



TERMS OF REFERENCE FOR INDIVIDUAL CONTRACT

POST TITLE: Wildlife Habitat Management Expert

AGENCY/PROJECT NAME: IGSD Unit, UNDP/ Strengthening Capacity and Incentives for Wildlife Conservation in the Western Forest Complex

COUNTRY OF ASSIGNMENT: Thailand

1) GENERAL BACKGROUND

As of one of Thailand's most important biodiversity areas, the Huai Kha Khaeng-Thung Yai Naresuan (HKK-TY) World Heritage Site (WHS) consists of three contiguous protected areas - the Huai Kha Khang (HKK) Wildlife Sanctuary (HKK); the Thung Yai Naresuan East (TYE) Wildlife Sanctaury; and the Thung Yai Naresuan West (TYW) Wildlife Sanctuary. This Protected Area is considered by the Government of Thailand (GoT) as a critical tiger conservation landscape in Thailand.

The Strengthening Capacity and Incentives for Wildlife Conservation in the Western Forest Complex Project is financially supported by the Global Environment Facility (GEF). The project objective is to improve management effectiveness and sustainable financing for Huai Kha Khaeng-Thung Yai Naresuan (HKK-TYN) World Heritage Site. It will also develop and implement mechanisms to incentivise surrounding communities living in an around the HKK-TY to better protect the biodiversity of the World Heritage Site and to adopt more sustainable land use and forestry management practises in the adjacent buffer areas. Finally, it will implement measures to reduce greenhouse gas (GHG) emissions in the HKK-TY WHS and its buffer areas by reducing the burning of forests and enhancing the protection of forests in order to increase levels of carbon storage.

The core project site is the Huai Kha Khaeng-Thung Yai Naresuan World Heritage Site (HKK-TY WHS). The WHS is comprised of the Huai Kha Khaeng Wildlife Sanctuary (HKK) and two adjoining Wildlife Sanctuaries - Thung Yai Naresuan East (TYE) and Thung Yai Naresuan West (TYW). There are 14 formally recognised enclave villages located within the TYW (7 villages) and TYE (7 villages). These enclave villages, and the 29 villages in a 5km buffer zone to the east of HKK, will be the focus of complementary project interventions.

Project activities in the core area will be directed towards strengthening and scaling up existing best-practice management activities, and developing and testing innovative approaches to enforcement and compliance, in the HKK-TYN WHS. It will strive to reduce the direct threats to tigers and prey, improve effectiveness of wildlife sanctuary management, and enhance the use of data and information to support key management decision-making.

Project activities will also be directed to linking sustainable livelihood development in the enclave and buffer zone villages with specific conservation outcomes, and improving economic links between the buffer zone and enclave villages and the Wildlife Sanctuaries. It will seek to achieve these linkages by promoting incentives for community-based sustainable forest management, environmentally friendly agricultural practices, nature-based tourism and education, and improved wildlife and habitat protection.

2) OBJECTIVES OF THE ASSIGNMENT

From the fact that Thai agencies have each own sectoral plan according to the mission of the agency. This, many times, creates conflicts of actions, duplicating and wrong doing due to lack of knowledge in managing all other purposes in one special area, in particular, the wildlife hotspot.

The assignment aims to improve wildlife habitats in the wildlife sanctuary, where all invasive challenges are encroaching due to lack of proper management. Based on principles of wildlife management and jurisdiction of the wildlife sanctuary, all relevant agencies and enclave communities, including general public, must have better knowledge on how to sustain the value of the pristine areas.

The approach is to demonstrate necessary steps, in developing the Habitat improvement and management planning, and recommend implementing measures/ actions according to the plan. Scenario projection between the Business as Usual and proposed interventions will help justify and call for multi-stakeholders involvement in planning and demonstration. To ensure the MRV (measurable, reportable and verifiable) effectiveness of the proposed plan and actions, the project will focus on Tung Yai Naresuan – East (TYE) Wildlife Sanctuary as the demonstration site.

As the first phase, this TOR is for a national consultant to develop a Wildlife Habitat Improvement and Management Plan from which all relevant administrative agencies will derive their own sectoral plan. The following phase on multi-stakeholders involvement in implementation of the joint management plan on habitat improvement will be pending on the satisfactory outputs of the first phase.

