

## TERMS OF REFERENCE

<b>Assignment Title</b>	International Consultant to Conduct a Scoping Exercise for Designing a New Climate Change Adaptation Project
<b>Project</b>	Governance for Resilience and Sustainability Project
<b>Type of Contract</b>	Individual Contract (International Consultant)
<b>Contract Period</b>	20 days
<b>Supervisor</b>	Chief, Sustainable and Inclusive Growth Unit, UNDP Myanmar
<b>Location</b>	Home-based with in country mission for stakeholder meetings including in Nay Pyi Taw, Yangon, field locations
<b>Country</b>	Myanmar

### A. BACKGROUND

Myanmar is undergoing an unprecedented and complex transition process from conflict to peace, from military rule to a democratic civilian Government and from a largely closed economy to an open market economy. Currently, it is categorized as a Least developed Country (LDC) with imperatives of creating an enabling environment for foreign investments and economic reforms to foster inclusive and employment rich economic growth.

The UNDP Country Office in Myanmar is a key interlocutor and advisor to the government at the national and sub-national on sustainable and inclusive growth, (including economic, environment, climate change and disaster risk reduction issues). The Country Office, through its Sustainable and Inclusive Growth Programme Unit, provides high quality advice to government counterparts on issues related to natural resource management, strengthening institutional preparedness and response to a range of climate change adaptation and mitigation related shocks. Integrated programming has guided the design of the UNDP Myanmar Country Programme (2018-2022) in order to better address the interlinkages between peace building, governance, climate change adaptation and mitigation, natural resource management and disaster resilience, inclusive growth, and the vertical linkages between subnational and national governance levels.

The Government of the Republic of the Union of Myanmar is committed to a national development framework that incorporates the notion of environmental sustainability for future generations by systematically embedding environmental and climate considerations into all future policies and projects. The Myanmar Sustainable Development Plan, MSDP (2018-2030) has reinforced the commitment to steer the country on a climate-sensitive development pathway and is complemented by the new National Environmental Policy and Myanmar Climate Change Policy, which mandates the implementation of Myanmar Climate Change Strategy (2018-2030) towards achievement of climate resilience and low carbon development pathway.

Climate Change has been identified as one of the most important threats to the development of Myanmar. Between 1998 and 2017, Myanmar was amongst the top three countries most affected by extreme weather events on both counts of fatalities and economic losses, as per the Global Climate Risk Index, 2019. Climate change parameters impacting Myanmar include a rising trend in temperature, rainfall variability, decreasing South West Monsoon rains, and increased intensity and frequency of extreme events including cyclones, floods, droughts, rainfall and temperatures.

Myanmar's economy has a high dependence on climate sensitive sectors including the agriculture sector on which more than 70 percent of the people depend. Anticipating the severity of climate change impacts across sectors and taking a range of effective and appropriate strategic and programmatic measures at the Union, States/Regions to prevent, prepare and mitigate the risks of climate change impacts will be vital in sustaining the development gains and prevent any reversals on Sustainable Development Goals.

The Paris Agreement has set up a new global goal on adaptation to 'enhance adaptive capacity and resilience and to reduce vulnerability with a view to contributing to sustainable development'. The Agreement requires all Parties, to engage in 'adaptation planning and implementation through national adaptation plans, vulnerability assessments, monitoring and evaluation and economic diversification'. Myanmar's National Adaptation Programme of Action to climate change has listed agriculture, early warning systems and forests as first priority level sectors. Goal 5 of the MSDP on Natural Resources and Environment for National Posterity has a targeted strategy on increasing climate resilience and shifting to a low carbon growth pathway.

UNDP has been requested by the Government of Myanmar to initiate the process of project identification to support adaptation efforts in line with National Environment Policy, Myanmar Climate Change Policy, Myanmar Climate Change Strategy and Myanmar Climate Change Master Plan, NDC commitments, MSDP and the SDGs. The proposed project identification will be country driven and informed through a rigorous process of desk-based review and in country consultations with key stakeholders on adaptation related challenges in the priority sectors and States/Regions listed for adaptation in Myanmar on agriculture, early warning systems and forest.

## **B. SCOPE OF WORK, OUTPUTS AND DELIVERABLES**

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Under the overall guidance of Chief, Sustainable and Inclusive Growth Unit, and working closely with the Regional Technical Advisor in UNDP Regional Hub in Bangkok, the International Consultant, assisted by UNDP Country Office colleagues will develop a strategic, high quality idea note.

The idea note will enumerate a compelling project rationale, objectives and approach and expected project outputs/results that are transformational, sustainable, replicable and mainstreams gender and conflict sensitivity throughout. The idea note should be based on, inter alia, the assessments of the following: 1) relevant existing and future public investment projects/programs; 2) relevant existing and future projects/programs supported by external partners especially by International Financial Institutions; 3) relevant government strategies and policies as well as investment plans; 4) possibilities of engaging private sector entities and finance for sustaining and upscaling the proposed solutions based on the analysis of 1) to 3) above; and 5) potential environmental and social safeguard related risks associated with the project design and implementation.

