



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 17 September 2019

REF No.: IC_013_19

Country: Uzbekistan

Description of the assignment: International Consultant / **Development Finance Assessment Expert**

Project name: *UNDP/ Sustainable Development Cluster*

Period of assignment/services (if applicable):

40 days with a start date of 15 October 2019 and planned to be completed by **31 March 2020**, including:

- 1st mission of 5 working days to Tashkent, including consultation workshop is scheduled on 5 Nov 2019
- 2nd mission of 5 working days to Tashkent, including validation workshops is to be held on 25 February 2020

Application Process:

Interested candidates need to apply online at www.jobs.undp.org and upload requested documents (Technical Proposal/Methodology, CV/P11 form, Offeror's Letter of confirmation and Financial Proposal) in Part 6 of Procurement Notice no later than end of October 01, 2019 (New York time). Please combine all your documents into one (1) single PDF document as the system only allows to upload maximum one document. Your on-line applications submission will be acknowledged to your email address provided in application. If you do not receive an e-mail acknowledgement within 24 hours of submission, your application may not have been received. In such cases, please resubmit the application, if necessary.

Link to application at the UNDP Job Site – https://jobs.undp.org/cj_view_job.cfm?cur_job_id=87579 (cut and paste into browser address bar if the link does not work).

Application submitted via email, incomplete applications or received after the closing date (October 01, 2019) will not be given consideration

For more detailed information about UNDP Uzbekistan please visit our website at www.uz.undp.org UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Balance in Manage Policy promotes achievement of gender balance among its staff at all levels.

Requests for clarification must be sent in writing to pu.uz@undp.org, ensuring that the reference number above is included in the subject line. UNDP shall endeavor to provide such responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Proposals, unless UNDP deems that such an extension is justified and necessary.

1. BACKGROUND

The 2030 Agenda for Sustainable Development (2030 Agenda) presents an ambitious, complex and interconnected vision that countries around the world have committed to working towards. Realizing this vision will require mobilizing a diverse range of public and private resources to contribute to sustainable development outcomes. The Addis Ababa Action Agenda, which outlines a framework for financing the 2030 Agenda, calls for integrated approaches to finance that are driven at the national level.

In 2017, Uzbekistan launched an ambitious and unprecedented reform program aimed at improving macroeconomic stability and growth prospects as well as addressing institutional and governance weaknesses. On 7 February 2017, a Presidential Decree brought the national Action Strategy 2017-2021 to life. Further, in November 2018 the Government of Uzbekistan announced the agenda for the next phase of its bold and targeted reforms. The Reform Roadmap outlines the Government's economic reform priorities over the next three years (2019-2021) and contains five major pillars: (i) to maintain macroeconomic stability; (ii) to accelerate the market transition; (iii) to strengthen social protection and citizen services; (iv) to strengthen government's role in a market economy; and (v) to preserve environmental sustainability. Another important document that the Government of Uzbekistan is currently elaborating is a long-term national development plan for the country – a Concept of the socioeconomic reforms until 2030 (Vision 2030).

The Development Finance Assessment (DFA) supports governments to use the concept of the Integrated National Financial Framework (INFF) to help strengthen policies and actions for mobilizing different types of finance for economic, environmental and social results into a single, coherent framework.

The DFA offers support for governments and their partners in identifying and building consensus around solutions to address financing challenges. It makes finance issues accessible to policy and decision makers beyond the technical specialists in ministries of finance. It follows a process of multi-stakeholder consultation informed by accessible analysis on finance policy issues and what they mean for a wide range of actors and builds an agreed roadmap that can support progress across a range of areas.

The Development Finance Expert will lead efforts to assist the government to undertake the Development Finance Assessment and be responsible for related analysis, capacity development and policy reform recommendations that emerge from the accompanying Integrated National Financing Framework roadmap.

2. FUNCTIONS/ SCOPE OF WORK

SCOPE OF WORK

Under the supervision of UNDP Uzbekistan and UNDP Bangkok Regional Hub, the Expert will support the Development Finance Assessment process, analysis and follow-up actions for financing solutions for the Republic of Uzbekistan.

