



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2019/UNDP-MMR/PN/175

Date: 6 December 2019

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<b>Country:</b>	<b>Myanmar</b>
<b>Description of the assignment:</b>	<b>International Consultant to Conduct a Scoping Exercise for Designing a New Climate Change Adaptation Project</b>
<b>Duty Station:</b>	<b>Home-based with in country mission for stakeholder meetings including in Nay Pyi Taw, Yangon, field locations</b>
<b>Period of assignment/services:</b>	<b>20 working days</b>

Proposal should be submitted to (either [bids.mm@undp.org](mailto:bids.mm@undp.org) or UNDP Jobs site <http://jobs.undp.org>) no later than **Sunday 17:00 (Myanmar Time), 15 December 2019**. Email submission should state procurement notice number (2019/UNDP-MMR/PN/175) in the subject line.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail to [mmr.procurement@undp.org](mailto:mmr.procurement@undp.org), [5] days before the deadline for submission of proposal. Procurement Unit will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

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### 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

## **2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK**

For detailed information, please refer to Annex-1

## **3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

Please see Terms of Reference

#### 4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

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

- a) Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP; (Please see Template attached at Annex- 3)
- b) **Personal CV or P11**, indicating the past experience relevant to the assignment, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references; (Please see Template attached at Annex- 4)
- c) **Brief description** of why the individual considers him/herself as the most suitable for the assignment, and a methodology, if applicable, on how he/she will approach and complete the assignment;

##### **Financial Proposal**

**\*\* Consultant/Contractor whose assignment require travel and who are over 62 years of age are required, at their own expense, to undergo a full medical examination, including x-rays after they are selected.**

#### 5. FINANCIAL PROPOSAL

##### **Fees**

**Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided. If an Offeror is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

##### **Travels**

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, **UNDP will not accept travel costs exceeding those of an economy class ticket.**

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses will be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed. (Please see Template attached at Annex- 4)

## **6. EVALUATION**

Individual consultants will be evaluated based on the cumulative analysis of the technical evaluation (weight: 70%) and financial criteria (weight: 30%). Only candidates obtaining a minimum of 70 points from the technical evaluation would be considered for the financial evaluation.

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.

### 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

The contract shall be awarded to the applicant who receives the highest cumulative score.

## **ANNEX**

### **ANNEX 1- TERMS OF REFERENCES (TOR)**

### **ANNEX 2 -GENERAL CONDITIONS OF CONTRACT**

### **ANNEX 3 - P 11/CV for ICs**

### **ANNEX 4 - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT**