

**Contract for the services of  
an Individual Contractor**

No.: IC/2014/06/02

This Contract is entered into on 20 June 2014 between the Cambodia REDD+ Secretariat (hereinafter referred to as "RTS") and **Mr. Hong Kimhean** (hereinafter referred to as "the Individual Contractor") (**Analysis of the Costs and Benefits of REDD+ Implementation in Cambodia**) whose address is: #1007, Prek Somroung village, Takhmao Commune, Kandal Province.

WHEREAS RTS desires to engage the services of the Individual Contractor on the terms and conditions hereinafter set forth, and:

WHEREAS the Individual Contractor is ready and willing to accept this Contract with RTS on the said terms and conditions,

NOW, THEREFORE, the Parties hereby agree as follows:

**1. Nature of services**

The Individual Contractor shall perform the services as described in the Terms of Reference which form an integral part of this Contract and are attached hereto as Annex I in the following Duty Station(s): Phnom Penh with possibly travel to province.

**2. Duration**

This Individual Contract shall commence from the signing date (on 20 June 2014), and shall expire upon satisfactory completion of the services described in the Terms of Reference mentioned above, but not later than 30 November 14, unless sooner terminated in accordance with the terms of this Contract.

**3. Consideration**

As full consideration for the services performed by the Individual Contractor under the terms of this Contract, including, requirement in the fulfillment of the Terms of Reference in Annex I, RTS shall pay the Individual Contractor a total of **\$800 (Eight Hundred US Dollars only)** in accordance with the table set forth below. Payments shall be made following certification by Technical Specialist of RTS that the services related to each Deliverable, as described below, have been satisfactorily performed and the Deliverables have been achieved by or before the due dates specified below, if any.

| DELIVERABLE  | DUE DATE   | AMOUNT IN [CURRENCY] |
|--|------------|----------------------|
| (40%) 1 <sup>st</sup> payment, upon completion of a satisfactory workshop.   | 10 Sept.14 | \$320                |
| (60%) Final payment, upon successfully deliver of the final presentation meeting.  | 29 Oct.14  | \$480                |
| Each payment will be paid after receipt and approval of certification for payment and performance evaluation for last payment duly completed and signed by Technical Specialist of RTS |            | <b>\$800</b>         |

If unforeseen travel outside the Duty Station not required by the Terms of Reference is requested by RTS, and upon prior written agreement, such travel shall be at RTS's expense and the Individual Contractor shall receive a per diem not to exceed RTS daily subsistence allowance rate in such other location(s).

Where two currencies are involved, the rate of exchange shall be the official rate applied by the United Nations on the day the RTS instructs its bank to effect the payment(s).

**4. Rights and Obligations of the Individual Contractor**

The rights and obligations of the Individual Contractor are strictly limited to the terms and conditions of this Contract, including its Annexes. Accordingly, the Individual Contractor shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Contract. The Individual

SHT

Contractor shall be solely liable for claims by third parties arising from the Individual Contractor's own acts or omissions in the course of performing this Contract, and under no circumstances shall RTS be held liable for such claims by third parties. The contractor should demonstrate that he/she is not employed elsewhere during the fulfillment of the contract.

### 5. Income Tax

RTS will not make any withholding from payment for the purpose of income tax. The contractor is solely responsible for all taxation.

### 6. Beneficiary

The Individual Contractor selects Ms. Som Srey as beneficiary of any amounts owed under this Contract in the event of death of the Individual Contractor while performing services here under. This includes the payment of any service-incurred liability insurance attributable to the performance of the services for RTS.

For payments which are not output-based lump sum, indicate the maximum number of working days/hours/units, any out of pocket expense (travel, per diem...) and the corresponding fee/cost in the Deliverable (s) table.

Ms. Som Srey  
#1007, Prek Somroung villiage, Takhmao Commune, Kondal Province.  
Phone: +855 11489916


IN WITNESS WHEREOF, the Parties hereto have executed this Contract.

