



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 13 June 2019

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**Title:** Environmental and social impact specialist

**Country:** Malawi

**Description of the assignment:** Development of Environmental and Social Management and Monitoring Plan for hydro-met stations

**Project name:** Saving Lives and Protecting Agriculture-based Livelihoods in Malawi: Scaling Up the Use of Modernized Climate Information and Early Warning systems (M-CLIMES)

**Period of assignment/services (if applicable):** 90 days spread over a period of 5 months

Proposal should be submitted at the following email address [procurement.mw@undp.org](mailto:procurement.mw@undp.org) no later than **27<sup>th</sup> June 2019**.

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. Procurement Unit will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

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### 1. BACKGROUND

The Government of Malawi, with the support from UNDP, has secured funding from the [Green Climate Fund](#) to scale up the use of modernized early warning systems (EWS) and climate information in the country. The project will work with communities in disaster prone and food-insecure districts to co-develop tailored weather- and climate-based agricultural advisories to be disseminated through ICT/mobile, print and radio channels. The project will also scale up best practices in community readiness to respond to disasters and mitigate key risks. Community-based EWS will be scaled up in flood-prone areas and capacities to use and respond to warnings will be strengthened at the national, district and community levels.

The project is being implemented in 21 districts by the Department of Disaster Management Affairs (DODMA), in collaboration with the Department of Climate Change and Meteorological Services (DCCMS), Department of Water Resources (DWR), Department of Agricultural Extension Services (DAES), Department of Fisheries (DoF), and the National Smallholder Farmers Association of Malawi (NASFAM).

The project has three expected outputs;

- i. Expansion of observation networks that generate climate-related data to save lives and safeguard livelihoods from extreme climate events
- ii. Development and dissemination of products and platforms for climate-related information/services for vulnerable communities and livelihoods
- iii. Strengthening communities' capacities for use of EWS/CI in preparedness for response to climate related disaster

The project intends to install a number of hydro-met stations/equipment that includes automated weather stations (AWS), hydrological stations and lake based weather buoys. In accordance with the Environmentl Management Act of 1996 for Malawi Government, Environmental and Social Screening (ESS) was done by Environmental Affairs Department (EAD) at 53 sites identified for installation of automated weather stations, hydro-stations, lake based weather buoys and lightning detection sensors. The screening concluded that installation of hydro-met equipment will have very limited spatial and temporal impacts and will not have significant adverse environmental and social impacts. The findings of the assessment conducted by EAD resonates with the findings of social and environmental screening assessment conducted by UNDP during project design. The screening confirmed that the overall social and environmental risk category for this project is low and the project will provide a number of significant environmental benefits by enabling better predictive management of droughts and floods and risk informed planning for agriculture and fisheries, the project will yield environmental benefits through strengthened ecosystem resilience and improved soil and water quality. Support to water resource use modelling will also enhance sustainable water resource planning and use. Although the EAD assessment concluded that the level of the potential social and environmental risks associated with the installation of hydro-met equipment is low, it recommended the project to develop a generic environmental and social management and monitoring Plans (ESMP) to mitigation risks to any anticipated environmental and social impacts, minimal as they may be, arising from installation of hydro-met equipment. In the above context, UNDP Malawi is looking for a consultant to develop ESMP plan for the hydro-met sites.

## **2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK**

The consultant is expected to undertake this assignment by reviewing and analyzing existing reports and engaging key stakeholders including the local communities at the proposed installation sites in order to gain a thorough understanding of the existing socio-economic and bio-physical conditions. The consultant is required to undertake comprehensive field visits and collect all the necessary data which will form the basis of his/her recommendations. The consultant is also required to review the ESS assessments conducted by UNDP and EAD and come up with appropriate ESMP measures that are compliant to standards established by the government of Malawi and UNDP.

## **3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

### **Education:**

- Minimum University degree in Environmental Studies; Environmental Sciences or related subject

### **Experience:**

- At least 5 years of work experience in of relevant and practical working experience with environmental and/or social impact assessments;
- Previous experience in working with national governments in Africa or other developing countries;
- Experience in conducting environmental and social assessments, development of ESMP plans for national governments and donor organizations;
- Experience in climate change and/or disaster risk management;
- Preference will be given to candidates who are on the prequalified roster of EAD;
- Fluency in English with concise, diplomatic, and accessible written and oral communication skills.

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

Interested and qualified consultants or consulting firms are invited to apply. The consultants must submit the following documents/information to demonstrate their qualifications:

1. A technical proposal detailing applicants understanding of ToRs, proposed methodology, applicants CV.
2. An Offer letter including financial proposal breaking down cost for each operational line and professional fees. (form attached)
3. Contacts (email and phone) of 3 former clients or referees.
4. A detailed list of similar assignments (copies of these maybe requested as necessary) that the consultant has conducted in the past.

#### 5. FINANCIAL PROPOSAL

A *Lump Sum Amount* payable modality is envisaged upon submission of deliverables and acceptance/approval by UNDP CO for each identified task (reflected in the agreed and signed specific TOR. The lump sum amount is inclusive of all the costs related to the assignment. Payments are based upon output, i.e. upon delivery of the services specified in the TOR. All planned costs related to this consultancy must be specified in the proposal by contractor for this assignment. The contract will be paid in USD.

#### 6. EVALUATION

The award of the contract shall be made to the consultant who has received the highest score out of pre-determined technical and financial criteria specific to the solicitation.

Technical criteria weight – 70 %

Financial criteria weight – 30 %

Criteria	Weight	Max. Point
Technical (based on Technical proposal)	70%	70
Minimum educational background and work experience	20%	20
Understanding of the assignment from the ToRs	20%	20
Methodology and experience with similar assignments	30 %	30
Financial (based on financial proposal)	30%	30

## **ANNEX**

**ANNEX 1- TERMS OF REFERENCES (TOR) AN**

**ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**