



Terms of Reference

National Consultant on Preparation of a Green Climate Fund Proposal (A)

Project Title:	Support REDD+ implementation in Myanmar through GCF funding proposals
Type of Contract:	Individual Contract
Duration:	80 days over the period of 6 months starting in April 2019
Location:	Home based, with travel to Nay Pyi Taw and Mawlamyaing District
Application Deadline:	March 25 th , 2019

Background

UNDP was requested by the DG/ECD (Myanmar GCF Nationally Designated Authority, NDA) to prepare a submission to the GCF for a project to implement REDD+.

In late 2018 the GCF opened a new funding window for a pilot period: the “Simplified Approval Process” (SAP). SAP submissions can be for all-grant financing. Conditions to be satisfied for SAP submissions include a funding request to the GCF of less than USD 10 million; and a project with no social or environmental risks.

UNDP will therefore prepare a SAP submission with the following features:

- A “sustainable landscape” approach, working in a landscape with significant rubber production, in Mawlamyaing District, Mon State.
- As large-scale agribusiness concessions are not common in Mawlamyaing District, there will be a focus on community forests.

To ensure compliance with the “no social or environmental risks” condition, a major emphasis on Free Prior and Informed Consent (FPIC) will be required early in 2019, with provisions to support FPIC throughout the process of project development.

Scope of Work

The consultant will form part of a team, working under the overall supervision of the UN-REDD Chief Technical Advisor and Chief of Sustainable and Inclusive Growth Unit, and together with an International Consultant responsible for the overall development of the SAP submission. The team will also cooperate with a team of national consultants developing an FPIC and grievance redress mechanism for piloting in Mawlamyaing District. The team will also cooperate with the Climate and Forests team who will be responsible for quality oversight and formal internal UNDP clearance before the submission of the project to the GCF.

The role of the National Consultant will be as follows:

- Assist the International Consultant in the development of the theory of change for the project, including:
 - Securing inputs of national experts on proposed project activities
 - Organization and facilitation of stakeholder consultations on proposed activities, ensuring participation from men and women;
 - Organization and facilitation of a validation meeting(s).
- Contribute to the preparation of Annex 3 (Budget), including by:
 - Examining related projects to take advantage of complementarity and to avoid duplication of activity costs;
 - Calculating unit costs of inputs to each proposed activity;
- Ensuring effective stakeholder engagement in proposal formulation. This includes:
 - Conduct a rapid stakeholder mapping and analysis against proposed project objectives to identify key stakeholders to engage. This should be done for each of the stakeholder groups identified below.
 - Establishing and maintaining close relationships with government agencies in Mawlamyaing District and ensuring that they are fully informed of progress in project formulation;
 - Establishing and maintaining close relationships with the New Mon State Party (NMSP) and its associated bodies, and ensuring that they are fully informed of progress in project formulation;
 - Resolving any ambiguities in Union Government and NMSP policies and regulations affecting the project activities;
 - Identifying and developing close relationships with private sector entities, especially but not exclusively in the rubber sector, and including those entities working in neighboring administrations;
 - Working with Community Forestry User Groups in Mawlamyaing District, including the possible development of a Community Forest District Working Group;
 - Working with the team of consultants developing and piloting an FPIC process and Grievance Redress Mechanism (GRM), ensure that the Free, Prior and Informed Consent of relevant stakeholders has been provided for all project activities.

Expected Outputs/Deliverables

A complete SAP proposal for submission to the GCF. This includes (i) Annex 2, Pre-feasibility study, including the theory of change; (ii) Annex 3, Budget plan; and (iii) evidence of Free, Prior and Informed Consent from all relevant stakeholders.

Deliver and share a detailed PowerPoint presentation on how Annex 2, 3 were developed, as well as how FPIC with all relevant stakeholders was conducted and key issues to be aware of for the successful implementation of the project.

Institutional Arrangements

The study will be conducted as a partnership and under the co-supervision of UNDP in close collaboration with the Ministry of Natural Resources and Environmental Conservation (Forest Department). The UN-REDD National Programme will provide facilitation and technical backstopping, supported when required by the Sustainable and Inclusive Growth Unit in connection with other related processes.

