



21 March 2023

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

for individual consultants and individual consultants assigned by consulting firms/institutions

Country:	Viet Nam
Description of the assignment:	02 National Consultants to assess potential impacts the Plastic Global Treaty on Viet Nam and facilitate national dialogues among relevant stakeholders and support INC team in negotiation process
Period of assignment/services (if applicable):	April 2023 – December 2023
Duty Station:	Ha Noi
Tender reference:	T230301

1. Submissions should be sent by **email** to: luu.thi.trang@undp.org no later than:
23.59 hrs., 02 April 2023 (Hanoi time)

With subject line:

T230301A – 01 National Team Leader

T230301B – 01 National Team Member

Submission received after that date or submission not in conformity with the requirements specified in this document will not be considered.

Note:

- Any individual employed by a company or institution who would like to submit an offer in response to this Procurement Notice must do so in their individual capacity, even if they expect their employers to sign a contract with UNDP.
- Maximum size per email is **30 MB**.
- Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. Procurement Unit – UNDP Viet Nam will respond in writing or by standard electronic mail and will send written

copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

- After submitting proposal, bidder should send notification by email (without attachment) to: procurement.vn@undp.org informing that the bidder has submitted proposal. UNDP will not be responsible for the missing of proposal if the bidder does not send notification email to above address.
- Female consultants are encouraged to bid for this required service. Preference will be given to equally technically qualified female consultants.

2. Please find attached the relevant documents:

- [Term of References](#).....
(Annex I)
- [Individual Contract & General Conditions](#).....
(Annex II)
- [Reimbursable Loan Agreement](#) (for a consultant assigned by a firm).....
(Annex III)
- [Letter to UNDP Confirming Interest and Availability](#)
(Annex IV)
- [Financial Proposal](#)
(Annex V)

3. Interested individual consultants must submit the following documents/information (in English, PDF Format) to demonstrate their qualifications:

a. Technical component:

- Signed Curriculum vitae
- Signed Letter to UNDP Confirming Interest and Availability
- 02 English writing report samples to be submitted

b. Financial proposal (with your signature):

- The financial proposal shall specify a total lump sum amount in **VND for national consultant and US dollar for International Consultant** including consultancy fees and all associated costs i.e. airfares, travel cost, meal, accommodation, tax, insurance etc. – see format of financial offer in Annex V.
- Please note that the cost of preparing a proposal and of negotiating a contract, including any related travel, is not reimbursable as a direct cost of the assignment.
- If quoted in other currency, prices shall be converted to the above currency at UN Exchange Rate at the submission deadline.

4. Evaluation

The technical component will be evaluated using the following criteria:

Team leader

No.	Requirement	Points
1	Postgraduate degree in environmental sciences, environment management, environmental engineering, waste management, international cooperation, sustainable development, laws or related areas;	300
2	At least 8 - 10 years of professional working experience in Life Cycle Analysis, environmental management, solid waste management, legal advice, policy development in environmental management;	200
3	Practical experience in development of strategies, policy review and roadmap;	200
4	Excellent knowledge on the regulatory framework, international and regional framework and agreements, and requirements in international negotiations, plastic waste value chain and stakeholders for plastic wastes	100
7	Good knowledge on state management; Working experience with multi-stakeholders, especially business sector;	100
8	Has excellent English writing skills by provision of two English writing report samples.	100

Team member

No.	Requirement	Points
1	Minimum 5 years of experience of working with government agencies	350
2	Bachelor degree in a relevant field	200
3	Knowledge on state management Working experience with with government, private sectors and local authorities	100 100
4	Excellent English communication skill (applicant to provide two writing samples)	100
5	Advanced skills of Microsoft Office, Internet, and virtual meeting tools	150

Interview may be conducted if required

A two-stage procedure is utilized in evaluating the submissions, with evaluation of the technical components being completed prior to any price proposals being opened and compared.

The price proposal will be opened only for submissions that passed the minimum technical score of 70% of the obtainable score of 1000 points in the evaluation of the technical component. The technical component is evaluated on the basis of its responsiveness to the Term of Reference (TOR). Maximum 1000 points will be given to the lowest offer and the other financial proposals will receive the points inversely proportional to their financial offers. i.e. $S_f = 1000 \times F_m / F$, in which S_f is the financial score, F_m is the lowest price and F the price of the submission under consideration.

