



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2015/UNDP-MMR/PN/17

Date: 20 March 2015

Country:	Myanmar
Description of the assignment:	Technical Support for Mulashedi Community Learning Center
Period of assignment/services (if applicable):	40 working days (For details, please see TOR attached)
Duty Station:	Yangon with travels to Putao, Kachin State

Proposal should be submitted to the Procurement Unit, UNDP Myanmar, No. 6 Natmawk Road, Tamwe, Yangon or by email to registry.mm@undp.org no later than **Monday, 30 March 2015**.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. 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 contractors.

1. BACKGROUND

Enhancing democratic processes and participation is a key focus of UNDP's current Country Programme (2013 – 2015). Under Pillar 1, Output 2, one of the primary objectives is to enhance citizens participation in local development and monitoring of service delivery. Mulashedi Village located in the district of Putao, Kachin State has been earmarked as a potential location for the construction of facilities for the establishment of a Community Learning Centre. This center, as per provisional diagram attached is supposed to provide a range services which are articulated as per below:

- i) Provision of a common meeting space for members of the Mulashedi Village to meet with their Village Tract Administrator as well as host meetings of local development committee and Head of Households.
- ii) Provision of library and internet facilities for members of the Mulashedi Village.
- iii) Host trainings for village members/groups and self-reliant groups in relevant development and service delivery topics.

Given the remoteness, difficulty and high costs of delivering supplies to Putao, it is imperative that the designer takes full consideration of materials available locally, i.e. available in Putao and without the need for transportation from Myitkyina. In this regard, it is expected that the building design will utilize locally available material and will minimize the use of imported materials

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

Please refer to TOR attached.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Please see TOR attached.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

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

1. Proposal:

(i) Explaining why the Contractor is the most suitable for the work

2. Financial proposal

3. Personal CV including past experience in similar projects and at least 3 references

4. P-11

****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. EVALUATION

Individual Consultants will be evaluated based on the following methodology.

Cumulative analysis

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

a) Responsive/compliant/acceptable, and

b) Having received the highest score

** Technical Criteria weight;70%*

** Financial Criteria weight; 30%*

Please see detailed Technical Criteria in TOR.

Only candidate obtaining a minimum 70 points in the technical evaluation will be considered for the Financial Evaluation.

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2-GENERAL CONDITIONS OF CONTRACT

ANNEX 3- P 11 for ICs