



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

### NATIONAL CONSULTANT

#### Individual National Consultant to Conduct a Study on financial Investments in Sustainable Land Management Programmes and Planning in Tanzania”

Date: 04 April 2017

**Procurement Notice No.:** IC/TZA/2017/UNDP- 016

**Duty Station:** Dar-Es-Salaam with in Country Travel to Ruvu and Pangani

**Eligibility:** National Consultant

#### Description of the assignment

- (i) assess the financial, economic and social needs for water basin authorities and stakeholders to ensure that they are adequately capacitated to design and manage SLM interventions and raise funds from a variety of sources;
- (ii) develop a business case for leveraging funding for SLM, and a plan of action for accessing them

**Project name:** UNDP Environment & Natural Resources Management

**Period of assignment/services:** 40 Working Days

**Separate technical and financial proposals** detailing understanding of the TOR, Assignment methodology and work plan should be submitted through; [icprocurement.tz@undp.org](mailto:icprocurement.tz@undp.org) not later than Tuesday 27 April 2017 at 13:00 hrs. (Local time):

#### **IMPORTANT NOTE:**

The reference of the IC Procurement Notice No. **IC/TZA/2017/UNDP-016 (Individual National Consultant to Conduct a Study on financial investments in sustainable land management programmes and planning in Tanzania)** should be indicated on all correspondences.

Any request for clarification must be sent in writing, or by standard electronic communication to the e-mail address: [tenders.tz@undp.org](mailto:tenders.tz@undp.org). UNDP Tanzania will respond in writing or by standard electronic mail to the requestor and share the answer with all invited offerors without identifying the source of inquiry. Please Quote/Ref/: **IC/TZA/2017/UNDP-016 (Individual National Consultant to Conduct a Study on financial investments in sustainable land management programmes and planning in Tanzania)** in all inquiries.

## 1. BACKGROUND

The Ministry of Water and Irrigation (MOWI) is implementing a 5-year project on **Securing Watershed Services Through Sustainable Land Management in the Ruvu and Zigi Catchments (Eastern Arc)** in Tanzania, with funds from the Global Environment Facility (GEF) through UNDP. The project focuses on the Uluguru and East Usambara Mountains and is being implemented in the districts of Morogoro, Mvomero, Muheza, Mkinga, Korogwe, Tanga, Kisarawe, Kibaha and Bagamoyo districts. The area forms part of the biodiversity-rich Eastern Arc mountains forest chain, and includes some of the most important water catchment areas in the country, which give rise to the Ruvu and Zigi Rivers.

The objective of the project is to ensure that sustainable land management alleviates land degradation through soil protection and erosion control, maintains ecosystem services and improves livelihoods of both men and women in the Ruvu and Zigi catchments. The project has two components: (i) building institutional capacity and strengthening coordination amongst Water Basin Boards and other relevant stakeholders; (ii) implementing practical sustainable Land Management (SLM) interventions to address land degradation in forests, rangelands and farmlands with the overall purpose of securing watershed services and improving livelihoods. Key stakeholders of the project include MOWI, National Land Use Planning Commission (NLUPC), Ministry of Agriculture, Livestock & Fisheries, Ministry of Natural Resources & Tourism, Ministry of Finance and planning, Ministry of Energy and Minerals, Tanzania Forest Services (TFS) and NGOs.

In this background, MOWI in collaboration with UNDP wishes to engage the services of an Individual Consultant with expertise in resource economics, economic analysis and financial planning to undertake a cost/benefit analysis of SLM systems within the Ruvu and Zigi catchments, and develop recommendations for sustainable financing, including a business case for leveraging new streams of public finance.

## 2. DUTIES AND RESPONSIBILITIES

For detailed information on the tasks to be performed and expected deliverables, please refer to the Terms of Reference (TOR) attached.

## 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

### Academic Qualifications:

#### Profile of the National Consultant

##### Education:

- Advanced degree (Master's or higher) in Finance, economic planning and policy, Economics, Business Administration, Natural Resources Management, or other relevant field.

##### Experience:

- A minimum of 7 years of professional experience relevant to this assignment.
- Demonstrated competence and work experience in the application of Cost-Benefit Analysis and Associated Analytical Tools, including in the relation to environment and natural resources.
- Solid experience in conducting gender analysis and collection, analysis and reporting on sex disaggregated data and gender statistics.
- Experience in measuring economic, social and environmental impacts of various

interventions.

- Demonstrated experience with stakeholder engagements at all levels from government to local communities.
- Experience in facilitating meetings and workshops.
- Excellent analytical skills, including experience in synthesizing clear, actionable insights from a large volume of documents.
- Superior writing and communication skills, including a strong track record of published documents (papers, reports, etc).

#### 4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

**NOTE: Technical and Financial Proposals must be submitted separately. The two must NOT be combined.**

##### i. TECHNICAL PROPOSAL

Interested Individual Consultants must submit the following documents/information to demonstrate their qualifications:

- (i) Explanation on why they are the most suitable for the work.
- (ii) Provide a brief methodology on how they will approach and conduct the work.

1. **Personal CV** including past experience in similar projects and at least 3 references with valid contact details (Please clearly indicate names, valid telephone numbers and e-mail addresses of referees).

##### ii. FINANCIAL PROPOSAL

The financial proposal shall specify a **total lump sum amount**, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output (For detailed payment schedule, please refer to the TOR attached). In order to assist the Requesting Unit in the comparison of financial proposals, **the financial proposal will include a breakdown of this lump sum amount.**

##### **Travel:**

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expense should be agreed upon, between the respective Business Unit and individual Consultant, prior to travel and will be reimbursed.

#### **Proposed format for submission of Financial Proposal:**

S/N°	Item/Description	Amount (TZS)
1.	Professional Fee (number of working day x Daily Rate)	
2.	Other expenses (please specify if any)	
	N.B No DSA to be paid on Duty Station	



## 5. EVALUATION METHOD

Individual Consultants will be evaluated based on the following methodology:

### **Cumulative Analysis:**

The contract will therefore be awarded to the Individual Consultant whose offer has been evaluated and determined as both:

- a) Responsive/compliant/acceptable, and
- b) Having received the highest score out of the pre-determined set of weighted technical and financial criteria specific to the solicitation:

\* Technical Criteria weight: 70%


\* Financial Criteria weight: 30%

Only candidates obtaining a minimum of 49% points in the technical evaluation will be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<b><u>Technical :</u></b>	<b><u>70%</u></b>	<b><u>70</u></b>
<ul style="list-style-type: none"><li>Relevant educational background, particularly applied to financial analysis</li></ul>	10	10
<ul style="list-style-type: none"><li>Knowledge of the area of work and expectation from the activities being covered</li></ul>	15	15
<ul style="list-style-type: none"><li>Relevant professional experience in conducting assignments of similar nature and scope, including stakeholder consultations, financial analyses, and capacity assessments</li></ul>	25	25
<ul style="list-style-type: none"><li>Excellent communication skills including extensive experience in drafting reports and publications</li></ul>	15	15
<ul style="list-style-type: none"><li>Language skills</li></ul>	05	05
<b><u>Financial:</u></b>	<b><u>30%</u></b>	<b><u>30</u></b>

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS

  
Yahya Ba  
Country Director a.i

