty estimates).

UNDP is seeking an experienced consultant, to provide technical inputs to data analysis (using Stata) and report production for select parts of the MLCS reports; to support ensuring technical quality and peer review the analysis and report production work of the joint CSO- UNDP-WB data analysis team; to contribute to strengthening the capacities of the CSO. All data analysis conducted must be done in such a manner as to build CSO capacity to conduct this work – as such, the consultant will be expected to spend considerable time in NPT explaining the concepts to CSO team members, ideally engaging in joint analysis and interpretation where possible. The consultant is expected to produce quality outputs as a part of a joint technical CSO-UNDP-WB team, and is expected to engage with and support team members engaged in various chapters of the report, to improve quality of the overall product.

B. Objectives of the Assignment

Key objectives of the assignment are to lead UNDP's contribution to the analysis and report production of the MLCS, ideally with a focus on labour, income generation and financial inclusion, ensuring high-quality statistical publications, and building relevant capacity in CSO.

C. Scope of Work and anticipated outputs

UNDP Myanmar requires the services of an international consultant with proven and extensive experience in analyzing household survey data, to carry out the following tasks:

1. Conduct data analysis (using Stata, and following agreed formats) and produce high-quality chapters for assigned topics of the MLCS socio-economic report, with a focus on labour, income generation and financial inclusion.
2. Provide face-to-face guidance and remote supervision/mentoring for CSO staff in producing data analysis and chapter production for their assigned topics.
3. Collaborate with colleagues from the CSO and World Bank to improve and ensure the quality of the overall product, via giving peer review comments, suggestions and feedback.
4. Participate, via remote means or in person, in meetings with the joint data analysis and report writing team.
5. Provide inputs to informal consultations and/or formal meetings with stakeholders and data users as needed to inform the analysis.
6. Continuously provide strategic and technical advice to UNDP project management on the course of MLCS analysis and report dissemination.
Provide technical inputs to the design of the launch of the socio-economic report; draft UNDP's talking points/key messages for the event; facilitate assigned sessions; and present assigned topics.

DELIVERABLES OF THE ASSIGNMENT

As per TOR

EXPERTISE AND EXPERIENCE REQUIRED

D. Essential Qualifications and Competencies

- Master's degree in the field of economics, statistics, or other relevant field.
- At least 7 years' experience in the analysis and report production for large-scale household surveys, of which 3 years spent on the analysis and report production for labour, income generation and financial inclusion topics of large-scale household surveys.
- Hands on experience analyzing complex living conditions surveys / living standards measurement surveys to analyze poverty, income generation and labour allocation.
- Demonstrated authorship of living conditions analysis in the areas of labour, financial inclusion and income generation, proven by 2 writing samples.
- Demonstrated hands on experience doing analysis using Stata.
- Record of successful capacity building on data analysis and report production.
- Excellent communication and writing skills.
- Fluency in English language.

Candidates are required to submit two writing samples.

RECOMMENDED PRESENTATION OF OFFER

Interested persons are requested to submit the following documents:

- a) **Letter of Confirmation of Interest and Availability** using the template provided by UNDP
- b) **Personal CV/Firm Record of Accomplishment** indicating all past experience as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references

- c) **Brief description** of why the individual/firm considers him/herself/itself as the most suitable for the assignment
- d) **Two writing samples.**
- e) **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided by UNDP. *If an Offeror is employed by an organization/company/institution*, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

CRITERIA FOR SELECTION OF OFFER

Criteria	Total points
<u>Technical</u>	100
- Master's degree in the field of economics, statistics, or other relevant field.	10
- At least 7 years' experience in the analysis and report production for large-scale household surveys, of which 3 years spent on the analysis and report production for labour, income generation and financial inclusion topics of large-scale household surveys.	20
- Hands on experience analyzing complex living conditions surveys / living standards measurement surveys to analyze poverty, income generation and labour allocation.	20
- Demonstrated authorship of living conditions analysis in the areas of labour, financial inclusion and income generation, proven by 2 writing samples.	15
- Demonstrated hands on experience doing analysis using Stata.	15
- Record of successful capacity building on data analysis and report production.	10
- Excellent communication and writing skills; Fluency in English language. (relevant experience to these skills should be demonstrated in application)	5
- Experience with monetary poverty estimation a distinct advantage.	5
<u>Financial</u>	100

REFERENCE DOCUMENTS

The relevant reference documents will be made available to the selected consultant upon signature of contract.

ANNEXES

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- GENERAL CONDITIONS OF CONTRACT

ANNEX 3- P-11 for ICs

ANNEX 4- Template for Confirmation of interest and Submission of Financial Proposal