



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2019/UNDP-MMR/PN/031

Date: 9 April 2019

Country:	Myanmar
Description of the assignment:	International Consultant (Resilience & Sustainability Mainstreaming)
Duty Station:	Home based with four trips to Myanmar
Period of assignment/services:	60 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, Monday, 22 April 2019**.

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 is implementing 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) 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 recognises that environmental degradation, when combined with natural disasters and effects of climate change, undermines the attainment of inclusive and sustainable growth. It also recognises that Myanmar's environmental assets present unique opportunities for green economic development, which can directly support women's economic empowerment and community resilience.

Through GRSP, UNDP will continue to support the implementation of the new National Environmental Policy (NEP), Myanmar Action Plan for Disaster Risk Reduction (MAPDRR) and Myanmar Climate Change Policy and Climate Change Strategy and Master Plan (MCCSMP) at the Union and sub-national levels. This implementation of the NEP will be through the finalization of the Strategic Framework for the NEP, and the development of a national level Master Plan and similar master plans at the sub-national levels. These tools are intended to guide priority environmental governance interventions, as well as the



mainstreaming of environmental considerations throughout all government planning and decision-making.

The NEP, MAPDRR and MCCSMP all advocate for the mainstreaming of environment, climate and DRR considerations throughout all sectors. Through GRSP, UNDP will support the lead agencies – the Environmental Conservation Department (ECD) and the Department of Disaster Management (DDM) – to develop an integrated approach to mainstreaming that also incorporates gender considerations. The intention is not to develop another strategy or document, but rather a set of practical tools that can be used collaboratively by ECD and DDM to support mainstreaming efforts. GRSP will also support the piloting of this mainstreaming approach by targeting one sector for practical incorporation of sustainability and resilience considerations into the particular sector plans.

With the adoption of the Myanmar Sustainable Development Plan (MSDP), as well as the preparation of the MSDP National Indicator Framework (NIF), it is important that the National Environmental Master Plan and the integrated mainstreaming strategy are prepared in a way that supports achievement of the MSDP.

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 70 points and financial criteria 30 points. Only candidates obtaining a minimum of 70% of 70 points from the technical evaluation would be considered for the financial evaluation.

- Educational background: 10 points
 - A Masters degree in environmental conservation, environmental policy, natural resource management, climate change or a related field
- Relevant Experience: 55 points
 - At least 7 years of experience working on environmental governance, natural resource management, climate change and disaster risk reduction policy, preferably with a focus on mainstreaming in development sectors (15 points)
 - Demonstrated experience drafting policies and action plans (including setting appropriate targets and indicators) (15 points)
 - Demonstrated experience working with national governments in developing countries in Asia, preferably in Myanmar (15 points)
 - Familiarity and understanding of resilience and sustainability issues in Myanmar will be



- considered an advantage (10 points)
- Experience working with INGOs, UN agencies and civil society will be an advantage (10 points)

- English language skills: 5 points

- Excellent command of written and spoken English and Myanmar language
- Must be a Myanmar national

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**