



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: **20<sup>th</sup> August 2020**

**Country:** Republic of Botswana

**Description of the assignment:** Considering global dynamics related to wildlife crime-related practices and activities, it has become necessary for the Government of Botswana to review and update the policy and legislative framework for dealing with this global scourge. The Department of Wildlife and National Parks (DWNP), in collaboration with the United Nations Development Programme (UNDP), has therefore commissioned a process of reviewing and updating the country's National Anti-Poaching Strategy (NAPS). The exercise will be undertaken through the engagement of a local consultant, who will review and update the NAPS to ensure that it optimally meets national conservation aspirations efficiently and effectively.

**Period of assignment/services:** 30 working days spread over a period of three calendar months from date of award.

**PROJECT NAME:** Kgalagadi and Ghanzi Dryland Ecosystem

**PROJECT NUMBER:** PIMS 5590

**SUPERVISION:** Programme Specialist: Environment and Climate Change

**Proposals with reference should be submitted in a sealed envelope clearly labelled "National Anti-Poaching Strategy Review."** by no later than **31<sup>st</sup> August 2020 at 12:00pm (Botswana Time)**, to the following address:

*The Resident Representative  
United Nations Development Programme  
P.O. Box 54  
Gaborone*

or by email to: [procurement.bw@undp.org](mailto:procurement.bw@undp.org)

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mailed to [enquiries.bw@undp.org](mailto:enquiries.bw@undp.org) UNDP Botswana will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of the inquiry to all prospective facilitators.

**NOTE:** Consultancy firms/companies interested in applying for this assignment are free to do so provided they submit a CV of only one qualified consultant and present its bid in a manner that would allow for evaluation of the bid in accordance with the evaluation criteria specified in these solicitation documents. That is, the experience required is that of the individual whose CV would have been submitted by the company rather than that of the company. Further, if the submitted bid wins, the ensuing contract will be between the UNDP and the company/firm, not the individual.

## 1. BACKGROUND

Natural resource management throughout the Kgalagadi landscape is characterized by high levels of competition and conflict between conservation goals, economic development and livelihoods. Home to large herds of antelopes and iconic predators, the landscape was historically dominated by low-density wildlife with hunter-gatherer livelihoods until borehole farming enabled cattle ranching a few decades ago. The consequent rangeland degradation and ecosystem fragmentation threatens local wildlife populations and socioeconomic development in the area. Wildlife Management Areas (WMAs) which are meant to support wildlife-based economic activities and secure migratory corridors linking the Kgalagadi Transfrontier Park (KTP) and the Central Kalahari Game Reserve (CKGR) continue to be lost to livestock encroachment due to delayed gazettement of the WMAs. Wildlife is under additional threats from human-wildlife conflict (HWC), poaching, poisoning and illegal wildlife trade (IWT).

Stakeholders lack the planning tools, institutional coordination and operational capacity to balance competing needs and optimize environmental, social and economic outcomes in the Kgalagadi landscape. The barriers include: i) weak coordination amongst stakeholders in addressing poaching, wildlife poisoning and IWT; ii) limited capacity for improving rangeland management in the communal lands; and iii) limited incentives for local communities to protect wildlife. The project will address these barriers through coordinating capacity for combating wildlife crime/trafficking; and enforcement of wildlife policies and regulations at district, national and international levels (Component 1).

In response to the escalation of the wildlife crime in the country, the Government of Botswana, through the DWNP, developed a NAPS in 2013 with the aim of curtailing the illegal wildlife offtake and other related illegal activities. The primary rationale for the NAPS is to attain conservation of natural resources in Botswana, sustain the country's wildlife populations and therefore contribute positively to sustainable development. This is to be attained through:

- a coordinated approach to the enforcement of policies and legislation on wildlife conservation;
- mobilisation of resources for the conservation and sustainable management of natural resources — wildlife in particular — and maintenance of Botswana's wilderness and protected areas (including WMAs); and
- ensuring a holistic and coordinated law enforcement approach to combatting wildlife crime-related activities and therefore raise the profile of the country as a tourism destination

The NAPS main objectives are to:

- improve the security of the country's borders and therefore reducing cross-border wildlife crime-related activities;
- coordinate the enforcement of legislation to conserve wildlife resources;
- improve national and international inter-agency cooperation to combat wildlife crime;
- enhance the capacity of law enforcement agencies to execute their mandate; and
- increase community awareness of and involvement in combating wildlife crime.

## 2. SCOPE OF WORK

The assignment involves carrying out a "light" review of the progress in implementing the current NAPS through a consultative approach and based on the findings revise and update the NAPS accordingly. The review and updating of NAPS should consider but not limited to the following:

- 1) Review relevant existing strategies, policies and legislation relating to anti-poaching and wildlife crime including Illegal Wildlife Trade (IWT) in order to guide the NAPS review process. In particular the consultant should read and become familiar with the Wildlife Conservation and National Parks Act of 1992, National Biodiversity Strategy and Action Plan, National Conservation Strategy of 1990, Wildlife Conservation Policy of 1986, Convention on

