



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

NATIONAL CONSULTANT

INDIVIDUAL CONSULTANT TO UNDERTAKE ECOLOGICAL BASELINE STUDY OF PROTECTED AREA NETWORK IN SOUTHERN TANZANIA

Date: 18 AUG 2015

Procurement Notice No.: IC/TZA/2015/UNDP- 038

Duty Station: Iringa/Ruaha National Park

Eligibility: National Consultant

Description of the assignment

The objective of the ecological study is to prepare a report on baseline ecological, biological and environmental conditions of the Greater Ruaha and Greater Kitulo –Kipengere landscapes. In particular, the study shall endeavour to deliver but not limited to the following:

- The spatial distribution, Land cover change map, conservation status and geographical context of the PAs for Ruaha and Kitulo National Parks.
- A review and establishment of baseline ecological, biological and physical geographical information.
- The state of biodiversity (i.e. species, habitats and ecosystem processes) of southern Tanzania, of the Greater Ruaha and Greater Kitulo –Kipengere landscapes.
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Project name: Strengthening the Protected Area Network in Southern Tanzania: Improving the Effectiveness of National Parks in Addressing Threats to Biodiversity

Period of assignment/services: 60 Working Days

Separate technical and financial proposals detailing understanding of the TOR, Assignment methodology and work plan should be submitted through; icprocurement.tz@undp.org not later than Friday 04 Sept 2015 at 11:00 hrs (local time):

IMPORTANT NOTE:

The reference of the IC Procurement Notice No. IC/TZA/2015/UNDP-038 (Individual Consultant to Undertake Ecological Baseline Study of Protected Area Network in Southern Tanzania) should be indicated on all correspondences.

Any request for clarification must be sent in writing, or by standard electronic communication to the e-mail address: tenders.tz@undp.org. UNDP Tanzania will respond in writing or by standard electronic mail to the requestor and share the answer with all invited offerors without identifying the source of inquiry. Please Quote/Ref/: IC/TZA/2015/UNDP-037 (Individual Consultant to Undertake Ecological Baseline Study of Protected Area Network in Southern Tanzania) in all inquiries.

1. BACKGROUND

The Global Environment Facility (GEF) in collaboration with United Nations Development Programme (UNDP) and Tanzania National Parks (TANAPA) has committed funds to support strengthening the Protected Area Networks in Southern Tanzania; by implementing measures that will contribute to improving the effectiveness of National Parks in addressing threats to biodiversity conservation. The project therefore aims at creating a coordinated landscape management approach in the Greater Ruaha and Greater Kitulo-Kipengere landscapes to serve as a shield against human-induced pressures on southern Tanzania's threatened biodiversity. In addition the project will provide planned, targeted and effective support to the operational capacity of core protected areas within those landscapes. These two landscapes will be managed for the conservation of biodiversity and landscape values, including aligned revenue generation opportunities and enhanced economic performance, for ecosystem services (which are better managed at landscape level), for optimum ecosystem functioning, and for sustainable protected area management.

The project entails the creation of active and functioning inter-sectoral District land management coordination mechanism between TANAPA, district authorities and the Wildlife Division (WD) and will also involve planning, implementation, and monitoring by key state and civil society partners. The resulting coordination mechanisms will be used primarily for integration of management of NPs and broader landscapes in Southern Tanzania in both the Greater Ruaha and the Greater Kitulo-Kipengere landscapes through ensuring both that biodiversity management in National Parks, and wildlife migration corridors and dispersal areas is factored into decision-making governing land use management and that operational capacity is sufficiently enhanced to manage PAs effectively.

The United Nations Development Programme (UNDP) Tanzania and TANAPA, the key implementing partners in the project seek to engage a qualified expert/consultant to carry out an Ecological Baseline Assessment of the Greater Ruaha and Greater Kitulo –Kipengere landscapes involved in the project;

1. DUTIES AND RESPONSIBILITIES

For detailed information on the tasks to be performed and expected deliverables, please refer to the Terms of Reference (TOR) attached

2. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

Academic Qualifications

At least Master's Degree in the environmental Sciences or related field of natural resources management, with experience in research, biodiversity and ecological monitoring.

Experience

- At least 7 years of relevant professional experience in conducting biodiversity assessments and Monitoring and/or involvement in nature conservation and protected area management.
- A strong capability in GIS and remote sensing applications and knowledge of landscape conservation approach is an added advantage.
- Excellent analytical skills, including experience synthesizing clear, actionable insights from a large volume of documents
- Superior writing and communication skills.

Competencies:

- Strong skills on research and analysis,

- Extensive experience in natural resources management and biodiversity monitoring
- Proven ability to plan, organize and effectively implement activities.
- Proven experience in participatory processes, and in facilitating dialogue between Government, development partners, private sector and civil society.
- Strong capabilities in GIS and remote sensing applications
- Good writing and communication skills.

Language requirements:

- Fluency in English and Swahili essential

3. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested Individual Consultants must submit the following documents/information to demonstrate their qualifications:

I. Technical (70 points - pass mark is 49 points):

i. Proposal

- Explaining why they are suited to the work (maximum ½ page)
- Providing a brief description of the proposed work plan and methodology (max. 1 page)

ii. Personal CV or P11

- Must include past experience in similar projects and at least 3 references with valid contact details (Please clearly indicate names, valid telephone numbers and e-mail addresses of referees).

II. Financial proposal (prepared in accordance with the instructions indicated in Section 5 below).

4. Financial Proposal (30 points)

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 (For detailed payment schedule, please refer to the TOR attached). 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.**

Travel:

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expense should be agreed upon, between the respective Business Unit and individual Consultant, prior to travel and will be reimbursed.

Proposed format for submission of Financial Proposal:

S/N°	Item/Description	Amount (USD)
1.	Professional Fee (number of working day x Daily Rate)	
2.	Subsistence allowances (number of calendar days x DSA daily rate)	
3.	Reimbursables expenses (Travel, VISA, and Terminals etc.)	
4.	Other expenses (please specify if any)	

5. EVALUATION METHOD

Individual Consultants will be evaluated based on the following methodology:

Cumulative Analysis:

The contract will therefore be awarded to the Individual Consultant whose offer has been evaluated and determined as both:

- a) Responsive/compliant/acceptable, and
- b) Having received the highest score out of the pre-determined set of weighted technical and financial criteria specific to the solicitation:

* Technical Criteria weight: 70%


* Financial Criteria weight (based only on the professional fees): 30%

Only candidates obtaining a minimum of 49% points in the technical evaluation will be considered for the Financial Evaluation.

Criteria	Weight
Technical Proposal	70
<ul style="list-style-type: none">At least 7 years of relevant professional experience in conducting biodiversity assessments and Monitoring and/or involvement in nature conservation and protected area management.	15
<ul style="list-style-type: none">Proven engagement in a multidisciplinary research teams and have conducted biodiversity assessments and/or involvement in nature conservation and protected area management.	10
<ul style="list-style-type: none">Demonstrated good capabilities in cartography and/or GIS as well as in remote sensing application in protected areas	10
<ul style="list-style-type: none">Broad knowledge of ecological monitoring or related themes and shall demonstrate familiarity of the consultancy by way of having successfully worked on similar assignments in the recent past.	20
<ul style="list-style-type: none">Competence in adaptive management as applied to conservation or natural resources management	15
Financial Proposal - Must be prepared in accordance with the instructions indicated in Section 5 above	30

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS



Titus Osundina
Officer-In-Charge