The weight of technical points is 70% and financial points is 30%.

Submission obtaining the highest weighted points (technical points + financial points) will be selected subject to positive reference checks on the consultant's past performance.

5. Contract

“Lump-sum” Individual Contract will be applied for freelance consultant (Annex II)

“Lump-sum” RLA will be applied for consultant assigned by firm/institution/organization (Annex III)

Documents required before contract signing:

- International consultant whose work involves travel is required to complete the courses on BSAFE which is the new online security awareness training and submit certificate to UNDP before contract issuance.
- Note: In order to access the courses, please go to the following link: <https://training.dss.un.org>
The training course takes around 3-4 hours to complete.
- Full medical examination and Statement of Fitness to work for consultants from and above 65 years of age and involve travel. (This is not a requirement for RLA contracts).
- Release letter in case the selected consultant is government official.

6. Payment

UNDP shall effect payments to the consultant (by bank transfer to the consultant’s bank account provided in the vendor form upon acceptance by UNDP of the deliverables specified the TOR.

Payments are based upon outputs, i.e. upon delivery of the products specified in the TOR.

If two currencies exist, UNDP exchange rate will be applied at the day UNDP instructs the bank to effect to the payment.

7. Your proposals are received on the basis that you fully understand and accept these terms and conditions.



TERMS OF REFERENCE

Post Title	02 National Consultant to assess potential impacts the Plastic Global Treaty on Viet Nam and facilitate national dialogues among relevant stakeholders and support INC team in negotiation process
Consultancy service required	Consultant team to evaluate potential impacts of global treaty on plastic pollution on Viet Nam plastic industry and facilitate national dialogues among NPAP stakeholders on plastic treaty to prepare scenarios for Viet Nam to join Intergovernmental Negotiating Committee (INC) Sessions of Global Treaty on Plastic Pollution
Type of appointment	Individual consultancy contract (IC)
Duty station (City and Country)	Ha Noi, Viet Nam
Duration	March - December 2023 Total estimated level of effort: - 40 working days (Team leader), - 100 working days (Team member)
Technical supervision:	NPAP Secretariat Manager
Reports to	Programme Analyst International Cooperation Department, MONRE

1) GENERAL BACKGROUND

Plastic waste is a globally, transboundary and interdisciplinary issue that requires a systematic and globally approach across the whole plastic value chain to radically tackle plastic pollution. The reality indicates that national efforts, regional bilateral and multilateral agreements have not completely solved the problem of plastic pollution. It is required to set up a global governance mechanism to better coordinate with existing programs and initiatives, so that the countries can contribute simultaneously to fulfill their common responsibilities, unify concepts and approaches, monitor the progress, and provide technical support for the solutions that contribute to the joint effort.

The treaty was first proposed in 2018 by the United Nations Environment Programme (UNEP) and is currently being negotiated by a group of countries known as the Intergovernmental Negotiating Committee (INC). The treaty seeks to reduce plastic pollution by setting global standards for the production, use, and disposal of plastic products, as well as

establishing a global fund to finance the implementation of the treaty. The treaty also seeks to promote the development of sustainable alternatives to plastic products, and to create a global monitoring system to track progress in reducing plastic pollution.

In June 2021, Viet Nam and nearly 80 United Nations (UN) member States have jointly endorsed the Oceans Day Plastic Pollution Declaration, calling for the establishment of an Intergovernmental Negotiating Committee (INC) in the resumed session of the Fifth United Nations Environment Assembly (UNEA 5.2) in February 2022 to expedite the negotiation process for a legally binding global agreement on plastic pollution. Viet Nam supports and is willing to participate in discussions to jointly develop a global treaty on marine plastic waste, on the basis of respecting international law, within the framework of the United Nations, for a blue ocean, green planet where peace, stability and prosperity would reside.

In February 2022, at the resumed fifth session of the United Nations Environment Assembly (UNEA-5.2), a historic resolution (5/14) was adopted to develop an international legally binding instrument on plastic pollution, including in the marine environment with the ambition to complete the negotiations by end of 2024. The instrument is to be based on a comprehensive approach that addresses the full life cycle of plastic. The INC will consider how to promote sustainable production and consumption of plastics from product design to environmentally sound waste management through resource efficiency and circular economy approaches.

