



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date 15th August 2019

Contract Type	: Individual Contract/Reimbursement Loan Agreement
Country	: South Africa
Description of the assignment	: National Consultant: Social and Environmental Safeguards for the UNDP-GEF Project - "Development of Value Chains for Products derived from Genetic Resources in Compliance with the Nagoya Protocol on Access and Benefit Sharing and the National Biodiversity Economy Strategy"

Estimated Period of assignment/services (if applicable): *2 months*

Estimated Contract Commencement Date : **16th September 2019**

Proposal should be submitted by email to procurement.za@undp.org no later than 23rd August 2019 11:59 Midnight, South Africa time zone (GMT +02:00).

Any request for clarification must be sent by standard electronic communication to procurement.za@undp.org. UNDP will respond by standard electronic mail and will send responses, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. BACKGROUND

South Africa is a megadiverse country and this diversity is expressed in terms of both species richness and endemism. The conservation and sustainable use of South Africa's biological diversity is of strategic importance for the country. So is the maintenance of ecosystem services – now and in the future. This species richness and associated genetic diversity provides an important basis for economic growth and development which underpins the well-being of society.

Under leadership of the Department of Environment, Forestry and Fisheries (DEFF), South Africa launched in 2015 its National Biodiversity Economy Strategy (NBES). The Strategy is concerned with supporting the development of businesses and economic activities that are either directly dependent on biodiversity for their core business or that contribute to conserving biodiversity through their activities. An important segment of the NBES is 'bioprospecting', and under it 'biotrade'.

South Africa, through the DEFF, is the implementing partner for the UNDP-GEF 6 Project titled, "Development of Value Chains for Products derived from Genetic Resources in Compliance with the Nagoya Protocol on Access and Benefit Sharing and the National Biodiversity Economy Strategy" ([https://www.thegef.org/projects-faceted?f\[\]=field_country:147](https://www.thegef.org/projects-faceted?f[]=field_country:147)).

The project will specifically support the implementation of the NBES by focusing on the use of indigenous plants' genetic resources and their current and potential applications, either in pharmaceuticals, personal care products, cosmetics, enzymes or similar non-food uses. It will address both conservation and Access and Benefit Sharing (ABS) issues linked to the development of different bioprospecting value chains, while also helping key players overcome related barriers and challenges.

Overall, the project will foster innovation, equitable sharing of benefits from genetic resources, while contributing to both species and habitat conservation. Furthermore, the project will enhance South Africa's systemic capacity development for Nagoya Protocol compliance through gender-sensitive approaches.

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

The consultant will be responsible for the provision of the following services, in relation to the UNDP-GEF 6 project - *Development of Value Chains for Products derived from Genetic Resources in Compliance with the Nagoya Protocol on Access and Benefit Sharing and the National Biodiversity Economy Strategy*:

1. Social and Environmental Risk analysis and evaluation:

- Undertake a comprehensive risk assessment using the UNDP Social and Environmental Screening Procedure (SESP) for all components of the project;
- Categorise the nature of risks as per the findings of the above mentioned risk assessment.

2. Social and Environmental Risk Mitigation:

- Based on the findings of the risk analysis, determine what management plan(s) are most appropriate (Environmental and Social Management Framework (ESMF) or stand-alone management plan(s), i.e. Livelihood Action Plan and Biodiversity Management Plan;
- Assist and/or advise the DEFF in securing initial Free, Prior Informed Consent (FPIC), if required;
- Develop the draft management plan(s), in line with UNDP's Guidance Note on Assessment and Management and all other relevant Guidance Notes;
- Finalize the management plan(s) in coordination with the DEFF and UNDP based on stakeholder consultations and close engagement.

3. Social and Environmental Safeguards:

- Incorporate any comments from UNDP and GEF related to SES;

- Update and finalise the SESP, based on the management plan(s);
 - a. Conduct necessary site visits and one-day workshop (s) (maximum 3) to present and discuss the findings with the DEA and UNDP teams
 - b. Participate in a briefing meeting with DEFF and UNDP, prior to finalising the contract (To be scheduled preferred between 2-6 September 2019)
 - c. Considerations - The consultant should consider and respond to the following key points (but not limited to) across the scope of work of this study:
 - Performance - throughput and response time
 - Information - current, accurate and useful
 - Economy - cost-effective practices;
 - Control - security of data and information
 - Efficiency - maximum use of available resources: people, time, funds

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Competencies:

- Knowledge and understanding of the Bioprospecting/Biotrade Economy of South Africa
- Knowledge and understanding of the Nagoya Protocol on Access and Benefit-Sharing (ABS) and South African Legislations on ABS
- Social and Environmental risk analysis, profiling and mitigation.
- Stakeholder analysis, engagement, management
- Strategic planning

Qualifications :

Academic Qualifications/Education:

- Master's degree in field related to international development/development studies, with specific academic background in natural sciences, engineering, business, sociology, anthropology or related field.

Experience:

The selection of the consultant will be based on the following:

- At least 5 years of experience related to social and environmental standards and impact assessment in an international development context;
- Familiarity with the UN System, in particular UNDP's SES standards;
- Expertise of the Specialist submitting the proposal – Number of projects/instances where you have provided services of a comparable nature (provide exact details). Provide at least 3 relevant verifiable references;
- Previous work experience with UNDP and/or the South African government on similar projects will serve as an advantage.

Language skills:

Excellent analytical, writing, advocacy, presentation, and communication skills in English.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

Applicants are required to submit the following:

- i. A Technical Proposal: (i) Letter of Interest, stating why you consider your service suitable for the assignment; and (ii) a brief methodology on the approach and implementation of the assignment, including broad time-frame (phases), and well-defined deliverables in relation to the scope of work, the costs per deliverable(s);
- ii. Evidence and examples of similar work done;
- iii. Personal CVs highlighting qualifications and experience in similar projects;
- iv. Work references - contact details (e-mail addresses) of referees (organization for whom you've produced similar assignments);
- v. All-inclusive financial proposal indicating consultancy fee (South African Rand) and a breakdown of expenses (unit price together with any other expenses) related to the assignment. The proposal must incorporate all travel costs for the service provider to achieve the required deliverables.

5. FINANCIAL PROPOSAL

- **Lump sum contracts**

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, 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).

Travel;

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should 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 case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed

6. EVALUATION

i. Award – Highest combined scored of technically qualified score combined with the financial score

7. Evaluation of Applicants

Applications will be evaluated based on a cumulative analysis **taking into consideration the combination of the applicants' qualifications and financial proposal.**

Those candidates who obtained at least 70% of points in each of the steps of the process will be considered for financial proposal evaluation.

Technical Criteria - 70% of total evaluation – max. 70 points:

- **Criteria A** - Relevant qualification/education background **(10)**
- **Criteria B** – Professional experience in conducting UN SES **(30)**
- **Criteria C** – Knowledge and experience in stakeholder analysis, coordination and management **(15)**
- **Criteria D** – Professional experience in Project Management **(10)**
- **Criteria E** – Previous work experience with the UNDP and/or the South African government or other related organizations **(5)**

Financial Criteria - 30% of total evaluation – max. 30 points

ATTACHEMENTS TO THIS NOTICE:

- **TERMS OF REFERENCES (TOR)**
- **INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**
- **CONFIRMATION OF INTEREST AND SUBMISSION OF FINANCIAL PROPOSAL**