

**Selection of a consultant for the development of a feasibility study for the upscaling and the capitalization of climate change adaptation interventions and achievements in the Tunisian coastal areas**

**October 2018**

## Terms of Reference

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#### **I – CONTEXT AND RATIONALE**

Tunisia's coastline is vulnerable to climate change induced sea level rise, saline pollution of soil and coastal groundwater, erosion, land loss and damages to physical and economic assets due to intensified sea surges and storms. In response to these challenges, the Government of Tunisia identified coastal management as a top priority for an adaptation action. However, a lack of capacity to deal with the impacts of climate change in coastal zones represents a significant risk. The institutional framework of coastal management in Tunisia does not take into consideration the projections of climate change scenarios. Coastal protection interventions are generally reactive with a preference for physical defense structures that may only address climate change challenges to the coastal area in a very limited way.

The project "Addressing Climate Change Vulnerabilities and Risks in Vulnerable Coastal Areas in Tunisia", carried out by the United Nations Development Program (UNDP Tunisia) and the Coastal Protection and Planning Agency (APAL), funded by the Global Environment Facility, proposes an approach of setting up coastal management systems (including policies and institutional framework) that fully embeds the challenges of climate change impacts and engages all relevant government institutions and civil society in the whole process from consultation to action.

As such, the project will support the government of Tunisia to promote innovative strategies, technologies and financing options to address climate change risks and their impacts on the populations and the main socio-economic sectors of the most vulnerable coastal areas.

The project focuses on three areas of long-term coastal resilience to climate change:

- The improvement of the institutional capacities for planning and responding to the increased risks of climate change in coastal areas;
- The improvement of the resilience of the priority coastal areas through the implementation and the dissemination of innovative risk reduction measures;
- The establishment of innovative and sustainable economic and financial instruments to expedite the adoption of coastal adaptation measures.

One of the objectives of this project is to identify, consolidate, disseminate and promote the good practices of coastal adaptation in Tunisia.

The project works in the coastal areas of Djerba, Ghar el Melh and Kalaat El Andalous and fully reflects the national priorities as outlined in the national policies and international commitments of Tunisia to address the impacts of climate change such as sea level and other coastal threats. The project has developed Coastal Resilience scheme for the future implementation and exercised participatory approach and reached out to engage all relevant

stakeholders ranging from local target population, local authorities, private sector and development partners active in coastal management.

A particular attention has been paid to the gender dimension, in terms of the level of vulnerability of women, but also of young people, the elderly.

After three years of implementation, it is necessary to make an analytical assessment of this process related to financing, innovative techniques, organizational and institutional aspects, partnerships and consolidation. This can be well documented to facilitate the adoption of the best adaptation practices in a true spirit of upscaling.

These ToR aim, for this purpose, to recruit a qualified service provider for the conduct of this assignment.

## **II – OVERALL OBJECTIVE OF THE CONSULTATION**

The overall objective of the study is to identify and document viable adaptation solutions for the Tunisian coast, with a particular focus on the ecosystem-based approaches to coastal resilience. The study is to contribute to the upscaling of such practices through consolidation of the existing results, identification of shortcomings and barriers to their implementation at scale, the lessons learned from the implementation processes, at the coastal level, of the climate change adaptation initiatives, in general, and of those recommended by the Coastal Resilience scheme, in particular.

## **III – SPECIFIC OBJECTIVES**

The specific objectives are the following:

1. Describe and analyze the strengths and weaknesses of the adaptation actions carried out by the Coastal Resilience scheme;
2. Describe and evaluate the effectiveness of each adaptation model with supporting evidence from the field (about the financing, innovative techniques, organizational and institutional aspects, partnerships and capitalization), developed through the implementation of the project and assess their adoption threshold at the local and national level;
3. Propose alternative models, which are tested and replicable on a large scale throughout the whole Tunisian coastline;
4. Develop recommendations to better target resilience and facilitate the adoption of adaptation best practices in a true spirit of upscaling at the national level.

## **IV- TASKS OF THE CONSULTANT**

The tasks of the consultant will consist of:

- Consolidate the climate risk profile of Tunisia, based on desk review, including basic socioeconomic conditions, and observed climate trends and future projections in the context of coastal risks and vulnerabilities;
- Undertake an assessment of available data, research and literature on climate risks

that affect coastal ecosystems as well as other risks that work as additional stressors to coastal ecosystems;

