



**United Nations Development Programme**  
**Terms of Reference for the recruitment of a National Consultant**  
**Blue Economy and Marine Spatial Planning Specialist for the development of the GEF7 PPG**

<b>Type of Contract:</b>	IC
<b>Duration:</b>	60 days over 12 months
<b>Location:</b>	Seychelles
<b>Duty station:</b>	UNDP Seychelles
<b>Expected Start Date:</b>	15 <sup>th</sup> August 2020
<b>Expected End Date:</b>	31 <sup>st</sup> July 2021

**Project Title:** National Consultant for the role of Blue Economy and Marine Specialist for the Project Preparation Phase of GEF7

**A. Introduction/Background**

**The Project Objective** is to conserve Seychelles' globally significant biodiversity through effective management of Seychelles' expanded Marine Protected Areas system and promotion of nature-based solutions as pillars of the Blue Economy. It is structured around four components, as follows:

**Component 1 – Strengthening political and institutional framework for effective implementation of Seychelles' Marine Spatial Plan (MSP):** Seychelles' Marine Spatial Planning process has already led to the expansion of the country's MPA system, and additional MPA sites will be designated as the MSP completes its zoning process by the end of 2020. The expansion of the country's MPA system is a significant achievement, but in order to be effective the expanded systems will require strengthened institutional, policy and financial frameworks for MPAs to enable effective and systemic approaches, including the integration of Blue Economy approaches in MPA management.

**Component 2 – Expanding and strengthening management effectiveness of Seychelles' MPA system:** Component 2 will focus on Iles Cocos Marine National Park, Port Glaud Wetlands and Ramsar Site, Ste Anne Marine National Park and Aride Special Reserve in the Inner Islands

**Component 3 - Investing in innovative nature-based solutions to development:** IUCN<sup>1</sup> defines nature-based solutions (NbS) as “actions to protect, sustainably manage, and restore natural or modified ecosystems, that address societal challenges effectively and adaptively, simultaneously providing human well-being and biodiversity benefits”. NbS is thus an umbrella concept that covers a whole range of ecosystem-related approaches that address societal challenges and support achievement of the



Sustainable Development Goals. NbS will be piloted in three project sites; to establish partnerships between local businesses and communities to reduce localized threats to vulnerable coastal and marine ecosystems. The project will build on results of BIOFIN to promote investment in biodiversity conservation and facilitate the expanded uptake of the Seychelles Sustainable Tourism Label, particularly by small hotels and operators within or in areas adjacent to the selected project sites. As of July 2019, twenty hotels/resorts in the Seychelles had been certified in the SSTL program, but an assessment of the program needs to be carried out to both determine the reasons for the slow uptake as well as to confirm that the Label aligns with international best practices; the results of this assessment will guide further dialogue with and support for hotels/tourism operators.

**Component 4 – Effective gender mainstreaming, knowledge management and M&E:**

A gender empowerment strategy will be developed and used to guide project implementation and M&E at the three project MPA sites and to be embedded into the SOA as a gender empowerment strategy for all MPAs. A participatory M&E and learning framework will be developed and implemented for the project, and lessons learned through participatory M&E and gender empowerment will be used nationally and shared internationally, thereby cementing Seychelles’ position as a global ‘Blue Economy’ leader. South-South cooperation on ‘Blue Economy’ with Indian Ocean countries and other SIDS including Comoros, Mauritius and Maldives will be facilitated to exchange best practices / lessons learnt, such as blue economy business models that have been effectively implemented in various SIDS; successful approaches to large-scale marine management; national enforcement strategies; and sustainable financing options at both national and regional levels.

**B. Objectives of the assignment**

The ‘**Blue Economy**’ and **Marine Spatial Planning Specialist** will prepare a series of relevant assessments and provide his/her technical input into the project document preparation under Components 1, 2 and 3 as well as contribute to other aspects of project design as needed. The consultant will have experience in working with marine protected areas and will lead the technical reviews and capacity assessments as well as other studies pertaining to the development of ‘blue economy’ and coastal and marine spatial planning and management.

**Due to the COVID-19 pandemic**, it is expected that this PPG process will be carried out remotely, to the greatest extent possible, with possible travel within the country only if possible in the COVID19 context. This consultant will therefore have to have the ability and the capacity to carry out all necessary PPG work remotely, using all available means, e.g., phone and IT technology. Should the circumstances change, the consultant will need to consult with the RTA and the UNDP CO on how best to adjust the workplan.



