

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE #2020-37**Date: 10 April 2020**

Deadline for Submission	Please see more details on e-tendering: https://etendering.partneragencies.org/
Allowable Manner of Submitting Proposals	<p>e-Tendering Site address: https://etendering.partneragencies.org/</p> <p>Business Unit: KGZ10 Event ID: 2020-37</p>
Information for electronic submission through eTendering	<p>No hard copy or email submissions will be accepted by UNDP</p> <p>Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/</p> <p>Contact Details for submitting clarifications/questions: E-mail address: procurement.env.kg@undp.org</p> <p>Please note that when uploading files, the following restrictions and specifications must be followed:</p> <ul style="list-style-type: none"> • File name can only contain 60 characters. • File name and description cannot contain special characters and letters from other alphabets. It should only contain letters from the English alphabet. • If you are uploading a large number of files (ex. 15 or more), please zip the files into a ZIP folder and upload the folder instead of each file individually. You can upload several ZIP folders, but if you do this, please note that the total size of each ZIP folder uploaded cannot exceed 50MB. • Please read the solicitation documents of the event carefully to ensure that you are meeting the event requirements for document submission. There may be restrictions on the size and format of the uploaded files.
Documents to be included in proposal	<ul style="list-style-type: none"> • Proposal: Resume/CV (including past experience in similar projects) • Signed confirmation of interest and submission of financial proposal form (the form is attached), - Annex 3, Financial Proposal Form • Copy of ID (passport) • Copy of Diploma and required certificates

TERMS OF REFERENCE

Project Name / ID	Biodiversity Finance Initiative Phase II (BIOFIN) / 00110884
Short title of Assignment:	International consultant to support the implementation of BIOFIN's financial solution on "Reforming harmful agricultural subsidies to promote green/organic agriculture"
Duty station:	Home based, with two missions to Bishkek, Kyrgyz Republic ¹
Type of Contract:	Individual Contract
Duration of Contract:	28 effective person days during May – December 2020

BACKGROUND

The Global Biodiversity Finance Initiative (BIOFIN) is managed by the United Nations Development Program (UNDP), in partnership with the European Commission and the governments of Germany, Switzerland, Norway and Flanders. BIOFIN is managed by the UNDP Program on Ecosystems and Biodiversity. UNDP is confident that the transformation of biodiversity financing is necessary for the planning and management of all resources, including not identified, which are necessary to achieve the Aichi goals defined in the CBD Strategic Plan 2011-2020 in the context that promotes sustainable development and poverty eradication.

BIOFIN supports national partners in determination of the status and trends of financing biodiversity at the national level and addressing resource shortages in the UNDP Biodiversity Finance Initiative. The project is aimed at assessing the lack of financing for biodiversity and developing a Biodiversity Finance plan for mobilizing financial resources before the end of 2018, as well as integrating biodiversity and ecosystem services into sectoral budget planning and national policies.

The overall aim of the BIOFIN is to provide state planners with a systematic but flexible approach to assessing the costs of implementing their NBSAPs, and to mobilizing financial resources in order to fill the financial gaps between existing baseline funding and the cost of implementing an NBSAP. The BIOFIN Workbook provides a structured way to integrate the results of these two interconnected processes, and to systematically understand the cost implications for implementing the strategies identified within the revised NBSAP

Studies which were conducted as part of the realization of BIOFIN Phase I showed that the fundamental condition for financing improvement for biodiversity conservation is to increase the efficiency of budgetary expenditures.

Significant funds allocated from the budget of Kyrgyzstan, according to the terminology of the WTO, OECD and BIOFIN, are considered as subsidies: "subsidy is the result of government intervention that provides benefits to consumers or producers to enable maintenance of their income or reduction of their costs".

In the Kyrgyz Republic, agriculture is one of the most significant sectors of the economy. Agriculture production is diversified providing inputs used in other sectors, producing food that sustains citizens and providing a leading source of export earnings. The sector is labor-intensive, employing more than 32% of the active population of the country. It makes a significant contribution to economic development of the country representing 14.1% of GDP.