The UN-REDD Project Management Unit (PMU), in close collaboration with the UNDP Climate and Forest team, will provide technical advice on the methodological approach throughout the study, with inputs from the CO Integrated Task Team (ITT) to be set up for the development of the proposal which will be facilitated by the Sustainable and Inclusive Growth Unit.

All data collected, results and outputs of the study will be transferred to UNDP by the Consultant.

Duration of the Assignment

The work will be undertaken over a period of up to 6 months, starting in April 2019. In accordance with expected outputs and deliverables, the Consultant submits reports to UN-REDD Chief Technical Advisor for reviewing outputs, comments, and certifying approval/acceptance of works afterwards. In case of any delays to achieve the expected outputs, the Consultant should notify the UN-REDD Chief Technical Advisor in advance to take necessary steps.

Duty Station

The duty station for this assignment is home-based with possible travel to Nay Pyi Taw, and Mawlamyaing District, as required.

Degree of Expertise and Qualifications

- Master's degree in natural resource management, economics, social science, or other closely related fields;
- At least 6 years of experience related to sustainable development;
- Demonstrated knowledge of climate change; inter-governmental climate change processes; and sustainable development environmental management issues, impacts of climate change and other related sustainable human development issues;
- Demonstrated experience in project development;
- Excellence in English language is required; knowledge of Mon is an asset.

Scope of Price Proposal and Schedule Of Payments

If duty travels are expected, UNDP will provide economy class air fares where feasible, or bus fares where necessary and the UN's Daily Subsistence Allowance (DSA) rates prevailing at the time of sourcing, for the duty station and all other cities indicated in the TOR as part of duty travel destinations.

Payments will be made only upon confirmation of UNDP on delivering on the contract obligations in a satisfactory manner.

Application Procedures

Qualified candidates are requested to apply by **March 25th, 2019** by sending their application packages to bids.mm@undp.org with the subject line "National Consultant for GCF Project Formulation (A)".

The application should contain:

- **Cover letter** explaining why you are the most suitable candidate for the advertised position. Please paste the letter into the "Resume and Motivation" section of the electronic application.
- **Filled P11 form** including experience in similar projects and contact details of referees, please upload the P11 instead of your CV.
- **Financial Proposal*** - specifying a total lump sum amount for the tasks specified in this announcement. The financial proposal shall include a breakdown of this lump sum amount (number of anticipated working days – in home office and on mission, travel – international and local, per diems and any other possible costs). For more details, please see Section 8. "Scope of Price Proposal and Schedule of Payments".

Note: Incomplete applications will not be considered. Please make sure you have provided all requested materials.

Evaluation of Applicants

Applicants will be evaluated based upon the offer which gives the best value for money based on the Lump Sum proposal submitted, selected by the UNDP Myanmar Country Office in consultation with the UN-REDD Chief Technical Advisor.

The Technical and the Financial Proposal submitted to by the Consultants will be evaluated on the basis of the weight of the technical criteria [70] and of the financial proposal [30].

The evaluation will be performed in two stages:

Stage One (Technical Evaluation of Proposals). All Individual Contractors proposals comprising the information/documentation provided will be evaluated to ascertain the suitability of the individual contractors 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.

Stage Two (Financial Evaluation). The financial proposals of all the individual contractors who pass stage one will be evaluated. 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 award of contract shall be based on the individual contractor who receives the highest cumulative score.

Technical criteria

The following criteria will be used to evaluate the individual contractors' technical proposals:

Education – 10 points

- Master's degree in natural resource management, economics, social science, or other closely related fields;




Experience – 50 points

- At least 6 years of experience related to sustainable development;

- Demonstrated knowledge of climate change; inter-governmental climate change processes; and sustainable development environmental management issues, impacts of climate change and other related sustainable human development issues;
- Demonstrated experience in project development, implementation and management as well as stakeholder engagement in complex country contexts;

Language Requirements – 10 points

- Fluency in written and spoken Burmese and English;
- Knowledge of Mon is an asset.

<p>KHIN HNIN MYINT Programme Coordinator, UN-REDD</p>		<p>Date: 28 Feb 2019</p>
<p>BIPLOVE CHOUDHARY Chief, Sustainable and Inclusive Growth, UNDP CO</p>		<p>Date: 2/03/19</p>
<p>DAWN DEL RIO Deputy Country Director, UNDP CO</p>		<p>Date: 3-3-19</p>

