

PROCUREMENT NOTICE

INTERNATIONAL INDIVIDUAL CONSULTANT TO PREPARE NAMA FACILITY PROPOSAL FOR NAMA ON CIRCULAR ECONOMY SOLID WASTE MANAGEMENT APPROACH FOR URBAN AREAS IN KENYA

Country: Kenya

Background

Climate change is the defining issue of our generation. The way the world deals with climate change today will have a direct bearing on the human development prospects of a large section of humanity. The impacts of climate change are already being felt, and almost all recent modelling indicates that impacts are now expected to be stronger and sooner than previously projected. Developing countries offer a number of cost-effective opportunities for reducing and avoiding emissions, but they are also particularly vulnerable to climate change impacts. The people most at risk from climate change live in countries that have contributed the least to the problem. Further, those most affected are also the least able to cope, making it an issue of inequality and insecurity. If efforts for fighting climate change are to be successful, it is clear they will require a dramatic increase in investment in developing countries.

Objective and Scope

3) SCOPE OF WORK

- Detailing the workplan and implementation schedule as agreed upon with UNDP and Ministry of Environment and Natural Resources;
- Reviewing the the *NAMA on Circular Economy Solid Waste Management Approach for Urban Areas in Kenya* with a view to identifying gaps and aligning the proposal to the NAMA facility template and standards;
- Developing draft NAMA Facility submission documentation as per the NAMA Facility guidelines¹ that builds on the *NAMA on Circular Economy Solid Waste Management Approach for Urban Areas in Kenya* for inputs by UNDP and the Ministry of Environment and Natural Resources;
- Finalising the NAMA Facility Project proposal incorporating the gaps identified and meeting the NAMA Facility standards.

¹ <http://www.nama-facility.org/call-for-projects.html>

4) DELIVERABLES

The outputs to be delivered and duration are as per schedule proposed below:

- Workplan and implementation schedule should be submitted 3 days after signing the contract
- Draft NAMA Facility proposal to be submitted by 15th September 2016
- Final NAMA Facility proposal approved by UNDP to be submitted to UNDP and MENR by 30th September 2016

13) EVALUATION CRITERIA

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

- a) responsive/compliant/acceptable
- b) Having received at least 70% in the technical valuation (criteria below) .

1. Technical Capacity and Related Qualifications		Points Obtainable
1.1	<ul style="list-style-type: none">• PhD in Economics, Environmental Economics, natural/environmental sciences <u>OR</u> a Master's degree and at least 15 years of experience in lieu with a Master's degree in the field of consideration	10
1.2	<ul style="list-style-type: none">• At least 10 years of relevant working experience with climate change mitigation	20
1.3	<ul style="list-style-type: none">• Proven familiarity with post-2012 climate change mitigation regimes;	20
1.4	<ul style="list-style-type: none">• Experience working with international donors and UNDP;	20
1.5	<ul style="list-style-type: none">• Experience working with a variety of stakeholders in Kenya, including government agencies, NGOs, Civil Society, communities, etc will be an added advantage;	20
1.6	<ul style="list-style-type: none">• Demonstrated analytical, communication and report writing skills.	10
Total Possible Points		100

14) APPLICATION PROCESS

Cover letter explaining why you are the most suitable candidate for the advertised position and a **brief methodology** on how you will approach and conduct the work. Please paste the letter into the "Resume and Motivation" section of the electronic application (template provided (IC Proposal form)

- **Filled P11 form** including past experience in similar projects and contact details of referees (blank form provided). Please submit a signed P11 instead of the CV.
- **Financial Proposal** - specifying a total lump sum amount for the tasks specified in this announcement. The financial proposal shall include a breakdown of this lump sum amount (number of anticipated working days, travel, per diems and any other possible costs). Please refer to the "conditions of work" section for details on related travel.

Useful information

*Please note that the **financial proposal is all-inclusive** and shall take into account various expenses incurred by the consultant/contractor during the contract period (e.g. fee, health insurance, vaccination and any other relevant expenses related to the performance of services...). All envisaged **travel costs** must be included in the financial proposal.*

Payments will be made only upon confirmation of UNDP on delivering on the contract obligations in a satisfactory manner. Milestones for payment have been suggested in the terms of reference but will be discussed and agreed with the selected candidate.

Individual Consultants are responsible for ensuring they have **vaccinations/inoculations** when travelling to certain countries, as designated by the UN Medical Director. Consultants are also required to comply with the **UN security directives** set forth under dss.un.org

Due to large number of applications we receive, we are able to inform only the successful candidates about the outcome or status of the selection process.

Please quote **“NAMA Facility Proposal “on** the subject line.

Qualified candidates are requested to email their applications to consultants.ken@undp.org to reach us not later than **COB on Monday, 22 August 2016**

ANNEXES

ANNEX 1 - TERMS OF REFERENCES (TOR)

ANNEX 2 - IC PROPOSAL FORM

ANNEX 3 - P11 TEMPLATE

ANNEX 4 – OFFERORS LETTER TO UNDP

ANNEX 5 - INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

Incomplete applications will not be considered. Please make sure you have provided all requested materials