



TERMS OF REFERENCE

Assignment Title	Lead Author/Team Lead- National HDR, Myanmar
Contracting Unit	Strategic Management Unit
Type of Contract	Individual Contract (International Consultant)
Contract Period	100 Days over 1 January 2021 – 30 June 2021 (Phase 1)
Location	Yangon and Homebased
Country	Myanmar

Background and Context

The Global Human Development Report and the its more country-focused counterpart- the National Human Development Reports (NHDR)- are flagship UNDP publications produced regularly to address topics relevant to a country's development trajectory and are aimed at providing policy recommendations and generating public discourse around the topic.

It is expected that Myanmar will move towards developing its first ever NHDR in the 2021/22 period, focusing on basic and enhanced capabilities- a concept introduced in the Global HDR 2019. Basic capabilities refer to basic means for living such as primary education or primary health care or ownership of mobile phone, whereas enhanced capabilities refer to higher level of capabilities, say, access to tertiary education or improved medical facility, or high-speed internet connectivity.

Covid-19 reinforced the significance of enhanced capabilities as difference in such capabilities across population groups can create a yawning gap in human development outcomes when a shock hit. The difference in enhanced capability makes the impact of Covid-19 on poor disproportionately higher. For example, those who have tertiary level of education and access to broadband width, they can continue working in other arrangements and thus continue earning, whereas those that lack these capabilities cannot.

Against the above backdrop, the report will take a fresh look at differences in basic and enhanced capabilities using a framework that goes beyond income. It will investigate various factors affect different groups in various states and regions of Myanmar. It will explore constraints and barriers that prohibit poor and vulnerable to build such capabilities, and how state can help address to

improve the access to make them relevant and enable them to harness their potential to maximum extent.

Duties and Responsibilities

In close collaboration with the UNDP Management and Country Office NHDR Focal Point and in consultation with the NHDR advisory group and the peer review group, the Lead Author/Team Leader in Phase 1 of the NHDR development process will:

- Develop and finalize the draft Concept Note for NHDR 2021/22
- Attend stakeholder meetings, organized by UNDP Myanmar to present the Concept and receive feedback and recommendations
- Develop NHDR outline and detailed workplan
- Identify the background papers to be developed
- Recruit team of experts
- Lead and coordinate the report writing process,

Expected Deliverables (Phase 1):

	Deliverables	Delivery Date
1	Finalized NHDR Concept	December 30, 2020
2	NHDR 2021/22 outline and workplan Identify Background papers	February 15, 2021
3	Recruit Team of experts Completed background papers	TBD (based on Government approval)
4	Lead and Coordinate report writing process	TBD

Competencies

Corporate Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- Demonstrates a passion and energy for development projects;
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favoritism.

Functional Competencies:

- Demonstrates substantive and technical knowledge to meet responsibilities and position requirements;

- Participates effectively in a team-based, information-sharing environment, collaborates and cooperates with others;
- Generates ideas and innovative, practical solutions and seizes opportunities to support strategic objectives;
- Excellent ability to write and communicate orally with accuracy and professionalism;
- Proven ability to work within the set time frames on multiple activities and tasks concurrently

Skills and Experience

Education:

- Masters degree in social sciences at the minimum, Phd is an asset

Experience:

- At least ten years of experience in issues related to sustainable human development context with a focus on inequalities;
- Proven ability to undertake professional research using both quantitative and qualitative methods and experience with the development of composite indices;
- Proven analytical skills and ability to write concisely and clearly and to deliver on time;
- Proven credentials in project design, methodology design, and conducting assessments;
- Proven communication and advocacy skills, and ability to work in an environment requiring liaison and collaboration with multiple actors including government representatives, donors and other stakeholders;
- Relevant knowledge and experience in the region;

Languages Requirements

- Excellent writing, editing, and oral communication skills in English

Other Requirements

- Familiarity with UNDP and UN system policies, including Human Development Reports
- In-depth knowledge on relevant development issues and ability to advocate and provide policy advice;
- Ability to lead teams effectively

Evaluation Process

Candidates will be reviewed through a desk review based on required skills and experience as elaborated in the TOR. The award of the contract will be made to the candidate with the highest score out of the pre-determined set of weighted technical and financial criteria specific to the position. The technical criteria weights 70% and financial criteria 30%.

Technical evaluation

Summary of Technical Evaluation (max 70 points)		Points Obtainable
1.	Education	15
2.	Experience, capacity and expertise	30
3.	Regional experience and knowledge of the Myanmar context	15
4.	Language, editing and communication	10
	Total	70

Section 1. Education		Points obtainable
1.1	Relevant academic qualification	15
Total Section 1		15

Section 2. Experience, capacity and expertise		Points obtainable
2.1	Experience in issues related to sustainable human development context with a focus on inequalities;	4
2.2	Ability to undertake professional research using both quantitative and qualitative methods and experience with the development of composite indices;	4
2.3	Analytical skills and ability to write concisely and clearly and to deliver on time	4
2.4	Credentials in project design, methodology design, and conducting assessments	4

2.5	communication and advocacy skills, and ability to work in an environment requiring liaison and collaboration with multiple actors including government representatives, donors and other stakeholders;	4
2.6	Familiarity with UNDP and UN system policies, including Human Development Reports	4
2.7	In-depth knowledge on relevant development issues and ability to advocate and provide policy advice;	3
2.8	Ability to lead teams effectively	3
Total Section 2		30

Section 3. Regional experience and knowledge of the Myanmar context		Points obtainable
3.1	Relevant knowledge and experience in the region	7
3.2	Relevant knowledge and experience of the Myanmar context	8
Total Section 3		15

Section 4. Language, editing and communication		Points obtainable
4.1	Writing, editing, and oral communication skills in English	5
4.2	Communication and advocacy skills, and ability to work in an environment requiring liaison and collaboration with multiple actors including government representatives, donors and other stakeholders	5
Total Section 4		10

Only candidates obtaining a minimum of 49 points (70% of the total technical points) shall be considered for the financial evaluation.

Financial evaluation

The maximum number of points assigned to the financial proposal is allocated to the lowest price proposal. Other candidates receive points in inverse proportion (30 – 20 – 10).