



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2018/UNDP-MMR/PN/056

Date: 5 July 2018

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| Country: | Myanmar |
| Description of the assignment: | International Consultant for the establishment of the Prevention Unit of the Myanmar Anti-Corruption Commission and Delivery of Corruption Prevention Trainings |
| Duty Station: | Naypyitaw, Myanmar |
| Period of assignment/services: | 23 working days |

Proposal should be submitted to the Procurement Unit, UNDP Myanmar, No. 6 Natmauk Road, Tamwe, Yangon or by email to bids.mm@undp.org; no later than **17:00 PM, Wednesday, 11 July 2018**.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. 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.

BACKGROUND

Myanmar is undergoing a democratic transition that is shaping its modern history and providing an unprecedented opportunity to build solid foundations for a new social contract that would embody the aspirations of the people. The 2015 general elections in Myanmar have not only opened the way for democratization but also highlighted the call of the people to enhance transparency and fight corruption. The National League for Democracy (NLD) has made 'clean government' and a 'corruption-free society' key government priorities.

Within three days of assuming power, H.E. Daw Aung San Suu Kyi issued the 'President's Office Guidelines on Accepting Gifts' which ban civil servants from accepting gifts from anyone that would seek to benefit from the civil servant's position. Beyond the political symbol, the guidelines signal the growing recognition by the Government of Myanmar (GoM) that corruption is an impediment to state-building, sustainable development, social cohesion and ultimately peace. Anti-corruption and the strengthening of integrity have been since guiding principles of the Government of Myanmar policy framework.

In August 2016, a motion was unanimously approved by the Parliament urging the Government to take effective anti-corruption measures. Later in 2016, the Office of the State Counsellor established an online complaints system open to the general public, to raise corruption related



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issues to the State Counsellor, Daw Aung San Suu Kyi, herself. The Union Civil Service Board launched in July 2017 a Strategic Action Plan for Civil Service Reform (CSR) which sets out efforts to enhance integrity in the public service and promote in a more effective manner transparency and accountability in the service and towards the public. The Office of the Supreme Court of the Union (OSCU) and the Union Attorney General's Office (UAGO) drafted Codes of Ethics to govern the conduct of judges and law officers, reinforcing the prioritization the country is putting on judicial integrity.

Most recently, the Anti-Corruption Law (enacted in 2013) was amended in August 2017, introducing clarifications to the definition of Corruption and strengthening the powers of the Anti-Corruption Commission (ACC). In November 2017, a new 12-member Anti-Corruption Commission (ACC) was appointed under the leadership of U Aung Kyi, reconfirming once again the importance and priority the GoM is allocating to strengthening transparency and accountability in public institutions.

The ACC leadership with technical support from UNDP and UNODC has carried out a series of assessments and workshops in an attempt to devise a National Anti-Corruption Strategy, which is intended to accelerate the anti-corruption drive and to mobilize government and non-government stakeholders in promoting integrity and accountability. The ACC has also developed an 'ACC Strategic Action Plan', which calls for strengthening the ACC capacities but also highlights the importance of prevention as part of the Commission's mandate. Recently, the ACC with support from UNDP Myanmar and UNDP's Seoul Policy Center (USPC) formalized a partnership with Korea's Anti-Corruption and Civil Rights Commission (ACRC) through the signature of a MoU to transfer knowledge and best practices on corruption prevention. This partnership will include work on the development and application of a Corruption Risk Assessment (CRA) for Myanmar modelled on the Korean CRA model, with the support of USPC and UNDP Myanmar. The ACC leadership is increasingly recognizing the importance of preventive measures and strives today with support from national and international partners to establish a Prevention Unit within the ACC and support the establishment of prevention units/functions within the various departments at union level and in Regions and States.



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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

Please see Terms of Reference

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

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

- a) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP; (Please see Template attached at Annex- 3)
- b) **Personal CV or P11**, indicating the past experience relevant to the assignment, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references; (Please see Template attached at Annex- 4)
- c) **Brief description** of why the individual considers him/herself as the most suitable for the assignment, and a methodology, if applicable, on how he/she will approach and complete the assignment;

Financial Proposal

** Consultant/Contractor whose assignment require travel and who are over 62 years of age are required, at their own expense, to undergo a full medical examination, including x-rays after they are selected.

5. FINANCIAL PROPOSAL

Fees

Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided. 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.

Travels

All envisaged travel costs must be included in the financial proposal. This includes all travel to



join duty station/repatriation travel. In general, UNDP will not accept travel costs exceeding those of an economy class ticket.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses will be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed. (Please see Template attached at Annex- 4)

6. EVALUATION

UNDP will use a combined scoring method, in which the technical proposal will be weighted at **70%** and the financial proposal at **30%**. Scoring for the technical proposal will be:

- Education: 20%
- Relevance of Experience: 80%

All applications comprising the information/documentation provided will be evaluated to ascertain the suitability of the applicants to carry out the assignment. Candidates who obtain the minimum of 49 points of the full mark (70 points) will be considered technically compliant and their financial evaluations will be evaluated thereafter. Applications will be scored as per the following breakdown (Total 70 points):

Financial Evaluation of Proposals:

The financial proposals of all the applicants who pass the technical evaluation will be scored. The maximum 30 points will be allotted to the lowest financial bid, and all other bids shall receive points in inverse proportion to the lowest fee e.g. [30 Points] x [USD lowest] / [USD other] = points for other proposer's fees

The contract shall be awarded to the applicant who receives the highest cumulative score.

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2 -GENERAL CONDITIONS OF CONTRACT

ANNEX 3- P-11 for ICs (Available at:

<http://www.mm.undp.org/content/myanmar/en/home/operations/procurement.html>

ANNEX 4- Template for Confirmation of interest and Submission of Financial Proposal
(Available at:

<http://www.mm.undp.org/content/myanmar/en/home/operations/procurement.html>