



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 30 April 2021

REF No.: IC/010/21

Country: Uzbekistan

Description of the assignment: International Consultant / **Advisor on introduction of sustainable/green bonds**

Project name: Financing for sustainable development

Period of assignment/services (if applicable): 44 working/days (2 days/week (22 weeks)) during May - December 2021 (part-time and home based)

Application Process:

To apply, interested individuals should upload the **combined**¹ *Technical Proposal/Methodology* (if applicable), CV and *Offeror's Letter* to "UNDP Jobs" by navigating to the link below and by clicking "APPLY NOW", no later than the date indicated on the "UNDP Jobs" website:

UNDP Job Site – https://jobs.undp.org/cj_view_job.cfm?cur_job_id=98794 (cut and paste into browser address bar if the link does not work).

NOTE: The *Financial Proposal* should not be uploaded to "UNDP Jobs". The password protected *Financial Proposal* should be submitted to bids.uz@undp.org on or before the deadline indicated on the "UNDP Jobs" website. Please include in the subject of email message the following reference:

"IC/010/21 – Financial Proposal".

Failure to submit the *Financial Proposal* by the deadline or without reference to the subject above will result in disqualification. ONLY if requested by the Procurement Unit, password to the Financial Proposal should be shared within 24 hours from the date of such request.

Incomplete applications or applications received after the closing date (**14th May 2021**) will not be given consideration.

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=78092 (cut and paste into browser address bar if the link does not work).

¹ PLEASE NOTE: Online submission tool allows uploading only one (1) file, hence you are required to submit your *Technical Proposal/Methodology* along with your CV and *Offeror's Letter* as one combined document in .pdf.

For more detailed information about UNDP Uzbekistan please visit our website at www.uz.undp.org UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Balance in Manage Policy promotes achievement of gender balance among its staff at all levels.

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 Sustainable Development Goals (SDGs) are the most ambitious collective development endeavor attempted, requiring the world to equally ensure social governance, economic inclusion, and environmental protection by 2030. Financing the 2030 Agenda in developing countries is demanding up to \$2.5 trillion annually. Since the adoption of the SDGs, there are major efforts on innovative development financing, including green finance, social bond, impact investment integrating the environmental, social and governance (ESG) criteria etc.

UNDP is embarking on expanding its support to the GoU to address this development challenge of lack of financing and incentive for financing for SDGs especially in the light of the COVID-19 and the continuous pressure on the main financial flows, including State Budget, remittances, foreign investments, that support sustainable development. The growth of bond markets provides increasing opportunities to achieve SDGs by financing implementation social and green projects. UNDP is increasingly supporting the Government in establishing an enabling environment, governance mechanisms, monitoring and evaluation framework for Eurobonds, Islamic bonds, green bonds etc.

In November 2020 the Republic of Uzbekistan issued Eurobonds with a 3-year 14.5% UZS 2 trillion tranche, the equivalent of approximately \$200mnUSD. The proceeds from the Transaction are anticipated to enable several development projects including the construction of schools, health institutions, potable water and sewage pipelines and road infrastructure. In addition, the Transaction intends to fund social welfare programs to support women, children and those who are unemployed.

Understanding the importance of ensuring improved transparency and accountability over the use of proceeds and to the necessity to enhance performance and impact of public borrowing, and considering UNDP's global experience in integrating sustainability considerations in the public borrowing process and in providing technical support to the Governments globally on SDG-aligned sovereign bond issuance, the Ministry of Finance and the UNDP have agreed to collaborate in this area.

2. FUNCTIONS/ SCOPE OF WORK

The key focus of the Advisor is to initiate and technically lead the development of an overarching bond issuance framework as well as a monitoring and reporting framework for SDG Eurobonds. The advisor is to substantively advise and provide technical leadership to implementation of different outputs of the joint initiatives with the Ministry of Finance. The consultant is to ensure advocacy coherence, identify entry points for the greatest

synergies and strengthen the overall approach to collaborate essential stakeholders for formulation and implementation of SDG framework under the direction of UNDP country office.

Overall Work Responsibilities

- a) Provide technical expertise to establish and operationalize the SDG Bond Impact Monitoring and Assessment Framework.
- b) Develop SOPs for project selection, data collection processes, impact measurement approaches and report writing.
- c) Work with research initiation, think tank and other relevant stakeholders to endorse and adapt the impact assessment and reporting frameworks developed.
- d) Support in institutional strengthening and capacity building by conducting trainings on data collection for line ministries, workshops on report writing, capacity assessment and capacity building plans for the stakeholders.
- e) Analyze the content of different reports and international standards related to sustainable development to provide recommendations on the structure, principles and contents of the Annual impact report.
- f) Analyze public information available that relates to eligible expenses of the Sovereign Bond to provide effective support in the preparation of the Annual impact report.
- g) Mapping of different data sources relevant to the development of the Annual impact report.
- h) Preparation of the draft Annual impact report.
- i) Preparation of the final report that will include short and medium-term recommendations for future editions of the report.
- j) Preparation of knowledge materials for the dissemination of the collaboration experience.

