

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE



Date: 7th of March 2022

REF No.: IC/011/22

Country: Uzbekistan

Description of the assignment: International Consultant for the Terminal Evaluation of the GEF-funded project

Project name: Sustainable natural resource and forest management in key mountainous areas important for globally significant biodiversity (Mountain Ecosystems project)

Period of assignment/services (if applicable): 28 w/d during April – September 2022, Home Based with one mission of minimum 10 working days to Uzbekistan (not including weekends)

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 March-18, 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=105216 (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=88800 (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 (March-18, 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

The project was designed to support improved and effective management of protected areas as well as sustainable use and management of mountain pastures and forests, and biodiversity conservation in two snow leopard landscapes (Western Tian Shan and Pamir Alay) of Uzbekistan.

Project Goal, Objective, Outcomes and Outputs/activities

The project objective is “To enhance the conservation, and sustainable use, of natural resources in the biodiverse high altitude mountain ecosystems of Uzbekistan”.

In order to achieve the project objective, the project is structured into four components, with each component comprising a complementary suite of two to three outputs.

Component/Outcome 1: Landscape level planning and management decision-making. The first component will enhance the quality of information on key ecosystems, habitats and species of the high altitude mountains that are home to snow leopard and prey populations. Information collected under this component will be used to support sectoral land use planning and decision-making in these mountainous regions. Work under this component will be focused around two key areas of project support: (i) Improve the quality of environmental information for state cadastre in the snow leopard distribution range (Output 1.1); and (ii) Enhance the state of knowledge on snow leopard and prey populations (Output 1.2).

Component/Outcome 2: Strengthening key biodiversity areas. The second component will seek to expand and build the management capacity of the core conservation zones and high conservation value forests located within the two targeted snow leopard landscapes. Outputs and activities in this component will be directed at securing the conservation security of the key snow leopard and prey migration corridors within the two snow leopard landscapes. Work under this component will be focused around three key areas of project support: (i) Strengthen the conservation tenure, and improve the management effectiveness, of the core conservation zones in Ugam-Chatkal National Park (Output 2.1); (ii) Extend, and improve the conservation security of, Gissar Strict Nature Reserve (Output 2.2); and (iii) Enhance community involvement in, and beneficiation from, the protected areas (Output 2.3).

Component/Outcome 3: Sustainable economic development incentives for communities. The third component will seek to encourage more sustainable levels of use of the high altitude pastures and indigenous forests located within the two targeted snow leopard landscapes. Outputs and activities under this component will contribute to improving the ecological integrity and productivity of forest and grassland habitats in the snow leopard landscapes. Work under this component will be focused around two key areas of project support: (i) Incentivize the adoption of more sustainable pasture management practices (Output 3.1); and (ii) Reverse the trend of unsustainable forest use in, and degradation of, natural forests (Output 3.2).

Component/Outcome 4: Promoting cooperation and collaboration. The fourth component will promote improved cooperation and collaboration in the conservation of snow leopard and their ecosystems. It is envisaged that more integrated planning, stronger cooperative governance structures and improved institutional and individual capabilities of all partner agencies and institutions will improve the collective national capacity to conserve and sustainably use snow leopards, their prey and their ecosystems. Work under this component will be focused around two key areas of project support: (i) Improve inter-agency coordination in conservation, monitoring and enforcement (Output 4.1); and (ii) Strengthen the capacity for trans-boundary planning and management (Output 4.2).

The project implementation period is 2017-2022. The time is based on activities that will provide implementation of best practices, their assessment and primer dissemination of recommendations on their replication in other similar regions of Uzbekistan. Building of sufficient capacity and practical know-how within essential state institutions and local authorities will take too long to allow project sustainability. One of the main lessons learned by UNDP and other development partners in Central Asia in the last 15 years is that to change and reform existing institutions and mind-sets is an extremely time-consuming process if it is to be achieved effectively. This has been a clear lesson from most of UNDP and other development actors' initiatives in the area and a key reason for many projects to not achieve the full results expected. Thus, it is of paramount importance that in the project a realistic timeframe for the systematic implementation of the various project activities is planned in order to

mitigate this risk. This is an additional reason why the timeframe of 5 years has been considered necessary.

The project budget planned for the period of implementation is given in the table below. The actually used donors' funds are indicated by UNDP and GEF (6,509,863\$).

The project will instigate institutional change with the true understanding and support of the institutions themselves for the change to be effective and sustainable. The major aim of the project is to build the experience, know-how and technical capacity of key national, regional and district level institutions so that they themselves are better able to understand and deliver change that responds to the evolving natural resources use situation in Uzbekistan. This is the most significant factor in making such institutions sustainable and continuing to be sustainable despite inevitable climate and economic "shocks" that may occur in the future.

