

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE



Date: September 5, 2019

Post Title:	Individual Contractor (IC) – Climate Finance Specialist
Starting Date	1 November 2019
Duration:	42 working days
Location:	Home based consultancy – with possible missions to Middle East and North Africa region countries
Project:	UNDP-UNEP Climate Finance Innovation project
Requisition Number:	
National or International consultancy	International Consultant
Is this a LTA (yes/no)?	No

I. **CONTEXT/BACKGROUND**

The Arab region has a varying range of country contexts and economic capacities. At the same time, the region is home to rising levels of conflict and the world's largest population of refugees and displaced people. Simultaneously, it is now the planet's most water scarce and food import-dependent region, and the only region where malnutrition rates have been rising. Climate change exacerbates these trends, and by 2030 temperatures could rise by further 2 degrees Celsius, as the region is emerging as a global hotspot for drought. Development in the Arab region has always been complex, but climate change is now acting as an accelerator of fragility, disrupting ecosystems and triggering displacement.

In 2015, governments around the world adopted three major agreements that set out their vision for the coming decades: a new set of 17 Sustainable Development Goals (SDGs), the Paris Agreement on Climate Change, and the 'financing for development' package. Finance is central to realizing all three agreements – and these now need to be translated into practical steps suited to each specific region and country's circumstances.

The challenge for financial systems is two-fold. There is a need to mobilize finance for specific sustainable development priorities and there is also a need to mainstream sustainable development factors across financial decision-making. In order to address climate change adaptation and mitigation in the Arab region, while bringing benefits across all SDGs, there is a need to explore ways of scaling up private financial flows to development agenda at the national and regional levels. There is a need to clarify where and why exactly, private finance is essential to achieve the climate objectives set by the countries and which kinds of private finance are particularly relevant for which types of mitigation and adaptation measures in different development and crisis contexts.

To this end, UNDP and UNEP have initiated a Climate Finance Innovation project to help countries in the region scale up investments to achieve the goals of the Paris Agreement 2030 and the Agenda for Sustainable Development. The project is focused on three main aspects:

Activity 1: Development of a sustainable finance diagnostic toolkit.

Activity 2: Assessment of private finance to fund the investments required for the transition to green, low carbon, climate resilient development pathways.

Activity 3: Design of a Climate Finance Innovation Platform.

Under the Activity 2, UNDP is looking for a Climate Finance Specialist to assess the private finance to fund the investments required for the transition to green, low carbon, climate resilient development pathways.

II. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED WORK

Under the Climate Finance Innovation project, the Climate Finance Specialist is expected to:

i. Map (a) the private finance and investment landscape, including an overview of how different forms of private finance `connect` with different types of mitigation and adaptation measures in a range of development and crisis contexts in the region and analyze and present (b) relevant hypothetical and generic case studies of successful leverage of private capital for climate change mitigation and adaptation measures, related, but not limited to:

- grid-based generation from renewable energy;
- off-grid generation from renewable energy in crisis contexts;
- a public-private micro-insurance scheme for drought-related losses;
- public-private financing of climate resilient infrastructure in post-crisis settings.

ii. Analyze (a) the roles that different types of private finance can play in supporting the climate change objectives of the Arab region countries; (b) the reasons why private finance is not yet being deployed at sufficient scale; and (c) how countries can most effectively mobilize relevant forms of private finance to play an important role in the transition to low carbon development and adaptation (by supporting or expanding existing instruments that are particularly successful, or by addressing and closing gaps in the current climate-, humanitarian-, and development-finance ecosystems);

iii. Explain the role of private climate finance strictly as a means to an end, not as an end in itself, with climate finance potentially serving as a basis for generating co-benefits across various SDGs and achieving goals of recovery and resilience in crisis contexts.

III. EXPECTED OUTPUTS AND DELIVERABLES

Expected Outputs and Deliverables	Target Due Dates	Expected number of working days for each deliverable	Review and Approvals Required
<p>Output 1: Development of a report exploring private finance sector in the Arab region and how it can help to achieve the mitigation and adaptation objectives of Arab countries, including which kinds of private finance are particularly relevant for which types of mitigation and adaptation activities in different development and crisis contexts.</p> <p>The report is focused on the following critical areas:</p> <ul style="list-style-type: none"> - Analysis of fundamental parameters of the target countries (overall state of development, and the maturity of the domestic financial system etc) and the types of low-carbon/climate resilient activities to be enabled; - Analysis of the kinds of private finance that are the most relevant to and appropriate for, and that best `connect` to these activities taking into account underlying country and 	<ul style="list-style-type: none"> • 31th December 2019 	Up to 42 working days	Walid Ali (Mr.) Regional Climate Change Specialist

sector specific conditions, including barriers that inhibit this private finance; - Collection of hypothetical and generic case studies of successful leverage of private capital for climate change mitigation and adaptation measures; - Assessment of the public interventions best positioned to support activities, considering the types of interventions already in place at the international, national, local, sector and market level, as well as their track records and any lessons learned.			
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IV. INSTITUTIONAL ARRANGEMENT

