



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

(Procurement Process ID: PROCESS- 63047)

Date: 13 June 2022

Assignment Title:	Senior international climate risk and water resource management technical advisor
Cluster/Project:	Enhancing Integrated Water Management and Climate Resilience in Vulnerable Urban Areas of the Mekong River Basin
Post Level:	Senior Specialist
Contract Type:	Long Term Agreement (LTA)
Duty Station:	Home-based and potentially required to travel to target provinces in Cambodia
Expected Place of Travel:	Potentially required to travel to target provinces in Cambodia
Contract Duration:	Initial contract is from 01 July 2022 to 30 June 2023 (up to 70 days in the 1st year with possibility of 12-month extension)

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 chanpisey.ky@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 or higher in climate sciences, environmental/geographical/geospatial sciences, environmental economics, climate change adaptation/mitigation, international development with a specialization in climate change adaptation or other closely related field.

II. Years of experience:

- Minimum of 10 years' experience in the use of modeling tools and techniques to guide decision making in one or more of the following: climate change modeling and downscaling, agricultural and water resource related impacts modelling, climate change decision making under uncertainty, risk and vulnerability assessments, environmental monitoring/remote sensing, geospatial technologies, integrated water resource management, adaptation planning.
- Extensive experiences in integrated water resources management in Cambodia, Lao PDR and the Mekong region.
- Extensive experiences in policy development, advocacy

III. Competencies:

- Extensive experiences in integrated water resources management in Cambodia, Lao PDR and the Mekong region.
- Extensive experiences in policy development, advocacy

IV. Language:

- Excellent written and spoken English required

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

1. Proposal:
 - (i) Explaining why they are the most suitable for the work
2. Financial proposal
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=107250 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
Master's degree or higher in climate sciences, environmental / geographical / geospatial sciences, environmental economics, climate change adaptation/mitigation, international development with a specialization in climate change adaptation or other closely related field.	20
Minimum of 10 years' experience in the use of modeling tools and techniques to guide decision making in one or more of the following: climate change modeling and downscaling, agricultural and water resource related impacts modelling, climate change decision making under uncertainty, risk and vulnerability assessments, environmental monitoring/remote sensing, geospatial technologies, integrated water resource management, adaptation planning.	40
Extensive experiences in integrated water resources management in Cambodia, Lao PDR and the Mekong region.	20
Demonstrated technical knowledge in the area of climate and impact modeling, risk/vulnerability assessments river basin management and adaptation to climate change.	10
Demonstrated capacity to engage with national and regional networks of partners, including senior policy makers in the government institutions, CSOs, and relevant stakeholders.	10
Total Obtainable Score	100

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

5. 2. Financial/Price Proposal Comparison:

- Only the financial/price proposal of offerors who have attained a minimum of 70% score in the technical qualification evaluation will be considered and evaluated. The total number of points allocated for the price component is 100. Below is the formula used for this evaluation:

Rating for Financial Proposal = (Lowest Priced Offer / Price of the Offer Being Reviewed) x 100

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: $\text{Total Score} = \text{Technical Qualification Score} \times 70\% + \text{Financial Score} \times 30\%$

6. ANNEXES

- **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**