

TERMS OF REFERENCE

Long Term Agreement

1. **Assignment Information**

Assignment Title:	National Economist
Cluster/Project:	Policy and Advocacy Unit
Post Level:	Senior Specialist
Contract Type:	Long Term Agreement (LTA)
Duty Station:	Home-Based and Phnom Penh, Cambodia
Expected Place of Travel:	Phnom Penh, Cambodia
Contract Duration:	Initial contract is from 07 th May 2019 to 06 th December 2020 (up to 80 days per LTA period for 18 months with possibility to extend)

2. **Context**

Cambodia is a country undergoing many transitions – an emergent Middle-Income Country, with a growing middle class supported by a rapidly growing economy; and deeper level changes given by societal modernization and the twin processes of industrialization and urbanization. Its transformation from a near history of conflict is dramatic. This is a time of dynamism and opportunity, but also one of turbulence, dislocation and vulnerability - and these changes, bring risks as well as opportunities.

Equally, questions have been raised about the quality of growth, there are two dimensions to these concerns. The first relates the inclusiveness of the growth process. While there have been large reductions in poverty (with the headcount ratio falling from 53.5% in 2004 to 13.5% in 2014), a persistent proportion of Cambodians still live in extreme poverty, and a larger proportion of the population are vulnerable to income shocks. There are also major disparities between areas and groups.

The second set concerns the deeper level drivers of growth, the slow transition to higher value-added and the extent of structural change. Overall productivity improvement has been weak, and Cambodia's expansion is driven by extensive as opposed to intensive growth. Output is largely low-value added, with agriculture and forestry and light manufactures (especially garments and footwear) dominating production, moreover, the other major contributor to growth, construction and real estate, is largely associated with asset price appreciation.

3. **Scope of Work and deliverables**

Working to support the work of the Socioeconomic Team within the Policy and Innovation Unit, areas of work are likely to include:

- a) **Supporting Implementation of UNDP projects:** This includes delivering economic (including econometric) analyses, estimating statistics (e.g. human development metrics, poverty and inequality measures etc.), compiling and drafting analytical reports, and preparing technical and policy advice. These will be as directed by UNDP projects but filtered through the Country Economist and/ or other staff.
- b) **Providing technical assistance and policy advice to the Royal Government of Cambodia (RGC):** As in (a) but supporting UNDP's contacts within Government – notably the Ministries of Economy and Finance, Planning, Commerce and Environment (and potentially others). Noting that within these assignments place emphasis on policy advice and practical application of tools. It is also important to note that here RGC contacts of the serve as the de factor client, albeit with their interested mediated by UNDP staff.
- c) **Ad hoc inputs for UN/ UNDP management:** These involve predominantly analytical assignments, with a policy dimension, associated with cross cutting issues (with multi-agency inputs) and/ or UN processes (SDGs, UNDAF etc.). And here, it is UN/ UNDP management that serve the primary client, again mediated via the Country Economist or other staff.

Separate summary ToRs will be developed for specific assignments (within the scope of the overall LTA and the categories above). All property – tangible and intellectual – produced during assignments/ LTA would remain the property of

UNDP. The consultant should also ensure confidentiality of all the information received during assignments.

4. **Institutional Arrangement**

The national consultant will work under direct supervision of the Country Economist but overseen by the Policy and Innovation Unit's lead Assistant Resident Representative, and its Project Board.

5. **Duration of the Work**

The equivalent number of person work-days for the LTA is 80 days, over an 18-month period from 7th May 2019 to 6th December 2020 (with possibility of extension). As noted, the agreed proposed professional fee should remain valid for the whole period.

6. **Duty Station**

The duty stations for this assignment are home country and Phnom Penh. Subsistence and accommodation expenses, travel, and all other related costs will be covered by the project, prior to each separate assignment taking place. The reimbursement of the associated costs will be made through an F-10 reimburse form. This implies that a (lower) non-inclusive hourly rate should be quoted by the offeror.

Selected individual contractor(s) expected to travel to the Country Office (CO) in country (Cambodia) is (are) required to undertake the *Basic Security in the Field (BSIF) training*, available at this link: <https://dss.un.org/dssweb/WelcometoUNDSS/tabid/105/Default.aspx?returnurl=%2fdssweb%2f> prior to travelling. CD ROMs will be made available for use in environments where access to technology poses a challenge.

7. **Minimum Qualifications and Criteria for Evaluation of the Individual Contractor**

Technical Evaluation Criteria	
Education:	Master's degree in economics (Doctoral degree is highly preferable), with specialism in development, macroeconomics and/ or econometrics.
Experience/ Knowledge:	<ul style="list-style-type: none"> • Extensive knowledge of Cambodia's social and economic development. • Experience of inclusion, productivity, structural change assignments etc. • Experience of similar assignments in similar international development contexts. • Analytical skills and application of techniques (e.g. econometric approaches, statistical analysis, general equilibrium modeling).
Competencies:	<ul style="list-style-type: none"> • Capacity to engage with senior decision/ policy makers, and to synthesize and present complex arguments in easily understood terms. • Ability to work collaboratively with team members by sharing information openly and displaying cultural awareness and sensitivity. • Superior written/ oral communication skills, with the ability to convey complex development concepts and recommendations. • Positive and results-oriented attitude, able to meet targets/deadline.
Languages:	Fluency in written and spoken English and Khmer
Total Obtainable Score:	

8. **Criteria for Evaluation of Level of Technical Compliance of Individual Contractor**

Technical Evaluation Criteria	Obtainable Score
At least Master's degree in economics (Doctoral degree is highly preferable), with specialism in development, macroeconomics and/ or econometrics.	40

7 years of working experience in Socio-economic development and macroeconomic analysis including knowledge of econometric approaches, statistical analysis, general equilibrium modelling...etc.	30
Experience in engaging with senior policy/decision makers.	20
Written/ oral communication skills, with the ability to convey complex development concepts and recommendations. (Assessed by a sample of work)	10
Total Obtainable Score:	100

9. **Payment Milestones**

The payment will be made based on the actual number of days for each assignment agreed prior to each taking place multiplied by the pre-agreed IC daily rate (excluding DSA, air-ticket, and terminal costs). The amounts and deliverables will also be specified within individual assignment TORs.

While selection will be initiated by acceptance of the LTA, the contractor can begin working only after a **purchase order (PO)** is issued to him/her each time a service is required and following discussion and agreement between the contractor and the Country Office. The contractor takes his/her own responsibility for performing any service which is out of the scope of this ToR.

Full payment amount is paid within 30 days after satisfactorily completion of work and receiving of original invoice/CoP. Each payment is subject to acceptance of work, receipt of Certification for Payment, and performance evaluation duly completed (for last payment) and signed by the head of the respective unit requesting the service. If additional work is needed due to the assignment not meeting the requirements, this will be at no cost to UNDP.

Offerors should quote a single daily professional fee, and this rate shall be inclusive (excepting DSA terminal and travel costs). This will be fixed during the contract period. Offers should also provide details of their skills and experiences (on a CV or by completing a standard UNDP P11 application form) and confirm their approximate availability for the specified period.