



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

**Date: 18<sup>th</sup> June 2021**  
**Ref: UNDP-IC-2021-213**  
**JTN # 15203**

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**Country:** Pakistan

**Description of the assignment:** Individual Consultant Private Sector Partnerships for Green Jobs Advisor

**Project name:** Youth Empowerment Programme/ Crisis Prevention and Recovery Unit (CPRU)

**Period of assignment/services (if applicable):** 40 working days until December 2021

**Location:** Remote, Home based.

Please submit your Technical and Financial proposals through email only at; [bids.pk@undp.org](mailto:bids.pk@undp.org) no later than **2<sup>nd</sup> July 2021 at 12:30 PM PST**

**Kindly write the following in email subject line.**

**“UNDP-IC-2021-213 Individual Consultant Private Sector Partnerships for Green Jobs Advisor”.**

**Important note for email submissions:** Please put “UNDP-IC-2021-213” in the subject line. Further, our system will not accept emails those are more than 30 MB size. If required, segregate your emails to accommodate email data restrictions. For segregated emails please use sequence of emails like Email 1, Email 2 .... in the subject line. For attachment purposes please only use MS Word, Excel, Power Point or PDF formats.

If you request additional information, please write to [pakistan.procurement.info@undp.org](mailto:pakistan.procurement.info@undp.org). The team will provide necessary information within due date. However, any delay in providing such information will not be considered a reason for extending the submission date of your proposal. All/any query regarding the submission of the proposal may be sent prior to the deadline at the e-mail/address mentioned above.

## 1. BACKGROUND

COVID-19 has accelerated the urgency to address the climate emergency due to unsustainable economic practices. Pakistan has an opportunity to transform this crisis into an opportunity to invest in accelerating its transition to a cleaner and equitable future, leaving no one behind. It is proposed that investments should be made in green jobs as it is the future and key to transitioning to a green economy.

Before COVID-19, Pakistan's economy was suffering already: the estimated unemployment rate was 4.20% in 2018; the youth unemployment rate was significantly higher at 7.95% in 2018 and around 9.1% for women. With the environment and climate change, Pakistan is considered 8th most vulnerable to the impacts of climate change according to GermanWatch Climate Risk Index report. However, in recent years, Pakistan has launched multiple plans and projects to build country's resilience and in 2020 Pakistan was among few countries to have achieved SDG 13. Building on this momentum, the Prime Minister is committed to creating green jobs as part of his priority to create 1 million new jobs. COVID-19 Green Stimulus package by the Ministry of Climate Change was launched to respond to the economic recession caused by the pandemic lockdowns, which focused on green job creation and restoration of natural ecosystems. UNDP has already supported several climate change efforts in plastics and waste management, water management and natural resource management, as have many development partners. Now, UNDP is interested in taking the agenda of green jobs forward along with the government.

At the national level interest and momentum exists, but efforts are disjointed and sometimes short-lived: there is no National guiding roadmap or coordination platform for partners seeking to promote green jobs. A lack of policy and institutional capacity among key government departments and a lack of awareness and technical, legal and financial means and expertise in the private sector (beyond large Multi-National Companies) all continue to limit the creation of green jobs en masse. If green jobs are indeed to become a priority National Agenda, then a systemic boost is required to transition into a Green Economy which promotes green jobs and significant investments by government, private sector and enterprises, thus contributing to the government's goal to create 1 million new jobs.

UNDP's Youth Empowerment Programme (YEP) is aimed at reducing young people's vulnerability to involvement in anti-social behavior through a range of interventions aimed at creating opportunities for knowledge, skills and leadership development; active citizen and policy engagement; and economic empowerment as means and ends to sustaining peace in Pakistan. Under the recent funds allocated by the regional office, YEP aims to create an enabling environment for green job creation, develop a gender-responsive National Roadmap for Future Green jobs with the government of Pakistan, National Commission for the Status of Women and the provincial women departments, private sector and local entrepreneurs. It will explore green job opportunities in both traditional (textile/agriculture) and non-traditional (research & design/energy/wider manufacturing/construction) sector for women while pushing the boundaries of inclusion by including training/awareness and technical assistance to employers to work towards increasingly safe, accessible, respectful and inclusive workplaces, especially for women, which will, in turn, increase the willingness of women (and families to allow/encourage their wives, mothers, sisters and daughters) to join these workplaces. A portfolio of experiments will be developed to assess green jobs' impact on the economy and environment, particularly for women and excluded groups.