### C. Description of Duties and Responsibilities

The following lists the overall responsibilities and deliverables that will be expected from the consultant. The PPG Initiation Plan provides further and more detailed guidance regarding the tasks and responsibilities of the PPG team and must be followed accordingly.

1. **Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the Team Leader, including:**

- Provide baseline description and analysis of institutional and policy mandates related to marine spatial planning and expanded MPA system;
- Engage with key stakeholders and agencies (i.e., MEECC, SNPA, SOA, Ministry of Finance, Trade Investment and Economic Planning, Ministry of Tourism, Aviation Ports and Marine, Office of the Vice President, NGOs, etc.) to identify the steps required to establish a **strategic co-ordination mechanism**, which would allow for discussion and agreement on strategies for the long-term management and financing of the MPA system. Based on these consultations, propose the preliminary process which would enable such a co-ordination mechanism to be established. Identify priority actions for project support under output 1.1.2.
- Consult relevant stakeholders and review the evolution of discussions on the establishment of the proposed authority, which will be mandated to coordinate and manage the implementation of the MSP (tentatively, the new **Seychelles Oceans Authority**). Assess and identify the type of support that should be provided by the project to this new agency, if established, to ensure it has the necessary institutional, technical, and financial capacities to effectively implement and govern the MSP process and MPA system (output 1.1.1).
- Conduct capacity assessment of the MSP partner agencies (including Ministry of Environment, Energy and Climate Change, Seychelles National Parks Authority, etc) for effective management, enforcement, and monitoring of the expanded MPA system:
  - Identify existing technical and institutional capacities and gaps and determine the capacity building needs (skills, tools, and resources);
  - Develop strategies and a capacity strengthening programme to address the identified gaps and needs;
  - Recommend the most appropriate methodology to measure indicators; identify baseline values; propose mid-term and end-of-project targets; and monitor change in institutional and technical capacities to be developed by the project under output 1.1.3 (e.g., the UNDP Capacity Scorecard or similar).
- Conduct capacity assessment for the development and implementation of effective financing strategies for the expanded MPA system:
  - Identify the existing technical and institutional capacities, gaps, and determine the capacity building needs (skills, tools, and resources) among key stakeholders to develop and implement the Investment Framework and Strategy;



- Identify capacity gaps and development needs for the new Biodiversity Finance Unit which will support the implementation of the Seychelles' Biodiversity Finance Plan;
- Develop strategies and a capacity strengthening programme to address the identified gaps and needs;
- Recommend the most appropriate methodology to measure baseline indicators; propose mid-term and end-of-project targets; and monitor change in institutional and technical capacities to be developed by the project (e.g., the UNDP Capacity Scorecard or similar).
- Review the existing capacities of the 'Blue Economy' financial services institutions (including SEYCCAT and DBS) including their capabilities to diversify financing options for the MPA system through supporting sustainable, 'Blue Economy' business models; discuss with these institutions their willingness to participate in the project; identify opportunities for collaboration and outline what steps and processes should be supported by the project to advance the implementation of the 'Blue Economy' in the country;
- Establish baseline levels of protected area management effectiveness (using the GEF-7 METT) for the four priority conservation sites: (1) Iles Cocos Marine National Park; (2) Port Glaud Wetlands and Ramsar Site; (3) Ste Anne Marine National Park; (4) and Aride Special Reserve and propose appropriate mid-term and end-of project METT targets;
- Lead the development of a strategy for the project to support expansion of two MPA sites (Ile Cocos Marine National Park and Port Glaud Wetlands and Ramsar Site), including management plans (output 2.1.1);
- Contribute to the development of a strategy for the project to implement co-management approaches with private hotels in Ste Anne MPA (output 2.1.1), which will be led by the International 'Blue Economy' consultant;
- Develop a strategy for the project to strengthen conservation management on Aride, with support from the International 'Blue Economy' consultant (output 2.1.1);
- Conduct capacity assessment for MPA site-level management, enforcement, and monitoring:
- Identify existing capacities and gaps among front-line MPA staff and other key stakeholders (including SNPA, ICS, MPA co-managers, private sector, and NGO partners);
- Assess and identify existing gaps and needs for effective conservation, management, and financing of the four MPAs which can be used as an input for future development and implementation of conservation management plans and funding/business plans for the four project sites;
- Identify capacity development needs (skills, tools and resources) and develop the appropriate capacity strengthening programme;
- Recommend the best tool to use (e.g., the UNDP Capacity Scorecards or similar) to measure baseline and evolving capacity levels among targeted stakeholders and propose mid-term and end-of-project targets.



