



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE
(Re-advertisement)

2020/UNDP-MMR/PN/148

Date: 28 December 2020

Country : MYANMAR
Description of the assignment : Individual Contractor – Corruption Risk Assessment in the Education sector
Type of Contract : Individual Contract (International)
Duty Station : Yangon with travel in Myanmar
Period of assignment/services : 38 working days between 5th January to 28 February 2021

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), 4 January 2021. Email submission should state procurement notice number (2020/UNDP-MMR/PN/148) 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

UNODC, as guardian of the United Nations Convention Against Corruption (UNCAC) and secretariat to the Conference of the States Parties to the Convention, has the mandate to provide support and technical assistance to States parties to effectively implement the Convention. The backbone for UNODC anti-corruption work is the normative framework provided by UNCAC.

The UNODC Country Programme for Myanmar consists of five Sub-programmes addressing drugs and crime in Myanmar, including Sub-programme 2: Anti-Corruption.

Under this Sub-programme, UNODC supports Myanmar to more effectively prevent, raise awareness of, detect, investigate and prosecute corruption including through:

- Improved legal and policy environment to support the Government anti-corruption efforts in line with international standards,

- Enhanced institutional capacity to prevent, raise awareness of, detect, investigate and prosecute corruption
- Improved the capacity of private sector and civil society organizations to prevent and contribute to combating corruption

Corruption is widespread in Myanmar, and this has significant negative effects on its development. In response, the President Win Myint carried over from his predecessor the fight against corruption as a national priority. Despite Myanmar's gradual improvement in corruption rankings, it still ranks as one of the most corrupt Association of Southeast Asian Nations (ASEAN) countries. Although progress in combating corruption has been made in some areas, there is much still to be done.

Prevention of corruption has been at the forefront of action against corruption in the country with the creation of Corruption Prevention Units in the GoM. In December 2018, the Government of Myanmar approved the creation of Corruption Prevention Units (CPUs) in Union Ministries. 22 line Ministries and Central Offices formed CPUs, that have three roles to play: 1) conduct awareness raising on corruption, 2) conduct corruption-related enquiries, and 3) conduct corruption risk assessment (CRA).

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 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;
- 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.

Financial proposal form is attached to Letter of Confirmation of Interest and Availability.

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.

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. $[30 \text{ Points}] \times [\text{USD lowest}] / [\text{USD other}] = \text{points for other proposer's fees}$.

Applications will be scored as per the following breakdown

- Relevance of education – Max 10 points
- Experience in in the area of of education and/or compliance - Max 10 Points
- Good understanding of the legislative framework of Union of Myanmar - understanding of the legislative framework that regulates education sector – Max 10 Points
- Experience working or providing support to an education service - Max 10 Points
- Experience conducting research – Max 10 points
- Up-to-date knowledge and practical experience of UN Programmes, policies, guidelines and procedures – Max 10 points
- Experience with an international organization in Southeast Asia and/or South Asia and developing country context - Max 10 points

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