The project activities are implemented under coordination of Goscomecology of Uzbekistan, as the national implementation agency of the project. Goscomecology is responsible for regulatory framework related to ecology, environmental protection and biodiversity use and conservation. Ministries and agencies of the country are involved in the project implementation through a mechanism of interactions through Goscomecology and are represented with members of the national Project Board (project steering committee).

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 natural sciences, natural resource and environmental management, development studies, economics, or other closely related field;
- Relevant extensive (at least 10 years) work experience and proven track record with policy advice and/or project development/implementation in biodiversity, ecosystems, or natural resources management (including at least some experience with biodiversity conservation and natural resource management projects) in transition economies is required;
- Experience working with the GEF or GEF project evaluations within the past seven years including experience with SMART based indicators is required;
- Experience working with international technical assistance projects in the Eastern Europe countries or CIS region in the past seven years (experience in Uzbekistan will be an asset) is strongly encouraged;
- Demonstrated understanding of issues related to gender and natural resources, experience in gender responsive evaluation and analysis;
- Excellent communication and presentation 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

II. Competencies:

Corporate Competencies:

- Demonstrates integrity by modeling 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 favoritism;
- Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment.

Functional Competencies:

- Knowledge of and work experience with biodiversity and ecosystems related projects, including those funded by the GEF;
- Competence in adaptive management;
- Excellent training, facilitation and communication skills;
- Results driven, ability to work under pressure and to meet required deadlines;

III. Language requirements:

- Fluency in written and spoken English is required, knowledge of Russian will be a strong 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 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

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

Criteria for issuing the final payment of 40% :

- The final TE report includes all requirements outlined in the TE TOR and is in accordance with the TE guidance.
- The final TE report is clearly written, logically organized, and is specific for this project (i.e. text has not been cut & pasted from other TE reports).
- The Audit Trail includes responses to and justification for each comment listed

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)

- Educational background (Advanced University degree, Masters or preferably a PhD, in Natural sciences, Natural resource and environmental management, development studies, economics, climate change mitigation and adaptation or other closely related field) – 10 points max; (PhD related to Natural Sciences/Environment Mgt/Natural Resources/Climate Change = 10 points, PhD related to other relevant topic = 8 points, Masters related to Natural Sciences /Environment = 6 points, Masters related to other relevant topic = 4 points, combined (2 or more) Masters related to relevant topics = 8);
- Extensive (at least 10-year) work experience and proven track record with policy advice and/or project development/implementation in climate change adaptation and/or sustainable use of land and water resources (including at least some experience with climate change adaptation and/or sustainable use of land and water resources projects) in transition economies – 20 points max (more points if experience specifically includes experience related to both climate change and/or sustainable use of land and water resources; more than 20 years = 17 points, 15-20 years = 12 points, 14-10 years = 7 points, 6-9 years = 2 points.) The consultant shall score +3 points if they have specific work experience related to other projects dealing with the issues of both climate change and also specifically related to sustainable use of land and water resources. If the consultant has only specific experience related to one of these two areas then they shall score +1 point;
- Experience working with the GEF or GEF project evaluations within the past seven years including experience with SMART based indicators (Project evaluation/review experiences within United Nations system will be considered an asset) – 20 points max (excellent evidences of the required experience = 20 points (3 assignments or more); very good evidence (2 or more assignments) = 14 points satisfactory evidences (1 other relevant GEF

evaluation experience) = 8 points; no evidence of ever having evaluated a GEF project = 0 points);

- Experience working with international technical assistance projects in the Eastern Europe countries or CIS region in the past seven years (experience in Uzbekistan will be an asset and persons who have worked in Uzbekistan before on technical assistance projects will score 10 points) – 20 points max (strong experience (4 assignments or more or at least 1 prior assignment in Turkmenistan) = 20 points; very good experience (3 other assignments or more) = 14 points, good experience (2 assignments or more) = 8 points, satisfactory experience (1 assignment or more) – 6 points, no experience = 0);
- Methodology on how IC will approach and complete the assignment – 10 points max;
- Interview – 10 points max;
- Language skills (English required, knowledge of Russian will be an asset) – 10 points max (10 points for superior writing and oral skills in English + at least some knowledge of Russian; 7 points for superior writing and oral skills in English but no Russian, 4 points for average English and satisfactory writing skills, 1 point for poor English fluency and poor writing skills). Writing skills will be judged by the quality of the 1-page cover letter with the brief description of the approach to the work to be carried out to be sent with this application.
- Maximum available technical (education, experience and competencies) score – 100 points.
- Additional requirements for recommended contractor:
 - If recommended contractors are aged 65 or older, and if the travel is required, shall undergo a full medical examination including x-ray, and obtain medical clearance from the UN-approved doctor prior to taking up their assignment. The medical examination is to be cleared by the UN physicians, and shall be paid by the consultant.

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)

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)