



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 30 April 2021

REF No.: IC/009/21

Country: Uzbekistan

Description of the assignment: International Consultant/Evaluator for Terminal Evaluation of UNDP/AF Project “Developing climate resilience of farming communities in the drought prone parts of Uzbekistan”

Project name: Developing climate resilience of farming communities in the drought prone parts of Uzbekistan

Period of assignment/services (if applicable): 30 working days during May -30 September 2021 (part-time and home based)

Application Process:

Interested candidates need to apply online at www.jobs.undp.org and upload requested documents in Part 4 of Procurement Notice **no later than 14 May, 2021** (New York time). **Please combine all your documents into one (1) single PDF document as the system only allows to upload maximum one document. Your on-line applications submission will be acknowledged to your email address provided in application.** If you do not receive an e-mail acknowledgement within 24 hours of submission, your application may not have been received. In such cases, please resubmit the application, if necessary. Link to application at the UNDP Job Site – https://jobs.undp.org/cj_view_job.cfm?cur_job_id=98786 (cut and paste into browser address bar if the link does not work).

You can review detailed Procurement Notice, Terms of Reference and download templates from the UNDP Procurement Notices Site following the link http://procurement-notices.undp.org/view_notice.cfm?notice_id=78074 (cut and paste into browser address bar if the link does not work).

Application submitted via email, incomplete applications or received after the closing date (**14 May, 2021**) will not be given consideration.

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Requests for clarification must be sent in writing to pu.uz@undp.org, ensuring that the reference number above is included in the subject line. UNDP shall endeavor to provide such responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Proposals, unless UNDP deems that such an extension is justified and necessary.

1. BACKGROUND

The frequent occurrence of drought, an overall trend of aridification and projected drying of Uzbekistan's poorest region, Karakalpakstan, places serious strains on water availability, causes a decline in land productivity and in turn in the ability of rural population to withstand the current and future impacts of climate change. Adaptation measures are increasing and becoming more integrated within wider policy frameworks. Integration, while it remains a challenge, streamlines the adaptation planning and decision-making process and embeds climate sensitive thinking in existing and new institutions and organizations. This helps avoid mismatches with the objectives of development planning, facilitates the blending of multiple funding streams and reduces the possibility of maladaptive actions.

The overall project **objective** is to develop climate resilience of farming and pastoral communities in the drought prone parts of Uzbekistan, specifically Karakalpakstan to address adaptation needs arising when the anticipated risks or experienced impacts of climate change require action to ensure the safety of population and the security of assets.

With a view to achieving this objective, the following interconnected **outcomes** will be achieved:

1. The institutional and technical capacity for drought management and early warning developed
2. Climate resilient farming practices established on subsistence dekhkan farms
3. Landscape level adaptation measures for soil conservation and moisture retention improves climate resilience of over 1,000,000 ha of land
4. Knowledge of climate resilient agricultural and pastoral production systems in arid lands generated and widely available

The project offices are located in Tashkent, Uzbekistan within the national partner agency, i.e. the Center of Hydrometeorological Services under the cabinet of Ministers of the Republic of Uzbekistan (Uzhydromet); and in Nukus, Karakalpakstan, as the pilot region. Project implements its adaptation activities in the six pilot districts - Kegeili, Kanlikul, Chimbay, Takhtakupir, Muynak and Bozatau – as the most vulnerable to climate change impacts in Karakalpakstan.

The project duration is 6 years (May 2014 – November May 2021) with the total budget of USD5,190,878 (USD4,990,878 of Adaptation Fund and USD200,000 of UNDP).

The project helps the central, regional and local governments and vulnerable farmers and pastoralists to withstand the current and future impacts of climate change: aridification and projected drying of this region that places serious strains on water availability resulting in a decline in land productivity. Considering the key messages of the recent online Climate Adaptation Summit (25-26 January, 2021), the focus of this decade will be on delivering adaptation action agenda.