The rapidly increasing levels of plastic pollution represent a serious global environmental issue that negatively impacts the environmental, social, economic and health dimensions of sustainable development. Under a business-as-usual scenario and in the absence of necessary interventions, the amount of plastic waste entering aquatic ecosystems could nearly triple from some 9–14 million tonnes per year in 2016 to a projected 23–37 million tons per year by 2040

As for Global Treaty on Plastic Pollution, the Ministry of Natural Resources and Environment (MONRE) has been assigned by the Government to take the lead in coordinating and collaborating with line ministries and sectors to carry out the activities, negotiation procedures, as well as signing up this Agreement. Participating in such a new agreement, which is expected to include high-level and legally binding commitments and obligations, will pose significant difficulties and challenges for the preparation process before the negotiation formally takes place.

Within this approach, UNDP Viet Nam is looking for an experienced national consultant team working on a short-term basis to evaluate potential impacts of global treaty on plastic pollution on Viet Nam plastic industry and facilitate national dialogues among NPAP stakeholders on plastic treaty to prepare negotiation scenarios for MONRE for the next INC sessions of the Global Treaty on Plastic Pollution.

2) OBJECTIVES OF THE ASSIGNMENT

The two consultants are expected to review the available resources on potential impacts of Global Treaty on Plastic Pollution and facilitate national dialogues among different stakeholders on plastic treaty to prepare negotiation scenarios for MONRE at INC sessions.

3) SCOPE OF WORK

The assignment is expected to be performed by a group of national consultants including a Team leader in 40 working days and a team member in 100 working days. The service providers are expected to perform the following tasks during the consultancy.

Key Tasks

Task 1: Review of the potential impacts of the Global Treaty on Plastic Pollution on related industries and sectors in Viet Nam

Team leader

The consultant is expected to evaluate the potential impacts of the Global Treaty on selected key industries in Viet Nam through:

- Reviewing relevant existing policies and regulations on plastics economy and plastic waste management in Viet Nam;
- Identifying the key plastic related industries that might be impacted by the Global Treaty on Plastic Pollution in Vietnam;
- Collecting and reviewing data from relevant existing studies including the ones developed within WWF/VASI and UNDP/VASI's projects;
- Doing survey(s) through available multi-stakeholder platforms and plastic related associations in Viet Nam to evaluate the impacts;
- Analyzing the economic, social and environmental impacts of the Treaty on Viet Nam's plastic economy.

Team member

- Providing all administrative support to the team including administration procedures, translation and logistics.
- Collecting information and data from studies by different organizations, especially technical reports/studies from WWF funded projects.

Working directly with NPAP Secretariat to support the surveys through the multi-stakeholder platforms and plastic related associations

Output 1: A report (and corresponding presentation) on potential impacts of Global Treaty on Plastic Pollution on related industries and sectors in Viet Nam (report: 20 pages, font size 12, ppt: upto 30 slides)

Task 2: Facilitate national dialogues among business stakeholders in plastics related industries on Global Treaty

Team leader

The consultant would be responsible for developing a plan for holding conversations that involve different stakeholders including related government agencies, businesses, and other stakeholders. Generally, the consultant's tasks would include:

- Developing a proposal outlining the topics to be addressed during the dialogues and the objectives to be achieved;
- Proposing and facilitating interactive activities designed to survey inform participants about the Treaty and increase awareness;
- Examining existing challenges and opportunities related to the implementation of the Global Treaty and providing advice on the design and implementation of business's policies in response to the Treaty;
- Designing a survey to collect business's envisions for a Global Treaty on Plastic Pollution with a circular future to address plastic pollution.
- Designing and facilitating at least one consultation workshop on impacts of Global Plastic Treaty on Viet Nam's plastic industry and readiness for business sector

Team member

- Supporting the Team leader throughout the implementation of the assignment including administrative support, data collection for developing the report;
- Working closely with NPAP Secretariat and International Cooperation Department (ICD) to coordinate the organization of the consultation workshop on impacts of Global Plastic Treaty on Viet Nam's plastic industry and readiness for business sector;

Output 2: A plan on facilitating national dialogues on Global Treaty on Plastic Pollution for related industries and sectors in Viet Nam (10-15 pages, font size 12)