3. DELIVERABLES AND DEADLINES

The following deliverables and indicative schedule are expected from the consultancy contract. Exact dates of beginning and completion stages as well as scope of works for each phase can be corrected by the Programme Manager based on reasonable justification by the consultant. The UNDP reserves the right, if necessary, to amend the terms of reference of a consultant on a written agreement. The final schedule will be agreed upon in the beginning of consultancy assignment.

#	Deliverables	Timeframe	Payment
1	<ul style="list-style-type: none"> • SDG Bond Impact Monitoring and Assessment Framework and the methodology developed. • Draft Standard Operational Procedures and standards for project selection, data collection processes, impact measurement approaches and report writing developed. 	31 July 2021	1 st installment (25%)
2	<ul style="list-style-type: none"> • Capacity assessment and capacity building plans for line ministries (on data collection, workshops on report writing) and stakeholders 	31 August 2021	2 nd installment (25%)

	<ul style="list-style-type: none"> Capacity building activities conducted including the trainings on data collection for line ministries, workshops on report writing, capacity assessment and capacity building plans for the stakeholders. 		
3	<ul style="list-style-type: none"> Draft SDG bonds annual report 	30 November	3 rd installment (25%)
	<ul style="list-style-type: none"> Final SDG bonds annual report and Final Standard Operational Procedures 	30 December	4th installment (25%)
<p>Payment will be disbursed in four installments upon timely submission of respective deliverables, approval of deliverables and certification by the Programme Manager and Inclusive Growth Cluster Lead that the services have been satisfactory performed.</p>			

4. LOCATION OF WORK

The selected consultant will be home based.

5. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education:	At least a Master's degree in the field of Finance, Economics, Development Economics, Public Policies, Social Policies, Development Studies or other relevant fields
Years of Experience:	<ul style="list-style-type: none"> At least 10 years of experience in finance and in high-quality policy advisory roles, including in areas such as capital market, fiscal policy, private and financial sector development, financial analysis and advisory roles, including on issues of political economy, human development; Strong analytical and advisory capacity, including the ability to analyze and advise innovative financial solutions, including Islamic finance; Excellent writing skills required, as demonstrated by previous research/analytical reports on relevant topics. Excellent communication (spoken and written) skills, including the ability to draft/edit a variety of written reports and communications and to articulate ideas in a clear, concise style Ability to lead consultations with senior government officials required. Previous experience with a development partner or government will be an asset;
Language Requirements:	Fluency in English (written and spoken), and an ability to summarize and present information. Knowledge of Russian is an asset
Competencies:	<ul style="list-style-type: none"> Strong data collection, communication, analytical, research, and writing skills; Client-orientation and excellent interpersonal and cross-cultural communication skills; Ability to use information and communication technology as a tool and resource;

6. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

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

1. **Letter of Confirmation of Interest and Availability** using the template provided by UNDP (Annex III);
2. **CV** with indication of the e-mail and phone contact, but successful consultant will be requested to submit filled in and signed a **Personal History Form** (P11 form) before contract issuance
3. **Brief description of approach to work/technical proposal** of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page)
4. **Financial Proposal** – specifying a total lump sum amount for the tasks specified in this announcement. The financial proposal shall include a breakdown of this lump sum amount (number of anticipated working days, travel, daily subsistence allowance and any other possible costs), using template provided.

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7. FINANCIAL PROPOSAL

The financial proposal shall specify a total lump sum amount. Payment will be made in lump sum in two installments upon completion of the tasks/works indicated in the TOR and their acceptance by the Project Manager and Sustainable Development Cluster, UNDP Uzbekistan as well as submission of payment documents (PEF, CFP, etc.). 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).

Travel:

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel including visa cost. In general, UNDP does 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.

8. EVALUATION

Evaluation of the offers will be arranged according to Cumulative analysis.

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

a) responsive/compliant/acceptable

b) having received the highest score out of the set of weighted technical and financial criteria specific to the solicitation.

** Technical Criteria weight – 70%*

* Financial Criteria weight – 30%

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

Criteria	Weight	Max. Point
<u>Technical</u>	70%	70
• Education and Language skills	10%	10
• Proven working experience in application of the Development Finance Assessment analytical framework	30%	20
• Proven experience with development of terms of references for priority reforms financing for development	15%	15
• Proven experience in integrating financial framework in long term national development strategies	15%	15
<u>Financial</u>	30%	30

9. ANNEXES

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)