



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

**Date:** 16<sup>th</sup> of February 2022

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**REF No.:** IC/007/22

**Country:** Uzbekistan

**Description of the assignment:** International Consultant/Evaluator for Final Evaluation of the Project

**Project name:** UNDP-UNFPA Joint Programme “Building the Resilience of Local Communities Against Health, Environmental and Economic Insecurities in the Aral Sea Region”

**Period of assignment/services (if applicable):** 15 working/days during March-June 2022, Part time, and desk-work based at home country

**Application Process:**

Interested candidates need to apply online at [www.jobs.undp.org](http://www.jobs.undp.org) and upload requested documents in Part 4 of Procurement Notice no later than Feb-25, 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=104801](https://jobs.undp.org/cj_view_job.cfm?cur_job_id=104801) (*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=88216](http://procurement-notices.undp.org/view_notice.cfm?notice_id=88216) (*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-25, 2022 (New York time)) may not be given consideration.

For more detailed information about UNDP Uzbekistan please visit our website at [www.uz.undp.org](http://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](mailto: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.

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## 1. BACKGROUND

Central Asia, and in particular Uzbekistan, is recognized as one of the world's most vulnerable regions to the impacts of long-term climate change. There is growing evidence that more frequent extreme weather conditions such as droughts, heat waves, out of season frosts and storms are occurring and to large extent affecting the agriculture and thus vulnerable populations in rural areas.

In the context of UN's support to the Government of Uzbekistan's on efforts to tackle the negative consequences of the Aral Sea crisis, with the financial support of the Government of Japan, UNDP and UNFPA Joint Programme "Building the Resilience of Local Communities Against Health, Environmental and Economic Insecurities in the Aral Sea region" is launched, which is being implemented in Karakalpakstan throughout 2020-2022. The Joint Programme aims to address the most urgent and immediate health and economic insecurities in the most vulnerable areas of the Aral Sea region through bringing innovative solutions to healthcare and poverty reduction initiatives.

The Joint Programme has two major objectives as follows:

- Improving the quality of healthcare services, particularly in remote rural areas through strengthening the technical and institutional capacity of local healthcare system for maternal, child and reproductive health service provision with the focus on prevention of ill health (breast and cervical cancer, sexually transmitted infections, malnutrition, etc.) and promotion of healthy lifestyle and positive health seeking behaviour involving also the Community Health Volunteers.
- Enhancing income generation opportunities of the affected population through inclusive business initiatives, promotion of investment for job creation, as well as through improving access to basic services. The programme will select most vulnerable rural communities and help them with participatory decentralized planning and rehabilitation of essential public services such as water supply. It will support the start-up of agricultural cooperatives and small businesses through trainings, funding innovative schemes, establishing pilot "farm field schools". These will help people, especially women led households to use available resources, mainly land and water in the most efficient way and generate incomes to sustain their livelihoods.

The programme overall goal is to address the most urgent and immediate health and economic insecurities in the most vulnerable areas of the Aral Sea region through bringing innovative solutions to healthcare and poverty reduction.

Programme combines the mixture of approaches including but not limited to (i) enhancing knowledge, information, innovation and technological exchange; (ii) building people-to-people bonds; (iii) building broad based bottom-up partnerships for impactful implementation of the initiatives of the project; and (iv) enhancing capacity building of local partners to materialize the development dividends.

Programme office is located in Nukus and implements its activities in 10 districts of Karakalpakstan such as Chimbay, Karauzyak, Bozatau, Kegeyli, Hodjeli, Shumanay, Kanlikul, Kungrad, Muynak and Nukus districts

The Programme initial duration was 2 years (January 2020 – December 2021) and as per decision of the Programme Board Meeting it was extended for the period of 6 months until June 2022. Total budget of the Programme is USD 3,211,618 (funded by the Government of Japan).

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 ten regions of Karakalpakstan. COVID-19 lockdown impacted all aspects of lives as health, income generation opportunities (agricultural, livestock, SME and other activities), worsened access to basic social services and etc, due to the strict requirements at the beginning 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 access to basic services, social protection needs as well as health protection and urgent pandemic response measures. In this regard, Programme allocated special budget for COVID-19 response measures in the region and it is obvious that proposed solutions become even much relevant and important to mitigate the COVID19 adverse impacts through reducing/avoiding climate change related losses/damages and improving quality of health care services, income generation capabilities of rural population and access to the basic services which will contribute to the post-COVID19 recovery in Karakalpakstan.

COVID-19 outbreak and subsequent quarantine measures imposed by the Government of Uzbekistan in March 2020 have had negative impact on implementation of a number of the project outputs as per approved workplan, particularly on those activities that involve:

- travel, both international and local (study tours, local trainings for target audience, etc.);
- meetings and consultations with local authorities and government organizations;
- practical workshops in the fields planned for early summer and the fall;
- field work on identification and implementation of pilot business projects.

