

**INDIVIDUAL CONSULTANT PROCUREMENT NOTICE**

2019/UNDP-MMR/PN/080

Date: 30 September 2019

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<b>Country:</b>	<b>Myanmar</b>
<b>Description of the assignment:</b>	<b>National Consultant: Private Sector Landscape Mapping and Private Sector Strategy</b>
<b>Duty Station:</b>	<b>Yangon with travel to field locations (Dry Zone, Shan State, Rakhine)</b>
<b>Period of assignment/services:</b>	<b>50 working days</b>

Proposal should be submitted to (either [bids.mm@undp.org](mailto:bids.mm@undp.org) or UNDP Jobs site <http://jobs.undp.org>) no later than **COB Wednesday, 9 October 2019**. Email submission should state procurement notice number (2019/UNDP-MMR/PN/080) in the subject line.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail to [mmr.procurement@undp.org](mailto:mmr.procurement@undp.org), [5] days before the deadline for submission of proposal. 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**

The private sector is widely acknowledged as a key driver of the achievement of the sustainable development goals (SDGs) across countries and regions. Over the past couple of decades, the private sector is increasingly being acknowledged and recognized for its potential to developing innovative, market-based solutions to address SDG gaps and development challenges in a sustainable manner.

Myanmar has demonstrated a strong political will for moving on the SDGs. The recently launched Myanmar Sustainable Development Plan (MSDP, 2018-2030) for instance, explicitly recognizes a central role for the private sector alongside public entities and the development partners in the achievement of its SDGs. The MSDP specifically mentions the dependence on the 'entrepreneurial and ever-resilient spirit of our people and the participation of our private sector, a main driving force of inclusive and sustainable development' for the achievement of SDGs.

In line with this approach, UNDP Myanmar is also concretely exploring how to work differently to scale up its impact on the SDGs. Aligned with national priorities and the MSDP, UNDP Myanmar's Country Programme Document (CPD) explicitly highlights forging of new private sector partnerships to support the 2030 agenda including in the areas of innovation,

economic empowerment, natural resource management, disaster risk reduction, and building resilience to shocks and crises.

As Myanmar rapidly transitions from a relatively closed to an open economy attracting regional and global foreign investments, the role of the private sector both domestic and international with significant investments and presence in Myanmar, is set to be enhanced further. The government recognizes that human rights, rule of law, inclusive and sustainable economic development, and state-building are interconnected and require investments, both foreign and domestic, to be conducted responsibly.

An important objective of the 2016 Myanmar Investment Law is 'to develop responsible investment in the interest of the Union and its citizens which does not harm the natural or social environment'. Also, UNDP is supporting the Myanmar National Human Rights Commission to closely collaborate with government representatives from different ministries to integrate human rights considerations into all existing and new regulation of business and investment. In order to do so, the country office is advocating for using the UN Guiding Principles on Business and Human Rights.

Globally, while the SDG aligned private investment has been growing, it still remains a small part of the total. The UN Global Compact's call to companies to voluntarily align strategies and operations with universal principles on human rights, labour, environment and anti-corruption and take actions that advance societal goals has seen over 12000 plus signatories. UNDP Myanmar's engagement with the private sector ranges from collaborative and innovative platforms and solutions to support rural communities to move up the value chains, building the capacity of micro, small and medium enterprises to strengthen their competitiveness, promoting a culture of entrepreneurship and start-ups with a focus on women and youth and leveraging innovative financing and partnerships including scoping out impact investing for stepped up private sector investments on SDGs and issue based collaborative action on salient themes such as World Environment Day. UNDP is also seeking to identify entry points across the country office including in the Governance for Peace Unit as well as the Sustainable and Inclusive Growth Unit including opportunities to co-leverage and crowd in private sector finance in designing of its programming including environmental projects funded by vertical funds such as the Global Environmental Facility (GEF) and the Green Climate Fund (GCF) and across its entire programming portfolio.

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

For detailed information, please refer to Annex-1

## **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; (Please see Template attached at Annex- 3)
- 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; (Please see Template attached at Annex- 4)
- 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.**

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 cumulative analysis of the technical evaluation (weight: 70%) and financial criteria (weight: 30%). Only candidates obtaining a minimum of 70 points from the technical evaluation would be considered for the financial evaluation.

### Educational background: 10 points

- Master's degree in economics, business administration or in any other related field

### Relevant Experience: 55 points

- Around 5-8 years of relevant work experience particularly in the ASEAN region with a demonstrated track record of successful engagement with the private sector and CSR
- Prior experience of working on the private sector in Myanmar would be an asset;
- Advanced IT skills, excellent analytical, report writing and presentation skills

### Language skills: 5 points

- Fluency in written and spoken English and Myanmar

The maximum 30 points will be allotted to the lowest financial bid, and all other bids shall receive points in inverse proportion to the lowest fee e.g. [30 Points] x [USD lowest] / [USD other] = points for other proposer's fees.

The contract shall be awarded to the applicant who receives the highest cumulative score.

## **ANNEX**

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

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

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

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