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Procurement Notice of Individual Consultant

Dear Sir/Madam,

UNDP Indonesia hereby invites you to submit a proposal for the following Individual Consultant assignment:

Title of the assignment: Consultant - Lessons Learned Documentation
Project name: SCDRR
Period of assignment/services: From Early Oct 2012 To: End Oct 2012 (10 working days within 1 month contract duration)
Consultant Category **Senior Specialist (C)**

This procurement notice will be open until < Enter date and time, for example **3 Oct 2012 at 16.00 hours**. Details on the assignment can be found in the Terms of Reference (ToR).

To submit your proposal, please complete the following documents:

- price proposal (mandatory) and/or technical proposal (if applicable) and to submit your proposal;
- copy of your latest CV (make sure to highlight any previous experience in similar projects or closely related areas).
- copy of last education certificate

(submission of documentation for IC above USD 100000 will be determined by Procurement Unit)

Please ensure that all the documents mentioned above are submitted. Incomplete submissions may lead to rejection.

The selection of the individual consultant will be based on:

- Highest qualified candidate; selection of the candidate with the highest combined technical and financial score; or
- Lowest priced evaluated offer of technically qualified consultant

Please submit your IC Proposal to: procurement.id@undp.org; andrys.erawan@undp.org; devy.nazwir@undp.org

Note: For consultants above the age of 62, UNDP regulations require that a full medical evaluation is performed. Medical evaluation documentation does not need to be submitted with the other requested documents listed in this document, but will be requested should the consultant be chosen.

For any clarification please send an email to:
andrys.erawan@undp.org; devy.nazwir@undp.org

Please cc any email to procurement.id@undp.org (Procurement Unit)