Task 3: Develop negotiation plan (s) on the Global Treaty on plastic pollution for the coming INC sessions (INC-2)

Team leader:

- Proposing specific negotiation scenarios considering national, regional and international ideas, views, and new proposals from countries who made written submissions to the INC Secretariat, the objective, substantive provisions including core obligations, control measures, and voluntary approaches, implementation measures, and means of implementation. Taking all the available studies and resources developed by relevant organizations/agencies especially WWF funded projects into consideration including “National Environmental report: Plastic chapter”;
- Proposing plans for Viet Nam to prepare for coming INCs by synthesizing and analyzing developments and results of the INCs.

Team member:

- Exploring reports, studies and proposals from countries who made written submissions to the INC Secretariat to extract information and data for proposing negotiation plans/scenarios;
- Provide all administrative and logistic support to ICD during the preparation and participation of the Viet Nam negotiation delegation;

- Working with NPAP secretariat and ICD for implementing relevant activities under NPAP's workplan

Output 3: A report on proposing a negotiation plan (with corresponding presentation) with to join coming INCs (INC-2) (report: 15-20 pages, font size 12, ppt: upto 30 slides)

Task 4: Update and improve negotiation plans on the Global Treaty on plastic pollution for the INC-3

Team leader

- Updating the results of INC-2, do analysis and improve negotiation plan for Viet Nam's delegation;
- Proposing new approach, negotiation scenarios though the multi-stakeholder consultation process and consultation workshop for Viet Nam to prepare for INC-3 by synthesizing and analyzing developments and results of the INC-2.

Team member

- Providing regular administrative support to ICD after the INC-2 and preparing for INC-3;
- Assisting in collecting results of INC-2 for developing delegation report;
- Providing all required support to the team and ICD to develop an adaptive negotiation plan for INC-3.
- Working with NPAP secretariat and ICD for implementing relevant activities under NPAP's workplan

Output 4: A proposal of an adaptive negotiation plan (with corresponding presentation) with analysis of previous negotiation scenarios for Viet Nam to join INC-3 (report: 15-20 pages, font size 12, ppt: upto 30 slides)

4) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Duration and Timing:

- Team leader: Total of 40 working days from March to December 2023;
- Team member: 100 working days from March to December 2023.

Duty Station: Ha Noi and homebased. UNDP and ICD, MONRE will provide necessary support to the team in terms of access to available resources, meeting with stakeholders etc.

5) FINAL PRODUCTS

- A report (and corresponding presentation) on potential impacts of Global Treaty on Plastic Pollution on related industries and sectors in Viet Nam;
- A plan on facilitating national dialogues on Global Treaty on Plastic Pollution for related industries and sectors in Viet Nam;
- A report on proposing a negotiation plan (with corresponding presentation) with to join coming INCs (INC-2);
- A proposal of an adaptive negotiation plan (with corresponding presentation) with analysis of previous negotiation scenarios for Viet Nam to join INC-3.

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The consultant team is expected to provide short term services and report to the Programme Analyst of the UNDP Viet Nam CO and works under the guidance of the Viet Nam NPAP Secretariat Manager, International Cooperation Department, MONRE.

No.	Deliverable	Timing	Responsibilities
1	- A report and a presentation on potential impacts of Global Treaty on Plastic Pollution on related industries and sectors in Viet Nam and a dialogue with private sector - A proposal of an adaptive negotiation plan (with corresponding presentation) with analysis of last negotiation scenarios for Viet Nam to join INC-2	15 May 2023	Consultant submits the report and presentation to UNDP Viet Nam CO and ICD of MONRE for review and approval
2	A proposal of an adaptive negotiation plan (with corresponding presentation) with analysis of last negotiation scenarios for Viet Nam to join INC-3	30 Sept 2023	Consultant submits the report and presentation to UNDP Viet Nam CO and ICD of MONRE for review and approval
3	Summary of INC-3 and recommendation for Vietnam as in next steps	15 December 2023	Consultant submits the report and presentation to UNDP Viet Nam CO and ICD of MONRE for review and approval

8) ADMIN SUPPORT AND REFERENCE DOCUMENTS

UNDP Viet Nam CO will provide background documents and data necessary for the consultant to carry out the assignment. All documents and data provided to the consultant are confidential and cannot be used for any other purposes or shared with a third party without any written approval from UNDP.