Currently, agriculture is one of the largest subsidized sectors in Kyrgyzstan. At the same time, the sector has increasingly posing a negative impact on biodiversity through the expansion of livestock grazing in the wild (including the lands of the state forest fund and protected areas), pasture overgrazing, irrational use of water, pollution of water and use of chemicals. Many of these stemming from the government subsidies. Obviously potentially negative subsidies, which harm the environment and are very burdensome for the state budget, has long been ineffective in resolving social issues, but rather contributing to a deterioration in the quality of life in the future but also undermine wider government priorities and commitments on Green Economy / Sustainable Development and etc.

Hence, the reforming of potentially negative subsidies to promote green agriculture has been prioritized by the Government, by providing preference to measures guaranteeing conservation and increasing production of agricultural products, positively contributing to environment and encouraging farmers to introduce green or organic farming ways.

¹ Due to the global COVID-19 pandemic, the indicated travels may be subject to cancellation or shifting, based on the agreement with the Certifying officer.

OBJECTIVE

In 2019, BIOFIN has supported an analysis of all subsidies in the Kyrgyz Republic. According to the analysis, the main subsidies in the agricultural sector that may have potential harm on biodiversity are the following:

- irrigation subsidies;
- support for agricultural producers including support through VAT exemption on mineral fertilizers and imports of pesticides;
- subsidizing of interest rates for loans to agricultural producers and exporters;
- cash transfers, tax deductions, preferential requirements for contributions to the Social Fund, etc.

These subsidies were introduced to support farmers. However, they are creating perverse incentives, encouraging activities with harmful environmental and health consequences. Such subsidies do not encourage farmers to switch to green or organic technologies. Hence the overall goal is about measures to effectively eliminate or reform these subsidies with little consequences and impact on social side – keeping in mind interests of most vulnerable groups of the population. In addition, this activity should be accompanied by a well-thought communication strategy explaining to society the costs of harmful agriculture subsidies and the benefits of reversing them.

This assignment is to support with reforming the environmentally harmful agriculture subsidies (government policies) to remove barriers to the introduction of green / organic practices in the sector. The activities shall be implemented in close coordination with the on-going work of UNEP under the Partnership for Action on Green Economy (PAGE) Project on 'Fiscal policy reforms for sustainable, climate-resilient agriculture'.

SCOPE OF WORK

Under the direct supervision of the NRM Advisor/Project Coordinator and in collaboration with the BIOFIN National team and the National Consultant on subsidies, United Nations Environment Programme (UNEP) and Partnership for Action on Green Economy (PAGE) Project and relevant national partners, the Consultant will focus on the following key tasks:

- Develop work plan for implementation of the ToR tasks;
- Support the national team to:
 - deepen the review of the national and international context within the framework of regional and international obligations on reforming agricultural subsidies harmful to the environment and promotion of subsidies with positive benefits;
 - deepen the BIOFIN fast track analysis of the current policy on subsidies in the agriculture sector of the Kyrgyz Republic, including legal, economic, financial and environmental aspects;
 - Conduct Political Economy Analysis, Environmental and Social Impact analysis for the selected subsidies.
- Provide best practice examples in reforming of environmentally harmful subsidies and lessons learnt for the national team. Based on this propose and agree upon with the national team at least 3 scenarios/options, with practical recommendations on phasing out and reforming the harmful subsidies to support the objectives of the national policy on green economy, biodiversity conservation and green agriculture development and the resource efficiency agenda. The proposed options should include the recommended cost compensation measures to protect and support vulnerable businesses and individuals during the transition period for each of the 3 proposed options;
- Assess potential multiple benefits for each of three scenarios for environment and economy, (including budget savings and options to use reallocated resources for greening the subsidies to support the development of organic agriculture);
- Support the national team to present the multiple scenarios for the stakeholders to define the best scenario to reform, green or phase out the selected harmful agricultural subsidies;
- Support the national team with the selected scenario to finalize the detailed cost compensation measures to protect and support vulnerable businesses and individuals during the transition period, if needed;
- Support the national team to conduct the cost and benefit analysis of reforming the selected subsidy/ies;
- Provide an expert contribution to finalization of the communication and advocacy strategy on agriculture subsidy reform in coordination with the BIOFIN and UNEP consultants;
- Present and discuss results at the national workshop with experts and stakeholders;
- Provide inputs to an action plan on reforming the selected subsidy/ies, developed by the national BIOFIN team.

