



Terms of Reference

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

Project Title:	Support REDD+ implementation in Myanmar through GCF funding proposal
Type of Contract:	Individual Contract
Duration:	55 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:	25 March 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.

Tasks and Scope of Work

- **Task 1: Preparation of Annex 4 of the submission: Gender Assessment and Action Plan.** Development of the Gender Assessment and Action Plan will involve a desk review of secondary resources and, pending what information is available, possible follow up surveys with selected REDD+ state and non-state stakeholders might be necessary. (To note, UNDP has developed a Gender Assessment and Action Plan template which is used on all of the GCF Funding Proposals it prepares. This template will be used to guide and frame this Gender Assessment and Action Plan and will be provided to the consultant once hired.) The type of information to be included in the Annex includes:
 - What is the socio-economic and political status of women and men, across different stakeholder groups in Myanmar?
 - What is the legal status of women in Myanmar?
 - What resources (economic, financial, physical, natural, other assets) do women and men have access to? Who manages or controls access to these resources? Do women and men from vulnerable communities have equal access to information and opportunities necessary to participate and benefit fully from the anticipated outcomes of the project?
 - What are the constraints (social, cultural, economic, political) that restrict women's active participation in household and community level decision – making processes?
 - What are commonly held beliefs, perceptions, and stereotypes related to women, men and male and female youth in Mawlamyaing District?
 - What is the division of labour among women and men in Mawlamyaing District?
 - What is the situation of women and men in the rubber sector in Mawlamyaing District?
 - Are there existing gender inequalities that may be exacerbated by climate change impacts?
 - What roles women and men are anticipated to play in the context of the project/program? What will these entail in terms of time commitment and need for mobility?
 - Will services and technologies provided by the project/program be available and accessible to both women and men?
 - Are there any opportunities to promote the leadership of women in local governance/political systems and formal/informal institutions?
 - What can the project do to address the distinct vulnerabilities of women and men?
- **Task 2: Support the integration of a gender approach into the GCF project Funding Proposal.** This will include working with the team to explicitly integrate gender considerations into the project activities, monitoring framework and budget. It will also involve helping to support the drafting of the gender sections of the proposal itself.
- **Task 3: Support the integration of a gender approach into the FPIC and grievance redress mechanism.** This will involve working with the team to identify and incorporate gender-responsive activities into the mechanism as well as develop corresponding indicators and targets to help measure the impact and success of this work.

Expected Outputs/Deliverables

Output 1: Completion of Annex 4, Gender assessment and action plan.

Output 2: Full integration of gender approach within the SAP proposal for submission to the GCF.

Output 3: Deliver and share a detailed PowerPoint presentation on how Annex 4, the Gender assessment and action plan was developed and integrated into the proposal, and key issues related to gender to be aware of for the successful implementation of the project.

Output 4: Full integration of gender approach within the FPIC and grievance redress mechanism.

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, supported when required by the Sustainable and Inclusive Growth Unit, will provide facilitation and technical backstopping, 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 developing 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, gender, social science, or other closely related fields;
- At least 6 years of experience related to sustainable development;
- At least 5 years of demonstrated experience working on gender issues;
- 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;
- Strong demonstrated experience on gender analysis in the context of natural resource management;

- Excellence in English language is required; knowledge of Mon is an asset;
- Knowledge of and working with UNDP gender policies are 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 (Gender)".

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


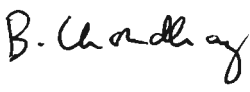

- Master's degree in natural resource management, economics, social science, gender, or other closely related fields;

Experience – 50 points

- At least 6 years of experience related to sustainable development;
- At least 5 years of demonstrated experience working on gender issues;
- 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;
- Strong demonstrated experience on gender analysis in the context of natural resource management; –
- Knowledge of and working with UNDP gender policies are an asset

Language Requirements – 10 points

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

		
KHIN HNIN MYINT Programme Coordinator, UN-REDD	Signature	Date: 28 Feb 2019
		
BIPLOVE CHOUDHARY Chief, Sustainable and Inclusive Growth, UNDP CO	Signature	Date: 28/02/19
		
DAWN DEL RIO Deputy Country Director, UNDP CO	Signature	Date: 3/3/19

