



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

2020/UNDP-MMR/PN/135

Date: 25 November 2020

Country : MYANMAR
Description of the assignment : International Consultant: Strategic Private Sector Partnership
Type of Contract : Individual Contract (International)
Duty Station : Yangon
Period of assignment/services : December 2020 – May 2021 (55 days)

Proposal should be submitted to (either bids.mm@undp.org or UNDP Jobs website <http://jobs.undp.org>) no later than **17:00 (Myanmar Time), 2 December 2020**. Email submission should state procurement notice number **(2020/UNDP-MMR/PN/135)** in the subject line.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail mmr.procurement@undp.org, (3) days before the deadline for submission of proposal. Procurement Unit will response in written 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.

1. 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.

With its political, economic, and administrative reforms initiated in 2011, the government fostered growth by introducing market-oriented economic principles and attracting foreign direct investment and foreign businesses. Between 2010 and 2015, foreign direct investment quadrupled, and corporate governance, transparency and business integrity have started to improve. The private sector became an essential player in the democratic and market-oriented transition in Myanmar. In

addition, as Myanmar continues to liberalize, investors and market players reward good corporate governance, transparency, and business integrity as they reduce the risk of investing in Myanmar.

In line, UNDP Myanmar is also concretely exploring how to work differently to scale up its impact on the SDGs by supporting to create an enabling environment for private sector engagement in ADG financing and forging of new private sector partnerships in 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.

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

For detailed information, please see Terms of Reference attached.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

For detailed information, please see Terms of Reference attached.

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)
- b) Personal **CV/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)
- c) **Brief /Cover letter** 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;
- d) **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided.

**** Consultant/Contractor whose assignment require travel and who are over 65 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 break down 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.

Travel

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 shall be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

6. EVALUATION

The following criteria shall serve as basis for evaluating offers:

Combined Scoring Method:

- Where the qualifications and methodology will be weighted a maximum of 70% and combined with the price offer which will be weighted a maximum of 30%

Technical Evaluation of Proposals:

- All applications comprising the information/documentation provided will be evaluated to ascertain the suitability of the applicants to carry out the assignment. Candidates who obtain the minimum of 49 points of the full mark (70 points) will be considered technically compliant and their financial evaluations will be evaluated thereafter. Applications will be scored as per the following breakdown (Total 70 points):

Criteria	Points (total: 70 points)
Relevance of education	10
Around 7-10 years of relevant work experience particularly in the ASEAN region with a demonstrated track record of successful engagement with the private sector, CSR vis-a-vis SDGs and financing issues	15
A solid understanding of the SDGs and ongoing innovative programming and financing in partnership with the private sector with special reference to UN agencies	15
Prior work experience with UNDP	10
Prior experience of working on the private sector in Myanmar would be an asset	10
Advanced IT skills, excellent analytical, report writing and presentation skills	10

Financial Evaluation of Proposals:

- The financial proposals of all the applicants who pass the technical evaluation will be scored. 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. $[30 \text{ Points}] \times [\text{USD lowest}] / [\text{USD other}] = \text{points for other}$

proposer's fees. The contract shall be awarded to the applicant who receives the highest cumulative score.

ANNEXES

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- GENERAL CONDITIONS OF CONTRACT

ANNEX 3- P-11 for ICs

ANNEX 4- Template for Confirmation of interest and Submission of Financial Proposal