



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 21st of January 2022

REF No.: IC/004/22

Country: Uzbekistan

Description of the assignment: International consultant on MRV system development and establishment in Kyrgyzstan, Uzbekistan, and Tajikistan

Project name: UNDP/FCDO “Policy action for climate security in Central Asia Phase II”/ Unleashing young people’s and vulnerable citizens’ creativity and innovation by strengthening their adaptive capacity to address the economic and food insecurities in the exposed communities of the Aral Sea region

Period of assignment/services (if applicable): 30 w/d during February-March 2022, Part time, and desk-work based at home country

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 Feb-3, 2022 (New York time). Please combine all your documents into one (1) single PDF document as the system only allows you to upload a maximum one document. Your on-line application submission will be acknowledged to your email address provided in application. If you do not receive an email 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=104276 (*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://procurementnotices.undp.org/view_notice.cfm?notice_id=87404 (*cut and paste into browser address bar if the link does not work*).

Applications submitted via email, incomplete applications or received after the closing date (Feb-3, 2022) may not be given consideration.

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

Policy action for climate security in Central Asia project funded by UK Conflict Stability and Security Fund aims to enhance policy action for climate security in Central Asia through supporting more robust and coherent climate change action and increasing public awareness. It targets Kyrgyzstan, Tajikistan and Uzbekistan and will be spearheaded by UNDP Kyrgyzstan, which will work closely with Foreign, Commonwealth and Development Office.

Countries are at various stages of action to implement the Paris Agreement agenda; Kyrgyzstan, Tajikistan and Uzbekistan ratified the Paris agreement respectively in 2019, 2017 and 2018, and similarly to other Central Asian states have not been active in climate advocacy.

The project will contribute to enhanced climate change policies, to be reflected in the countries' commitments under the UNFCCC at COP26, which will reduce conflict, promote energy/food and climate security, stability, and resilience to climate change risks. Key outputs of the project will be enhanced technical, political economy and climate risk/ sensitivity analyses and scientific data available to national climate change decision makers; and target countries step up engagement in COP 26 and advocate for more coherent, risk informed climate change policies and increased public awareness and advocacy for locally appropriate, climate change actions.

The project will actively engage national stakeholders and build their capacities in developing research, policy and advocacy field. This will ensure building national knowledge and know-how. The project will also enable a rapid acceleration of efforts in the run-up to COP 26 and will lay the foundation for further government funded action and regional cooperation as required by Kyrgyzstan, Tajikistan, and Uzbekistan's commitments to Paris Agreement implementation. Actions will be further complemented by the NAP, GCF Readiness and Climate Promise initiatives currently on-going in the countries.

The Paris Agreement establishes a Monitoring, Reporting and Verification (MRV) system that will be the foundation for accountable and accurate tracking of greenhouse gas emissions mitigation measures and their impact on GHG emissions reductions, adaptation measures, and resources. The MRV system is therefore a fundamental and essential component of measuring and monitoring all mitigation and adaptation actions. Furthermore, a robust MRV system is necessary for attracting climate finance, and additionally for participation in activities under Article 6 (technology transfers and market and non-market-based mechanisms with the aim of reducing of GHG emissions), a key article in the Paris Agreement established to support developing country parties.

The UNDP will provide the consultative support and guide the process of development of the MRV System in Kyrgyzstan, Uzbekistan, and Tajikistan. This activity will build national capacity in order to support the establishment and operation of the MRV system to monitor and assess the implementation of mitigation activities, adaptation activities, and resources.

Under the overall operational supervision of the Manager of the Joint Programme and Programme Analyst, Environment and Climate Action Cluster (ECAC), UNDP Uzbekistan, and under the direct thematic oversight of the Regional Coordinator, , the International Consultant will be responsible to provide policy advise on development of Monitoring, Reporting and Verification (MRV) system in Kyrgyzstan, Uzbekistan and Tajikistan and capacity building on MRV, including guiding the national teams on national-level activities led through the UNDP COs in Kyrgyzstan, Tajikistan and Uzbekistan, and supporting enhanced understanding of Paris Agreement requirements for Enhanced Transparency Framework in a comprehensive manner by fulfilling the following tasks.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED 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 environmental engineering, political, social, administrative sciences, natural sciences, economics, or engineering. Higher university degree is an asset
- II. Years of experience:
- At least five (5) years of professional experience in the area of climate change;
- Proven experience in developing technical training methodologies/tools, delivering trainings or capacity building activities on Measurement, Reporting and Verification arrangements to a range of different stakeholders

III. Competencies:

- Demonstrates integrity and fairness by modelling UN values and ethical standards;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Excellent communication skills;
- Excellent analytical skills;
- Strong oral and writing skills;
- Extensive knowledge of PC applications;
- Focuses on result for client and responds positively to feedback;
- Consistently approaches work with energy and a positive, constructive attitude;
- Remains calm, in control and good humored even under pressure;
- Ability to work independently as well as part of a fairly big team;
- Ability to operate under strict time limits.

