



UNITED NATIONS DEVELOPMENT PROGRAMME TERMS OF REFERENCE

A. Post Information

Post Title:	National Consultant, socioeconomic and environmental evaluation of investment proposals
Duty Station:	Yangon
Duration of assignment:	12 Working Days (4 Days facilitating training led by international resource person and 8 days one-to-one learning with international resource person)
Reporting:	Programme Analyst, Environmental Governance Output

B. Project Description

UNDP Pillar II “Environmental Governance and Disaster Resilience” incorporates the joint UNDP-UNEP Poverty Environment Initiative (PEI) as part of its Natural Resource Management Output. The objective of PEI in Myanmar is to support DICA and related agencies to manage and monitor investment in natural resources. Integrating pro-poor environmental concerns into national development and investment management processes can contribute to poverty reduction and improved well-being of vulnerable groups.

During 2002-2012 the three largest sectors for permitted foreign investment were power (57%), oil and gas (35%), and mining (7%), which represented 99% of all foreign investment during that period (DICA, April 2014). At the end of 2014, extractive sectors represented around 74% of permitted foreign investment: oil and gas (38%), power (31%), and mining (5%) (DICA, December 2014).

Large natural resource projects can bring cleaner technologies and better management practices, but many have degraded the environment. Increased investment can create new livelihood opportunities that help reduce poverty, but if not done properly, can also dispossess poor people of their land and access to natural resources. It is increasingly accepted that investment quality is critical in ensuring that foreign investment contributes to sustainable development (UNDP and UNEP, 2011).

To strengthen investment management processes, in order to increase the proportion of quality investments, it is important to support government staff in the evaluation of investment proposals, taking into account environmental and social, as well as economic factors. Evaluation techniques such as multiple criteria analysis can help to incorporate economic, social and environmental impacts associated with investments.

A National Consultant will be recruited to help facilitate intensive training with government on socio-economic and environmental evaluation, led by an international resource person. The National Consultant will also work with the resource person to build his/her own capacity on the use of evaluation techniques in order to be able to deliver similar training in future.

C. Scope of Work

Objective of the assignment

The objective of the assignment is for the National Consultant to work with an international resource person to facilitate 4 days of training with government staff on economic evaluation techniques that incorporate socio-economic and environmental considerations, in order to assist staff in the critical evaluation of investment proposals. The National Consultant is also expected to work with the resource person one-on-one in order to become a trainer who can provide this type of support to staff on a longer term basis.

Scope of the Work

Output 1 – Intensive Training Course

The 4 days of training will be led by an international resource person, who will also provide the course materials. The National Consultant should expect to support the resource person by facilitating discussion or relaying questions and answers in Myanmar and English, working with staff members to solve practical exercises set by the resource person.

Output 2 – One-to-one training

The National Consultant is expected to work with the resource person on a one-to-one basis over a period of 8 days in order to achieve a firm grasp of the rationale and uses of cost-benefit analysis, cost utility analysis, cost-effectiveness analysis and multiple criteria analysis. At the conclusion of the 8 days, the National Consultant should design his/her own curriculum to support government staff in the evaluation of investment proposals from a socio-economic and environmental perspective.

Methodology: The selected consultant will be expected to study i) resource materials provided by the international resource person; ii) additional readings or studies recommended by the international resource person; iii) official documents which are relevant to investment decision making such as policies, plans laws, and regulations on: transport corridors, Special Economic Zones, Protected Areas, energy master plan, infrastructure master plan, tourism master plan, GMS Regional Investment Framework, etc.

D. Outputs and Deliverables

The duration of the assignment is for 12 working days and it is expected to deliver the following output at the end of the assignment.

Deliverables

- Facilitation support to international resource person during 4 days training with government staff
- Curriculum on investment proposal evaluation techniques which include socio-economic and environmental considerations relevant for Myanmar's context

E. Institutional Arrangement

The National Consultant will work with guidance from the international resource person and DICA focal point, consulting with the PEI Coordinator under the overall supervision of the Programme Analyst, Environmental Governance Output.

F. Duration of the Work

The consultancy will be carried out within 12 working days from 2nd to 14th March 2015 not including Sunday, 8th March 2015.

G. Duty Station

The consultancy/assignment is home based in Yangon, Myanmar.

H. Qualifications of the Successful Individual Contractor

The ideal candidates shall have the following minimum general and specific qualifications and experiences:

- Postgraduate degree in economics;
- At least 10 years of experience in the field of economics or business;

- Mother tongue fluency in Burmese language;
- Excellent communication, facilitation and presentation skills;
- Computer proficiency, such as experience in using Microsoft Excel an advantage;
- Good interpersonal skills and ability to work in a team added advantage.

I. Schedule of Payments

One-time payment will be made upon the successful completion and submission of the final products under the contract, with satisfactory acceptance by UNDP.

J. Recommended Presentation of Offer

The following documents are requested to be provided:

- a) **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 and at least three (3) professional references;
- 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;
- d) **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.

K. Criteria for Selection of the Best Offer

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 criteria for technical evaluation and obtainable score: (100 points)

Relevant education – 20 points

Experience in conducting similar types of activities – 50 points

Experience of working with government, UN agencies and International Organizations – 30 points

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

In the technical proposal, equal amount of focus will be put on methodology, use of resources to achieve deliverables and the plan for implementation.