

# Call for Proposal: Shelter Technical Advisor

## INTRODUCTION

HELVETAS started working in Myanmar in 2014. It launched pilot activities in the central Dry Zone, focusing mainly on the livelihoods sector, addressing challenges related to improving on- and off-farm productivity, skills development, employment, and income options for rural men, women, and youth, with special attention given to disadvantaged groups. Currently, HELVETAS Myanmar implements several projects covering the working areas:

- Water, Food, and Climate,
- Skill, Job and Income
- Voice Inclusion and Cohesion

### Emergency Recovery Project

On March 28, 2025, a 7.7-magnitude earthquake struck Myanmar, mainly affecting Mandalay, Sagaing, Nay Pyi Taw, and parts of Shan State. The disaster caused over 5,300 deaths, 11,000+ injuries, and widespread damage to homes, infrastructure, schools, hospitals, and religious sites. Ongoing armed conflict in some areas has worsened displacement and access challenges. Many families are now living in temporary shelters or with relatives, facing risks such as gender-based violence, waterborne diseases, and food insecurity. Over 509,000 people urgently require food assistance, and shelter remains one of the highest unmet humanitarian priorities. Despite emergency interventions including shelter kits, WASH services, and cash assistance, there is still a critical gap in durable shelter solutions particularly in remote and conflict-affected rural areas.

In response, Helvetas is launching a comprehensive, phased recovery initiative Phase 2 to begin in July 2025, focusing on the Shelter and Livelihood sectors in the earthquake-affected regions of Mandalay and Sagaing. The project will follow a community-driven and local partner-led implementation approach, aiming to restore the safety, dignity, and resilience of vulnerable communities through sustainable, participatory, and context-specific interventions.

In the first phase, the shelter component will focus on constructing approximately 300 semi-permanent shelters and repairing 400 transitional shelters, ensuring all structures meet minimum safety and disaster-resilience standards. Simultaneously, the project will invest in building local technical capacity by providing technical assistance, training local builders, and supporting community-based reconstruction using safe and culturally appropriate construction methods.

To support the successful delivery of this technically demanding response, Helvetas seeks to engage a Shelter Technical Advisor to provide specialized guidance, build local capacity, ensure quality control, and help develop technical tools and standards for implementation, monitoring, and evaluation.

## OBJECTIVES

The objectives of this consultancy are.

- To provide overall technical guidance and hands-on training to Helvetas staff and local partners to ensure safe, resilient, and community-appropriate shelter construction and repair throughout the project lifecycle.
- To strengthen local capacity in shelter assessment, planning, quality assurance, and monitoring, supporting both effective project implementation and technical evaluation after completion.

## DELIVERABLES

The major tasks and activities for the consultant are:

- **Technical Guidance;** to project stakeholders on disaster-resilient shelter design, construction methods, and context-appropriate solutions for Mandalay and Sagaing regions.

- **BoQ development;** by finalizing accurate and standardized Bills of Quantities and technical documentation for shelter construction and repairs, which are culturally accepted and adopted.
- **Capacity Building;** to Helvetas staff, partners, and local communities on shelter standards, safe construction practices, and hands-on techniques.
- **Establish quality assurance systems;** by developing inspection checklists, monitoring protocols, and risk mitigation strategies to ensure safe and durable shelters.
- **Report;** contribute technical input to shelter-related components of baseline studies, mid-term reviews, and final evaluations. Document lessons learned, good practices, and technical recommendations to inform future programming.

## TIME FRAME OF THE CONSULTANCY SERVICE

The project will commence in July 2025 and conclude in June 2026. During the project period, the consultant is required to provide 90 days of service to cover all the technical activities and outcomes listed above.

## SUBMISSION OF PROPOSAL

**Interested service providers are requested to submit a proposal in English that should cover:**

- Profile and experience of conducting similar consultancy services, together with CVs of proposed consultant/s.
- Budget in MMK with a proposed work plan

**Remark:** ToR can be shared upon request.

## Criteria for Selection of Shelter Technical Advisor

### 1. Technical Experience and Track Record – 40%

- Demonstrated experience working in humanitarian settings, particularly on shelter or construction-related projects.
- Proven track record in implementing similar shelter projects (semi-permanent/transitional).
- Strong understanding of the local context, including cultural sensitivity and traditional building practices.
- Ability to work in remote and challenging environments, showing flexibility and adaptability.
- Experience in capacity building and effective knowledge transfer to diverse stakeholders.

### 2. Financial Proposal – 40%

- Cost-effectiveness of the financial offer in relation to the proposed scope of work and deliverables.

### 3. Availability and Commitment – 20%

- Availability to complete the assignment within the proposed timeframe.
- Willingness and ability to travel to project locations as required.

## YOUR QUALIFICATION

Helvetas is seeking a service provider, which can be an individual, a team of Myanmar citizens, or a Consulting Company.

The service provider will have

- Advanced degree in civil engineering, architecture, or a related field.
- Minimum 7 years of experience in humanitarian shelter programming, preferably in post-disaster contexts.
- Proven experience in BoQ preparation, technical training, and quality assurance.
- Knowledge of Sphere standards, local building codes, and community-based reconstruction approaches.
- Experience working in conflict-sensitive or access-constrained environments is an asset.
- Strong communication, facilitation, and documentation skills.

## YOUR OFFER

Please submit your proposal (highlighting the experiences and the CV of the proposed candidate/s and cost specified above tasks) to [ZinMarMyint.Thein@helvetas.org](mailto:ZinMarMyint.Thein@helvetas.org) , by **3 July 2025 at 5:00 pm (MMT)**. To explore more about our organization, please visit our website <https://www.helvetas.org/en/myanmar>.