



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 18<sup>th</sup> June 2020

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**Country:** Zambia

**Description of the assignment:** Local consultant to develop Finance Strategy and Investment Plan for National Determined Contribution

**Project name:** National Determined Contribution Support Programme (NDC SP)

**Period of assignment/services (if applicable):** 30 days spread over a period of 3 months

Proposal should be submitted at the following address by email to [procurement.zm@undp.org](mailto:procurement.zm@undp.org) no later than **17:00 hrs** Friday **29<sup>th</sup> June 2020**.

Any request for clarification must be sent in writing, or by standard electronic communication to the e-mail indicated above by **22<sup>nd</sup> June 2020**. The Procurement Team will respond in writing or by standard electronic mail and will upload written copies of the response, by **24<sup>th</sup> June 2020** including an explanation of the query without identifying the source of inquiry, to the link below:

[Procurement Notice](#)

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### 1. BACKGROUND

The Government of the Republic of Zambia ratified the Paris Agreement that seek to hold the increase in the global average temperature to well below 2 °C above preindustrial levels and pursuing efforts to limit the temperature increase to 1.5 °C above preindustrial levels. In addition, Zambia submitted its Nationally Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change (UNFCCC) in 2015. The NDC is considered as a policy document which has an overall objective of putting the country on a Low carbon climate resilient pathway and also aimed at assisting the country to contribute towards the achievement of the global temperature goal without compromising its development needs. The NDC estimated a total reduction of GHG emissions of 25% and 47% against 2010 base year with limited and comprehensive financial support, respectively.

In order to facilitate the implementation of NDC in Zambia, the Government embarked on a project called “NDC support programme” 2018. The programme is aimed at building capacity and creating readiness for implementation of NDC in Zambia. The programme is supported by United Nations Development Programme (UNDP) and it works in contribution to the NDC Partnership and is funded by the European Union and the Governments of Germany and Spain. The NDC support programme (NDC SP) is being implemented in 25 participating countries including Zambia. In addition, the NDC SP has a gender component which is being piloted in 10 countries, Zambia inclusive. Zambia is working towards mainstreaming gender equality and women’s empowerment in its national climate actions. The project seeks to reinforce achievements made under the Low Emissions Capacity Building Project and support scaling up climate change mitigation and adaptation action in support of country’s NDCs. Further, the project will also support government in its quest to ensure the NDC serves as a driver for sustainable development, green growth at the national level and in contributing to the global Sustainable Development Goals (SDGs), including transitioning to zero-carbon economy.

The goal of the project is to provide the Government with support required in preparing, planning, designing and implementation of quantified mitigation contribution to Zambia’s NDC. The specific objectives of the project are to;

- a) Develop NDC governance system including, institutional arrangements for NDC coordination, MRV system, and finance and resources mobilization;
- b) Develop guidelines for NDC implementation;
- c) Integrate the NDC process into the national development planning process through incorporation into existing sectoral planning; and
- d) Improve investment environment for business related mitigation actions.

## **2. SCOPE OF WORK**

The consultant will elaborate the Financing Strategy for Zambia’s NDC. The assignment will involve the following:

- a) Analyse historic climate related public and private expenditures in selected sector, national or sub-national, as well as “grey” and “brown” financial flows
- b) Analyse required public and private investments for NDC priority actions (e.g., through investment & financial flows analysis);
- c) Develop policy recommendations for an improved sectoral financial architecture which could consider, among others, tax reforms, market mechanisms, etc;
- d) Assess policy coherence and conflicts and mainstreaming efforts at national and sub-national levels,
- e) Costing of the priority actions - In view of the priority actions identified in the National Policy on Climate Change 2016 and the National Climate Change Response Strategy 2012, prepare costing details with clear source references. Compile an overall costing for the NDC which

should specify funding available through government planned expenditure in the SNDP 2017-2021 and Sector Plans and Sub-national development Plans.