**By signing below, I, the Individual Contractor, acknowledge and agree that I have read and accept the terms of this Contract, which form an integral part of this Contract, and that I have read and understood, and agree to abide by the standards of conduct set forth in the Secretary-General's bulletins ST/SGB/2003/13 of 9 October 2003, entitled "Special Measures for Protection from Sexual Exploitation and Sexual Abuse" and ST/SGB/2002/9 of 18 June 2002, entitled "Regulations Governing the Status, Basic Rights and Duties of Officials other than Secretariat Officials, and Experts on Mission".**

- The Individual Contractor has submitted a Statement of Good Health and confirmation of immunization.  
 The Individual Contractor is not required to submit a Statement of Good Health and confirmation of immunization.


AUTHORIZING OFFICER: 

Date: \_\_\_\_\_

Signature;   
**Dr. Chea Sam Ang, Ph.D.**  
National Programme Director

INDIVIDUAL CONTRACTOR:

Date: 13 June 2014

  
\_\_\_\_\_  
**Mr. Hong Kimhean**

**Terms of Reference**  
**Analysis of the costs & benefits of REDD+ implementation in Cambodia (research assistance)**

|                |  |
|----------------|--|
| Level          | 1 National Consultant (Individual Contract)                                  |
| Practice Area: | Cost-benefit analysis, multiple benefits, REDD+ (Forests and Climate Change) |
| Duration:      | 10 days  |
| Duty Station:  | Phnom Penh   |
| Supervisor:    | Technical Specialist, Programme Coordinator and REDD+ Taskforce Secretariat  |
| Activity:      | 2.2  |

### 1. Project Description

The Cancun Agreements issued at the Conference of Parties (COP) 16 held in Mexico in 2010 provide strong support for policy approaches that deliver positive incentives for countries and their actors to engage in REDD+ (reducing emissions from deforestation and forest degradation in developing countries; and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries).

Whether implementing REDD+ is in Cambodia's national interest is an issue to be evaluated objectively and without bias. On the positive side, effective programmes and measures to achieve REDD+ can not only directly generate income but can also deliver a broad range of social and environmental benefits, including job creation, improved livelihoods, land tenure security and clarification, ecosystem services and biodiversity conservation. Regulating ecosystem services are supported by forests, such as water cycles and soil conservation. Such services have the ability to support agricultural production, hydrological power generation and transport networks, all of which represent economic importance to local livelihoods and the national economy.

Not accounting for the potential multiple benefits under REDD+ could result in advantageous options being bypassed. Moreover, demonstrating the economic importance of multiple benefits attainable under REDD+ could provide a more comprehensive perspective for future decision making on land use. A recent study of REDD+ multiple benefits in Cambodia has already collated some data. The study focused on reporting valuation figures for multiple benefits provided by standing forests in Cambodia.

Nevertheless, reducing deforestation and forest degradation, and/or the enhancement of carbon stocks, also generates costs. These costs can be grouped into three general categories: (1) opportunity costs resulting from the forgone benefits that would have been generated for livelihoods and the national economy without REDD+, (2) implementation costs of undertaking REDD+ actions, and (3) transaction costs of establishing and operating a REDD+ program at national and sub-national levels.

The overall equation for the participation in REDD+ involves understanding of all of the cost and benefit elements when developing national strategies. Therefore, the primary focus of this study will be to allow an evaluation of the costs and benefits from different mitigation activities which contribute to achieving results under REDD+. A national consultant is required to work with UNEP-WCMC in order to deliver this analysis.

### 2. Scope of Work

1. Building on measures already in place help identify activities relevant for the objectives of REDD+ in Cambodia. This will involve the consultant contacting relevant personnel in the Forestry Administration, General Department of Administration for Nature Conservation and

Protection (GDANCP) and Fisheries Administration. Note that the intention will be to limit the number of activities examined to a small number of priority activities.

2. Specific actions will be identified for each of the activities. Each of these activities will be evaluated in relation to costs and benefits of the actions (building on but not limited to earlier work done on local costs and benefits from REDD+ implementation). The classification and estimation the costs and benefits in Cambodia will use the best (objective) data available from the literature work will build on exiting literature and interviews with experts. The national consultant will assist this activity with in-country data collection.
3. Following the development of the spreadsheet model by UNEP-WCMC, the national consultant will assist with planning and preparing for a half-day workshop meeting in Phnom Penh. The national consultant will lead the workshop to engage country representatives in testing the assumptions (including figures) used in the spreadsheet model. Meeting to be conducted in Khmer.
4. In post-workshop follow-up discussions (telephone/email) help refine the assumptions and data used in the model. This will involve contacting workshop attendees, relevant personnel in government departments, as well as organisations undertaking pilot REDD+ projects.
5. Attend a half-day presentation meeting in Phnom Penh at the conclusion of the project (mainly to answer any questions arising in relation to workshop findings and subsequent data used, a presentation will not be required).

The consultant is expected to work in coordination with UNEP-WCMC as well as national partners.

### 3. Expected Outputs and Deliverables

- UNEP-WCMC will develop a spreadsheet to evaluate relevant REDD+ activities in Cambodia in relation to costs and benefits (and produce a possible accompanying report). The national consultant is required to help collate relevant data to populate the spreadsheet.
- A half-day workshop in Phnom Penh, as well as a half-day meeting at project end.

Table 1. Expected delivery/outputs

| No | Expected delivery/outputs  | Estimated duration to complete                      | Target due date |
|----|--|---|-----------------|
| 1  | Work plan  | 0.5 days  | 30 June         |
| 2  | Help identify activities relevant for the objectives of REDD+ in Cambodia  | 2 days  | 21 July         |
| 3  | Help collate existing relevant data  | 1 day   | 29 August       |
| 4  | Assist with organizing and lead a half-day workshop meeting in Phnom Penh  | 1 day<br>(0.5 days pre-event<br>+ 0.5 day workshop) | 10 September    |
| 5  | Engage with country representatives in post-workshop follow-up discussions to test the assumptions (including figures) used in the spreadsheet model and help refine these | 5 days  | 6 October       |
| 6  | Attend a half-day presentation meeting in Phnom Penh at the end of the project   | 0.5 days  | 29 October      |
|    | Total  | 10 days   |                 |

#### 4. Duty Station

The duty station for this assignment is Phnom Penh, Cambodia. During the assignment the consultants are expected to be in Cambodia for all consultations.

#### 5. Duration of the Work

The duration of the work is a total of 10 days from 20 June to 29 October, 2014.

#### 6. Institutional Arrangement

The national consultant will report to the UN-REDD National Programme Director and on day-to-day basis work will be overseen by UNEP-WCMC and the REDD+ Taskforce Secretariat. The consultant will be accountable for the timely and quality output and report as required to UNEP-WCMC and to the REDD+ Taskforce Secretariat on progress compared to the work plan.

#### 7. Payment milestones

Consultant will be paid on a lump sum basis under the following installments

- (40 %) 1st payment, upon successful delivery of the workshop (i.e. upon completion of item no. 4. in Table 1)
- (60 %) 2nd payment, upon successful delivery of the final presentation meeting (i.e. upon completion of the item no. 6. See Table 1)

#### 8. Competence Requirements

The National Consultant shall meet the following criteria:

|                      |   |
|----------------------|---|
| <b>Education:</b>    | <ul style="list-style-type: none"> <li>• A minimum of a Master's or equivalent degree in natural resource management, environmental economics or a related field;</li> </ul>  |
| <b>Experience:</b>   | <ul style="list-style-type: none"> <li>• A minimum of 5 years of relevant professional experience in natural resource management, environmental economics, and REDD+</li> <li>• Prior working experience with excel spreadsheet</li> <li>• Prior working experience with economic valuation analyses is a significant asset;</li> </ul> |
| <b>Competencies:</b> | <ul style="list-style-type: none"> <li>• Excellent analytical, communication, and writing skills in English and Khmer;</li> <li>• Good interpersonal skills and ability to work well in a team whilst also having the capacity and initiative to work independently;</li> </ul>   |

#### 9. Criteria for Evaluation of Level of Technical Compliance of Individual Contractor

| Technical Evaluation Criteria        | Obtainable Score |
|--------------------------------------|------------------|
| Education                            | 30               |
| Experiences                          | 35               |
| Competences and other qualifications | 35               |
| <b>Total Obtainable Score:</b>       | <b>100</b>       |

#### 10. Application

Applicants are requested to send CV, together with a cover letter to REDD+ Taskforce Secretariat by either mail (N. 40, PreahNorodom Blvd. SangkatPhsarKandal 2, Khan Daun Penh, Cambodia) or e-mail (redd.secretariat@cambodia-redd.org).

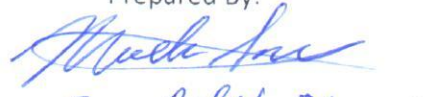
Approved By:



National Programme Director

Date: 20...../May.../2014

Prepared By:

  
For Ralph Blaney

Date: 20...../05.../2014




## UN-REDD PROGRAMME



### NOTE TO FILE ON JUSTIFICATION FOR NON-COMPETITION

TO: H.E. Chea Sam Ang  
UN-REDD National Programme Director

FROM: Lun Kimhy, Programme Coordinator 

SUBJECT: Direct Contract for National Consultant (research assistance) of Analysis of the costs & benefits of REDD+ implementation in Cambodia (2.2a)

DATE: 10 June 2014

#### BACKGROUND

The Cancun Agreements issued at the Conference of Parties (COP) 16 held in Mexico in 2010 provide strong support for policy approaches that deliver positive incentives for countries and their actors to engage in REDD+. Whether implementing REDD+ is in Cambodia's national interest is an issue to be evaluated objectively and without bias. On the positive side, effective programmes and measures to achieve REDD+ can not only directly generate income but can also deliver a broad range of social and environmental benefits, including job creation, improved livelihoods, land tenure security and clarification, ecosystem services and biodiversity conservation. Regulating ecosystem services are supported by forests, such as water cycles and soil conservation. Such services have the ability to support agricultural production, hydrological power generation and transport networks, all of which represent economic importance to local livelihoods and the national economy.

Therefore, the primary focus of this study will be to allow an evaluation of the costs and benefits from different mitigation activities which contribute to achieving results under REDD+. A national consultant is required to work with UNEP-WCMC in order to deliver this analysis.

#### RATIONALE FOR SELECTION OF VENDOR

The assignment for the consultant is expected to work in coordination with UNEP-WCMC as well as relevant personnel in the Forestry Administration, General Department of Administration for Nature Conservation and Protection (GDANCP) and Fisheries Administration. The national consultant will assist UNEP-WCMC with planning and preparing for a half-day workshop meeting in Phnom Penh. The national consultant will lead the workshop to engage the representatives in testing the assumptions (including figures) used in the spreadsheet model. Mr. Hong Kimhean is qualified and has good working experience with the relevant line agencies and as consultant for related to the topic of this assignment. He is a capable consultant to perform the activities and produce deliverable as stipulated in the term of reference.

**ALTERNATIVES CONSIDERED**

Not applicable

**ASSURANCE THAT PRICE IS FAIR AND REASONABLE**

The price of US\$ 800 for 10 days working in the period of 4 months (from 20 June to 29 October, 2014) is good enough and the same as price have been offered for other national consultants.

**OTHER POTENTIAL VENDORS**

Realistically there is no other potential consultant to accept this work with such short notice and level of qualification.

I, therefore, certify to the best of my ability that this justification for partnering noncompetitively with Mr. Hong Kimhean under the compelling justification provided is accurate and complete.

APPROVED:  DATE 12-06-2014  
\_\_\_\_\_  
H.E Chea Sam Ang, National Programme Director

DENIED:  
\_\_\_\_\_  
H.E Chea Sam Ang, National Programme Director