



*Empowered lives
Resilient nations*

PROCUREMENT NOTICE

Date: 13 March 2019

Country: Kenya

DESCRIPTION OF THE ASSIGNMENT: NATIONAL INDIVIDUAL CONSULTANT – SUPPORT CONSULTANT ON THE TERMINAL EVALUATION OF THE LOW EMISSION CLIMATE RESILIENT DEVELOPMENT(LECRD)

Period of assignment/services: 40 working days

Please quote **KEN/IC/2020/007 – Support Consultant - Terminal Evaluation of the Low Emission Climate Resilient Development (LECRD)** on the subject line.

Firms are not eligible for this consultancy assignment. Open to national individual consultants only.

DO NOT COPY ANY OTHER RECIPIENT

1. BACKGROUND

Kenya is highly vulnerable to climate change impacts and this poses a serious threat to socioeconomic development. The country has experienced frequent and unpredictable weather conditions such as droughts and floods that have devastating effects on the country's ecosystems and the economy. Indeed it is estimated that the annual cost of climate change impacts could cost as much as US\$500 million a year (equivalent to approximately 2.6 percent of the country's GDP). The country is mainly Arid and Semi-arid Lands (ASAL) which constitutes 88% of the country's land mass; with a total human population projected at 50 million. Close to 45% of the population lives below the poverty line with poverty levels higher in female led households making them more vulnerable to the impacts of climate change. The Government of Kenya (GOK) made a commitment to low carbon climate resilient development pathway as articulated in the first and second National Climate Change Action Plan (NCCAP), third Medium Term Plan (MTP III), The Climate Change Act, 2016 and Green Economy Strategy and Implementation Plan (GESIP 2016-2030).

The Ministry of Environment and Forestry continues to partner with UNDP through its Environment and Resilience Unit to undertake climate change actions in Kenya. The signature project that has been implemented over the last 5 years (from 22nd September 2014 to 21st February 2020) to support

Kenya's climate change programs is the Low Emission and Climate Resilient Development (LECRD) Project.

The LECRD project has been implemented through National Implementation Modality (NIM) by the Ministry of Environment and Forestry (MEF) and United Nations Development Programme (UNDP) with funding from the United States Agency for International Development (USAID). In this implementation modality, the Ministry has the overall responsibility for achieving the project goal and objectives and is directly responsible for creating the enabling conditions for implementation of all project activities. UNDP has an oversight role in the implementation of the project through monitoring the implementation of the project, reviewing progress in the realization of the project outputs, and ensuring for proper use of the funds. The overall goal of LECRD project was to support Kenya in her efforts to pursue long-term, transformative development and accelerate sustainable climate resilient economic growth, while slowing the growth of greenhouse gas emissions.

Objective:

The specific objectives of the project are to strengthen capacity for low emission development in Kenya; build national and county institutions' capacity to better coordinate climate change activities and finances; enhance decision making for increased resilience to climate change impacts and promote climate smart technologies and business opportunities. This was to be achieved through the following key project outputs:

- **Key Result Area 1:** National climate change coordination processes enhanced
- **Key Result Area 2:** Enhanced access to clean and efficient energy systems
- **Key Result Area 3:** A national sustainable Greenhouse Gas Inventory in place
- **Key Result Area 4:** National and county decision making process for climate change interventions enhanced
- **Key Result Area 5:** Climate knowledge management and capacity is enhanced
- **Key Result Area 6:** Minimize the Impacts of Extreme Climate Events for Improved and Resilient Livelihoods
- **Key Result Area 7:** Kenya leverages funding from private sector to implement NDC
- **Key Result Area 8:** Domestic entrepreneurship and innovation to reduce emissions and improve resilience promoted
- **Key Result Area 9:** Energy efficiency in the public sector promoted
- **Key Result Area 10:** Renewable energy business promoted

2. EXPECTED DELIVERABLES

The evaluation team is expected to deliver the following:

Deliverable	Content	Timing	Responsibilities
Inception Report	Evaluator provides clarifications on timing and method	No later than 1 weeks after signing the contract.	Evaluator submits to Lead Consultant for consolidation
Draft Final Report	Full report, (per annexed template) with annexes	Within 2 weeks of the evaluation period	Sent to Lead Consultant for consolidation
Final Report*	Revised report	Within 1 week of receiving UNDP comments on draft	Sent to Lead consultant consolidation and for uploading to UNDP ERC.