Although, these limitations delayed implementation or completion of some activities, they did not significantly affect the overall results of the project. The project continued implementation of its activities remotely, where and when it was possible.

Starting from March 2021 increasing number of new coronavirus cases were recorded in Uzbekistan, with unexpectedly high rate of growth in the last two months. On 30 June 2021, 476 new cases of the confirmed coronavirus were recorded surpassing 11,153 cases in Uzbekistan with the confirmed death reached 740 (see at <https://www.worldometers.info/coronavirus/country/uzbekistan/>). The Government re-introduced a color-zone approach to track and mitigate the spread of the virus. Based on this approach, Tashkent city (capital) was marked as red, while Tashkent and Samarkand regions are yellow and the remaining part of Uzbekistan is green, although a number of cases are being registered there as well. The vaccination under the national program has started since 3 April and 9.66% of the total of over 20 mln of population to be vaccinated per the national programme have been vaccinated as of 27 June 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.

## **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 environment, climate science, agriculture, economics, natural resources management or other closely related field;

### II. Experience and Competencies:

- 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, including remote evaluations;
- 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. Language requirements:

Fluency in written and spoken English. Knowledge of Russian 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:

Proposal:

- a) **Letter of Confirmation of Interest and Availability** using the [template](#)<sup>1</sup> provided by UNDP;
- b) **CV** and a **Personal History Form** ([P11 form](#))<sup>2</sup>;
- c) 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)
- d) **Financial Proposal** that indicates the all-inclusive fixed total contract price, 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.

UNDP is an equal opportunity employer. Qualified female candidates, people with disabilities, and minorities are highly encouraged to apply. UNDP Balance in Manage Policy

<sup>1</sup><https://intranet.undp.org/unit/bom/psa/Support%20documents%20on%20IC%20Guidelines/Template%20for%20Confirmation%20of%20Interest%20and%20Submission%20of%20Financial%20Proposal.docx>

<sup>2</sup> [http://www.undp.org/content/dam/undp/library/corporate/Careers/P11\\_Personal\\_history\\_form.doc](http://www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc)

promotes achievement of gender balance among its staff at all levels.

## 5. FINANCIAL PROPOSAL

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

Criteria for issuing the final payment of 40%:

- The final FE report includes all requirements outlined in the FE TOR and is in accordance with the FE guidance.
- The final FE report is clearly written, logically organized, and is specific for this project (i.e. text has not been cut & pasted from other FE 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 FE, 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 consultant invested time towards the deliverable but was unable to complete to circumstances beyond his/her control.

**Criteria for Evaluation of Proposal:** Only those applications which are responsive and compliant will be evaluated. Offers will be evaluated according to the Combined Scoring method – where the educational background and experience on similar assignments will be weighted at 70% and the price proposal will weigh as 30% of the total scoring. The applicant receiving the Highest Combined Score that has also accepted UNDP's General Terms and Conditions will be awarded the contract

## 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 (70%) and financial criteria (30%) specific to the solicitation.

\* Technical Criteria weight; [70 points]

\* \* Financial Criteria weight; [30 points]

Only candidates obtaining a minimum of 49 points (70% of technical score) would be considered for the Financial Evaluation.

<b>Criteria</b>	<b>Weight</b>	<b>Max. Point</b>
<u>Technical</u>		

<p><i>At least ten years of experience in management or review of public finance, conservation finance or environmental finance.</i></p> <ul style="list-style-type: none"> <li>▪ <i>Less than 10 years in not accepted</i></li> <li>▪ <i>10-13 years – 15</i></li> <li>▪ <i>more than 14 years - 20</i></li> </ul>	20%	20
<p><i>At least three years in the field of working with international and national experts and institutions.</i></p> <ul style="list-style-type: none"> <li>▪ <i>Less than 3 year in not accepted</i></li> <li>▪ <i>3-5 years – 5</i></li> <li>▪ <i>6 and more – 10</i></li> </ul>	10%	10
<p><i>Experience of work in previous Environment, Climate Change, Adaptation, Livelihoods/Community Development projects and activities.</i></p> <ul style="list-style-type: none"> <li>▪ <i>1 project – 5</i></li> <li>▪ <i>2 projects – 10</i></li> <li>▪ <i>3 and more – 15</i></li> </ul>	15%	15
<p><i>Consultant experience in Central Asia region (projects, research, publications etc.).</i></p> <ul style="list-style-type: none"> <li>▪ <i>1 project (publication, policy review) – 5</i></li> <li>▪ <i>2 and more – 10</i></li> </ul>	10%	10
<p><i>Fluency in written and spoken English. Knowledge of Russian would be an advantage.</i></p> <ul style="list-style-type: none"> <li>▪ <i>English - 10</i></li> <li>▪ <i>English and Russian – 15</i></li> </ul>	15%	15
<p><u>Financial offer</u></p>	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