



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

(Procurement Process ID: PROCESS-48651)

Date: 19 August 2021

Assignment Title:	SDG Investor Map – Private Sector Consultant (Open to National and International with residence in Cambodia)
UNDP Practice Area:	Policy and Innovation Hub for Sustainable Development
Cluster/Project:	Integrated National Financing Framework to Catalyze Financing for Achieving the CSDGs
Post Level:	Specialist
Contract Type:	Individual Contractor
Duty Station:	Phnom Penh
Expected Place of Travel:	N/A
Contract Duration:	60 working days from 10 th September 2021 to 31 st March 2022

1. BACKGROUND

United Nations Development Programme (UNDP) in Cambodia is looking for an Individual Contractor to perform the above-mentioned assignment. Interested offeror is strongly advised to read the INDIVIDUAL CONSULTANT (IC) PROCUREMENT NOTICE for more detail about term of references, instructions to offeror, and documents to be included when submitting offeror.

Any request for clarification/additional information on this procurement notice shall be communicated in writing to UNDP office or send to email pheara.lek@undp.org and cc procurement.kh@undp.org. While the Procurement Unit would endeavor to provide information expeditiously, only requests receiving at least 5 working days prior to the submission deadline will be entertained. Any delay in providing such information will not be considered as a reason for extending the submission deadline.

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

To assist you in understanding the requirements of this assignment, scope of work, responsibilities, and description of the proposed analytical work, please refer to Annex 1.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

I. Academic Qualifications:

Master's degree in economics, development, finance, accounting, business administration, data science or related field.

II. Years of experience:

- At least 7 years of professional experience in finance in emerging or low-income markets, sustainable or impact finance, impact investment, private sector engagement, business development in developing countries, investment research, statistics, analysis

- Strong knowledge of market context, of national development needs, and economic/ political priorities for Cambodia.
- Deep knowledge of the local investment landscape, and close familiarity with needs of global investors
- Knowledge of SDGs and familiarity with impact investment and management and experience with the Cambodian government and investor context would be an advantage.

III. Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- 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 favouritism;
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.
- Strong local networks: within the financial and corporate industries (banks, non-bank financial institutions, impact funds, HNWI, relevant philanthropies, development finance institutions), with relevant businesses, investment promotion agencies etc.
- Ability to undertake mixed methods research, particularly stakeholder interviews and the navigation of statistical databases
- Experience in the analysis and review of technical and legal documents such as policy documents and/or legal contracts; international agreements and conventions; economic and business-related reports and performance indicators; and
- Experience in liaising with public and private sector stakeholders and organizing and facilitating public and private sector stakeholder dialogue activities (workshops, round-table, discussions, etc.)
- Expertise in gathering and comprehensively analyzing country-level data as basis for identifying investment opportunities and developing data analytics on market sizing and defining key country hotspots
- Excellent advocacy skills relating to finance, business climate.
- Ability to navigate sensitive political environments
- Strong communication skills, including ability to produce high quality practical advisory reports and knowledge products
- Positive and results-oriented attitude, able to meet targets/deadline.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

1. Proposal: Letter of explaining why they are most suitable for the work
2. Financial proposal (Duly accomplished Letter of Confirmation of Interest and Availability using the template provided by UNDP)
3. Personal CV including past experience in similar projects and at least 3 references

Your offer shall be submitted online through UNDP Online Recruitment System at the URL address https://jobs.undp.org/cj_view_job.cfm?cur_job_id=101333 no later than application submission deadline.

Late application submission will be rejected. UNDP will not consider application submission by email.

4. FINANCIAL PROPOSAL

This is a Lump sum output-based contract. Therefore, the interested offerors are requested to submit **Final All-Inclusive Price** with cost breakdown

5. EVALUATION

Offerors will be evaluated based on the Cumulative analysis.

- Technical Qualification (100 points) weight; [70%]
- Financial/Price Proposal (100 points) weight; [30%]

A two-stage procedure is utilized in evaluating the proposals, with evaluation of the technical proposal being completed prior to any price proposal being compared. Only the price proposal of the Offerors who passed the minimum technical score of 70% of the obtainable score of 100 points in the technical qualification evaluation will be evaluated.

5. 1. Technical qualification evaluation criteria:

The total number of points allocated for the technical qualification component is 100. The technical qualification of the offeror/individual is evaluated based on following technical qualification:

Technical Evaluation Criteria	Obtainable Score
Educational background: Master's degree in economics, development, finance, accounting, business administration, data science or related field.	20
7 years of professional experience in finance in emerging or low-income markets, sustainable or impact finance, impact investment, private sector engagement, business development in developing countries, investment research, statistics, analysis.	35
Strong knowledge of market context, of national development needs, and economic/ political priorities for Cambodia. Deep knowledge of the local investment landscape, and close familiarity with needs of global investors.	35
Knowledge of SDGs and familiarity with impact investment and management and experience with the Cambodian government and investor context would be an advantage.	10
Total Obtainable Score:	100

Only the offeror who have attained a minimum of 70% of total points will be considered as technical qualified offeror.

5. 2. Financial/Price Proposal Comparison:

- Only the financial/price proposal of offeror who have attained a minimum of 70% score in the technical evaluation will be considered and evaluated.
- The total number of points allocated for the price component is 100.
- The maximum number of points will be allotted to the lowest price proposal that is opened/evaluated and compared among those technical qualified Offerors who have attained a minimum of 70% score in the technical evaluation. All other price proposals will receive points in inverse proportion to the lowest price. $[\text{Lowest Price} \times 100 / \text{Other Price under Consideration}] = \text{Points for Other Offerors' Price Component}$.

5.3. Selection Method and Award Criteria:

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

- Responsive/compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. The total score for each offeror will be calculated independently by this formula: $\text{Total Score} = \text{Technical Score} \times 0.7 + \text{Finance Score} \times 0.3$

6. 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