- Describe the profiles for all project sites, along with preparing all of the required maps, geo-coordinates, and shapefiles, ensuring that all maps used conform strictly to maps accepted by the UN Cartographic Unit;
- Collate baseline data on MPA enforcement actions including number of: illegal activities detected; arrests made; and successful prosecutions for violations of environmental regulations. Review current effectiveness of enforcement actions within MPA project sites and propose the activities that the project can support to strengthen MPA enforcement and monitoring. Recommend indicators for environmental enforcement; identify baseline values; and propose mid-term and end-of-project targets;
- Compile detailed information on key species populations and vulnerable coastal and marine ecosystems (coral reefs, mangroves, seagrass beds) for each pilot site using existing or newly collected data to: determine their conservation status and trends; identify relevant threats; select baseline indicators for effective monitoring and project impact assessment; define realistic mid-term and end-of project targets; and identify any potential information gaps;
- For each pilot site, evaluate what, if any, data on key species populations and vulnerable coastal and marine ecosystems (e.g., coral reefs, mangroves, seagrass beds) should be collected and monitored to support outcome 2.1 as well as output 3.1.1. Recommend which key species and ecosystems should the project activities focus on for each pilot site. Collect and compile the required data, drawing on any data that may have already been gathered. For the selected species and ecosystems: determine their conservation status and trends; identify relevant threats; select indicators for their effective monitoring and project impact assessment; identify baseline values; define realistic mid-term and end-of project targets; and identify any potential information gaps
- Complete a feasibility analysis of the restoration or recovery options for these ecosystems that could be supported by the project; propose the appropriate, science-based, restoration and/or recovery methodology and management plans and identify appropriate site-specific interventions. Carry out an assessment of risks related to coral reef and related ecosystem restoration or recovery efforts, including possible IAS risks. Confirm the feasibility and agree these interventions with key stakeholders within the project sites, especially with the local communities and the private sector;
- Provide marine spatial planning, marine protected area, and fisheries-specific advice and guidance to assist with designing project activities;
- Support other consultants with private sector consultations and the design of collaboration with the Seychelle's 'Blue Economy' financial services institutions;
- Support capacity assessments and the design of capacity building programmes to ensure effective implementation of Marine Spatial Plan and effective management and financing of expanded MPAs;
- Carry out a detailed assessment of potential climate change impacts on project activities and pilot sites to ensure that these are reflected in project design. Seek and adopt local and expert advice on how best to integrate climate resilience into project design and implementation.



**2. Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B):**

- Work with the PPG Team Leader to ensure relevant findings on the ‘Blue Economy’, marine spatial planning, MPA, and fisheries management are meaningfully integrated into the project strategy, theory of change and results framework, and its implementation are monitored as appropriate;
- Participate in consultations, workshops, meetings etc. and provide inputs to management arrangements;
- Review and verify proposed Outputs and Indicators based on the information gathered during the PPG-Phase and, where appropriate, propose new ones for each Outcome, and establish baselines and targets to be monitored and tracked during implementation, for inclusion in the Results Framework, as appropriate.

**3. Validation Workshop (Component C):**

- Participate in, and contribute to the validation workshop (please note that this will likely be held remotely); and
- Support necessary revisions that arise during the workshop, as appropriate.

**4. Final Deliverables:**

- Completed METTs for all relevant project sites with the baseline and mid-term and end of project target scores;
- Study describing and analysing institutional and policy developments related to marine spatial planning and expanded MPA system, including the evolution of discussions of SOA;
- Project strategy on the establishment of a strategic co-ordination mechanism for long-term management of the MPA system;
- Capacity development plan for MSP implementation and capacity development plan for strengthening MPA financing capacities;
- Agreed project partnership outline with the ‘Blue Economy’ financial services institutions (SEYCCAT and DBS) on diversify financing options for the MPA system and support of sustainable, ‘Blue Economy’ business models;
- Capacity development plan and strategy for improving field-level MPA capacities on management, enforcement, and monitoring;
- A preliminary list of MPA enforcement and monitoring activities which can be supported by the project to strengthen these capacities;
- Summary report on MPA site-level biodiversity and conservation status, key species, threats, and vulnerable coastal and marine ecosystems (coral reefs, mangroves, and seagrass beds);
- Site-specific coastal and marine ecosystems recovery and/or rehabilitation programme;
- Biodiversity Action Plan (outlining ecosystem rehabilitation/recovery plan and management and IAS prevention), if required under the UNDP SES policy;
- Input to Project Results and Resource Framework, baseline indicators for effective monitoring and project impact assessment; mid-term and end-of project targets; and



the calculation methodology and rationale for the future monitoring as part of the M&E plan;

- Input to threats assessment, baseline analysis, Theory of Change, incremental cost analysis and other project aspects where it concerns management effectiveness of MPAs;
- Appropriate inputs provided to the Final Project Document and Annexes, as agreed with the PPG Team Leader.