UNDP Viet Nam CO is not required to provide any physical facility for the work of the consultant, however venues for some technical meetings/consultations can be provided, at the discretion of the UNDP Viet Nam CO and as necessary.

9) REVIEW TIME REQUIRED AND PAYMENT TERM

Payment will be made upon satisfactory acceptance of the Programme Analyst / Circular Economy Officer of the following deliverables:

Payment #	Deliverables	Due dates	Amount
1	- A report and a presentation on potential impacts of Global Treaty on Plastic Pollution on related industries and sectors in Viet Nam - A plan on facilitating national dialogues on Global Treaty on Plastic Pollution for related	15 May 2023	40%

	industries and sectors in Viet Nam		
2	A proposal of an adaptive negotiation plan (with corresponding presentation) with analysis of last negotiation scenarios for Viet Nam to join INC-3	30 Sept 2023	30%
3	Summary of INC-3 and recommendation for Vietnam as in next steps	15 December 2023	30%

UNDP will provide feedback on submitted deliverables within 05 working days.

10) EVALUATION CRITERIA

Team leader

No.	Requirement	Points
1	Postgraduate degree in environmental sciences, environment management, environmental engineering, waste management, international cooperation, sustainable development, laws or related areas;	300
2	At least 8 - 10 years of professional working experience in Life Cycle Analysis, environmental management, solid waste management, legal advice, policy development in environmental management;	200
3	Practical experience in development of strategies, policy review and roadmap;	200
4	Excellent knowledge on the regulatory framework, international and regional framework and agreements, and requirements in international negotiations, plastic waste value chain and stakeholders for plastic wastes	100
7	Good knowledge on state management; Working experience with multi-stakeholders, especially business sector;	100
8	Has excellent English writing skills by provision of two English writing report samples.	100

Team member

No.	Requirement	Points
1	Minimum 5 years of experience of working with government agencies	350
2	Bachelor degree in a relevant field	200
3	Knowledge on state management	100
	Working experience with with government, private sectors and local authorities	100
4	Excellent English communication skill (applicant to provide two writing samples)	100
5	Advanced skills of Microsoft Office, Internet, and virtual meeting tools	150

Interview may be conducted if required

11) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/UNDP PREMISES

NONE

PARTIAL

INTERMITTENT
TIME

FULL-

OFFEROR'S LETTER TO UNDP
CONFIRMING INTEREST AND AVAILABILITY
FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT

Date _____

(Name of Resident Representative/Bureau Director)
United Nations Development Programme
(Specify complete office address)

Dear Sir/Madam:

I hereby declare that:

- A) I have read, understood and hereby accept the Terms of Reference describing the duties and responsibilities of [*indicate title of assignment*] under the [*state project title*];
- B) I have also read, understood and hereby accept UNDP's General Conditions of Contract for the Services of the Individual Contractors;
- C) I hereby propose my services and I confirm my interest in performing the assignment through the submission of my CV which I have duly signed and attached hereto as Annex 1;
- D) In compliance with the requirements of the Terms of Reference, I hereby confirm that I am available for the entire duration of the assignment, and I shall perform the services in the manner described in my proposed approach/methodology which I have attached hereto as Annex 3 [*delete this item if the TOR does not require submission of this document*];
- E) I hereby propose to complete the services based on the following payment rate: [*please check the box corresponding to the preferred option*]:
 - An all-inclusive daily fee of [*state amount in words and in numbers indicating currency*]
 - A total lump sum of [*state amount in words and in numbers, indicating exact currency*], payable in the manner described in the Terms of Reference.
- F) For your evaluation, the breakdown of the abovementioned all-inclusive amount is attached hereto as Annex V;
- G) I recognize that the payment of the abovementioned amounts due to me shall be based on my delivery of outputs within the timeframe specified in the TOR, which shall be subject to UNDP's review, acceptance and payment certification procedures;
- H) This offer shall remain valid for a total period of _____ days [*minimum of 90 days*] after the submission deadline;

D) I confirm that I have no first degree relative (mother, father, son, daughter, spouse/partner, brother or sister) currently employed with any UN agency or office *[disclose the name of the relative, the UN office employing the relative, and the relationship if, any such relationship exists];*

J) If I am selected for this assignment, I shall *[please check the appropriate box]:*

- Sign an Individual Contract with UNDP;
- Request my employer *[state name of company/organization/institution]* to sign with UNDP a Reimbursable Loan Agreement (RLA), for and on my behalf. The contact person and details of my employer for this purpose are as follows:

K) I hereby confirm that *[check all that applies]:*

- At the time of this submission, I have no active Individual Contract or any form of engagement with any Business Unit of UNDP;
- I am currently engaged with UNDP and/or other entities for the following work:

Assignment	Contract Type	UNDP Business Unit / Name of Institution/Company	Contract Duration	Contract Amount

- I am also anticipating conclusion of the following work from UNDP and/or other entities for which I have submitted a proposal:

Assignment	Contract Type	Name of Institution/ Company	Contract Duration	Contract Amount

L) I fully understand and recognize that UNDP is not bound to accept this proposal, and I also understand and accept that I shall bear all costs associated with its preparation and submission and that UNDP will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

M) **If you are a former staff member of the United Nations recently separated, please add this section to your letter:** I hereby confirm that I have complied with the minimum break in service required before I can be eligible for an Individual Contract.

N) I also fully understand that, if I am engaged as an Individual Contractor, I have no expectations nor entitlements whatsoever to be re-instated or re-employed as a staff member.

O) Are any of your relatives employed by UNDP, any other UN organization or any other public international organization?

YES NO If the answer is "yes", give the following information:

Name	Relationship	Name of International Organization

P) Do you have any objections to our making enquiries of your present employer?

YES NO

Q) Are you now, or have you ever been a permanent civil servant in your government's employ?

YES NO If answer is "yes", WHEN?

R) REFERENCES: List three persons, not related to you, who are familiar with your character and qualifications.

Full Name	Full Address	Business or Occupation

S) Have you been arrested, indicted, or summoned into court as a defendant in a criminal proceeding, or convicted, fined or imprisoned for the violation of any law (excluding minor traffic violations)?

YES NO If "yes", give full particulars of each case in an attached statement.

I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization may result in the termination of the service contract or special services agreement without notice.

DATE: _____

SIGNATURE: _____

NB. You will be requested to supply documentary evidence which support the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of UNDP.

Annexes *[please check all that applies]:*

CV shall include Education/Qualification, Professional Certification, Employment Records /Experience

Breakdown of Costs Supporting the Final All-Inclusive Price as per Template

GUIDELINES FOR CV PREPARATION

WE REQUEST THAT YOU USE THE FOLLOWING CHECKLIST WHEN PREPARING Your CV:

Limit the CV to 3 or 4 pages

NAME (First, Middle Initial, Family Name)

Address:

City, Region/State, Province, Postal Code

Country:

Telephone, Facsimile and other numbers

Internet Address:

Sex, Date of Birth, Nationality, Other Citizenship, Marital Status

Company associated with (if applicable, include company name, contact person and phone number)

SUMMARY OF EXPERTISE

Field(s) of expertise (be as specific as possible)

Particular development competencies-thematic (e.g. Women in Development, NGOs, Privatization, Sustainable Development) or technical (e.g. project design/evaluation)

Credentials/education/training, relevant to the expertise

LANGUAGES

Mother Tongue:

Indicate written and verbal proficiency of your English:

SUMMARY OF RELEVANT WORK EXPERIENCE

Provide an overview of work history in reverse chronological order. Provide dates, your function/title, the area of work and the major accomplishments include honorarium/salary.

References (name and contact email address) must be provided for each assignment undertaken by the consultant that UNDP may contact.

UN SYSTEM EXPERIENCE

If applicable, provide details of work done for the UN System including WB. Provide names and email address of UN staff who were your main contacts. Include honorarium/salary.

UNIVERSITY DEGREES

List the degree(s) and major area of study. Indicate the date (in reverse chronological order) and the name of the institution where the degree was obtained.

PUBLICATIONS

Provide total number of Publications and list the titles of 5 major publications (if any)

MISCELLANEOUS

Indicate the minimum and maximum time you would be available for consultancies and any other factors, including impediments or restrictions that should be taken into account in connection with your work with this assignment.