- a) Map and analyze the financing landscape for the SDGs, incorporating existing costings estimates, and outline how to maximize impact through smart investment of existing resources, greater access to additional resources and better leveraging of larger financial flows.

- b) Inform the development of a financing strategy within Vision 2030 as a basis for reforms to strengthen public and private finance policy
- c) Support the development of terms of references for 2-3 priority reforms that will be taken forward for implementation following the end of the DFA process, under the guidance of the oversight team and in consultation with relevant stakeholders.

RESPONSIBILITIES:

As lead for the Development Finance Assessment, the Expert will drive the process under the guidance of the oversight team and country office including but not limited to the following activities throughout the various phases of the DFA process:

Research phase

- Compile and analyze data and policy literature to build an understanding of financing trends and the current policy and institutional landscape, following the DFA analytical framework
- Oversee national consultant in data collection, analysis and outreach to national stakeholders
- Actively participate in planning for the research mission with the country office, including determining the schedule and objectives for collection of data/information and engaging the participation of key stakeholders in the process
- Undertake research mission to (i) collect data and information, (ii) engage key stakeholders in the DFA process and (iii) share, socialize and refine initial emerging findings and ideas for recommendations to be developed
- Lead technical discussions at a multi-stakeholder consultation workshop
- Engage closely with the oversight team to ensure the process remains in line with their guidance and objectives for the process
- Prepare first draft DFA report

Consultation phase

- Engage in substantive dialogue with the oversight team to refine the draft report
- Develop draft DFA roadmap
- Engage in dialogue around the DFA roadmap to refine recommendations, clarify responsibilities and build buy-in
- Support and feed into the drafting of the Concept of Socio-Economic Development of Uzbekistan until 2030 (Vision 2030) and its financing strategy.
- Undertake second mission including validation workshops: (i) with the oversight team, (ii) with the wider group of stakeholders engaged in the DFA process
- Finalize the DFA report and roadmap under the guidance of the oversight team
- Draft / feed into terms of references for 2 or 3 priority reforms to be taken forward and implemented in follow up to the DFA

Launch

- Support launch as required (e.g. preparation of presentations)

3. DELIVERABLES AND DEADLINES

The following deliverables and indicative schedule are expected from the consultancy contract. Exact dates of

beginning and completion stages as well as scope of works for each phase can be corrected by the DRR /Head of the SDC based on reasonable justification by the consultant. The UNDP reserves the right, if necessary, to amend the terms of reference of a consultant on a written agreement. The final schedule will be agreed upon in the beginning of consultancy assignment.

Outputs/Deliverables	Due date	Installments
1. First draft report	10 December 2019	1st installment (50%)
2. Final draft report including roadmap and Terms of reference for priority reforms.	25 February 2019	2nd installment (50%)

This is a lump sum contract that should include costs of consultancy and other related costs, if any, required to produce the above deliverables, including two missions of 5 working days each to Uzbekistan in November 2019 and February 2020. Payment will be disbursed in 2 (two) equal installments (50% each) upon timely submission of respective deliverables (#1 and #2) and approval of deliverables and certification by the DRR/*Head of the SDC* that the services have been satisfactory performed.

4. LOCATION OF WORK

The selected consultant will be home based with an anticipated two missions to Uzbekistan of 5 working days each in November 2019 and February 2020.

5. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education:	A master's degree in the field of Finance, Economics or other relevant fields
Years of Experience:	<ul style="list-style-type: none"> • At least 5-7 years of experience in the field of finance, public financial management, private sector development, budgeting and planning. Previous experience with a development partner or government is a very strong advantage; • Research experience in the areas of public finance, budget review and public expenditure review are required. • Experience in country level work rooted in public policy reforms in close collaboration with government. • Excellent writing skills required, as demonstrated by previous research/analytical reports on relevant topics. • Ability to lead consultations with senior government officials required. • Sound grasp of substantive policy issues in the public finance field. • Excellent knowledge of data collection, analysis and statistics tool are essential. • Advanced quantitative skills and experience with related data analysis tools are an advantage. • A specific experience in implementing monitoring and evaluation instruments is mandatory. A significant experience in management of

