

## Terms of Reference

### Request for Proposal

#### 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”

<b>Type of Contract:</b>	Individual Contract (IC) or RLA
<b>Languages:</b>	English
<b>Duration:</b>	2 months
<b>Location:</b>	South Africa
<b>Application deadline:</b>	23 August 2019
<b>Starting date:</b>	16 September 2019

## 1. Background

### 1.1. Introduction:

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?ff\]=field\\_country:147](https://www.thegef.org/projects-faceted?ff]=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.

### 1.2. Objectives of the assignment

The objective of the assignment is for the consultant(s) to undertake assessments to identify potential environmental and social risks in 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*, and provide ways to avoid negative environmental and social impacts where possible, and where risk avoidance is not possible, to identify appropriate mitigation and management measures, in line with the UNDP Social and Environmental Standards

## 2. Description of Responsibilities

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*:

### 2.1 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.

2.2 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.

2.3 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);

2.4 Conduct necessary site visits and one-day workshop (s) (maximum 3) to present and discuss the findings with the DEA and UNDP teams

2.5 Participate in a briefing meeting with DEFF and UNDP, prior to finalising the contract (To be scheduled preferred between 2-6 September 2019)

2.6 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. **Reporting:** The DEFF project focal point is responsible for day to day contact with the consultant, and overseeing the technical content and quality assurance for approval of the deliverables, which will be supported by the UNDP South Africa Country Office. The UNDP South Africa Country Office is responsible for authorizing payments and contract administration in line with UNDP Rules and Procedures.

4. **Duration:** The duration of the consultancy is for the period of **2 months (16 September 2019 – 15 November 2019)**

5. **Duty Station:** The consultant must be based in Gauteng, South Africa. Online communication is preferred. However, the consultant should be able to attend meetings at the DEFF Offices, Pretoria and at the UNDP country office, Pretoria, as required.

**6. Deliverables:**

The **specific deliverables** and **payment schedule** are provided in the table below:

<b>Deliverables</b>	<b>Time</b>	<b>Payment term</b>
<b>Deliverable 1:</b> Inception meeting and Inception report detailing timeframes and proposed work plan	No later than 2 weeks after contract signing.	10 %
<b>Deliverable 2:</b> Social and Environmental Risk analysis and evaluation report, including and a completed SESP Report and a UNDP Project Risk Log as described in sections 2.1 and 2.2 above.	TBD, as per Inception Report	25 %
<b>Deliverable 3:</b> Social and Environmental Risk Mitigation report with relevant management plans and framework as described in section 2.3 above.	TBD, as per Inception Report	25 %

<b>Deliverable 4:</b> Finalised Environmental and Social Management Framework (ESMF) and Environmental and Social Management Plan (ESMP)	15 November 2019	40 %
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## 7. 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

## 8. Qualifications

### 8.1 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.

### 8.2 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.

### 8.3 Language skills:

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

## 9. 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

## 10. Application procedures

To facilitate the analysis of responses, all interested parties are required to prepare their response in accordance with the instructions outlined in this section. All proposals should be electronically generated. The consultancy will be hired on a UNDP contract.

Applicants are required to submit the following:

- A Technical Proposal: Letter of Interest, stating why you consider your service suitable for the assignment and a methodology on the approach and implementation of the assignment;
- Evidence and examples of similar projects that have been successfully completed;
- Personal CVs highlighting qualifications and experience in similar projects of the team leader and team members;

- Minimum of three references - contact details (e-mail addresses) of referees (organisation for whom you've produced similar assignments);
- All-inclusive financial proposal indicating consultancy fee and a breakdown of expenses (unit price together with any other expenses) related to the assignment.

Applicants are required to submit the following documents to **procurement.za@undp.org** on or before the **23 August 2019** mid-night South Africa time, with the subject line: **Job Code, Title and Reference Number.**