



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

INTERNATIONAL CONSULTANT

MAINSTREAMING ENVIRONMENT AND CLIMATE CHANGE ADAPTATION IN THE IMPLEMENTATION OF NATIONAL POLICIES AND DEVELOPMENT PLANS

Date: 06 June 2016

Procurement Notice No.: IC/TZA/2016/UNDP- 027

Duty Station: Dar-Es-Salaam

Eligibility: International Consultant

Description of the assignment

- Assess the relevance and strategic positioning of UNDP support to Tanzania in general and specifically to supporting capacity strengthening of the GoT to mainstream policies relating to climate change mitigation and adaptation.
- Assess the existing frameworks and strategies adopted by UNDP in providing support to the GoT including partnership strategies, engagements, and whether they were well conceived for achieving planned objectives;
- Whether UNDP's contribution added value to the capacity building efforts of the concerned institutions;
- Determine if the project has achieved its stated objectives and explain why/why not;
- Provide recommendations on how to build on the achievements of the project and ensure that it is sustained by the relevant stakeholders;
- Assess Strategic partnerships forged with key stakeholders including CSO, Parliament, government ministries and departments, other commissions, among others and their sustainability;
- Appraise the sustainability of the programme, including the institutionalisation of interventions;
- Review the programme's efforts to mainstream gender and ensure the application of UNDP's rights-based approach;
- Assess relevance and utilisation of M&E processes;
- The lessons learned for follow-on support of UNDP to the GoT.
- Examine the partnership among UN Agencies and other donor organizations in the relevant field: What partnerships have been formed? What has been the role of UNDP? What has the level of stakeholders' participation been?
- Determine whether or not there is consensus among project actors, partners and stakeholders on the partnership strategy;
- Determine whether project's partnership strategy has been appropriate and effective;
- Analyse how partnerships have been formed and how they performed;

- Examine how the partnership affected the achievement of progress towards the intended Outcome.

Project name: MAINSTREAMING ENVIRONMENT AND CLIMATE CHANGE ADAPTATION IN THE IMPLEMENTATION OF NATIONAL POLICIES AND DEVELOPMENT PLANS

Period of assignment/services: 30 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 Monday 20 June 2016 at 13:00 hrs. (Local time):**

IMPORTANT NOTE:

The reference of the IC Procurement Notice No. **IC/TZA/2016/UNDP-027 (International Consultant for mainstreaming environment and climate change adaptation in the implementation of National Policies and Development Plans)** 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/2016/UNDP-027 (International Consultant for mainstreaming environment and climate change adaptation in the implementation of National Policies and Development Plans)** in all inquiries.

1. BACKGROUND

The Vice-President's Office (VPO), Division of Environment, in close collaboration with the Ministry of Finance and Planning (MoFP) and the National Environmental Management Council (NEMC), and with the support of the United Nations Development Programme (UNDP) designed a five year programme (2011-2015, extended to June 2016) with the aim of mainstreaming environment and climate change adaptation in the implementation of national policies and development plans. The project forms part of the implementation of the UNDAP (2011-2015) agreement that was signed between UN agencies and the Government of Tanzania (GoT) in June 2010.

This project aims to strengthen Tanzania's national capacity for climate change adaptation by:

- Contributing to the mainstreaming of environment and climate change adaptation in MKUKUTA-II implementation,
- Reviewing the National Adaptation Programme Of Action (NAPA) as part of the process for the development of the National Climate Change Strategy (NCCS) and the Nationally Appropriate Mitigation Activities (NAMAs),
- Strengthening of Institutional Frameworks for climate change governance,
- Creating an enabling environment and preparedness for enhancing Tanzania's opportunities in accessing international climate change adaptation funds.
- Increasing awareness among the general public and MDAs on climate change impacts and adaptation options.

The project was jointly funded by UNDP, the European Union, Department for International Development and One UN Fund. The project was implemented by Government implementing partners namely the Vice President's Office (VPO), Ministry of Finance and Planning (MoFP) and National Environment Management Council (NEMC), as part of the UNDAP in accordance with the UN business plan and the GoT's norms and procedures for nationally implemented projects.

The ultimate aim of the project is to balance, on one hand, the need for sustained high-level political attention on environment and climate change challenges, with the need for sound technical input and efficient coordination for building Tanzania's domestic resilience to climate change. The goal is to ensure that environment and climate change are mainstreamed in the most economically important and vulnerable sectors of the economy in Tanzania leading to reduced poverty levels while maintaining environmental integrity.

2. DUTIES AND RESPONSIBILITIES

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

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS:

Academic Qualifications:

- Advanced (Master or PhD) degree in environmental/climate change governance, Social science, Project management, Development studies or any other related field
- **Years of Experience:** A minimum of 10-15 years of professional experience;
- Knowledge of/experience with UNDP monitoring and evaluation policies and procedures;
- Previous experience of climate change adaptation and mitigation issues in Africa, specifically Tanzania;
- Proven experience with environmental/climate change governance (inter alia policy analysis, dialogue, negotiation, research, monitoring and assessment) and in the implementation of climate change/environmental policies;
- Experience in evaluation of international donor driven development projects will be an advantage
- Recent experience with result-based management evaluation methodologies;
- Demonstrated understanding of issues related to gender and climate change adaptation; experience in gender sensitive evaluation and analysis;

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS:

NOTE: Technical and Financial Proposals must be submitted separately. The two must NOT be combined.

i. TECHNICAL PROPOSAL

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

- (i) Explanation on why they are the most suitable for the work.
 - (ii) Provide a brief methodology on how they will approach and conduct the work.
1. **Personal CV** including 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

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.

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:

- Responsive/compliant/acceptable, and
- 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: 30%

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

Criteria	Weight	Max. Point
Technical :	70%	70
<ul style="list-style-type: none"> Advanced (Master or PhD) degree in environmental/climate change governance, Social science, Project management, Development studies or any other related field with 10-15 years relevant professional experience 	25	25
<ul style="list-style-type: none"> Knowledge of/experience with UNDP monitoring and evaluation policies and procedures;/or Previous experience of climate change adaptation and mitigation issues in Africa, specifically Tanzania;/ or Proven experience with environmental/climate change governance (inter alia policy analysis, dialogue, negotiation, research, monitoring and assessment) and in the implementation of climate change/environmental policies;/ Experience in evaluation of international donor driven development projects will be an advantage/ Recent experience with result-based management evaluation methodologies;/ Demonstrated understanding of issues related to gender and climate change adaptation; experience in gender sensitive evaluation and analysis; 	25	25
<ul style="list-style-type: none"> Proposed methodology 	20	20
Financial :	30%	30

ANNEX 1 - TERMS OF REFERENCE (TOR)

ANNEX 2 - INDIVIDUAL CONSULTANTS GENERAL TERMS AND CONDITIONS


 Titus Osundina
 Deputy Country Director (O)