	<p>Information Systems will be an advantage.</p> <ul style="list-style-type: none"> • Demonstrated ability to engage in strategic analysis, and sectoral analysis. • Understanding of and experience in working in Uzbekistan will be an advantage.
Language Requirements:	Fluency in English (written and spoken), and an ability to summarize and present information
Competencies:	<ul style="list-style-type: none"> • Demonstrating/safeguarding ethics and integrity. • Demonstrate corporate knowledge and sound judgment. • Self-development, initiative-taking. • Acting as a team player and facilitating team work. • Facilitating and encouraging open communication in the team, communicating effectively • Creating synergies through self-control. • Managing conflict. • Learning and sharing knowledge and encourage the learning of others. Promoting learning and knowledge management/sharing is the responsibility of each staff member. • Informed and transparent decision making

6. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. **Letter of Confirmation of Interest and Availability** using the template provided by UNDP (Annex III);
2. **CV** with indication of the e-mail and phone contact, but successful consultant will be requested to submit filled in and signed a **Personal History Form** (P11 form) before contract issuance
3. **Brief description of approach to work/technical proposal** of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page)
4. **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, travel, daily subsistence allowance and any other possible costs), using template provided.

UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Balance in Manage Policy promotes achievement of gender balance among its staff at all levels.

7. FINANCIAL PROPOSAL

The financial proposal shall specify a total lump sum amount. Payment will be made in lump sum in two installments upon completion of the tasks/works indicated in the TOR and their acceptance by the DRR/Sustainable Development Cluster, UNDP Uzbekistan as well as submission of payment documents (PEF, CFP, etc.). In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated

working days).

Travel:

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel including visa cost. In general, UNDP does not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

8. EVALUATION

Evaluation of the offers will be arranged according to Cumulative analysis.

The award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable

b) having received the highest score out of the set of weighted technical and financial criteria specific to the solicitation.

** Technical Criteria weight – 70%*

** Financial Criteria weight – 30%*

Only candidates obtaining a minimum of 49 points for the Technical Criteria will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<u>Technical</u>	70%	70
• Education and Language skills	10%	10
• Proven working experience in application of the Development Finance Assessment analytical framework	30%	30
• Proven experience with development of terms of references for priority reforms financing for development	15%	15
• Proven experience in integrating financial framework in long term national development strategies	15%	15
<u>Financial</u>	30%	30

9. ANNEXES

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS (available at <http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>)

ANNEX 3 - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT AND FINANCIAL SUBMISSION FORM (BREAKDOWN OF COSTS SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL)

ANNEX 4 FINANCIAL SUBMISSION FORM (BREAKDOWN OF COSTS SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL)



**UNITED NATIONS DEVELOPMENT PROGRAMME
TERMS OF REFERENCE / INDIVIDUAL CONTRACT**

I. Job Information

Job title:	International Consultant / Development Finance Assessment Expert
Type:	Individual Contract
Project Title/Department:	UNDP/ Sustainable Development Cluster
Duration of the service:	40 w/d during October 2019 – March 2020
Work status (full time /part time):	Part time
Duty stations:	Home based with an anticipated two missions to Uzbekistan
Expected travel site:	1st mission is scheduled to be held on 5 November 2019 2nd mission is scheduled on 25 February 2020
Reports to:	Deputy Resident Representative/ Head of the SDC

II. Background Information

The 2030 Agenda for Sustainable Development (2030 Agenda) presents an ambitious, complex and interconnected vision that countries around the world have committed to working towards. Realizing this vision will require mobilizing a diverse range of public and private resources to contribute to sustainable development outcomes. The Addis Ababa Action Agenda, which outlines a framework for financing the 2030 Agenda, calls for integrated approaches to finance that are driven at the national level.

Countries face a number of challenges in developing an integrated approach to financing the SDGs. Mobilizing the scale of public and private resources required while maximizing their impact on the social, environmental and economic dimensions of the 2030 Agenda presents a range of challenges, from managing complex financing instruments to designing and implementing effective policies and collaborating with a diverse range of actors.

