



Empowered lives.
Resilient nations.

SECTION 3: TERMS OF REFERENCE (TOR)

Procurement Notice Ref. No.: ETH

Services/Work Description: Recruitment of consultant for Consultancy service to undertake study on exploring mechanisms to integrate pastoral and agro pastoral systems to landscape management.

Project/Program Title: Integrated Landscape Management to Enhance Food Security and Ecosystem Resilience in Ethiopia

Post Title: National Consultant
Consultant Level: Level C (Senior Specialist)
Duty Station: Addis Ababa with some travel to regional states
Expected Places of Travel: Somali and Afar Regions
Duration: 35 days
Expected Start Date: Immediately after Concluding Contract Agreement

I. BACKGROUND AND RATIONALE

Largely dominated by an agrarian economy and experiencing the second highest population in Africa, Ethiopia faces many development challenges. Most of the population still relies on rain-fed production systems for food and income security. Agriculture accounts for over 40% of GDP, employs 80% of the labour force and generates some 90% of export earnings, yet most agricultural activity still occurs within small, subsistence-level farming systems. Whilst average plot sizes vary by region, many households survive on less than a hectare each.

Ethiopia suffers from food insecurity with average annual food production growth an estimated 2.4%, lagging behind population growth of 2.8% per annum. Major causes of food insecurity in Ethiopia include environmental degradation, deforestation, soil erosion, recurrent droughts and pressures caused by population growth. Across the country, environmental degradation has led to loss of production capacity, leaving crop cultivation and livestock husbandry struggling to withstand the immediate impacts of climate variability, including recent El-Nino events and associated floods and droughts.

Smallholder farming (cultivation and pastoralism) is the mainstay of Ethiopia's economy across the six regions in which this project will be implemented. Farming takes place in often highly degraded and vulnerable environments where there is substantial loss of vegetation, associated erosion and

declining soil fertility. Huge demand for natural capital including biomass fuels exacerbates environmental degradation and affects food production. This project proposes an integrated approach that brings together capacity to achieve food security with the need to restore and sustainably manage key environmental resources. It does this through three interrelated components: Component 1 ensures effective multi-stakeholder platforms are in place to support the dissemination and uptake of integrated approaches; Component 2 develops specific approaches and puts in place effective mechanisms to scale up across target sites and, more widely, in the country; and Component 3 establishes a systematic monitoring, assessment, learning and knowledge management mechanism that supports influencing at a wider scale in Ethiopia. Infusing all components is a commitment to gender-responsive development, in which women stakeholders within smallholder communities play a central role in economic and environmental transformations.

Integrated Landscape Management to Enhance Food Security and Ecosystem Resilience in Ethiopia Project:

The goal of this project is: To enhance long-term sustainability and resilience of food production systems by addressing the environmental drivers of food insecurity in Ethiopia. The overarching focus is on integrated landscape management (ILM) to achieve food production resilience in landscapes under pressure. ILM combines land management choices and Integrated Natural Resources Management (INRM) with water- and climate-smart agriculture, value chain support and gender responsiveness.

The project is a five years project implemented by federal ministry of Environment, Forest and Climate change in six regions and 12 project sites or woredas. The regions and woredas are Oromia (Chiro and Doba), Amhara (Angolela Tera and Menz Gera), SNNPR (Boricha and Duguna Fango), Tigray (Raya Azebo and Tanqua Abregele, Ethiopia Somali (Gursum and Tuliguled) and Afar (Abaala and Amibara).

II. Objective of the Study

The agro-pastoral and pastoral production systems are predominantly confined to the semi-arid and arid zones in Ethiopia. The main approach in these areas is livestock production, based on grazing natural forage. However, with increasing population pressure, most high-potential range areas have been taken up for crop production and irrigation, and the agro-pastoral and pastoral production systems have become increasingly marginalized in more arid areas where forage production is limited by acute shortages in precipitation, e.g. the project areas of Abala and Amibara (Afar Region), and Tuliguled and Gursum (Somali Region). These systems are becoming unsustainable, and land degradation through overgrazing is damaging environments and ecosystems, putting pastoral and agro-pastoral livelihoods at risk. The project is planning to implement activities by integrating Landscape Management to the pastoral and agro pastoral systems. The project will offer the most feasible option for stabilizing livestock production and enhancing a continuous supply of livestock products and ensuring food security in the target woredas. This will be achieved through restoring the environmental functions and services provided by healthy ecosystems (including watershed protection, forage production, irrigation of

pasture, water for livestock, maintenance of soil fertility and organic content, micro-climate amelioration, bio-diversity preservation, and improved breeds).