COVID-19 related note:

The COVID-19 pandemic has significantly slowed or contracted economic growth for most countries globally and halted, or in some cases significantly reversed, progress on the 2030 Agenda for Sustainable Development. Uzbekistan's GDP growth in 2020 was suboptimal and poverty levels increased for the first time in two decades as a result of impact of the COVID-19 crisis.

The project beneficiaries are rural communities living in Karakalpakstan, which is located in the Aral Sea

region. They are the most vulnerable to climate change impacts combined with environmental disaster of Aral Sea drying and currently aggravated by COVID-19 outbreak in Uzbekistan. COVID-19 lockdown impacts their agricultural and livestock income generation activities due to the strict requirements aimed to mitigation of the pandemic impacts. As it is already recognized by the Government, COVID19 impacts result in increased unemployment and poverty, decrease of economy development paces and increased demand for social protection needs as well as health protection and urgent pandemic response measures. In this regard, it is obvious that adaptation activities implemented by the project become even much relevant and important to mitigate the COVID19 adverse impacts through reducing/avoiding climate change related losses/damages (through use of best adaptation practices) and will contribute to environment benefits (rehabilitation of pastures and degraded lands) as well as will be instrumental for the post-COVID19 recovery period of the Aral Sea region.

On March 14, 111 new coronavirus cases were recorded in Uzbekistan – unexpectedly high in recent months. In 6 April 2021, the cases of the confirmed coronavirus cases demonstrated increase and surpass 84,322 ths in Uzbekistan with the confirmed death reached 634 (see at <https://www.worldometers.info/coronavirus/country/uzbekistan/>). Tashkent (capital) still leads in the number of infected people but cases are identified again in all regions in Uzbekistan. The vaccination under the national program has started since 3 April but only 1.25% of the total of over 20 mln of population to be vaccinated per the national programme as of 15 April 2021. In Uzbekistan, citizens are obliged to wear medical masks and take other precautions (social distance, disinfection). Starting March 25, 2021 foreigners entering the republic should present a PCR test certificate issued exclusively by laboratories recognized by the Sanitary and Epidemiological Service of Uzbekistan.

Having approached to the closing phase, the project is herewith planning to hire an International Consultant/Evaluator for Terminal Evaluation of the current project.

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

For detailed information, please refer to Annex 1 – Terms of Reference for International Consultant

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- Master's degree in climate science (adaptation), environment protection, natural resources management or other closely related field;

II. Years of experience:

- Relevant experience with results-based management evaluation methodologies;
- Experience applying SMART indicators and reconstructing or validating baseline scenarios;
- Competence in adaptive management, as applied to climate change adaptation;
- Experience in evaluating projects;

- Experience working in Central Asian countries;
- Experience in relevant technical areas for at least 10 years;
- Demonstrated understanding of issues related to gender and climate change adaptation; experience in gender responsive evaluation and analysis;
- Excellent communication skills;
- Demonstrable analytical skills;
- Project evaluation/review experience within United Nations system will be considered an asset;
- Experience with implementing evaluations remotely will be considered an asset.

III. Competencies:

- Good understanding of climate science (adaptation), environment protection, natural resources management or other closely related field;
- Excellent analytical and interpersonal skills including oral and written communication;
- Demonstrated programme management skills including; results-based orientation, preparation of work plans, monitoring and evaluation and leading cross-cultural teams;
- Previous experience in performing a similar role in UNDP would be an advantage;

IV. Language requirements:

- Fluency in written and spoken English.
- Knowledge of Russian and Uzbek will be considered an asset;

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal:

- (i) **Letter of Confirmation of Interest and Availability** using the template provided by UNDP (Annex 3);
- (ii) **CV** with indication of the e-mail and phone contact or Personal History Form (P11 form), but successful consultant will be requested to submit filled in and signed a [Personal History Form \(P11 form\)](#) before contract issuance
- (iii) Provide a detailed **Action plan/methodology** on how they will approach and conduct the work (max. two pages or 4000 characters with spaces and enters)

2. Financial proposal that indicates the all-inclusive fixed total contract price and all other travel related costs (such as flight ticket, per diem, etc), supported by a breakdown of costs, as per template attached to the Letter of Confirmation of Interest template. If an applicant 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 applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial

proposal submitted to UNDP (Annex 3).