In 2017, Uzbekistan launched an ambitious and unprecedented reform program aimed at improving macroeconomic stability and growth prospects as well as addressing institutional and governance weaknesses. On 7 February 2017, a Presidential Decree brought the national Action Strategy 2017-2021 to life. Further, in November 2018 the Government of Uzbekistan announced the agenda for the next phase of its bold and targeted reforms. The Reform Roadmap outlines the Government's economic reform priorities over the next three years (2019-2021) and contains five major pillars: (i) to maintain macroeconomic stability; (ii) to accelerate the market transition; (iii) to strengthen social protection and citizen services; (iv) to strengthen government's role in a market economy; and (v) to preserve environmental sustainability. Another important document that the Government of Uzbekistan is currently elaborating is a long-term national development plan for the country – a Concept of the

socioeconomic reforms until 2030 (Vision 2030).

This and other documents are widely seen as providing a framework for achieving the Sustainable Development Goals in Uzbekistan. As a testimony of its strong interest and commitment to adapt the SDGs to national needs, in April 2018, the Government invited the UN and World Bank-led Mainstreaming Acceleration and Policy Support (MAPS) mission. In its report, the MAPS mission reconfirmed that the GoU is to be highly commended for its quick and comprehensive approach towards adapting the SDGs to Uzbekistan's national context. But it also noted that this ambitious reform agenda put forward by the Government of Uzbekistan will require a significant increase in investment, a search for more effective ways to use existing financial flows and tapping on unused potential provided by new and increasingly diverse sources of financing for achieving the Sustainable Development Goals.

The DFA supports governments to use the concept of the Integrated National Financial Framework (INFF) to help strengthen policies and actions for mobilizing different types of finance for economic, environmental and social results into a single, coherent framework.

The DFA methodology was developed in response to demand from countries for support for policy and institutional reforms that help governments to more effectively manage financing policy for sustainable development results. It assesses the framework that government uses to manage policy toward all resources, building on the call in the Addis Ababa Action Agenda for integrated national financing frameworks to be 'at the heart of our efforts' to realize cohesive nationally owned sustainable development strategies. An integrated national financing framework is the system of policies and institutional structures that government uses to mobilize the investments necessary to achieve the national sustainable development strategy.

The DFA offers support for governments and their partners in identifying and building consensus around solutions to address financing challenges. It makes finance issues accessible to policy and decision makers beyond the technical specialists in ministries of finance. It follows a process of multi-stakeholder consultation informed by accessible analysis on finance policy issues and what they mean for a wide range of actors and builds an agreed roadmap that can support progress across a range of areas, including:

- ***Strengthening the link between planning and finance policy functions***, for example by: strengthening the governance mechanisms that align policies and annual budgets to the national development plan; estimating the cost of national development plans; and developing holistic strategies for mobilizing the public and private resources that will be needed to realize the objectives of a national plan.
- ***Strengthening multi-stakeholder dialogue on financing***, for example by: supporting multi-stakeholder SDG platforms at the country level; incorporating public and private finance into regular progress reporting; and enhancing multi-stakeholder participation in policy processes.
- ***Solutions and reforms for mobilizing resources***, for example by: strengthening policy and capacity to attract sustainable, inclusive private investment; and accessing untapped sources of international finance.
- ***Effectively managing finance for results***, for example by: achieving better development outcomes with public finance, developing outcome-based incentives for private investment; broadening the mandate of revenue authorities; more effectively targeting vulnerable or excluded populations; strengthening parliamentary scrutiny over finance; and enhancing data collection systems.

The DFA is structured as a government-led process, with an oversight team led by a key ministry to guide the DFA process. The DFA builds consensus for reform in the areas above under the leadership of the oversight team and

through consultations that engender participation in, and ownership of, reforms from a wide spectrum of actors at the national level. It aims to demystify technical debate on public and private finance and brings together decision makers from across government, the private sector, International Financial Institutions (IFIs), NGOs, development partners and other actors. By engaging this wide group of actors and making financing dialogue more accessible, the DFA aims both to build a broader base of support for reform agendas and to identify innovative solutions to the challenges of financing the SDGs.

