



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 29 June 2015

**Country: Indonesia**

**Description of the assignment:** National Expert for the Development of PIF and Project Document concerning Sound Management of Chemicals and Waste in Health and Environment Sectors to Prevent the Impacts of Unintentional Releases of Persistent Organic Pollutants (UPOPs) and Mercury

**Project name:** Project Initiation Plan: Strengthening Chemicals Management (PIP: SCM)

**Period of assignment/services (if applicable): 50 days within 4 (four) months**

**If offers received via mail or email:**

Proposal should be submitted email to [bids.id@undp.org](mailto:bids.id@undp.org) no later than **10th July 2015, COB (Jakarta Local Time)**.

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

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

**1. Proposal:**

- (i) Explaining why they are the most suitable for the work
- (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)
- (iii) Provide relevant publications/academic papers/list of developed project document which show the interest and capability in this area

**2. Financial proposal**

**3. P11 form completed and at least 3 references**

### 2. FINANCIAL PROPOSAL

- **Lump sum contracts**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. 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).

- **Contracts based on daily fee**

The financial proposal will specify the daily fee, travel expenses and per diems quoted in separate line items, and payments are made to the Individual Consultant based on the number of days worked.

**Travel:**

N/A

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

**ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**

**ANNEX 3 – SUBMISSION FORM**