FINAL DELIVERABLES

PRODUCTS	TERMS	PAYMENT STRUCTURE
<p>Interim narrative report with the following attachments:</p> <ul style="list-style-type: none"> - Review of the national and international context within the framework of regional and international obligations on reforming agricultural subsidies harmful to the environment and promotion of subsidies with positive benefits; - Analysis of the current policy on subsidies in the agriculture sector of the Kyrgyz Republic, including legal, economic, financial and environmental aspects with expert contribution; - Report on inputs to the Political Economy Analysis, Environmental and Social Impact analysis for the selected subsidy done in collaboration with the national BIOFIN team; - Analysis of best practices in reforming of environmentally harmful subsidies and the lessons learned; - Descriptive report on proposed 3 scenarios/options, with practical recommendations on phasing out and reforming harmful subsidies; - Back to office Report from the first mission to Bishkek, Kyrgyzstan.² 	<p>within 4 months from contract signing</p>	<p>50%</p>
<p>Final report with the following attachments:</p> <ul style="list-style-type: none"> - Assessment of potential multiple benefits for each of three scenarios for environment and economy, (including budget savings and options to use reallocated resources for greening the subsidies to support the development of organic agriculture); - Finalized the detailed cost compensation measures to protect and support vulnerable businesses and individuals during the transition period when the reform is underway; - Cost and benefit analysis of reforming the selected subsidy/ies; - Report on inputs to the draft communications strategy on agriculture subsidy/ies reform; - Report on inputs to an action plan on reforming the selected subsidy/ies, developed by the national BIOFIN team. 	<p>within 8 months from contract signing</p>	<p>50%</p>

REPORTING REQUIREMENTS

- The Certifying Officer of this assignment from UNDP is the NRM Advisor / Projects Coordinator;
- All information and reports should be provided in both printed and electronic versions in Russian language;
- The Consultant shall be solely liable for the accuracy and reliability of the data provided, links to sources of information used;
- The Consultant will be submitting the reports based on the results achieved to be approved by the NRM Advisor / Projects Coordinator which will serve as justification for payments;
- All materials produced by the Consultant are the property of UNDP and can be used only upon agreement.

QUALIFICATION REQUIREMENTS

- Master's degree in economics/finance/agroeconomics/environmental economics/taxation/public policy/natural resource management/development/environment/any other relevant field;
- Professional experience in natural resource management/ environment or agricultural financing/ reforming fiscal policies;

² Due to the global COVID-19 pandemic, the indicated travels may be subject to cancellation or shifting, based on the agreement with the Certifying officer.

- Professional experience in research/ analysis and/or producing reports with practical recommendations in the area of green economy, including economic policies/ fiscal policies/ agriculture/ environmental economics;
- Fluency in English. Knowledge of Russian is an asset.

TRAVEL REQUIREMENTS

Home-based assignment with two missions to Bishkek, Kyrgyzstan for the total of 14 overnights. Estimated travel dates: 1st mission – within two month after the contract signing (7 overnights) and 2nd mission – within 7 months from the contract signing date (7 overnights).

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

Considering the global COVID-19 pandemic, the indicated travels may be subject to cancellation or shifting, based on the agreement with the Certifying officer.

SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

Contracts based on lump-sum

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables. 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 two breakdowns of this lump sum amount (including travel, per diems, and number of anticipated working days).

Preferred Currency of Offer: United States Dollar (USD)

For local contractors in Kyrgyzstan UNDP shall effect payment in Kyrgyz Som based on the prevailing UN operational rate of exchange on the month of payment. The prevailing UN operational rate of exchange is available for public from the following link: <http://treasury.un.org/operationalrates/OperationalRates.aspx>

UNDP CONTRIBUTION

Given the project coordination and implementation support nature of the assignment, the National Consultant will be provided with the following:

- Project related documentation;
- Contact details of stakeholders;
- Corporate forms and templates;
- Conference facilities at the UNDP PMU office premises for working meetings and while on mission to Bishkek.