The Development Finance Expert will lead efforts to assist the government to undertake the Development Finance Assessment and be responsible for related analysis, capacity development and policy reform recommendations that emerge from the accompanying Integrated National Financing Framework roadmap.

III. Functions / Key Outputs Expected

Scope of Work

Under the supervision of UNDP Uzbekistan and UNDP Bangkok Regional Hub, the Expert will support the Development Finance Assessment process, analysis and follow-up actions for financing solutions for the Republic of Uzbekistan.

- d) Map and analyze the financing landscape for the SDGs, incorporating existing costings estimates, and outline how to maximize impact through smart investment of existing resources, greater access to additional resources and better leveraging of larger financial flows.
- e) Inform the development of a financing strategy within Vision 2030 as a basis for reforms to strengthen public and private finance policy:
 - Identify and lay the ground work for implementing priority reforms that will strengthen the alignment of the budget with sustainable development priorities
 - Identify and lay the ground work for implementing priority reforms to promote greater alignment of commercial investments with national sustainable development priorities
 - Identify further solutions and reforms in areas such as external debt management, green finance and Islamic finance; accessing untapped sources of international finance; improving targeting of finance to the poorest communities to reduce inequality and exclusion; and strengthening systems for costing, monitoring, transparency, accountability and scrutiny over financing.
- f) Support the development of terms of references for 2-3 priority reforms that will be taken forward for implementation following the end of the DFA process, under the guidance of the oversight team and in consultation with relevant stakeholders.

A DFA helps governments to understand and adapt its policies, institutions and strategies for the financing challenges the country will face in realizing results across the economic, environmental and social dimensions of the 2030 Agenda. It supports government to establish and strengthen an integrated national financing framework. The analysis for the DFA is guided by an analytical framework composed of five dimensions based on the following logic:

- Understanding the landscape of public and private finance is critical for an effective integrated approach to financing the SDGs. The first dimension of the DFA **assesses financing trends** – the context, trajectories and availability of all resources in relation to the scale of investments and services required to achieve the SDGs. It looks at available information on the costs or implied financing needs of the SDGs or national plan, though the DFA itself does not undertake a costing exercise.

- It then looks at the foundations of governments' systems for financing. **Integrated planning and financing** connects development aspirations with the policies used to realize them. An integrated approach implies complex decision-making processes underpinned by strong leadership and an institutional architecture that breaks down intra-governmental silos and promotes policy alignment and coordination among themselves and with non-state partners.
- In order to operationalize such an integrated approach to financing, a number of interlinked dimensions are needed. **Public-private collaboration**, including a policy environment that promotes not just growth in investment by private sector and other actors but also sustainable, inclusive growth, is important.
- Strong systems for **monitoring and review** that track financing and monitor progress towards SDG outcomes are needed to inform ongoing finance policymaking.
- Finally, **transparency and accountability** between actors, through mechanisms such as parliamentary oversight, participatory policymaking and development effectiveness and coordination mechanisms, are important for the purposes of scrutiny and to help ensure efficiency in resource use.

The DFA analyses these dimensions, considering key aspects of each and using them to build a picture about a government's approach towards integrated financing for sustainable development. It highlights the strengths of current systems and identifies opportunities to further enhance the ability for government and its partners to finance sustainable development. These form the basis of the DFA roadmap. Further details can be found in the DFA guidebook.¹

Responsibilities:

As lead for the Development Finance Assessment, the Expert will drive the process under the guidance of the oversight team and country office including but not limited to the following activities throughout the various phases of the DFA process:

Research phase

- Compile and analyse data and policy literature to build an understanding of financing trends and the current policy and institutional landscape, following the DFA analytical framework
- Oversee national consultant in data collection, analysis and outreach to national stakeholders
- Actively participate in planning for the research mission with the country office, including determining the schedule and objectives for collection of data/information and engaging the participation of key stakeholders in the process
- Undertake research mission to (i) collect data and information, (ii) engage key stakeholders in the DFA process and (iii) share, socialize and refine initial emerging findings and ideas for recommendations to be developed
- Lead technical discussions at a multi-stakeholder consultation workshop
- Engage closely with the oversight team to ensure the process remains in line with their guidance and objectives for the process
- Prepare first draft DFA report

