



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

NATIONAL CONSULTANT

INDIVIDUAL NATIONAL CONSULTANT FOR TERMINAL EVALUATION OF THE MAINSTREAMING SUSTAINABLE FOREST MANAGEMENT IN THE MIOMBO WOODLANDS OF WESTERN TANZANIA

Date: 19 July 2017

Procurement Notice No.: IC/TZA/2017/UNDP- 020

Duty Station: Dar Es Salaam, Katavi and Tabora Regions

Eligibility: National Consultant (Women are highly encouraged to apply)

Description of the assignment

An individual consultant is sought to conduct a Terminal Evaluation (TE) for the above-mentioned project. This evaluation shall be conducted according to guidance, rules and procedures established by UNDP and GEF as reflected in the UNDP Evaluation Guidance for GEF Financed Projects. The evaluation process will revolve around the focus of the project which was on:

- Policy regulatory framework and institutional arrangements support Sustainable Forest Management Component;
- Strengthening skills and capacities for knowledge based Community-based Forest Management/Joint Forest Management (CBFM/JFM), integrated soil fertility management and forest use planning Component;
- Adoption of Sustainable charcoal and energy switch reduce pressure on woodlands; and
- Markets and technology support expansion of livelihood options to reduce pressure on agriculture and natural resources and increase income in the pilot wards.

For a detailed description of the assignment, see the Terms of Reference.

Project name: The Mainstreaming Sustainable Forest Management in the Miombo Woodlands of Western Tanzania

Period of assignment/services: 24 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 **not later than Wednesday 02 August 2017 at 11:00 hrs. (Local time):**

IMPORTANT NOTE:

The reference of the IC Procurement Notice No. **IC/TZA/2017/UNDP-020 Individual National Consultant for Terminal Evaluation of the Mainstreaming Sustainable Forest Management in the Miombo Woodlands of Western 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. 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-020 (Individual National Consultant for Terminal Evaluation of the Mainstreaming Sustainable Forest Management in the Miombo Woodlands of Western Tanzania)** in all inquiries.

1. BACKGROUND

The project was designed to ensure that biodiversity conservation is mainstreamed into economic planning and development, so that agricultural productivity and sustainable livelihoods are improved while simultaneously improving the ecological integrity of the Miombo ecosystem of Western Tanzania, including securing its productivity from negative effects of climate change in Tabora and Katavi regions. For this reason, the United Republic of Tanzania (URT) with support from the Global Environment Facility (GEF), through United Nations Development Programme (UNDP), is implementing a 5-year project in response to the fact that despite its local and global significance, the Miombo Woodland is experiencing serious threats that are affecting biodiversity and livelihoods in the Miombo ecosystem. The long-term solution to the threats is the adoption of sustainable-use management practices for resources harvested by local people for subsistence and local economic growth, and better regulation of commercial activities. The government agreed to resolve these problems through a pilot project that mainstreams Sustainable Forest Management into the production systems in the central part of Tabora with activity spreading to Katavi.

The overall Goal of the project is that "Sustainable Forest Management secures ecosystem and biodiversity values while providing a buffer to the Congolian Rain forest, ensuring food security and sustainable livelihoods. The objective of the project is "To enable Miombo dependent communities to adopt productive practices that are favorable to biodiversity conservation, reduce carbon emissions from land use change and improve livelihoods". The project's immediate focus is an area of 133,400 hectares covering which used to be 4 wards but now 13 in Kaliua, Urambo and Uyui in Tabora region, and Mlele district in Katavi. The project was initially targeting 12,530 households spread over 28 villages in the project area but because of administrative changes of districts and region it is presently benefiting 16,096 households in 42 villages.

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:

- Master's degree or higher in relevant area such as Biodiversity Management, Sustainable Land or Forest Management, Environmental sciences and Natural Resources Management with minimum of 7 years of relevant professional experience

Experience:

- Master's degree or higher in relevant area such as Biodiversity Management, Sustainable Land or Forest Management, Environmental sciences and Natural Resources Management with minimum of 7 years of relevant professional experience
- Recent experience with result-based management evaluation methodologies;
- Experience applying SMART indicators and reconstructing or validating baseline scenarios;
- Competence in adaptive management, as applied to biodiversity, sustainable forest management and climate change mitigation,
- Experience in working with GEF or GEF – evaluations
- Demonstrated understanding of issues related to gender and the above mentioned GEF focal areas; experience in gender sensitive evaluation and analysis;
- Excellent communication skills;
- Demonstrable analytical skills;

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 ^o	Item/Description	Amount (TZS)
1.	Professional Fee (number of working day x Daily Rate)	
2.	Other expenses (please specify if any)	

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:

- Responsive/compliant/acceptable, and
- 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%

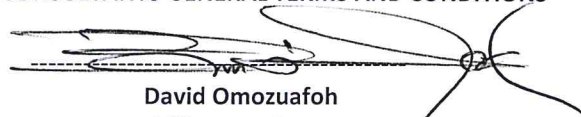
* Financial Criteria weight: 30%

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

Criteria	Weight	Max. Point
<u>Technical :</u>	<u>70%</u>	<u>70</u>
Master's degree or higher in a relevant area such as Biodiversity Management, Sustainable Land or Forest Management, Environmental sciences and Natural Resources Management with minimum of 7 years of relevant professional experience at the international level	15	15
Knowledge and experience in developing projects, specific experience in UNDP and GEF project Evaluation	20	20
Experience in evaluating similar projects with results-based monitoring and evaluation methodologies in the recent past engagement	20	20
Knowledge on Sustainable Forest or Land Management in Tanzania and its related policies	15	15
<u>Financial:</u>	<u>30%</u>	<u>30</u>

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS


David Omozuafah
Officer In Charge