Under the guidance of Programme Manager, YEP, the climate change private sector consultant will help in building lasting partnership with the private sector to implement various climate change related interventions such as tree plantation drives, urban forestry, water recycling, capacity development and training on green jobs, research analysis and learning.

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

UNDP's Youth Empowerment Programme (YEP) is aimed at reducing young people's vulnerability to involvement in anti-social behavior through a range of interventions aimed at creating opportunities for knowledge, skills and leadership development; active citizen and policy engagement; and economic empowerment as means and ends to sustaining peace in Pakistan. Under the recent funds allocated by the regional office, YEP aims to create an enabling environment for green job creation. It will leverage over 200 private sector partners to facilitate 10,000 green jobs and build a public-private platform to catalyze national green jobs efforts and ultimately reduce unemployment and improve Pakistan's resilience to climate change. Against this background, the consultant will help build lasting partnerships with the private sector to promote green jobs and greening of core business practices.

The Youth Empowerment Programme is engaging an individual consultant to help forge partnerships with large and small high growth private sector businesses for promotion of climate change related interventions as agreed with the Youth Empowerment Programme:

The consultant will work to develop the following deliverables during the specified time:

- Identify at least 200 private sector companies with climate change as a core business strategy or is an integral part of its social responsibility in line with the Green Jobs project objectives.
- Build partnership with the private sector companies to help drive the climate change agenda of the programme including generating green jobs with the identified national as well as multinational private sector corporations.
- Obtain commitment from private companies to implement key actions on greening their business as well as to generate green jobs for young people in the country.
- Provide input into the green jobs innovation challenge focusing on selecting key private sector firms to adopt green practices including while generating new jobs.
- Obtain commitment from private companies to practice green recruitment and help place young interns in the businesses which UNDP selects.
- Collaborate with the other senior consultant on climate change based in the Ministry of Climate Change and ensure buy of the programme activities within the public and private sector alike.

### **Key Deliverables:**

1. Submission and approval of report on potential partnerships that can be developed with MNCs for a) Job placements and b) Greening their business practices.
2. Submission and approval of signed agreements with five companies for green job placements and greening of their business practices.
3. Submission and approval of final report on future prospects of new green job creation and employment of women in green jobs as well as greening of business practices.

For detailed information, please refer to Annex 1

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

#### I. Academic Qualifications:

Master's degree in business administration, management, finance, climate change or related fields.

#### II. Years of experience:

Seven (07) years of work experience in the private sector and partnerships development. Experience in Climate change will be an added advantage

#### III. Other:

- a) Evidence of at least one (01) assignment with specialization in employment generation using technology will be an asset.
- b) Evidence of at least 7 years of work experience in the private sector and partnerships development.

### 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) Explaining why they are the most suitable for the work
- (ii) Provide a brief methodology on how they will approach and conduct the work (if applicable)

#### 2. Financial proposal

#### 3. Personal CV including past experience in similar projects and at least 3 references

### 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).

#### • **Contracts based on daily fee**

The financial proposal will specify the daily fee, travel expenses and per diems quoted in separate line items, and payments are made to the Individual Consultant based on the number of days worked.

#### **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

Individual consultants will be evaluated based on the following methodologies:

### 1. Lowest price and technically compliant offer

When using this method, the award of a contract should be made to the individual consultant whose offer has been evaluated and determined as both:

- a) responsive/compliant/acceptable, and
- b) offering the lowest price/cost

"responsive/compliant/acceptable" can be defined as fully meeting the TOR provided.

### 2. 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; [70%]

\* Financial Criteria weight; [30%]

Only candidates obtaining a minimum of **49** point would be considered for the Financial Evaluation

Criteria	Weight	Max. Point
<u>Technical</u>	70%	
The consultant must have 7 years of work experience in the private sector and partnerships development. Experience in Climate change will be an added advantage	36%	25
Consultant's suitability for the assignment will be gauged from previous demonstrated experience of programming support and at least 5 years of experience of working directly with private businesses and business/trade associations	28%	20
<b>Technical Proposal:</b> Proposed methodology, approach and implementation plan	36%	25
<u>Financial</u>	30%	30

**ANNEX**

**ANNEX 1- TERMS OF REFERENCES (TOR)**

**ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**

**ANNEX 3- OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY AND OTHER  
RETURNABLE FORMS**