



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2018/UNDP-MMR/PN/145

Date: 21 November 2018

Country:	Myanmar
Description of the assignment:	National Consultant- Yangon Sustainability & Resilience Master Plan Development
Duty Station:	Yangon (home-based with travel in Yangon areas as required)
Period of assignment/services:	30 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, Friday, 30 November 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

UNDP Myanmar has commenced implementation of its Country Programme for 2018-2022. Integrated programming has guided the design of the new programme in order to better address the inter-linkages between peace-building, governance, natural resource management and disaster resilience, inclusive growth, and the vertical linkages between subnational and national governance levels.

The Governance for Resilience and Sustainability Project (GRSP) leverages existing AF/GEF/REDD/GCF vertical funding and links up to horizontally and vertically with UNDP Country Programme key priority areas working at national and sub-national levels. GRSP is designed to help the Government of Myanmar (GoM) implement recent policy reforms related to environmental governance, climate change and disaster risk reduction (DRR), to ensure that economic growth in Myanmar is more inclusive, resilient and sustainable. The project recognizes that environmental degradation, when combined with natural disasters and effects of climate change, undermines the attainment of inclusive and sustainable growth

Under the new Country Program, UNDP will continue to support the implementation of the new National Environmental Policy (NEP) and Myanmar Action Plan for Disaster Risk Reduction (MAPDRR) at the Union and sub-national levels. This implementation of the NEP will be through the development of a national level Master Plan and similar master plans at

the sub-national levels, to guide priority environmental governance interventions and the mainstreaming of environmental considerations throughout all government planning and decision-making.

Strengthening resilience and sustainability policy frameworks are one of the outputs under the UNDP's Governance Resilience and Sustainability Project (GRSP). To fulfill this key result, UNDP is currently supporting Environment Conservation Department (ECD) in implementing National Environmental Policy (NEP) and Department of Disaster Management (DDM) in implementing MAPDRR) at Union and sub-national levels. GRSP also supports key counterparts implement the new policies, including by promoting an integrated environmental financing framework by helping develop comprehensive organisational and human resources development plans, and by training key stakeholders in resilience and sustainability concepts.

GRSP also operates as an 'umbrella' project for integrating other key environment, climate and DRR related projects within UNDP's portfolio. A recently agreed project to support strengthened management of Inle Lake in Shan State is integrated into the management of GRSP.

Inle Lake is the second largest freshwater lake in Myanmar. In addition to its ecological importance, Inle Lake is also unique for the way the local inhabitants have adapted their lifestyle to their environment. The Lake and its watershed provides several ecosystem services on which local people depend. It is also an area of cultural significance where century-old civilizations flourished. The Inle Lake ecosystem is deteriorating at an alarmingly high rate and is further impacted by degradation of the surrounding watershed areas, expansion of agriculture (floating gardens), excessive use of chemical fertilizers, pollution and run-off from human settlements and tourism operations, and the introduction of invasive alien species to the Lake.

In line with the Five-Year Action Plan for Environmental Conservation and Sustainable Management of Inle Lake (2010/11 to 2014/2015) developed by the then Ministry of Environmental Conservation and Forestry (now the Ministry of Natural Resources and Environmental Conservation), from January 2012 – July 2016 the Ministry and UNDP, and in partnership with the United Nations Educational Scientific and Cultural Organization (UNESCO), implemented the Inle Lake Conservation and Rehabilitation Project. The project aimed to restore the environmental stability of the Lake and improve the quality of life of local communities through the implementation of environmental conservation and environmentally friendly community development activities. A final evaluation of the project highlighted that much work remains to be done in the coming years to create a functioning lake authority which is financially sustainable, can manage conservation activities, monitor change over time, and improve overall environmental conditions in the Lake. The success of any future projects will be determined by the 'operational' strength of the Inle Lake Management Authority (ILMA) to ensure that the underlying causes of the environmental and social problems in and around the Lake are addressed in a sustainable manner.



UNDP is seeking an environmental lawyer to support the finalization of the ILMA law and to support the national environmental lawyer to prepare training materials for State and Region parliamentarians on environmental conservation and natural resources management law and policy.

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

Individual consultants will be evaluated based on the cumulative analysis of the technical evaluation (weight: 70%) and financial criteria (weight: 30%). Only candidates obtaining a minimum of 70 points from the technical evaluation would be considered for the financial evaluation.

- **Educational background: 10 points**
 - A masters degree in a relevant field (including environmental management, environmental policy, environmental law, natural resource management, disaster management, community development or a related field)
- **Relevant Experience: 50 points**
 - At least 4 years of relevant work experience in Myanmar in environmental management and/or DRR (15 points)
 - Experience in local level environmental conservation and/or community based DRM planning and implementation will be considered an asset (5 points)
 - Familiarity and demonstrated good understanding of environmental governance, natural resource management and DRR issues (15 points)
 - Experience facilitating consultations, workshops and trainings which include government staff, and local communities (10 points)
 - Experience working with government agencies, INGOs, UN agencies and civil society will be an advantage (5 points)
- **English language skills: 10 points**
 - Excellent command of written and spoken English and Myanmar language
 - Must be a Myanmar national



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Resilient nations.*

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. $[30 \text{ Points}] \times [\text{USD lowest}] / [\text{USD other}] = \text{points for other proposer's fees}$

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

**ANNEX 4 - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE
INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT**