



## Terms of Reference

### Small Grant for the Study on Socio-Economic Benefit of Rural Aviation access to Southern Chin State

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| <b>Ref no:</b>       | CfP/LIFT/2019/6/ Small Grant for the Study on Socio-Economic   |
| <b>Release date:</b> | 3 December 2019  |
| <b>Deadline:</b>     | 18 December 2019, 13:00  |
| <b>Title:</b>        | <b>“Small Grant for the Study on Socio-Economic Benefit of Rural Aviation access to Southern Chin State”</b> |
| <b>Duration:</b>     | The contract is expected to commence in January 2020 with the final report submitted by April 2020.          |

#### A. General Background of LIFT

The Livelihoods and Food Security Fund (LIFT) is a multi-donor fund set up in 2009, marking its ten-year anniversary this year. LIFT aims to strengthen the resilience and sustainable livelihoods of poor households by helping people to reach their full economic potential. This is achieved through increasing incomes, improving the nutrition of women and children, and decreasing vulnerabilities to shocks, stresses and adverse trends.

LIFT is a significant actor in Myanmar’s development. To date, over 11.6 million people in 75 per cent of Myanmar’s townships have benefitted from LIFT’s programmes. From January 2019, LIFT’s four thematic areas are Agriculture, Markets and Food Systems; Financial Inclusion; Decent Work and Labour Mobility and Nutrition. LIFT is guided by a five-year strategy that puts ‘leaving no one behind’ at the centre of its work, and will in particular focus on social inclusion and cohesion, increased support to areas affected by conflict, bringing displaced people into LIFT’s development programmes and working with Government at all levels on targeted policies that achieve gains in these areas.

LIFT has received funding from 15 donors since it was established. The current donors are the UK, the EU, Australia, Switzerland, the US, Canada and Ireland.



## **B. Background to the Study**

A small airport for high-performance utility 10-seater aircraft is currently under construction at Lailenpi, in the Township of Matupi. With feeder roads it will directly serve a population of approximately 40,000, around 23% of the population of southern Chin State. The construction and resultant flight operation is in line with Chin State 5-year plan to construct a limited number of runways to link remote places in the State and to contribute to the overall economic transformation of Chin State.

More broadly, this initiative reflects the Myanmar Union Government's aim to have a more equitable and balanced development throughout the country and a reduction in the development gap between urban and rural areas. This is in part a recognition that fulfilling the needs of rural people will contribute to the overall socio-economic development of Myanmar as articulated within the Myanmar Sustainable Development Plan (2018 – 2030).

Key to the scaling up of such infrastructure development is quantification of the economic and social impacts of such interventions and the potential implications of economic growth. LIFT is now therefore funding a short term grant in order to support an assessment of these impacts using the Lailenpi small airport as a model. The following Terms of Reference outlines the major components of this assessment.

## **C. Purpose and Objectives of the- Study**

The overarching purpose of this study is to provide LIFT with an assessment of the potential economic and social impacts that would accrue from the development of small all-weather airports/runways in remote areas. This would contribute to the boarder objective of providing evidence for the Myanmar government and other actors as to the utility of these infrastructure investments in connection remote areas to economic development and services.

Further, the results will shape subsequent flight operations for this airport in particular to assist in identifying the type and focus of operation for passengers and cargo to support anticipated socio-economic development.

The specific objectives of the study funded by this grant are:

1. Drawing upon international experience, provide evidence that such investments have a positive impact on stimulating development and socio-economic benefits to communities in the impact sphere of the airport/runway development.
2. Undertake a comprehensive assessment and analysis of the economic and social impact that the Lailenpi airport will have over a 10 year time horizon.
3. Make recommendations on the role of such investments in stimulate economic growth and services to remote communities in Myanmar.

## **D. Proposed Approach and Methodology**

The study should consider a 10-year (i.e. 2030) time horizon in its analysis and assessment of impacts on communities and the local economy benefited. This should draw upon both field assessments, interviews of key informants, and desk top reviews of local and international

literature. In this respect, it is expected that a mixed-methods design combining the collection and analysis of both secondary and primary quantitative and qualitative data along with insights generated through interviews and visits to the site.

Suggested areas to be considered within the context of this assessment of socio-economic benefits are:

1. The stimulation effect of business and commerce through future potential investors to Chin State. This should include the extent of future investments (public and private) that the current initiative would bring.
2. An assessment of the Internal Rate of Return / Economic Rate of Return.
3. Impact on stimulating sector growth and investment (i.e. tourism, property development etc.)
4. Exploration of possible informal stimulus that the current project could leverage (i.e. community-based tourism etc.)
5. Improving access and support to health, education and livelihoods.
6. Improvements in the provision of government services.
7. Provision of all-year-round access for development partners; INGOs; NGOs; IOs; UN agencies and Government.
8. Contribution to General Aviation – creating opportunities for the future of aviation in Myanmar.

