

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

(Procurement Process ID: PROCESS-66968)



Date: 25 August 2022

Assignment Title:	Macroeconomic Consultants (Open for International and National Consultants – up to four consultants)
UNDP Practice Area:	Policy and Innovation Hub
Cluster/Project:	Accelerate access to green and innovative finance in Cambodia, Policy and Innovation Hub
Post Level:	Senior Specialist
Contract Type:	Individual Contractor (IC)
Duty Station:	Home-Based and Phnom Penh, Cambodia
Expected Place of Travel:	Phnom Penh, Cambodia (if required)
Contract Duration:	Initial contract is from September 2022 to August 2023, for up to 90 working days per year for each LTA with possible extension up to 2 years

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, with specialism in development, macroeconomics and/ or econometrics (including advanced training on modelling and System of National Accounts (SNA) estimation). PhD is preferable.

II. Years of experience:

- At least 7 years of relevant work experience with conducting research and training in macroeconomics and economic development
- Extensive knowledge and experience of Cambodia's social and economic development including application of techniques (e.g. econometric approaches, statistical analysis, poverty analysis,

and/or general equilibrium modeling such as General Equilibrium [GE] and Global Trade Analysis Project [GTAP]).

- Experience of SNA, and related tools – Supply/ Use and Input/ Output tables, and construction of SAM and SEEA in developing country contexts.

III. Competencies:

- Capacity to engage with senior decision/ policy makers, and to synthesize and present complex arguments in easily understood terms.
 - Superior written/ oral communication skills, with the ability to convey complex development concepts and recommendations.
- Positive and results-oriented attitude, able to meet targets/deadline.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

1. Proposal:

- a. Letter of explaining why they are most suitable for the work
- b. **A sample of work to prove** Superior written communication skills, with the ability to convey complex development concepts and recommendations

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=108737 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 in economics, with specialism in development, macroeconomics and/or econometrics (including advanced training on modelling and SNA estimation). PhD is preferable.	15
At least 7 years of relevant work experience with conducting research and training in macroeconomics and economic development	15
Extensive knowledge and experience of Cambodia's social and economic development including application of techniques (e.g. econometric approaches, statistical analysis, poverty analysis, and/or general equilibrium modeling such as General Equilibrium [GE] and Global Trade Analysis Project [GTAP]).	25
Experience of SNA, and related tools – Supply/ Use and Input/ Output tables, and construction of Social Accounting Matrix (SAM) and System of Environmental Economic Accounting (SEEA) in developing country contexts.	15
Experience in engaging with senior decision/ policymakers, and ability to synthesize and present complex arguments in easily understood terms. With special emphasis on working with Cambodian institutions and policymakers.	15
Superior written communication skills, with the ability to convey complex development concepts and recommendations (assessed by a sample of work provided)	15
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