3) SCOPE OF WORK

The national expert will carry out the following tasks:

1. **Database and Habitat Suitability Model** Scope of work includes:
 - 1.1. Update and analyse secondary data on geography and biography of the areas which determine the wildlife survival.
 - 1.2. With the secondary data analysis and data from SMART Patrol, which indicates threats and effectiveness of protection in TYE, assess risks both from human and natural threats and map the distribution of factors which determine the survival of wildlife
 - 1.3. Develop the habitat suitability model to assess the optimal wildlife population in a suitable habitat and factors of sustainable survival
 - 1.4. From above analysis, develop mapping of wildlife habitats classification based on types of the ecosystem and habitat suitability
2. **Habitat improvement and management plan** Scope of work includes:
 - 2.1 SWOT analysis taking into account of the government policy, values of natural assets, readiness of the local administration. Then, justify the need of habitat improvement and management plan.
 - 2.2 Develop the Logical Framework of the Plan which includes objectives, targets with indicators, results and resources framework, and measures/ actions/ projects to achieve the objectives and goals and means of verification, and reporting of progress and success.

4) DELIVERABLES AND TIMEFRAME

Expected outputs	Activities	Deliverables	Timeframe	% of payment
1. Detailed Work Plan	Detailed Work Plan (activities and work schedule)		15 January 2018	15%
2. Database and reference archives for SWOT and Planning	<ul style="list-style-type: none"> - Review and update the secondary data including SMART Patrol data - Develop and archive of database 	The database and reference archives (Mapping and landscape design)	15 March 2018	20%

	as reference for SWOT and habitat management planning			
3. Habitat Suitability Model with zoning (comparison between the Model and Business as Usual)	<ul style="list-style-type: none"> - Develop Habitat Model that represents suitability of each zone which can: <ol style="list-style-type: none"> 1) Maintain the ecosystem value and rare species 2) Control the invasive alien species and endure impacts from climate uncertainty 3) Manage wild fire and man-made firing 4) Prevent deforestation and harms from land use change 	<ul style="list-style-type: none"> - Habitat model which represents each zone of suitability - Geographical zoning and mapping of particular types of habitat - Simulation between proposed habitat suitability types and Business as Usual 	20 April 2018	15%
4. SWOT analysis and draft Logical Framework of the planning	<ul style="list-style-type: none"> - Conduct SWOT analysis based on the database and reference update and habitat suitability model - Develop the skeleton of logical framework for the development of habitat improvement and management plan 	<ul style="list-style-type: none"> - SWOT analysis - Draft Logical Framework of TYE habitat improvement and management plan 	31 May 2018	20%
5. Habitat Improvement and Management for Tung Yai Naresuan - East	- Develop details of the logical framework for habitat improvement and management plan which includes:	<ul style="list-style-type: none"> - Habitat Improvement and Management Plan - Stakeholders analysis - Implementation plan of each 	15 June 2018	20%

	<p>1. objectives, targets with indicators, results and resources framework, and measures/ actions/ projects to achieve the objectives and goals and means of verification, and reporting of progress and success</p> <p>2. Conduct stakeholders meeting and analysis of relevant parties willing to implement the proposed habitat improvement and management plan</p> <p>3. Prioritize the most feasible actions as pilot demonstration and best practices</p>	zone with prioritized pioneer actions/ zone		
<p>6. Endorsement and Adoption of the Habitat Improvement and Management Plan for Tung Yai Naresuan – East and integration of the plan into other administrative agencies involved</p>	<ul style="list-style-type: none"> - Conduct series of consultation with policy makers for the endorsement of the Plan and ensure the budget allocation accordingly once the project ends - Enhance readiness of responsible parties in the implementation of the plan - Develop M&E mechanism for the MRV (measurable, reportable, and verifiable) progress and outcome of the implementation of habitat improvement plan 	<ul style="list-style-type: none"> - Official endorsement of the plan and budget commitment - M&E mechanism for the measurable, reportable and verifiable outcome of Habitat improvement implementation 	31 August 2018	10%

5) DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

Duration of the Work: The consultant will work for 100 working days during the period from 8 January 2018 – 15 September 2018.