#### E. Key Tasks, Deliverables, and Timeframes

The following deliverables are required to be produced by the successful organization:

1. An **inception report** will be prepared and submitted to LIFT. The report will provide a detailed discussion of the methodology and approach that will be taken for the study and an annotated content of the report. The report will also provide a detailed work plan over the duration of the study.
2. **Progress report** at the conclusion of the field work. A comprehensive progress report should be submitted at the conclusion field work. This should include an account on what was observed in the field, conclusions that can be drawn, and details on what the data/ information will be used for in the final reports.
3. **Final written report** containing the results of the study, providing insights into the socio-economic impacts over the next 10 years detailing the approach that was taken and conclusions to be drawn. Further, the report should provide recommendations as to the value of these investments that will inform further decisions that could be made on future investments by the Myanmar government. **A draft report** should be submitted to LIFT for comment at least 2 weeks before the end of the assignment.
4. **Final financial report** due 30 days after the end of assignment outlining the financial expenditure under this grant, in the format provided by LIFT

The contract is expected to commence in January 2020 with the final report submitted by April 2020.

Within this timeframe, the suggested key tasks and required deliverables are as follows:

### Timeframe

|             | Key Tasks and deliverables       | Estimated Delivery*             |
|-------------|----------------------------------|---------------------------------|
| Phase One   | Inception Report                 | 2 <sup>nd</sup> week of January |
| Phase Two   | Progress Report on Field Studies | 1 <sup>st</sup> week of March   |
| Phase Three | Final Report                     | 4 <sup>th</sup> week of April   |
|             | Final Financial Report           | 4 <sup>th</sup> week of May     |

\* Timelines given are indicative and will be agreed at the start of the consultancy.

### F. Qualifications and Experience

LIFT encourages qualified organizations, preferably already based in Myanmar, to apply. The team composition may be proposed by the organization(s), based on the chosen approach and methodology.

The organization(s) need to possess:

#### Required Experience

- At least 4-5 years of relevant experience and expertise in undertaking socio-economic assessments of infrastructure development.
- Have relevant knowledge on Chin State and experience working with Government officials, NGO/INGOs.
- Experience in conducting similar evaluations in the past five years is required and specifically in Myanmar is highly preferred.
- Excellent communication and report writing skill in English is required. Fluency in local language(s) would be an asset.

### G. Management Arrangements

The selected organization is responsible for the overall management of activities, such as designing the study, arranging necessary meetings, and if needed recruiting, training, and supervising additional team members. In addition, the consultant(s)/firm is responsible for all other logistical and administrative arrangements involved during the contract, such as travel, vehicle rentals and drivers, lodging, workspace, computers, Internet access, printing, photocopying and translation services. All forms of insurance are the responsibility of the selected consultant(s)/firm.

## H. Schedule of Payments

Payments will be undertaken in three instalments:

- 1st payment of 30% to be paid upon receiving the **Inception report** with agreed work plan
  - 2nd payment of 40% to be paid upon receiving the **Draft Study Report** incl. field work assessment, data processing and tabulation
  - 3rd payment of 30% to be paid upon approval of the **Final Study Report and receipt of the final audit report**
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## Proposal Evaluation Criteria

This opportunity is open to both Myanmar and international organizations who meet the required and preferred qualifications, preferably already located in Myanmar.

### 1. Application Procedures and Evaluation Criteria

The overall quantum of funding that is being made available is **USD 18,000** and hence proposals should not exceed this limit. The application should consist of a:

#### 1. Technical proposal, which includes the following:

Section 1: Proven experience and qualifications of the consultant(s)/contracting firm to undertake the assignment

##### 1.1. Relevant experience of the firm in conducting similar evaluation/study

Section 2: Technical soundness of proposed approach

2.1. Study design and methodology, including suggested data sources, data collection methods and proposed objectives and key research questions of the review and procedures

2.2. Procedures for implementing and organizing KIIs, FGDs with concerned stakeholders

2.3. Work plan with estimated timetable

Section 3: Proven experience and qualifications of the consultant(s)/proposed team to undertake the assignment

2.1. Proposed team structure and composition

2.2. Experience and qualification of proposed consultant(s) and team members

2.3. Staff schedule

## 2. Requirements for the proposal submission

Please note the following requirements for submissions:

- Proposals must be prepared in the English language
- Proposals must be received by email at the following address: ([lift.proposals.mmoc@unops.org](mailto:lift.proposals.mmoc@unops.org)) on the date indicated. Please do not submit your proposal to any email address other than the secure email address provided above or your proposal may be at risk of not being considered. The size of individual e-mails, including e-mail text and attachments, must not exceed 5 MB.
- Please note that the cost of preparing a proposal and of negotiating a grant agreement, including any related travel, is not reimbursable, nor can it be included as a direct cost of the assignment.

Also note that successful applicants will be expected to conform to LIFT's Operational Guidelines, which are available at <http://www.lift-fund.org/guidelines>. The guidelines specify LIFT's rules in relation to *inter alia* reporting, procurement, inventory management, record management and visibility.