The specific objective of the Assignment is:

1. To develop a mechanism to integrate landscape management to agro pastoral systems by offering the most feasible options for stabilizing livestock production and enhancing continues supply of livestock products.
2. To recommend practical actions and option to enhance soil fertility and organic content to increase production of agricultural products for food security.
3. To recommend practical solution to restore the environmental functions and services and biodiversity preservation

II. SCOPE OF THE WORK

The consultant will work with the UNDP and MoEFCC staff and other designated groups and people to gather data and information designed to inform and support the preparation of study. This study will provide: a result of thorough analysis of the problems and solutions with recommended interventions mechanism to integrate landscape management to pastoral and agro pastoral systems. The recommendations will also include policy and administrative reforms as well as technical and practical interventions needed to stabilize livestock and crop production as the same time restoring environmental functions and services as well as biodiversity preservation. The study analysis will recommend concrete project interventions to improve agricultural productivity by improving soil fertility and integrating with livestock production and landscape management. The analysis will serve as the foundation for developing strategy and recommendations that the project will implement (facilitate) over the next four and half years in the pastoral and agro pastoral woredas.

Initial data collection and information gathering will revolve around identifying secondary data sources and thorough analysis of previous works conducted in pastoral and agro pastoral areas. It needs collection of practical to examples that showed results in Ethiopia or other countries. It also need meeting with the right people to collect the local knowledge and practice exist so far.

Methodology

The foundation for the methodology relies on making a thorough desk review and developing standardized questionnaires that are used in focus groups, small groups and one-on-one interviews.

- Providing timely information and support in desk review of relevant documents
- Undertake field visits to each woreda for observation and arrange meetings/interview/discussions with relevant stakeholders at all levels (UN/UNDP, federal level implementing partners, line ministries, woreda offices, pastoralists and agro pastoralists, higher learning and research institutions and project staff.

III. EXPECTED OUTPUTS AND DELIVERABLES

- Study proposal
- Inception Report
- Draft Final report
- Final Report

No.	Deliverables / Outputs	Estimated Duration Complete to	Review and Approvals Required
1	Study proposal		For bidding, program specialists, PM, finance and human resource
2	Progress report: after contract signature	15 days	Program specialist and PM
3	Final Draft	30 th day	Program specialist, PM and GEF team
4	Final Report	35 th day	Program specialist, PM and GEF team

IV. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS

- The Consultant will work in close collaboration with UNDP CO, particularly with GEF program specialist and IAP Food Security PMU team;
- Estimated level of effort: **35** working days to complete the whole assignment.
- The Consultant will be given access to relevant information necessary for execution of the tasks under this assignment;
- Given the sensitive nature of pipelining before the report is approved, the consultant shall not communicate to any person, government, or other entity external to UNDP Country office and UNDP -GEF RTA, any unpublished information made known to the incumbent by reason of his or her candidacy or association with UNDP-GEF except as required by these TORs or upon written authorization from the UNDP CO and UNDP-GEF;

V. LOGISTICS AND ADMINISTRATIVE SUPPORT TO PROSPECT IC

The Consultant will be responsible for providing her/his own working station (i.e. laptop, internet, phone, scanner/printer, etc.) and must have access to a reliable internet connection. The consultant will organize transportation, accommodation and DSA expenses while travelling to the field.

VI. DURATION OF THE WORK¹

The assignment is for **35** working days. The work will commence immediately after signing of the contract. The consultant will divide the assignment dates for desk review, field data collection, analysis and reporting writing. This should be clearly indicated in the proposal.

VII. QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR (IC)

A. Education

Advanced Degree MSc (MA) and above with specialization in relevant field(s) related to **land management, Livestock production, Agro economics and rural development with academic and professional specialization or practical experience in pastoral and agro-pastoral development.**

B. Experience:

At least **ten** years working experience in in the above filed of specialization having practical experience and proven track record in conducting similar assignments particularly in pastoral areas.

C. Language and other skills:

Excellent knowledge of English, including the ability to set out a coherent argument in presentations and group interactions. It will be advantageous if the consultant speaks local languages of the intervention regions.

D. Functional skills

Excellent communications and networking skills and the ability to work with federal and regional government professionals. Strong interpersonal and negotiating skills; Ability to work in a multicultural environment; and Sound judgment and discretion.

E. Computer skills:

Full command of Microsoft applications (word, excel, PowerPoint) and common internet applications will be required.

F. Compliance of the UN Core Values:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favouritism;
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.