- The individual is required to exhibit his or her full-time commitment with UNDP-RBAS;
- S/He shall perform tasks under the general guidance of the Director of UNDP Regional Hub for Arab States and the direct supervision of the Regional Climate Change Specialist in the Climate Change, DRR & Resilience / Energy & Environment team. The supervision will include approvals/acceptance of the outputs as identified in the previous section;
- The individual is expected to liaise and collaborate in the course of performing the work with other consultants, suppliers and UN colleagues;
- The individual is required to provide periodical progress reports on regular and needed basis throughout the assignment to monitor progress;
- The individual is required to maintain close communication with UNDP-RBAS on regular and needed basis at any period throughout the assignment to monitor progress. In the event of any delay, S/he will inform UNDP promptly so that decisions and remedial action may be taken accordingly;
- Should UNDP deem it necessary, it reserves the right to commission additional inputs, reviews or revisions, as needed to ensure the quality and relevance of the work.

V. DURATION OF THE WORK

The duration of the work is expected to be 42 working days.

VI. DUTY STATION

This is a home-based assignment with possible three missions to Middle East and North Africa region countries. If unforeseen travel outside the consultant home based city is requested by UNDP and not required by the Terms of References (ToR), such travel shall be covered by UNDP in line with applicable rules and regulations and upon prior written agreement. In such cases, the consultant shall receive living allowances not exceeding the United Nations (UN) Daily Subsistence Allowance (DSA) rate for such other location(s).

VII. QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR

I. Academic Qualifications:

- Master's degree in climate change, energy, environment, green finance, or any other closely related field.

II. Years of experience:

- Minimum 10 years of previous working experience in climate change, energy environment, green finance, or any other closely related field with international or regional organizations;
- 5 years of previous working experience in developing assessment and strategies on green finance;
- 5 years of previous working experience in the policy development processes on green finance;
- Previous working experience with the United Nations (UN) is an advantage;

III. Language Requirements:

- Language proficiency in both written and oral English is required. Knowledge of in other UN languages, particularly French and/or Arabic, is an asset.

IV. Competencies:

- *Corporate*
 - Demonstrates integrity and fairness, by modeling the UN/UNDP's values and ethical standards;
 - Promotes the vision, mission and strategic goals of UNDP;
 - Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- *Functional*
 - Proven technical and intellectual skills in understanding and interpreting regional, national and local green financing issues;
 - Ability to understand and analyze and political dynamics in the region;
 - Demonstrated ability for facilitation and coordination skills;
 - Demonstrated entrepreneurial abilities and demonstrated ability to work in an independent manner;
 - Background knowledge about the SDGs, United Nations and UNDP;
 - Good teamwork and interpersonal skills;
 - Flexibility and ability to handle multiple tasks and work under pressure;
 - Excellent drafting and formulation skills;
 - Excellent computer skills especially Word, Excel and PowerPoint;
- *Leadership*
 - Demonstrated ability to think strategically and to provide credible leadership;
 - Demonstrated intellectual leadership and ability to integrate green finance with broader strategic overview and corporate vision;
 - Demonstrated flexibility in leadership by performing and/or overseeing the analysis/resolution of complex issues;
 - Ability to conceptualize and convey strategic vision from the spectrum of development experience.
- *Managing Relationships*
 - Demonstrated ability to develop and maintain strategic partnerships;
 - Demonstrated well developed people management and organizational management skills;
 - Excellent negotiating and networking skills with strong partnerships in academia, technical organizations and as a recognized expert in the practice area.
- *Managing Complexity*
 - Ability to address global development issues;
 - Demonstrated substantive leadership and ability to integrate knowledge with broader strategic, policy and operational objectives.
- *Knowledge Management and Learning*
 - Ability to strongly promote and build knowledge products;
 - Promotes knowledge management in UNDP and a learning environment in the office through leadership and personal example;
 - Seeks and applies knowledge, information and best practices from within and outside of UNDP;
 - Demonstrates a strong capacity for innovation and creativity in providing strategic policy advice and direction.
- *Judgment/Decision-Making*
 - Mature judgment and initiative;
 - Proven ability to provide strategic direction to the project implementation process;
 - Independent judgment and discretion in advising on handling major policy issues and challenges, uses diplomacy and tact to achieve result.