Duty station: Home-based with travel to project sites in Tung Yai Naresuan - East (up to 10 trips, 5-7 days per trip).

6) PROVISION OF MONITORING AND PROGRESS CONTROLS

The consultant will report to the Project Manager and Programme Analyst of the IGSD Unit, UNDP Thailand Country Office

7) DEGREE OF EXPERTISE AND QUALIFICATIONS

Qualifications:

- Holding an advanced degree in natural resources management, forestry, natural sciences, environment and development and/or related fields.
- At least 10 years of experience in conducting feasibility study on natural resources and environment related subjects
- At least 5 years of experience in the assignment with international cooperation projects
- Having good analytical and presentation skills;
- Good command of English both spoken and written
- Familiarity with working in a multicultural environment

8) REVIEW TIME REQUIRED

Two working weeks after submission of each output milestone for review/approval of deliverables to authorising payments.

9) CONSULTANT PRESENCE REQUIRED ON DUTY STATION/ UNDP PREMISES

☒ NONE ☐ PARTIAL ☐ INTERMITTENT ☐ FULL TIME

IF FULL TIME – PLEASE ADD BELOW FOR JUSTIFICATION

N/A

10) REQUIRED DOCUMENTS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications. Please group them into one (1) single PDF document as the application only allows to upload maximum one document:

- **Letter of Confirmation of Interest and Availability and financial proposal** using the template provided in Annex III. Note: National consultants must quote prices in Thai Baht.
- **Personal CV or P11**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references.
- **Technical proposal**, One pages of **methodology**, indicating how they will approach and complete the assignment.

Incomplete proposals may not be considered. The short listed candidates may be contacted and the successful candidate will be notified

11) CRITERIA FOR SELECTION OF THE BEST OFFER

Individual consultants will be evaluated based on the following methodology : **Cumulative analysis**

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as a) responsive/compliant/acceptable; and b) having received the highest score out of set of weighted technical criteria (100%). and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by UNDP for the assignment.

Technical Criteria for Evaluation (Maximum 100 points)

- Criteria 1 Relevance of Education – Max 15 points
- Criteria 2 Relevant experience in public administration, DNP in particular -Max 20 Points

- Criteria 3 Relevant experience as a Team Leader – Max 10points
- Criteria 4 Relevant experience of academic work – Max 5 points
- Criteria 5 Assessment of approach/methodology to assignment – Max 50 Points

Only candidates obtaining a minimum of 70% of the total technical points would be considered for the Financial Evaluation.

12) PAYMENT TERMS

Consultant must send a financial proposal based on **Lump Sum Amount**. The total amount quoted shall be all-inclusive and include all costs components required to perform the deliverables identified in the TOR, including professional fee, travel costs, living allowance (if any work is to be done outside the IC's duty station) and any other applicable cost to be incurred by the IC in completing the assignment. The contract price will be fixed output-based price regardless of extension of the herein specified duration. Payments will be done upon completion of the deliverables/outputs and as per below percentages:

Expected outputs	% of payment
1. Detailed Work Plan	15%
2. Database and reference archives for SWOT and Planning	20%
3. Habitat Suitability Model with zoning (comparison between the Model and Business as Usual)	15%
4. SWOT analysis and draft Logical Framework of the planning	20%
5. Habitat Improvement and Management for Tung Yai Naresuan - East	20%
6. Endorsement and Adoption of the Habitat Improvement and Management Plan for Tung Yai Naresuan – East and integration of the plan into other administrative agencies involved	10%

In general, UNDP shall not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources

In the event of unforeseeable travel not anticipated in this TOR, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and the Individual Consultant, prior to travel and will be reimbursed.

Travel costs shall be reimbursed at actual but not exceeding the quotation from UNDP approved travel agent. The provided living allowance will not be exceeding UNDP DSA rates. Repatriation travel cost from home to duty station in Bangkok and return shall not be covered by UNDP.

13) ANNEXES TO THE TOR

n/a