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5. FINANCIAL PROPOSAL

Lump sum contracts

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). 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 a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

- 20% payment upon satisfactory delivery of the final TE Inception Report and approval by the Commissioning Unit
- 40% payment upon satisfactory delivery of the draft TE report to the Commissioning Unit
- 40% payment upon satisfactory delivery of the final TE report and approval by the Commissioning Unit and RTA (via signatures on the TE Report Clearance Form) and delivery of completed TE Audit Trail

Criteria for issuing the final payment of 40%¹:

- The final TE report includes all requirements outlined in the TE TOR and is in accordance with the TE guidance.
- The final TE report is clearly written, logically organized, and is specific for this project (i.e. text has not been cut & pasted from other TE reports).
- The Audit Trail includes responses to and justification for each comment listed.

In line with the UNDP's financial regulations, when determined by the Commissioning Unit and/or the consultant that a deliverable or service cannot be satisfactorily completed due to the impact of COVID-19 and limitations to the TE, that deliverable or service will not be paid.

Due to the current COVID-19 situation and its implications, a partial payment may be considered if the

¹ The Commissioning Unit is obligated to issue payments to the TE team as soon as the terms under the ToR are fulfilled. If there is an ongoing discussion regarding the quality and completeness of the final deliverables that cannot be resolved between the Commissioning Unit and the TE team, the Regional M&E Advisor and Vertical Fund Directorate will be consulted. If needed, the Commissioning Unit's senior management, Procurement Services Unit and Legal Support Office will be notified as well so that a decision can be made about whether or not to withhold payment of any amounts that may be due to the evaluator(s), suspend or terminate the contract and/or remove the individual contractor from any applicable rosters. See the UNDP Individual Contract Policy for further details:

https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Individual%20Contract_Individual%20Contract%20Policy.docx&action=default

consultant invested time towards the deliverable but was unable to complete to circumstances beyond his/her control.

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 should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

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.

6. EVALUATION

Cumulative analysis

When using this weighted scoring method, the award of the contract should be made to the individual consultant 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.

* Technical Criteria weight; [55 points]

* Interview Criteria weight; [15 points]

* Financial Criteria weight; [30 points]

Only candidates obtaining a minimum of 49 points for Technical evaluation would be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<u>Technical</u>		
<i>Master's degree in climate science (adaptation), environment protection, natural resources management or other closely related field</i>	5%	5
<i>Experience in relevant technical areas for at least 10 years</i>	10%	10
<i>Relevant experience with results-based management evaluation methodologies</i>	10%	10
<i>Competence in adaptive management, as applied to climate change adaptation</i>	5%	10
<i>Experience in evaluating projects</i>	10%	10
<i>Experience working in Central Asian countries</i>	5%	5
<i>Demonstrated understanding of issues related to gender and climate change adaptation; experience in gender responsive evaluation and analysis</i>	5%	5
<i>Fluency in written and spoken English. Knowledge of Russian will be considered an asset</i>	5%	5

Brief description of why the individual considers him/herself as the most suitable for the assignment, and a <u>proposed methodology</u> on how they will approach and complete the assignment; (max 1 page)	15%	15
<u>Financial offer</u>	30%	30

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS (available at <http://www.undp.org/content/dam/undp/documents/procurement/documents/IC%20-%20General%20Conditions.pdf>)

ANNEX 3- [OFFEROR'S LETTER TO UNDP](#) CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT AND FINANCIAL SUBMISSION FORM (BREAKDOWN OF COSTS SUPPORTING THE ALL-INCLUSIVE FINANCIAL PROPOSAL