Important Note:

¹

The Consultant is required to have the following professional and technical qualifications. **Only the applicants who hold these qualifications** will be shortlisted and contacted.

VIII. CRITERIA FOR SELECTING THE BEST OFFER

From the existing roster, Individual Consultants will be evaluated based on Cumulative Analysis as per the following scenario:

- Responsive/compliant/acceptable, and
- Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation. In this regard, the respective weight of the proposals are:
 - a. Technical Criteria weight is **70%**
 - b. Financial Criteria weight is **30%**

Criteria	Weight	Max. Point
Technical Competence (based on CV, Proposal and interview (if required))	70%	100%
▪ Criteria a. Understanding the Scope of Work (SoW); comprehensiveness of the methodology/approach; and organization & completeness of the proposal;	40	57.14
▪ Criteria b. Educational background as specified above;	10	14.229
▪ Criteria c. At least ten years Practical experience in pastoral areas with pastoral landscape management;	20	28.58
Financial (Lower Offer/Offer*100)	30%	
Total Score	Technical Score * 70% + Financial Score * 30%	

Evaluation legend:

Weight per Technical Competence	
Weak: below 70%	The individual consultant/contractor has demonstrated a WEAK capacity for the analyzed competence
Satisfactory: 70-75%	The individual consultant/contractor has demonstrated a SATISFACTORY capacity for the analyzed competence
Good: 76-85%	The individual consultant/contractor has demonstrated a GOOD capacity for the analyzed competence
Very Good: 86-95%	The individual consultant/contractor has demonstrated a VERY GOOD capacity for the analyzed competence
Outstanding: 96-100%	The individual consultant/contractor has demonstrated an OUTSTANDING capacity for the analyzed competence.

*** It is mandatory criteria and shall have a minimum of 70points our of 100 points**

****Regarding the rest criteria, you may select from the following or include which is/are relevant evaluation criteria as per the ToR and fix allocated weightage corresponding to each criterion. Examples:**

- a. Minimum educational background as per the requirement in the ToR;
- b. Minimum 10 years of experience in similar consultancy projects and/or IC contracts;
- c. Ability to discharge the consultancy service within the timeframe as per the ToR ;
- d. **In case of Interview** - individual competencies in terms of language proficiency; analytical and comprehension skills; presentation skills; confidence; . . .
- e. Other criteria that help to objectively evaluate the required knowledge, skills, behaviors, . . . of prospective consultants;

IX. PAYMENT MILESTONES AND AUTHORITY

Payment Schedule (Payment trenches)	Deliverables or Documents to be Delivered	Approval should be obtained from:	Percentage of Payment
1 st Installment	up on submission of inception report	UNDP and MoEFCC	20%
2 nd Installment	up on submission of draft report	"	30%
3 rd Installment	up on submission of final report	"	50%
Grand Total			100%

X. RECOMMENDED PRESENTATION OF TECHNICAL PROPOSAL

For purposes of generating proposals whose contents are uniformly presented and to facilitate their comparative review, you are hereby given a template of the Table of Content. Accordingly; your Technical Proposal document must have at least the following preferred content and shall follow its respective format/sequencing as follows.

Proposed Table of Contents	Page
----------------------------	------

SECTION I. TECHNICAL PROPOSAL COVER PAGES

- Cover Page (use the template hereto)
- Cover Letter (use the template hereto)
- Statement of Declaration (use the template hereto)

SECTION I. TECHNICAL PROPOSAL SUBMISSION FORM

- 1.1 Letter of Motivation
- 1.2 Proposed Methodology

- 1.3 Past Experience in Similar Consultancy and/or Projects
- 1.4 Implementation Timelines
- 1.5 List of Personal Referees
- 1.6 Bank Reference

SECTION II. ANNEXES

Annex a. Duly Signed Offer's Letter to UNDP Confirming Interest and Availability (use the template hereto)

Annex b. Duly Signed Personal CV's

Documentation Checklist (please refer to the checklist attached hereto)

FINANCIAL PROPOSAL

Alternative 1. LUMP-SUM CONTRACTS

The Financial Proposal shall specify a total lump-sum amount **all-inclusive**², 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, i.e. upon delivery of the services specified in the TOR. 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 (including travel, per diems, and number of anticipated working days) in **Ethiopian Birr Only. Financial proposal submitted in any currency rather than Ethiopian Birr will not be considered for further Evaluation.**

XI. CONFIDENTIALITY AND PROPRIETARY INTERESTS

The Individual Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP.

XIV. ANNEXES TO THE TOR