Consultation phase

- Engage in substantive dialogue with the oversight team to refine the draft report
- Develop draft DFA roadmap
- Engage in dialogue around the DFA roadmap to refine recommendations, clarify responsibilities and build buy-

¹ Available at: <http://www.asia-pacific.undp.org/content/rbap/en/home/library/sustainable-development/development-finance-assessment-guidebook.html>

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- Support and feed into the drafting of the Concept of Socio-Economic Development of Uzbekistan until 2030 (Vision 2030) and its financing strategy.
- Undertake second mission including validation workshops: (i) with the oversight team, (ii) with the wider group of stakeholders engaged in the DFA process
- Finalize the DFA report and roadmap under the guidance of the oversight team
- Draft / feed into terms of references for 2 or 3 priority reforms to be taken forward and implemented in follow up to the DFA

Launch

- Support launch as required (e.g. preparation of presentations)

IV. Timeframe and fees

The following deliverables and indicative schedule are expected from the consultancy contract. Exact dates of beginning and completion stages as well as scope of works for each phase can be corrected by the DRR /Head of the SDC based on reasonable justification by the consultant. The UNDP reserves the right, if necessary, to amend the terms of reference of a consultant on a written agreement. The final schedule will be agreed upon in the beginning of consultancy assignment.

#	Deliverables	Timeframe	Payment
1	First draft report	10 December 2019	1st installment (50%)
2	Final draft report including roadmap and Terms of reference for priority reforms.	25 February 2019	2nd installment (50%)

V. Reporting

All deliverables should be submitted to UNDP by the Consultant in English and in e-version and then approved by the DRR/Head of the SDC.

VI. Management arrangements

The international consultant will work under the guidance of the DRR/ Head of the SDC.

VII. Financial arrangements

Applicants are required to submit an aggregated financial offer ("aggregated financial offer" is the total sum of all financial claims of the candidate for accomplishment of the task), which includes proposed consultancy fee, travel costs, visa costs (if required), daily subsistence allowance (for accommodation, meals and local transport/communication).

In general, UNDP shall not accept travel costs exceeding those of economy class ticket. The format for providing the aggregated financial offer is provided in Annex I to this TOR.

The consultant will benefit from the necessary administrative and logistical support to enable him/her deliver on the expected outputs.

This is a lump sum contract that should include costs of consultancy and other related costs, if any, required to produce the above deliverables, including two missions of 5 working days each to Uzbekistan in November 2019 and February 2020. Payment will be disbursed in 2 (two) equal installments (50% each) upon timely submission of respective deliverables and approval of deliverables and certification by the DRR/Head of SDC that the services have been satisfactory performed.

V. Recruitment Qualifications

Education:	A master's degree in the field of Finance, Economics or other relevant fields
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Experience:	<ul style="list-style-type: none"> ○ At least 5-7 years of experience in the field of finance, public financial management, private sector development, budgeting and planning. Previous experience with a development partner or government is a very strong advantage. ○ Research experience in the areas of public finance, budget review and public expenditure review are required. ○ Experience in country level work rooted in public policy reforms in close collaboration with government. ○ Excellent writing skills required, as demonstrated by previous research/analytical reports on relevant topics. ○ Ability to lead consultations with senior government officials required. ○ Sound grasp of substantive policy issues in the public finance field. ○ Excellent knowledge of data collection, analysis and statistics tool are essential. ○ Advanced quantitative skills and experience with related data analysis tools are an advantage. ○ A specific experience in implementing monitoring and evaluation instruments is mandatory. A significant experience in management of Information Systems will be an advantage. ○ Demonstrated ability to engage in strategic analysis, and sectoral analysis. ○ Understanding of and experience in working in Uzbekistan will be an advantage
Language Requirements:	Fluency in English (written and spoken), and an ability to summarize and present information.
Other:	<ul style="list-style-type: none"> ○ Demonstrating/safeguarding ethics and integrity. ○ Demonstrate corporate knowledge and sound judgment. ○ Self-development, initiative-taking. ○ Acting as a team player and facilitating team work. ○ Facilitating and encouraging open communication in the team, communicating effectively ○ Creating synergies through self-control. ○ Managing conflict. ○ Learning and sharing knowledge and encourage the learning of others. Promoting learning and knowledge management/sharing is the responsibility of each staff member. ○ Informed and transparent decision making.
IX. Evaluation of Applicants	
<p>Criteria for Evaluation of Proposal: Only those applications which are responsive and compliant will be evaluated. Offers will be evaluated according to the Combined Scoring method – where the educational background and experience on similar assignments will be weighted at 70% and the price proposal will weigh as 30% of the total scoring. The applicant receiving the Highest Combined Score that has also accepted UNDP's General Terms and Conditions will be awarded the contract.</p> <p><u>Cumulative analysis</u></p> <p>The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as:</p> <p>a) responsive/compliant/acceptable, and</p> <p>b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.</p> <p>Technical Criteria weight: 70% of total evaluation (70 points)</p> <ul style="list-style-type: none"> • Education and Language skills (10 points) 	

