



Terms of Reference

Sector-Wide Impact Assessment of the Rubber Industry in Myanmar

Project Title:	Partnership between the Government of Italy and the United Nations Development Programme to support REDD+ implementation in critical Forested Countries
Type of Contract:	Organization Contract
Duration:	September-December 2019
Location:	Home-based and with travel to rubber-producing areas in Myanmar

1. BACKGROUND

With support from the Italian Ministry of Environment, Land and Sea (IMELS), UNDP is implementing activities to catalyze donor support for REDD+ implementation in Myanmar.

Activity 3 under the workplan is “Conduct a sector wide impact assessment of the natural rubber sector”. Through this activity, the aim is to gain an improved understanding of the linkages between rubber production systems in Myanmar and multiple sustainable development objectives in the development of national low-carbon development pathways, incorporating REDD+.

Rubber is traditionally produced by smallholders in the south, but the recent growth in rubber production in the north is mainly by large-scale investors and in large plantations. Rubber sector contributes in a significant manner to employment, rural development and, more recently, export earnings. Myanmar ranks ninth in the world among rubber production countries. However, the level of value addition of the sector in Myanmar remains extremely low. When compared with the planting area, the production levels of rubbers across the country are very low. The majority of the rubber production has been oriented towards export to China for further transformation in manufacturing.

A scoping study on rubber has previously been conducted by the Myanmar Centre for Responsible Business (MCRB), which included an overview of the rubber sector in Myanmar and the value chain development of rubber production, processing and marketing; identified linking of stakeholders; and the types of environmental, economic and social impacts, as well as human rights impact that could be assessed.

UNDP is now recruiting a Myanmar-based organization to develop the scoping study into a full “sector wide impact assessment” (SWIA).

SWIAs are intended for a wide audience, including government and parliamentarians, business, local communities, civil society, and workers and trade unions. They aim to shape policy, law and projects, looking at the national context, national frameworks, legal contracts (where available) and business practices, and identifies what actions will help shape or impede better human rights outcomes for the sector.

The findings inform the analysis and recommendations at the core of the SWIA for a range of audiences. The rationale behind the SWIA is to make the document a public good for the purpose of informing and thereby improving practices and outcome of business investment. For this purpose, an SWIA looks at 3 levels of analysis: sector, operational and cumulative levels.

2. SCOPE OF WORK

Working under the direction of the UN-REDD CTA, the Contractor will build on the MCRB scoping study by:

- Analysing existing policy and legal frameworks, and through a sustainable and inclusive growth approach
- Reassessing human rights impacts specific to the rubber sector and support the assessment with data and examples.
- Validating foundational knowledge base with primary data collected through field research from targeted locations across Myanmar. Field research will include:
 - Communities involved in or potentially affected by rubber production, with a focus on impacts on ethnic minority groups land tenure arrangements, and including the location of plantations on forest land and VFV land;
 - Primary rubber producers, including small-holders and larger rubber production companies, with a focus on sources of inputs, number of employees, significance of rubber in overall income, and their position in the value chain
 - Employees and workers (both women and men) on small-holdings and in rubber processing facilities, including working conditions, health and safety of workers, and security of income;
 - Local governments, including revenue generation from rubber production and processing, and the management of such revenues;
 - Existing and potential purchasers, including traders and national and international companies that use rubber as an input to their production.
- Identify measures that will help avoid, minimise, and mitigate potential impacts of the sector by synthesising information on potential impacts at three levels: sector, cumulative and project in order to identify considerations for enterprises and Government to prevent or mitigate potential impacts and by drawing on good practices in the sector in other countries;
Present SWIA findings and conclusions, as well as practical and implementable recommendations that are human rights focused to be validated through consultations with representatives of Myanmar Government, rubber producers, and representatives of civil society organisations, some of whom represent ethnic minorities, trade unions, private sector, international organisations, donor governments.

Expected Outputs/Deliverables

The outputs and deliverables required are:

- A workplan for the assignment, including proposals for (a) location, purpose and duration of field trips, and (b) an effective consultation process.
- A draft SWIA report with a specific focus on human rights impacts assessments and recommendations for the rubber sector.
- A revised final SWIA report, based on feedback from consultations.