VIII. **FINANCIAL PROPOSAL**

Interested candidates should provide lump sum fees for requested services with detailed breakdown. This amount must be “all-inclusive”. Please note that the terms “all-inclusive” implies that all costs (professional fees, communications, consumables, three travels in the region, etc.) that could possibly be incurred are already factored into the final amounts submitted in the proposal. Also, please note that the contract price will be Deliverables/Outputs based - not fixed - subject to change in the cost components.

The contractor will be paid an all-inclusive Deliverables/Outputs based lump sum amounts over the assignment period,

subject to the submission of Certification of Payment (CoP) duly certified and confirmation of satisfactory performance of achieved work (deliverables/outputs) in line with the schedule of payments table hereunder, noting that the maximum number of working days for this assignment shouldn't exceed 42 working days.

Milestone	Estimated due date	Expected number of working days for each deliverable	Payment
<p>Development of a report exploring private finance sector in the Arab region and how it can help to achieve the mitigation and adaptation objectives of Arab countries, including which kinds of private finance are particularly relevant for which types of mitigation and adaptation activities in different development and crisis contexts.</p> <p>The report is focused on the following critical areas:</p> <ul style="list-style-type: none"> • Analysis of fundamental parameters of the target countries (overall state of development, and the maturity of the domestic financial system etc) and the types of low-carbon/climate resilient activities to be enabled; • Analysis of the kinds of private finance that are the most relevant to and appropriate for, and that best 'connect' to these activities taking into account underlying country and sector specific conditions, including barriers that inhibit this private finance; • Collection of hypothetical and generic case studies of successful leverage of private capital for climate change mitigation and adaptation measures; • Assessment of the public interventions best positioned to support activities, considering the types of interventions already in place at the international, national, local, sector and market level, as well as their track records and any lessons learned. 	<ul style="list-style-type: none"> • 31th December 2019 	Up to 42 working days	100% of total contract amount upon satisfactory performance of the output 1.

IX. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications. Candidates that fail to submit the required information will not be considered.

- Duly accomplished **Letter of Confirmation of Interest and Availability** using the template provided by UNDP;
- 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;

Interested candidates shall submit above documents to the Job Advertisement Website:
https://jobs.undp.org/cj_view_jobs.cfm as one document not later than 27th September, 2019.

Interested candidates can find Procurement notice, letter of confirmation of interest and availability and P11 <http://procurement-notices.undp.org/>

Please do not submit financial proposal in this stage. Financial proposal shall be requested from Candidates who are considered technically responsive

X. CRITERIA FOR SELECTION OF THE BEST OFFERS

This selection criteria will follow the 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%; using the following evaluation criteria:

Individual consultants will be evaluated based on the following methodologies:

Step I: Screening and desk review:

Individual consultants will be evaluated based on the following methodology.

Applications will be first screened and only candidates meeting the following minimum requirements will progress to the pool for shortlisting:

- **Criteria A:** Master's degree or equivalent in climate change, environment, green finance, or any other closely related field;
- **Criteria B:** Minimum 10 years of previous working experience in climate change, environment, green finance, or any other closely related field with international or regional organizations;
- **Criteria F:** Language proficiency in both written and oral English is required;

Shortlisted Candidates will be then assessed and scored against the following evaluation criteria:

Technical evaluation Criteria max 100 points (Weighted 70):

- **Criteria A:** Master's degree or equivalent in climate change, environment, green finance, or any other closely related field (20 points);
- **Criteria B:** Minimum 10 years of previous working experience in climate change, environment, green finance, or any other closely related field with international or regional organizations (25 points);
- **Criteria C:** 5 years of previous working experience in developing assessment and strategies on green finance; (15 points);
- **Criteria D:** 5 years of previous working experience in the policy development processes on green finance; (15 points);
- **Criteria E:** Previous working experience with the United Nations (UN) (15 points);
- **Criteria F:** Language proficiency in both written and oral English (10 points);

Financial Criteria - 30% of total evaluation

For those offers considered in the financial evaluation, the lowest price offer will receive 30 points. The other offers will receive points in relation to the lowest offer, based on the following formula: $(PI / P_n) * 30$ where P_n is the financial offer being evaluated and PI is the lowest financial offer received.

Step II: Final evaluation

The final evaluation will combine the scores of the desk review and the financial proposal with the following weights assigned to each:

Individual consultants will be evaluated based on the **cumulative analysis** methodology (weighted scoring method), where the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and

- Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

Technical Criteria weight: [70%]

Financial Criteria weight: [30%]

Only Individual Consultants obtaining a minimum of 49 points (70%) on the Technical evaluation would be considered for the Financial Evaluation.

XI. APPROVALS

This Procurement Notice is certified by:

Signature _____

Name _____

Designation _____

Date of Signing _____

This Procurement Notice is approved by:

Signature _____

Name _____

Designation _____

Date of Signing _____