- f) Review the climate finance landscape in the country and assess funding gaps that require international support and private sector investments to enable Zambia to be on track to reaching the targets under the NDC.
- g) Prepare NDC financing strategy that should also identify different options to cover gaps in the funding of the priority climate change activities. The financing options could include international climate financing through international funds, the cooperative approaches under Article 6.2 of the Paris Agreement, carbon markets as defined in Article 6.4 of the Paris Agreement and private sector financing. The consultant should identify potential investment opportunities for private sector implementation of the National Policy on Climate change, the National Climate Change Response Strategy, barriers for private sector investment and recommendations to address the barriers. The potential role of any existing Environmental and Climate Funds once operational, role of Green and Climate Bonds will also be considered.
- h) Review previous experiences from other countries related to gender policies, multilateral financial mechanisms (i.e. GCF, GEF, AF, etc.) and other relevant climate finance strategies and mechanisms;
- i) Prepare detailed implementation steps for the financing strategy. This should include a stakeholder mapping to identify the stakeholders implementing the actions, responsibilities of the different stakeholders and realistic timelines to achieve the priority actions identified in the SNDP and National Policy on Climate Change over the three Phases of the NDC implementation Plan.
- j) Propose measures to increase private sector engagement and overcome barriers to incentivize climate action-related investments for mobilization of climate finance
- k) Identify capacity gaps and develop a related capacity building plan for public and private sector entities. This could include recommendations for raising awareness and providing trainings on business plans and innovative financing for climate priority actions under the NCCRS and sector NAPs with the ultimate goal to strengthen public private partnerships to mobilize and deliver on the climate change goals.
- l) Develop a country climate financing strategy taking into account public, private, bilateral and multilateral financing options
- m) Develop guidelines for resource mobilization according to the financing strategy for implementation of the NDC and other climate change related projects
- n) Recommend institutional arrangements for the oversight and coordination of climate finance activities in the country

This work will require a thorough examination of the relevant national documents including NDC implementation Plan, NDC sector analysis reports, the SNDP and its implementation Plan.

The consultant is also expected to engage in depth discussions with key sector ministries and institutions under the NDC including the National Treasury and the private sector through series of meetings and workshops

### **3.REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

1. At least a Master's degree in a relevant field such as economics, finance, business administration or related areas. At least 10 years' experience in climate change finance in developing countries.
2. Proven understanding of the Global and National Climate Finance landscape and procedures, multilateral funds and the other channels including the role of private sector in climate finance.
3. Thorough understanding of low carbon finance in developing countries, investment risks and barriers and proven expertise in designing financing mechanisms that address investment risks.
4. Demonstrated ability to raise finance and close financial deals for low carbon and climate resilience finance in developing countries.
5. Proven experience in development resource mobilization, finance planning and budget experience of Investment Plans related to climate action
6. Excellent communication skills with ability to express ideas clearly, concisely and effectively, both orally and in writing.
7. Fluency in English.

#### 4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

- a) **Letter of Confirmation of Interest and Availability** using the [template](#)<sup>1</sup> provided by UNDP;
- b) **CV**;
- c) Brief description **of approach to work/technical proposal** of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page)
- d) **Financial Proposal**

#### 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.

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<sup>1</sup><https://intranet.undp.org/unit/bom/ps/Support%20documents%20on%20IC%20Guidelines/Template%20for%20Confirmatio%20of%20Interest%20and%20Submission%20of%20Financial%20Proposal.docx>

## 6. EVALUATION

Individual consultants will be evaluated based on the following methodology:

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 70 point would be considered for the Financial Evaluation

Below is technical evaluation criteria:

<b>Criteria</b>	<b>Weight</b>	<b>Max. Point</b>
At least a Master's degree in a relevant field such as economics, finance, business administration or related areas.	10%	10
At least 10 years' experience in climate change finance in developing countries	15%	15
Proven understanding of the Global and National Climate Finance landscape and procedures, multilateral funds and the other channels including the role of private sector in climate finance	10%	10
Thorough understanding of low carbon finance in developing countries, investment risks and barriers and proven expertise in designing financing mechanisms that address investment risks	15%	15
Demonstrated ability to raise finance and close financial deals for low carbon and climate resilience finance in developing countries	20%	15
Proven experience in development resource mobilization, finance planning and budget experience of Investment Plans related to climate action	15%	10
Excellent communication skills with ability to express ideas clearly, concisely and effectively, both orally and in writing	10%	10
Fluency in English	5%	5
<b><u>Total</u></b>	<b>100%</b>	<b>100</b>

## ANNEX

### ANNEX 1- TERMS OF REFERENCES (TOR)

**ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS**

**ANNEX 3- OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY**