



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 23.03.2018

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**Country: Azerbaijan**

**Description of the assignment: National Land Degradation expert**

**Project name: Conservation and sustainable use of globally important agro-biodiversity**

**Period of assignment/services (if applicable): 05 April, 2018 -15 December, 2018**

Proposal should be submitted at the following e-mail address [procurement.aze@undp.org](mailto:procurement.aze@undp.org) no later than 31 March, 18:00 Baku time.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. UNDP 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.

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### 1. BACKGROUND

The project seeks to: (i) improve the protection of viable populations of indigenous wild relatives of crops and local landraces in their natural habitats; (ii) augment the conservation of indigenous wild relatives of crops and local landraces in plant gene banks to ensure an adequate source of genetic resources for plant breeding; and (iii) increase the production, and extent of use, of local landraces in agricultural small holdings and commercial farms.

The project will be implemented in three regions - Sheki, Goranboy and Goychay. Within these three rayons, the project will further focus on selected crop wild relatives, cultivated native species and cultivated landraces of wheat, vegetable and forage crops.

The project has been structured into three complementary components.

The first component will seek to expand the state of knowledge of agro-biodiversity, enhance the conservation of this agro-biodiversity and increase the intensity and extent of use native crops in the agricultural sector in the three project regions.

The second component will seek to build the capacities of, and improve the collaboration and cooperation between, agricultural institutions and small farmers in order to improve agricultural productivity and reduce land degradation using native crops (i.e. the targeted crop species) in the three project regions.

The third component will seek to strengthen incentives that encourage the planting of, and improve access to commercial markets for agricultural products derived from, the targeted native crop species

across the three regions.

## 2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

The National Land Degradation Expert will be an experienced national expert to provide analyses on land degradation and sustainable land use in the project. He/She will report to National Project Coordinator (NPC). The incumbent is expected to exercise full compliance with UNDP programming, financial, procurement and administrative rules, regulations, policies and strategies. During the contract period the working days: 120 days.

More specifically, the Land Degradation expert will carry out the following tasks:

- Field visits to project localities for the collection of baseline data as needed;
- Identification of agro-ecological zone(s) in the project situated including production system;
- General overview of target regions' Land Use Experiences (including food crop, tree crop, and crop-livestock) and applied agricultural practices;
- Study target regions' land degradation, causes and driven factors;
- Provide general info on loss of vegetative cover, degradation of vegetation (biomass, health, damage, age structure), degradation of soil properties (chemical, physical and biological) and soil loss by wind /water erosion;
- Review and analyze the Sustainable Land Management national and local level legal and regulatory framework in Azerbaijan assessing the strengths and weaknesses of the regulatory, planning and enforcement framework for improvement soil quality of target region;
- Describe possible project interventions that could lead to an improvement in soil quality from reduced application agricultural inputs and selected landraces.

## 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

### Qualifications and Competencies

- At least three years of professional land degradation experience in conducting studies.
- Good knowledge of Agronomy and Soil Science;
- Practical experience in assessment and study soil related issues;
- Previous working experience in the relevant field with international organizations is desirable;
- Good interpersonal and training skills are an advantage;
- Good organizational, time management and facilitation.

### Technical skills

- A working knowledge of spoken and written of Azeri and English is required, including the ability to draft and edit project documents.
- Excellent computer skills, in particular mastery of all applications of the MS Office package;

### Competencies:

Corporate Competencies:

- Demonstrate commitment to UNDP's mission, vision and values;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;

**Functional competencies:**

- Showing the will to learn and develop professional skills;
- Consistently work with energy and positive, constructive attitude;
- Focus on result for the client and respond positively to feedback;
- To be self-sufficient and conduct himself in the highest professional manner in working relations.

**4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.**

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- Methodology/ Approach to the work;
- Offeror's letter to UNDP conforming interest and availability for the Individual Contractor (IC) Assignment;
- Filled out and signed P11 Form;
- Breakdown of Costs (in USD) Supporting the Final All-Inclusive Price;

**5. FINANCIAL PROPOSAL****Lump-sum contract:**

The contract will be a lump-sum result-based contract. The rates indicated by the consultants in their responses, along with their technical expertise will serve as a basis for the selection. The UNDP also reserves the right to negotiate the total rates with the selected candidates. The total amount will take into account the negotiated rate for the whole consultancy period. Payment will be done in four instalments and based on completion of deliverables.

- 1 instalment – 20% advance payment, after signature of the contract (April, 2018)
- 2 instalment – 30% - deliverable 1 (June, 2018)
- 3 instalment – 30% - deliverable 2,3 (September, 2018)
- 4 instalment – 20% - deliverable 4, 5 (December, 2018)

There will be 50 days of countrywide travel, so travel expenses should be included to the financial proposal. Daily allowance for internal travel is 92\$ per day. Please note that the cost breakdown is necessary.

**6. EVALUATION**

Individual consultant will be evaluated based on the following methodology:

**Lowest price and technically compliant offer**

- At least three years of professional land degradation experience in conducting studies (25 points)
- Good knowledge of Agronomy and Soil Science (25 points)
- Practical experience in assessment and study soil related issues (25 points)
- Methodology/ Approach to the work (25 points)
- Previous working experience in the relevant field with international organizations is desirable;
- Good interpersonal and training skills are an advantage;

- Good organizational, time management and facilitation.  
*“responsive/compliant/acceptable” can be defined as fully meeting the TOR provided.*  
***The minimum passing score is 70 points.***

## **ANNEX**

### **ANNEX 1- TERMS OF REFERENCES (TOR)**

### **ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**