#### D. Deliverables

Deliverables	% Fees	Due Date	Review and Approvals required
Submission of Work Plan and Inception Report jointly with the PPG leader and others	20%	30 <sup>th</sup> September 2020	Approved by PM
Facilitate the PPG Inception Workshop and Report	20%	31 <sup>st</sup> October 2020	Approved by PM
Draft input and submissions into the PPG relevant chapters	30%	15 <sup>th</sup> March 2021	Approved by PM and RTA
Facilitate Validation Workshop and finalize report	10%	30 <sup>th</sup> May 2021	Approved by PM
On approval and submission of Final Prodoc to GEF Sec	20%	15 <sup>TH</sup> July 2021	Approved by RTA and PM

#### E. Duration:

The duration of the contract will be for a period **of 12 months** from August 2020 until July 2021. An estimated total of 60 working days is expected with the workload being significant in the first quarter of 2021.

#### F. Duty Station

Home based (Seychelles).

Some travel may be required subject to local guidelines.



## G. Qualifications of the Successful Individual Contractor

### Education

- Master's degree or higher in a relevant field, such as biodiversity conservation natural resource management, marine and coastal biology, or ecology;

### Experience and Skills

- Minimum 7 years of demonstrable experience in the technical area of marine spatial planning, biodiversity conservation, marine and coastal protected area management, climate change adaptation, fisheries management;
- Demonstrated understanding of policy and institutional context for marine spatial planning, biodiversity conservation, and 'blue economy' development in the Seychelles;
- Experience in climate risk assessments highly desirable;
- Experience in carrying out MPA capacity assessments, threat analysis, and carrying out METTs, is required;
- Excellent stakeholder management skills and discretion highly desirable;
- Excellent written and oral communication skills in English;
- Ability and willingness to carry out the PPG process remotely; and
- Ability to deliver results, while remaining flexible and adaptive in light of challenging circumstances due to evolving COVID-19 situation.

## H. Scope of Price Proposal and Schedule of Payments

The financial offer should be quoted as a lump sum amount, all-inclusive (professional fee, insurance, miscellaneous). UNDP will cover travel-related expenses only if inter-island travel is required during the contract period.

The contract price is fixed regardless of changes in the cost components. Payments will be effected based on deliverables as per section D above. *Financial Bids quoted in USD will need a relevant USD account.*

## I. Recommended Presentation of Offer

The following documents are requested:

- a) Duly completed **Letter of Confirmation of Interest and Availability** using the template provided by UNDP;
- b) **Personal CV or P11**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- c) **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided by UNDP.





#### J. Criteria for Selection of the Best Offer

Individual consultants will be evaluated based on the following methodology:

##### Cumulative analysis

When using this weighted scoring method, the award of the contract should 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.

##### **Short-listing criteria:**

All applicants will be requested to submit a price offer indicating their lump-sum fee for the assignment. Following UNDP procurement rules, both technical competence and the consultant financial proposal will be taken into account in the selection process. The technical evaluation will be based on the following evaluation criteria

Education	Experience	Technical skills	Stakeholder Engagement	Language /Report Writing
Master's degree in Environment; biodiversity conservation natural resource management, marine and coastal biology, or ecology	Minimum 7 years of demonstrable experience in marine spatial planning, biodiversity conservation, marine and coastal protected area management, climate change adaptation, fisheries management	Experience in carrying out MPA capacity assessments, threat analysis, and carrying out METTs, is required;	Demonstrated understanding of policy and institutional context for MSP, BE, and BD, conservation and development in the Seychelles; Excellent stakeholder management skills and discretion highly desirable	
20	30	20	20	10

Candidates scoring 70 or above will be short-listed.

The **financial offers** will be evaluated giving the lowest price proposal 30 marks and marking the other more expensive proposals reverse proportionally to the cheapest option.

The final scoring of short-listed candidates will take into account the technical Evaluation and the financial score:



Criteria	Weight	Max. Point
• Technical score	70%	70
• Financial score	30%	30

The candidate ranking highest shall be selected.

#### **K. Approval**

**This TOR is approved by:**

Signature

Name and Designation    Programme Manager

Date of signing            17/07/2020