- Process information and data to help establish the climate risk profile of the Tunisian coastline in its context of development challenges and with a particular emphasis on:
  - The coastal areas the most affected in terms of occurrence of risks and evidence of loss and damage;
  - The main factors of vulnerability of the Tunisian coastline to climate risks;
  - The socio-economic sectors and the livelihood the most exposed to climate risks in the coastal areas in Tunisia;
  - Particularly vulnerable groups, with a special emphasis on the gender dimension;
- Undertake a review of past and ongoing efforts related to coastal adaptation, including the efforts in coastal ecosystem protection, restoration and management; Synthesize best practices and lessons learned. This review will deal with the past and present efforts by the government and development partners and those conducted as part of the Coastal Resilience scheme (with SCCF project) for the reduction of climate risks and associated losses and damages;
- Assess the effectiveness of each adaptation practice with supporting evidence from the field (related to funding, innovative techniques, organizational and institutional aspects and partnerships), developed during the SCCF project and assess their adoption threshold at the local and national level. This should also include analysis of the existing gaps and the conditions necessary for the upscaling of the solutions recommended for coastal adaptation, the barriers to scaling up, such as technical knowledge and research, the policy, regulatory and institutional gaps and the financial limitations;
- Based on the existing reports and a field visit, undertake a review of ecosystem services (across the main categories of supporting, provisioning and regulating services) in the coasts of the country and the extent to which coastal population in Tunisia and sectors of economy benefit from such services;
- Review and present climate change adaptation benefits from ecosystem restoration (e.g. lagoons and dune systems); This analysis must include ecosystem-based adaptation schemes that are focused on the regeneration of over 5,000 hectares of coastal habitat (including sand dunes, salt pans, seagrass beds, beaches and lagoon/wetlands) within the Gulf of Gabes, Hammamet and Tunis);
- Based on the above analysis, identify and evaluate a range of feasible measures to address climate risks in the coast;
- In relation to this, identify the sustainable management options of such natural defenses through public private partnership and other arrangements (e.g. refer to long-term coastal defense and management arrangement in Pevensy bay, UK and other similar international practice)

- Undertake a review of policy, institutional and legislative frameworks as relevant to the coastal adaptation in Tunisia;
- Identify current needs, gaps, barriers and constraints to coastal adaptation, including to coastal ecosystem restoration and coastal resilience building; and
- Put forth recommendations for interventions.
- Based on the key findings and recommendations develop a content (including presentations) for the international workshop for the governments and coastal management practitioners, with a particular focus on the Mediterranean countries.

The selected consultant will contact the PMU (UNDP/APAL) to align the understanding of the ToRs, the proposed methodology for the study and to accurately identify the results expected from the expertise.

## **V – EXPECTED OUTPUTS**

The consultant will produce a detailed report in English deriving from the in-depth study and the documentation related to the funding, institutional, technical and capitalization models of the interventions for the adaptation to climate change. In particular:

1. Develop a feasibility study that contains the following information:
  - The description of the various models implemented by the project related to the institutional, partnership, financing, technical and capitalization aspects;
  - The identification of the strengths, the achievements, the shortcomings, the difficulties and the alternative proposals for each model and assessing their adoption threshold at the local level;
  - A comparative approach with other existing models developed in other climate change adaptation projects in coastal areas around the world;
2. Produce proposals made of at least one Policy Brief and two communication papers based on the relevant results of the different aspects of intervention of the Coastal Resilience scheme related to adaptation.
3. Support the preparation and the facilitation of a workshop for the capitalization and the presentation of the recommendations of the produced feasibility study.
4. Produce a note, based on the results of the study and the workshop, and recommendations to facilitate the good adoption of the best adaptation practices in a true spirit of upscaling.

## **VI. DURATION OF THE STUDY, SCHEDULE AND EMOLUMENTS**

The consultant should submit a precise timeline of the services, which should be based on the adopted methodology.

The maximum duration for the execution of the study is set to four months from the date the contract is signed. This period includes the deadlines for the drafting and the submission of the final report. The actual duration of work should not exceed 60 working days.

The consultant should submit a timeline, a method and a proposal for a reporting structure,

which should be based on the adopted methodology.

<b>Deliverable</b>	<b>Deadline</b>	<b>% of the contract</b>
Deliverable 1: Methodological note and approved timeline	10 days after signing the contract	10% of the contract
Deliverable 2: feasibility study in provisional version	2,5 months after signing the contract	30% of the contract
Deliverable 3: Organization and facilitation of the workshop	3 months after signing the contract	20% of the contract
Deliverable 4: Policy Brief and two papers	3,5 months after signing the contract	20% of the contract
Deliverable 3: validated version of the feasibility study including the recommendation report	4 months after signing the contract	20% of the contract

NB: It is worth mentioning the audience of these documents, including the feasibility study and the Policy Brief. The audience are mainly institutional and private donors (GCF / FFEM (French Global Environment Facility) / World Bank and etc.). These reports can be used as source documents for advocacy proposals and for the submission of proposals of major projects dealing with the coastal adaptation.

## **VII. Procedure:**

Operating method:

- Flexible planning of tasks will be proposed to the service provider and discussed with him/her based on the needs of the PMU;
- The consultant will attend, with the PMU, coordination meetings, when necessary.
- All reports and deliverables will be in English
- . The final version of the feasibility study will be English

## **VIII. CONSULTANT PROFILE**

The study will be conducted by a consultant with the following profile:

- Master’s Degree in Natural Sciences, Coastal Management or related fields;
- 10 years of substantive experience in the climate change adaptation, preferably in coastal management and adaptation field;
- Experience in working with international organizations (developing countries is an advantage);
- Previous professional experience in designing climate change adaptation projects of similar nature and scope;
- Organizational, interpersonal and communication skills are needed for effective team management and coordination;
- Ability to work under pressure in a difficult multi-cultural environment on a wide range of tasks and delivery quality outputs on time;
- Fluency in spoken and written English is a requirement;
- Excellent oral communication skills;

