

UNITED NATIONS DEVELOPMENT PROGRAMME



*Empowered lives.
Resilient nations.*

A. Project Title: Mitigating Integrity Risks in Public Procurement in The Philippines

B. Project Description

Successive Philippine Administrations have consistently pursued programs to reduce poverty and inequality. The amount of government spending has increased significantly over the period 2011-2015 largely because of improved revenue collection and fiscal reforms. The administration of President Rodrigo Duterte has accelerated this spending program, particularly through the mantra “build, build, build”. However, absorptive capacity of government agencies has been affected by bottlenecks in the planning, design, pre-execution, procurement, and execution phases of projects with problems in coordination within and between national government agencies and issues also with local government capacity. A critical issue, therefore, is the effective management of public procurement that underpins the Administration’s Development Agenda.

The legal framework for public procurement in the Philippines is notably strong: the passage of the Government Procurement Reform Act (GPRA) or RA 9184 in 2003 ended the era of fragmented procurement regulation which had enabled leakages. Still, public procurement continues to suffer from frequent delays (e.g., bid failures) as well as corruption scandals (e.g., bid riggings), both of which hamper the timely and effective delivery of public services. Systemic reform and capacity building are needed to support government plans to boost public spending to meet its development goals.

A Rapid Assessment has been pursued on the last quarter of 2017 to help inform the process of strengthening institutions for public procurement. The Rapid Assessment conducted diagnosed the integrity risks in public procurement and the management of public finances in order to develop a collective agenda for improving public service delivery. It provided relevant information emanating from the series of dialogues conducted among key stakeholders on these integrity risks and broader Public Financial Management (PFM) and service delivery issues; and likewise provided recommendations for a capacity development action plan for improving service delivery.

The engagement of a **Risk Management Specialist** is needed to contribute to the initiative of UNDP to strengthen the public procurement system of the Philippines and deepen integrity and effective delivery of services

C. Scope of Work

Under the overall guidance and supervision of the UNDP Deputy Resident Representative (DRR), the Consultant shall:

1. Conduct an assessment of the current procurement risk management framework of pilot agencies;
2. Develop the procurement risk register of the identified pilot agencies;
3. Develop the guidelines on how to mitigate procurement risks
4. Provide inputs in developing a risk-based procurement ICF
5. Evaluate effectiveness of pilot agencies' procurement risk management
6. Closely coordinate with other consultants engaged in this project and duly submit the needed reports as agreed upon during the whole duration of the engagement.

D. Expected Output and Deliverables

The Individual Contractor is expected to accomplish the following activities with corresponding deliverables:

Deliverables/ Outputs	Estimated Duration to Complete	Review and Approvals Required
Draft assessment report of the current procurement risk management framework of pilot agencies	20 days	Deputy Resident Representative, UNDP
Draft procurement risk registers for the identified pilot agencies.	10 days	
Final assessment report of the current procurement risk management framework of pilot agencies	15 days	
Final procurement risk register for the identified pilot agencies		
Draft guidelines on how to mitigate procurement risks	30 days	
Discussion paper on developing risk-based procurement ICF		
Evaluation Report on the effectiveness of pilot agencies' procurement risk management	20 days	
Finalized guidelines on how to mitigate procurement risks	10 days	

E. Institutional Arrangements

1. The Contract will be coordinated by the UNDP DRR, including the selection of the Individual Contractor in the country office and the coordination of the inputs of the Individual Contractor;
2. The UNDP DRR will provide overall guidance on the production of the report that the Individual Contractor will produce;
3. UNDP shall provide for operational cost that the Individual Consultant will incur, subject to the approval of the management;
4. Support staff in UNDP Philippines CO will organize meetings with the all relevant stakeholders and provide logistical support, as needed.
5. UNDP Philippines shall be entitled to intellectual property and other proprietary rights over all materials that have direct relation to the project.

F. Duration of Work

The Contractor will be engaged from 01 April 2019 to 30 June 2019 unless revised in a mutually agreed upon timetable by Deputy Resident Representative and the Contractor.

G. Duty Station

The Contractor can work remotely during the contract, but is required to attend meetings, if needed and as scheduled.

H. Qualifications of the Successful Individual Contractor

Qualification	Points Obtainable (100 points)
<u>Education</u> <ul style="list-style-type: none">• Bachelor's degree in Public Administration, Social Sciences, Law, Finance and related courses.	40
<u>Experience</u>	50
<ul style="list-style-type: none">• Minimum of ten (10) years relevant experience to procurement, project implementation, risk management, financial administration, and other related work experience	25
<ul style="list-style-type: none">• Minimum of 3 years public financial management; national and local budget reform experience,	20
<ul style="list-style-type: none">• Previous engagement with any UN agencies, or the national government	5
<u>Language</u> <ul style="list-style-type: none">• Fluency in spoken and written English, Filipino.	10
TOTAL	100

I. Scope of Price Proposal and Schedule of Payments

The financial proposals from possible candidates should be expressed in lump sum amount inclusive of all financial costs related to this engagement (i.e., such as transportation/travel to and from residence for meetings within Metro Manila, laptop, communications including internet, etc).

Payments will be made when specific outputs have been submitted, as outlined below:

	DELIVERABLE	PERCENT OF FEE
1	Draft assessment report of the current procurement risk management framework of pilot agencies	15%
2	Draft procurement risk register of the identified pilot agencies	10%
3	Final assessment report of the current procurement risk management framework of pilot agencies Final procurement risk register of the identified pilot agencies	20%
4	Draft guidelines on how to mitigate procurement risks Discussion paper on developing risk-based procurement ICF	20%
5	Evaluation report on the effectiveness of pilot agencies' procurement risk management	20%
6	Finalized guidelines on how to mitigate procurement risks	15%
TOTAL		100%

J. Recommended Presentation of Offer

The following documents may be requested:

- a) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP;
- b) **Personal CV or P11**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate

c) **Brief description** of why the individual considers him/herself as the most suitable for the assignment, and a methodology, if applicable, on how they will approach and complete the assignment.

d) **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided.

K. Criteria for Selection of the Best Offer

The Combined Scoring Method shall serve as basis for evaluating offers. The technical qualifications will be weighted a max. of 70% (*Personal CV: 40%; and Brief Description: 60%*), and combined with the price offer which will be weighted a max of 30%.