- The consultant will undertake result oriented consultations with concerned line Ministries (including Ministry of Natural Resources and Environmental Conservation (MONREC),

Agriculture, Livestock and Irrigation (MOALI), Ministry of Planning and Finance (MoPF), Ministry of Social Welfare, Relief and Resettlement (MoSWRR), Directorate of Investment and Company Administration (DICA)), IFIs including Asian Development Bank, World Bank, UN agencies, development partners, EAOs, minorities and NGOs/CSOs;

- Maintain a record of all consultations carried out with key discussion and action points;
- Prepare a technically sound, innovative and rigorous project identification idea note as per an agreed template to be supplied by UNDP;
- Integrate comments from key stakeholders and UNDP internal peer reviewers and submit a final idea note;
- Identify future research and project development needs to develop a concept note; and
- Undertake any other relevant tasks related to the project identification concept note.

The international consultant shall act as a lead and supported by the UNDP Country Office, and with technical guidance of the UNDP's Regional Hub in Bangkok on climate change adaptation.

### **Expected deliverables**

- A workplan outlining planned activities during the assignment including key stakeholders to consult
- Final idea note (approximately 5-10 pages) with roadmap and substantive inputs for a concept note development process and recommendations

### **C. EXPERTISE AND QUALIFICATIONS REQUIRED**

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#### **Education**

- Advanced University Degree (MSc or higher) in Environmental Management, Agriculture, Climate Change Studies, Sustainable Development or other relevant field.

#### **Experience**

- Minimum 10 years of relevant professional experience.
- Demonstrated experience in designing adaptation project proposals including on climate-smart agriculture, climate information and management of natural resources,
- Experience in working with communities and all key stakeholders to develop local climate resilient solutions,
- Strong analytical skills, particularly applied to project design,
- Substantial relevant experience in the design and implementation of integrated development projects, e.g. poverty reduction, livelihood and water security including working on community-based initiatives;
- Experience in the East Asian region and working with IFIs to design a successful GCF project proposal would be a distinct advantage.

### **D. MANAGEMENT AND IMPLEMENTATION ARRANGEMENTS**

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- The consultant is also required to comply with the UN security directives set forth under <http://dss.un.org>
- The consultant will be given access to relevant information necessary for execution of the tasks under this assignment;
- The consultant will be responsible to bring his/her own laptop computer for use during this assignment; the consultant must have access to reliable internet connection

- Payments will be made upon submission/completion of prescribed deliverables and certification of payment form, and acceptance and confirmation by the supervisor

#### **E. DUTY STATION AND DURATION OF ASSIGNMENT**

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Home-based with in country mission for stakeholder meetings including in Nay Pyi Taw, Yangon, field locations. The assignment is expected to begin by 10 January and close by 31 March 2020.

#### **F. PAYMENT ARRANGMENT**

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Interested persons are requested to submit their financial proposals quoting their **daily fees** noting the following conditions:

- a) The contract price is fixed regardless of changes in the cost components
- b) Payments will be made upon submission of timely deliverables and certification of payment form, and acceptance and confirmation by the supervisor

Deliverable No.	Description of deliverables	Timeline	Payment (USD)
Deliverable 1	Submission of a workplan	Within 3 working days after signing of contract	50%
Deliverable 2	Finalization of an idea note after incorporating comments and inputs from UND	20 February 2020	50%

#### **G. RECOMMENDED PRESENTATION OF OFFER**

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Interested persons are requested to submit the following documents as part of their application:

- 1) **Brief description/ cover letter** of why the individual considers him/herself as the most suitable for the assignment. Please paste the letter into the 'Resume and Motivation' section of the electronic application
- 2) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP
- 3) **P11 Form** indicating all relevant experience as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references. Please use the P11 form provided by UNDP
- 4) **Financial Proposal** that indicates the daily fees as per the template provided by UNDP

#### **H. CRITERIA FOR SELECTION OF THE BEST OFFER**

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The following criteria shall serve as basis for evaluating offers:

##### **Combined Scoring Method:**

Where the qualifications and methodology will be weighted a maximum of 70% and combined with the price offer which will be weighted a maximum of 30%

##### **Technical Evaluation of Proposals:**

All applications comprising the information/documentation provided will be evaluated to ascertain the suitability of the applicants to carry out the assignment. Candidates who obtain the minimum of 49 points of the full mark (70 points) will be considered technically compliant and their financial evaluations will be evaluated thereafter. Applications will be scored as per the following breakdown (Total 70 points):

Educational background: 10 points

- Advanced University Degree (MSc or higher) in Environmental Management, Agriculture, Climate Change Studies, Sustainable Development or other relevant field.

Relevant Experience: 55 points

- Minimum 10 years of relevant professional experience.
- Demonstrated experience in designing NAPA and preparing GCF Project proposals including on climate-smart agriculture, climate information and management of natural resources,
- Experience in working with communities and all key stakeholders to develop local climate resilient solutions,
- Strong analytical skills, particularly applied to project design,
- Substantial relevant experience in the design and implementation of integrated development projects, e.g. poverty reduction, livelihood and water security including working on community based initiatives;
- Experience in the East Asian region and working with IFIs to design a successful GCF project proposal would be a distinct advantage.

English language skills: 5 points

- Fluency in written and spoken English

**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.