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## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2015/UNDP-MMR/PN/70

Date: 28 September 2015

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<b>Country:</b>	<b>Myanmar</b>
<b>Description of the assignment:</b>	<b>National Consultant for Institutional and Context Analysis</b>
<b>Duty Station:</b>	<b>Yangon with travel to Naypyitaw</b>
<b>Period of assignment/services (if applicable):</b>	<b>30 working days</b>

Proposal should be submitted to the Procurement Unit, UNDP Myanmar, No. 6 Natmauk Road, Tamwe, Yangon or by email to [registry.mm@undp.org](mailto:registry.mm@undp.org) no later than **Friday, 9 October 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 consultants.

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### BACKGROUND

Having signed the United Nations Framework Convention on Climate Change (UNFCCC) on 11 June 1992 and ratified the convention on 25 November 1994 and the Kyoto Protocol in 2003 as a non-Annex 1 party, Myanmar is fully aware of the causes and potential impacts of climate change. Hence, whilst undertaking political reform and aiming at rapid economic development, Myanmar is striving to reduce its greenhouse gas (GHG) emissions. The government of Myanmar has recognized the potential of the REDD+ initiative to contribute to green development by protecting global environmental resources (forest carbon stocks, but also biodiversity), helping to reverse land degradation, helping to improve the livelihoods of the rural poor and aiding adaptation to climate change.

Although still largely a poor country, Myanmar is rapidly opening up to Foreign Direct Investments (FDI) in the energy, mining and agricultural sector. Unless astutely managed, economic growth may have negative impacts on the environment and the natural resource base. In addition, climate change threatens to reverse socio-economic advances. Recognizing these inter-related challenges, the Government increasingly views the forestry sector as a key component and driver of sustainable and climate resilient economic growth and rural development. Myanmar has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, by implementing REDD+ activities.



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Myanmar became a partner country of the UN-REDD Programme in December 2011 and has quickly taken steps to start implementing REDD+ readiness activities. A REDD+ Readiness Roadmap was finalized in 2013, and this led to a request for funding support from the UN-REDD Programme. The budget for the first year of this support was approved in December, 2013, and forms the basis for this consultancy.

The UN REDD Programmatic support seeks to build national capacity for the implementation of REDD+ under the UNFCCC enhanced and relevant (technical, legal, social) systems. To do so, five outcomes are envisaged:

Outcome 1: Relevant stakeholders engaged and their capacities developed

Outcome 2: National institutions have capacity to implement effective and participatory governance arrangements for REDD+

Outcome 3: REDD+ safeguards defined and national safeguards information system developed

Outcome 4: Development of Myanmar's national forest monitoring system (NFMS) and preliminary forest RELs/RLs supported

Outcome 5: National REDD+ Strategy developed

Understanding the political economy that influence, drive and have an impact on policymaking is essential for identifying effective policies and measures to address deforestation and forest degradation. An Institutional and Context Analysis (ICA) sheds light on the political and institutional factors and processes in which a country makes use of the national and external resources. The ICA for REDD+ in Myanmar is focusing on the policymaking process in which different actors are involved, interacted based on their incentives and political arenas. This ICA aims at assessing entry points to support REDD+ policy and measures for REDD+ in Myanmar based on an analysis that identifies different stages of the policy making process on forests and REDD+ and the key actors and issues influencing the formulation process of existing policy.

The objectives of the consultancy are:

- An analysis of the policy making process in the forestry/NRM sector in Myanmar
- Key actors and factors that influence existing policy making process in Myanmar in order to facilitate the implementation of policies and measures for REDD+ identified
- Assess the entry points to support REDD+ policy and measures for REDD+ in Myanmar

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

For detailed information, please refer to Annex 1



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### 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;
- 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;
- 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.



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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 following methodologies:

- a) Combined Scoring method – where the qualifications and methodology will be weighted a max. of 70%, and combined with the price offer which will be weighted a max of 30%;
- b) The proposals who received 70% of technical points will be considered for the financial evaluation.
- c) 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
  - Relevant experience – 60 points
  - Experience of working with UN agencies and International Organizations – 20 points

## ANNEX

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

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

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

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