*When submitting the final evaluation report, the evaluator is required also to provide an 'audit trail', detailing how all received comments have (and have not) been addressed in the final evaluation report.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Education

- A post-graduate degree in environmental management, climate change, project management, Economics, statistics or a related field.

Experience

- Proven experience of at least 7 years in undertaking project/programme evaluations. The experience should include undertaking of at least five (5) medium to large scale donor funded project/programmes (of which two (2) should be in climate change related fields) in the past 5 years.
- Experience in Capacity development, institutional/organizational strengthening and Policy development/mainstreaming.
- Proven experience and good knowledge of the UNDP Evaluation Policy, Results Based Evaluation Policies and Procedures, NIM Guidelines and Procedures and Understanding of Human Rights approach and advancing gender equality principles in Projects

Language

Fluency in both written and spoken English.

4. TECHNICAL CRITERIA (MAXIMUM 70 POINTS)

- A bachelor's degree in environmental management, project management, business management, finance, statistics or a related field. (20 points)
- Proven experience of at least 5 years in project management within UN entities and institutions. The experience should include budget analysis, analysis, planning and organization, grant management, capacity assessment, to donor funded project/programmes in the past 5 years. (30 points)
- Experience in providing administrative support to complex projects, evaluations, institutional/organizational strengthening and Policy development/mainstreaming programmes covering national governments and county governments in Kenya. (15 points)
- Proven experience and good knowledge of the UNDP Evaluation Policy, Results Based Evaluation Policies and Procedures, NIM Guidelines and Procedures and Understanding of Human Rights approach and advancing gender equality principles in Projects (15 points)
- Have excellent English writing and communication skills (20 points)

5. FINANCIAL PROPOSAL

Applicants are instructed to submit their financial proposals in USD using the financial proposal template provided (Offerors letter to UNDP).

The financial proposal should be all-inclusive and include a breakdown. The term 'all-inclusive' implies that all costs (professional fees, travel related expenses, communications, utilities, consumables, insurance, etc.) that could possibly be incurred by the Contractor are already factored into the financial proposal.

6. EVALUATION

Cumulative analysis

The award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

a) responsive/compliant/acceptable, and

b) Having received the highest score out of a 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 (70% of the total technical points) will be considered for the Financial Evaluation.

7. APPLICATION PROCESS.

Application process.

Interested and qualified candidates should submit their applications which should include the following:

1. Detailed Curriculum Vitae
2. Proposal for implementing the assignment – template provided
3. Offerors letter to UNDP – template provided

Note: The successful applicant will be required to complete a UNDP Personal History Form (P11) form prior to contracting.

Please quote **“KEN/IC/2020/005 – Lead Consultant - Terminal Evaluation of the Low Emission Climate Resilient Development (LECRD)”** on the subject line.

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Incomplete applications will be disqualified automatically.

All applications must be submitted through the UNDP eTendering portal.

- If already registered, please go to <https://etendering.partneragencies.org> and sign in using your username and password, and search for the **event**:

Business Unit: **UNDP1**

Event ID:

- If you do not remember your password, please use the “Forgotten password” link. Do not create a new profile.
- If you have never registered in the system before, please complete a one-time registration process first by visiting <https://etendering.partneragencies.org> and using the below generic credentials:

Username: **event.guest**

Password: **why2change**

Detailed user guide on how to register in the system and submit the proposal can be found at:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/procurementnotices/resources/>

Email submission of applications will not be accepted. Queries about the position can be directed to

undp.kenya.procurement@undp.org