Institutional Arrangements

The work 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 Project Management Unit (PMU) will provide technical advice on the methodological approach throughout the study.

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

Duration of the Assignment

The work will be undertaken over a period of up to 4 months, starting in September 2019. In accordance with expected outputs and deliverables, the Contractor 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 Contractor 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 travel to rubber producing areas of Myanmar.

Competency Requirements

The contracted NGO shall meet the following criteria:

- Demonstrated experience in SWIAs or similar analyses covering natural resources, agriculture, and/or human rights;
- Demonstrated good working experience with the GOM;
- Demonstrated experience working with local communities, including ethnic minorities;
- Expertise on REDD+ and/or climate change is desirable.

Excellence in English and Myanmar languages is required; knowledge of ethnic minority languages is an asset.

Application Procedures

The organizations are invited to submit technical and financial proposals. The technical proposals should contain the following information:

- 1) Short description of understanding of the TOR of this assignment;
- 2) Methodology and approach to accomplish the outputs of the project;
- 3) Scope of work including specific activities and outputs to be undertaken completing the sets of deliverables;
- 4) Expertise that will constitute the proposed team that will undertake the assignment, together with the team management structure, with clear specification of the roles of individual personnel;
- 5) Capacity statement of the individuals, team/organization, supported by documentation of research papers;
- 6) Curriculum vitae of key team members; and
- 7) Work plan including time allocations for major activities.

The financial proposal shall contain the information on budget management and detail budget allocation for those tasks that are needed for the assignment. Possible budget heading may include costs for the personnel, materials, travel, per diem, communications, logistics, administration, stationeries, equipment rental, administrative overheads, etc.

Organizations are requested to provide registration certificates/ documents and firms'/organizations' detailed bank information with the proposals.

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

Evaluation of Applicants

UNDP, No. 6, Natmauk Road, Tamwe Township, Yangon 11211, Republic of the Union of Myanmar; Phone: +95(1) 542910 to 19; Email: registry.mm@undp.org

Combined Scoring method – where the qualifications and technical proposal will be weighted 70% and combined with the price offer, which will be weighted 30%.

The technical proposals will be evaluated as per the following criteria:

- Expertise of organizations: 20%
- Proposed Work Plan and Approach: 30%
- Personnel: 50%

No.		Description	Score
1		Expertise of Organization	20
	1.1	General organizational capability	10
	1.2	Working with UN agencies and International Organizations	10
2		Proposed Work plan and Approach	30
	2.1	Understanding the task	10
	2.2	Appropriate conceptual framework and scope of tasks	10
	2.3	Work plan	10
3		Management Structure and qualifications of key personnel	50
	3.1	Completeness of the team composition	10
	3.2	Professionals' qualifications and competence for the assignment	40
		Total	100

Only candidate organizations obtaining a minimum 70 points would be considered for the financial evaluation.

Technical criteria

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

Education – 5 points

- A post-graduate degree in the field of social sciences, forest science, natural resources management, political science, or a related field.

Experience – 30 points

- At least 8 years' experience working for International Development Organizations in similar or related fields of work. '
- Demonstration of high-quality consultative skills, organizational skills, data analysis and report writing;

Language Requirements – 5 points

- Fluency in written and spoken Burmese and English;
- Knowledge of ethnic minority languages is an asset.

Technical experts –

Education – 5 points

At least a Bachelors degree in relevant fields

Experience – 30 points

At least five years of experience on relevant aspects of the work.

Language Requirements – 5 points

- Fluency in written and spoken Burmese and English;
- Knowledge of ethnic minority languages is an asset.

Payment Terms

Payments will be made against the following milestones:

Milestone	Payment
Finalization of workplan, including responses to review by UN-REDD CTA	30%
Submission of draft SWIA report	55%
Submission of final report following consultations	15%

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

A 20% of advanced payment will be made after signing the contract and it will be deducted from each delivery of payment terms.

TOR is prepared by:



Signatures:

Name: Timothy Boyle

Title: Chief Technical Advisor, UN-REDD

Date: 15 August 2019

Approved by:



Name: Biplove Choudhary

Title: Chief of Unit, Sustainable Inclusive Growth Programme

Date: 15 August 2019



Signature:

Name: Dawn Del Rio

Title: Deputy Resident Representative

Date: 15 Aug 2019