- Proven working experience in application of the Development Finance Assessment analytical framework (30 points)
- Proven experience with development of terms of references for priority reforms financing for development (15 points)
- Proven experience in integrating financial framework in long term national development strategies (15 points)

Only candidates obtaining a minimum of 49 points would be considered for the Financial Evaluation

Financial Criteria weight: 30% of total evaluation (30 points)

Total Score + Technical Criteria (max. 70 points) + Financial Criteria (max. 30 points)

X. Application procedures

Applicants are requested to apply online through the UNDP website at <http://www.uz.undp.org> Application shall be submitted by indicated deadline. Incomplete applications or applications received after the closing date will not be given consideration. Application should contain a current and complete C.V. with indication of the e-mail and phone contact. Shortlisted candidates will be requested to submit a price offer indicating the total cost of the assignment (including daily fee, daily subsistence allowance and travel costs). Incomplete applications will be excluded from further consideration.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- Letter of Confirmation of Interest and Availability** using the provided by UNDP;
- CV and a Personal History Form**;
- Brief description of approach to work/technical proposal** of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page);
- 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, travel, daily subsistence allowance and any other possible costs) and in accordance with the table provide in Annex I to this TOR.

UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Gender Balance in Management Policy promotes achievement of gender balance among its staff at all levels.

VI. Signatures - Post Description Certification

Incumbent (*if applicable*)

Name	Signature	Date
Mr. Hurshid Rustamov Head of Sustainable Development Cluster	Signature	Date
Ms. Doina Munteanu Deputy Resident Representative	Signature	Date

Annex I Aggregated Financial Offer of the International Consultant on design/engineering solutions for low-carbon multi-apartment buildings

	#of units*	Units	Rate/USD	Total/USD
Work in home office**				
Home based work	30	man/days		
Work on mission**				
Mission to Uzbekistan	10	man/days		
Sub-total fee				
Travel costs				
International travel to and from country/ies	4	mission		
DSA	8	overnights		
Local travel	0	destination		
Visa cost (if required)		fee		
Sub-total travel costs				
TOTAL				

*Estimates are included in the TOR, the applicant is requested to review and revise, if applicable

**Add rows as needed

Please, note that the **financial proposal is all-inclusive and shall take into account various expenses incurred by the consultant/contractor during the contract period (e.g. fee, health insurance, vaccination and any other relevant expenses related to the performance of services, etc.). All **envisaged international travel costs** must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. Local travel within Uzbekistan shall be provided by the UNDP Country Office, as required. Therefore, the international consultant can bill ZERO for local travel.*

DSA for Tashkent/Uzbekistan is USD187 per day but the international consultant can put whatever rate he/she likes for DSA up to a maximum of USD187 per day.

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

*Individual Consultants are responsible for ensuring they have **vaccinations/inoculations** when travelling to certain countries, as designated by the UN Medical Director. Consultants are also required to comply with the UN security directives set forth under dss.un.org*

I agree to perform this assignment for a lump sum of _____ USD, including international travel costs

Name: _____

Signature: _____

Date: _____ / _____ / 2019

This offer remains valid for a period of 3 months from the date of signature of this document.