IV. Language requirements:

Proficiency in written and spoken English and Russian are required

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

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

Proposal:

- a) Letter of Confirmation of Interest and Availability using the template provided by UNDP as attachment to this notice;
- b) CV with indication of the e-mail and phone contact or Personal History Form (P11 form), but successful consultants will be requested to submit, fill in and sign a Personal History Form (P11 form) before contract issuance.
- c) Brief description of approach to work/technical proposal on how s/he will implement and complete the assignment; (max 1 page);
- d) 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 and in accordance with the table provided in Annex 3 to this notice;

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.

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

#	Deliverables/Outputs	Timeframe	Payment
1	Output No. 1 Interim report presenting the results of the analyzes of Draft of bottleneck analysis of the current situation for MRV in Kyrgyzstan, Uzbekistan and Tajikistan and training's materials related to capacity building one (1) workshop with relevant stakeholders, submitted and cleared by Regional Coordinator and Programme Analyst on Climate Change, ECAC, UNDP Uzbekistan, and approved by Manager of the Joint Programme (12 w/d and 40% of the total scope of assignment)	By the end of 1 month after signing the contract	40%
2	Output No. 2 Final report presenting the results of the analyze of bottleneck analysis of the current situation for MRV in Kyrgyzstan, Uzbekistan and Tajikistan and country specific roadmaps on establishment of national MRV systems for Kyrgyzstan, Uzbekistan and Tajikistan including recommendations aligned with the UNFCCC and IPCC guidelines and training's materials related to capacity building three (3) workshops with relevant stakeholders, submitted and cleared by Regional Coordinator and Programme Analyst on Climate Change, ECAC, UNDP Uzbekistan, and approved by Manager of the Joint Programme (18 w/d and 60% of the total scope of assignment)	30 w/d after date signing the contract but not later than (March 25, 2022)	60%

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 predetermined set of weighted technical (70%) and financial criteria (30%) specific to the solicitation.

* Technical Criteria weight -70% of total evaluation (70 points)

- Education, relevant working experience and language skills (15 points)
- Sound knowledge of monitoring, reporting and verification system (MRV), NDC, GHG inventory/BUR, and National Communications under UNFCCC (10 points)
- Proven experience in developing MRV systems (10 points)
- Knowledge of technical training methodologies/tools, delivering trainings or capacity building activities on MRV arrangements to a range of different stakeholders (10 points)

- Proven working experience on MRV systems development and implementation in the Eastern Europe and CIS region, preferable in the Central Asia region (10 points);
- Brief description of approach (max 1 page) for provision of policy advice on development of MRV system and corresponding and capacity building in Kyrgyzstan, Uzbekistan and Tajikistan (15 points)

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

Financial Criteria weight: 30% of total evaluation (30 points)

Total Score = Technical Criteria (max. 70 points) + Financial Criteria (max. 30 points)

Criteria Point	Weight	Max. points
Technical		
Master's degree in environmental engineering, political, social, administrative sciences, natural sciences, economics, or engineering. Higher university degree is an asset Work experience in years: <ul style="list-style-type: none"> • More than 8 years – 15 • 5 - 7 years - 12 • Less than 5 years is not acceptable 	15%	15
Sound knowledge of monitoring, reporting and verification system (MRV), NDC, GHG inventory/BUR, and National Communications under UNFCCC	10%	10
Proven experience in developing MRV systems	10%	10
Knowledge of technical training methodologies/tools, delivering trainings or capacity building activities on MRV arrangements to a range of different stakeholders	10%	10
Proven working experience on MRV systems development and implementation in the Eastern Europe and CIS region, preferable in the Central Asia region	10%	10
Brief description of approach (max 1 page) for provision of policy advice on development of MRV system and corresponding and capacity building in Kyrgyzstan, Uzbekistan and Tajikistan	15%	15
Total:	70%	70
Financial offer		
Detailed financial offer	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 for the Individual Contractor (IC) assignment and financial submission form (breakdown of costs supporting the all-inclusive financial proposal)