- Experience in managing and facilitating workshops;

## **IX. REPORTING**

The selected service provider should prepare and submit to UNDP the following reports:

- A kick-off of the study report, ten (10) days after signing the contract; this report should contain the following: a detailed methodology of the study; a work schedule and a table of contents of the different outputs to be submitted
- A provisional report of the feasibility study, two and a half months after signing the contract, which will be validated by the project team. This report will be submitted in digital format.
- A final Feasibility Study incorporating the amendments of the project team
- A Policy Brief and the presentation package containing the key findings and recommendations, three and a half months after signing the contract.
- Support the preparation and the moderation of a workshop.
- A note based in English on the results of the study and the workshop, four months after signing the contract, including the recommendations to facilitate the good adoption of the best adaptation practices in a true spirit of upscaling.

## **X. MONITORING-CONTROL OF THE RESULTS OF THE STUDY**

The selected consultant will work directly with the Project Manager and the CPC of the PMU.

Planned restitution meetings will be held with the participation of the representatives of the UNDP, APAL and the project actors and partners.

## **XI. Content of the offer and methodology for the selection of consultants:**

The individual consultant(s) with the required qualifications described in the previous paragraph, can apply for this consultation. The application form must include the documents listed below:

### **Technical offer:**

- An updated CV signed by the consultant containing the experiences/references in the field relevant to this assignment with the contact details (names, email addresses and telephone numbers) of references in support;
- A methodological note in English not exceeding five (05) pages on the approach to be adopted for the implementation of the different tasks of the assignment;
- The estimate of the consultant of the effort required to complete the various tasks to be performed during the present assignment.

### Financial offer

**The Cost must be Break downed by Components** : professional fees and travel expenses

NB: The costs of the organization of the workshops and meetings are the responsibility of the project

## **XII. Evaluation of the offers**

The evaluation will be subject to a most cost-effective bid selection process based on a scorecard and taking into consideration the weights of the technical and financial scores, which are of, respectively, 70% and 30%.

**Technical score:** 70% weight allocated as follows:

**Financial score:** financial offer (30% weight)

**A/ The evaluation of the technical offer will be as follows:**

<b>Criteria</b>	<b>Points</b>
<ul style="list-style-type: none"><li>- An environmentalist specializing in adaptation or a socio-economist, having a master's degree Natural Sciences, Coastal Management or related fields</li></ul>	<b>10 pts</b>
<ul style="list-style-type: none"><li>- <b>DEA/Master</b> <b>05 points</b></li><li>- <b>Doctorat/PhD</b> <b>10 points</b></li></ul>	
<ul style="list-style-type: none"><li>- At least 10 years of professional experience in the monitoring and evaluation of climate change adaptation projects, in the area of management of coastal spaces and natural resources, in the adaptation to climate change and in the capacity building of local communities and public actors; or equivalent</li></ul>	<b>30 pts</b>
<ul style="list-style-type: none"><li>- <b>10 years</b> <b>15 points</b></li><li>- <b>More than 10 years</b> <b>25 points</b></li></ul>	
Experience with international organizations will be an asset <b>5 points</b>	
<ul style="list-style-type: none"><li>- 03 references in the field of monitoring and evaluation of climate change adaptation projects, the management of coastal areas and natural resources, the adaptation to climate change, the capacity building of local communities and public actors, in planning finance, in socio-economic studies or equivalent;</li></ul>	<b>25 pts</b>
<ul style="list-style-type: none"><li>- <b>3 references</b> <b>15 points</b></li><li>- <b>More than 3 references</b> <b>25 points</b></li></ul>	



<b>Assessment of the methodological note and of the implementation schedule by the evaluation committee:</b> <ul style="list-style-type: none"> <li>- Quality of writing and of the presentation <b>05 points</b></li> <li>- Understanding of the assignment. <b>15 points</b></li> <li>- Estimate of the effort required to complete the various tasks to be performed along the present assignment <b>15 points</b></li> </ul>	<b>35 pts</b>
<b>Total</b>	<b>100 pts</b>

**B/ Evaluation of the financial offers:**

Only the financial proposals of the applications selected following the technical evaluation with a minimum of 70/100 points will be considered for the financial evaluation.

**C/ Scoring:**

The least cost effective financial proposal (FI) obtains a financial score (Fs) of 100 points. The financial scores (Fs) of the other offers are established as follows:

$$F_s = 100 \times FI/F, F_s$$

Being the financial score, FI is the least cost-effective proposal and F is the amount of the considered proposal.

The weights attributed to the technical and financial proposals are, respectively, 70% and 30%. The final score S (corresponding to the combined technical and financial score) is calculated as follows:

$$S = T_s \times 70\% + F_s \times 30\%$$

Ts: being the technical score

The final score will be the sum of the 2 scores obtained for the considered criteria. At the end of the analysis, the bidders will be ranked in a descending order based on the final score obtained. The bidder with the highest combined technical and financial score (S) will be selected for the performance of the assignment.