ADDITIONAL REQUIREMENTS FOR RECOMMENDED CONTRACTORS

Statement of Medical Fitness for Work

Individual Consultants whose assignments require travel and who are over 65 years of age are required, at their own costs, to undergo a full medical examination including x-rays and obtaining medical clearance from UN-approved doctor, prior to taking up their assignment.

Where there is no UN office nor a UN Medical Doctor present in the location of the Individual Consultant prior to commencing the travel, either for repatriation or duty travel, the Individual Consultant may choose his/her own preferred physician to obtain the required medical clearance.

Inoculations/Vaccinations

Individual Consultants are required to have vaccinations/inoculations when travelling to certain countries, as designated by the UN Medical Director. The cost of required vaccinations/inoculations, when foreseeable, must be included in the financial proposal. Any unforeseeable vaccination/inoculation cost will be reimbursed by UNDP.

SECURITY CLEARANCE

Individual Consultant should undertake the BSAFE training. This requirement applies for all Consultants, attracted individually or through the Employer.

EVALUATION

Offerors will be evaluated based on the methodology of cumulative analysis

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

a) responsive/compliant/acceptable, and

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

Total score=Technical Score + Financial Score

Technical Criteria weight – 70%, 700 scores maximum

Financial Criteria weight – 30%. 300 scores maximum

Only candidates obtaining a minimum of 490 from 700 point in the Technical part of evaluation would be considered for the Financial Evaluation

The lowest technically qualified proposal receives 300 points and all the other technically qualified proposals receive points in inverse proportion according to the formula:

$P=Y*(L/Z)$, where

P =points for the financial proposal being evaluated

Y =maximum number of points for the financial proposal

L = price of the lowest price proposal

Z =price of the proposal being evaluated

The selection of candidates will be done in 3 stages

1st stage: Prior to detailed evaluation, all applications will be thoroughly screened against eligibility criteria (minimum qualification requirements) as set in the present TOR in order to determine whether they are compliant/non-compliant.

Eligibility Criteria	
1	Master's degree in economics/finance/agroeconomics/environmental economics/taxation/public policy/natural resource management/development/environment/any other relevant field

2nd stage: Technical Evaluation of technical proposals – desk review.

Short-listed candidates will be evaluated based on the following criteria:

Criteria	Weight	Max. Point
Technical evaluation	70%	700
Professional experience in natural resource management/ environment or agricultural financing/ reforming fiscal policies; <i>30 points for every year of professional experience in the named spheres, but no more than 300 points in total</i>		300
Professional experience in research/ analysis and/or producing reports with practical recommendations in the area of green economy, including economic policies/ fiscal policies/ agriculture/ environmental economics; <i>50 points for each research/ analysis and/or report in the named areas, but no more than 300 points in total</i>		300
Language skills Fluency in English (required)		50


41 – 50 points - excellent 31 – 40 points - very good 21 - 30 points – good 11 - 20 points – satisfactory 0 – 10 points – poor		
Language skills Knowledge of Russian (advantage) 41 – 50 points - excellent 31 – 40 points - very good 21 - 30 points – good 11 - 20 points – satisfactory 0 – 10 points – poor		50
Only candidates obtaining a minimum of 490 points from 700 points at the Technical Evaluation/Interview would be considered for the Financial Evaluation		
Financial	30%	300

3rd stage: Financial evaluation (according to the method described above)

Only candidates obtaining a minimum of 490 from 700 point in the Technical part of evaluation would be considered for the Financial Evaluation

The candidate achieving the highest cumulative score for both Technical and Financial evaluations will be recommended by the Evaluation Committee for contracting.

Approved by

Project Manager UNDP\GF	Signature	Date
Kumar Kylychev, NRM Advisor		10 April 2020