- International Trade in Endangered species of wild fauna and flora (CITES) and the Southern African Development Community Law Enforcement and Anti-Poaching Strategy (SADC LEAP).
- 2) Highlight key achievements and factors that contributed to the successes during implementation of the NAPS in the past three years.
  - 3) Define clearly the progress in implementing the NAPS implementation plan to date.
  - 4) Identify clearly aspects of the NAPS that were difficult to implement or were not implemented and provide recommendations for addressing these challenges.
  - 5) Engage relevant regional and international stakeholders, for input into the review process.
  - 6) Update the NAPS and implementation plan based on the findings of the “light” review. The updating should also include the following:
    - a) Recommend how existing strategies, policies and legislation could complement and ensure alignment of the NAPS to current legislations.
    - b) Recommend improvements that could be made to ensure that the strategy facilitates the general co-ordination and appropriate control and direction of all relevant law enforcement agencies in relation to the exercise of intelligence powers and functions to:
      - i. support the intelligence purposes, functions, administration and staffing (including recruiting) of each agency involved;
      - ii. provide for accountability and oversight that is transparent and as consistent across the agencies as is practicably feasible.
      - iii. support effective co-operation, liaison and sharing of information between law enforcement agencies to effectively implement the strategy.
      - iv. Ensure that the roles and responsibilities of each law enforcement agency are linked to their mandates and strengths.
      - v. Promote complementarity amongst the law enforcement agencies and prevent duplication of effort and or conflict.
  - 7) Recommend relevant and effective strategies to deal with current and emerging global poaching and illegal wildlife trade (IWT), including related global criminal trends.
  - 8) Recommend effective public education and awareness strategies appropriate for community involvement in combating wildlife crime.
  - 9) Identify and recommend how communities could contribute to combating wildlife crimes
  - 10) With reference to the findings of the Law enforcement agencies capacity needs assessment study, identify gaps that exists within law enforcement agencies to address wildlife crime and how these gaps can best be addressed.
  - 11) Include a clear section on how the activities in the implementation plan will be coordinated and managed on a daily basis.
  - 12) Ensure the Implementation plan, has clear activities to be undertaken, timelines, targets, indicators, baselines and budget.
  - 13) Make presentations of the deliverables to the Technical Reference Group.

### **3. APPROACH AND METHODOLOGY**

The consultant(s) shall work closely with all law enforcement agencies, under the direction of the client; being the DWNP in the delivery of the outlined outputs. The consultant will also undertake the following:

- gather any additional knowledge materials — including regional and international best practice — to inform the process;
  - review documents arising from, and relating to the implementation of NAPS;
  - attend and make a record of stakeholder consultations organised to inform this exercise.
  - The consultant will collaborate with the DWNP, UNDP/KGDEP in organising consultations with relevant stakeholders, including but not limited to expert groups, the Parliamentary Committee on Agriculture and Environment; and
- produce inception and scoping reports as well as draft and finalised versions of the revised NAPS, minutes and reports of all meeting and workshops (including all stakeholder consultations) conducted for the NAPS review purposes; and

- an executive summary on the review and revision process outlining processes undertaken, which will include literature and documents referenced, persons and agencies consulted, challenges experienced and how these were addressed.

#### 4. DELIVERABLES

Deliverables under this consultancy will be presented to and approved by the oversight committee, referred to as the Technical Reference Committee (TRC) or Project Steering Committee (PSC). Approval platforms will be outlined to the consultant at the inception phase and will be a part of the inception report to be presented in the first TRC/PSC for approval.

	<b>Deliverable</b>	<b>Payment Amount</b>
1	Approved Inception Report detailing the approach and methodology for carrying out the assignment, a detailed workplan, stakeholders for consultation, resources required, data requirements, as well as consultative forums, timelines and associated deliverables.	10%
2	The “Light review” findings report	25%
3	Draft revised NAPS with clear implementation plan, to be presented to the relevant national stakeholders.	40%
4	Final updated NAPS, incorporating review comments from relevant national stakeholders.	25%

#### 5. EXPERIENCE AND QUALIFICATIONS

##### Qualifications

##### Education

- Master’s degree in Wildlife Management or Conservation or a related field.

##### Experience

- At least 10 years work experience in undertaking policy formulation, strategic planning and development of associated action plans;
- Strong background in wildlife crime management and enforcement as well as related laws pertaining to natural resources management / wildlife;
- Good understanding of government protocols, processes and relationships especially the security sector.
- Good knowledge of the wildlife poaching and illegal trade in the project area and on the various interventions that are on-going to halt this problem;
- Profound knowledge of the SADC region and its natural resources including wildlife conservation issues in Southern Africa (with particular emphasis on SADC LEAP and related structures)
- Reasonable understanding of the current trends of wildlife illegal offtake and trade at national, regional and international landscape.
- Good understanding of multi-lateral environmental agreement related to natural resources and trade in species products, in particular CITES

##### Languages

Excellent English writing skills are essential.

### Partnerships

- Maturity and confidence in dealing with senior members of national institutions.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Excellent written communication skills, with analytic capacity and ability to synthesize relevant collected data and findings for the preparation of quality analysis
- Excellent coordination skills and result oriented collaboration

## **6. TIME SCHEDULE AND PERIOD OF THE CONSULTANCY**

The duration of the consultancy will be 30 working days spread over a period of three calendar months from date of award.

## **7. REPORTING AND SUPERVISION**

The consultant shall work under the overall guidance of the UNDP Resident Representative in Botswana and the Ministry Environment, Natural Resource Conservation and Tourism (MENT), Director of DWNP. The Consultant will work under the direct supervision of the Programme Specialist (Environment and Climate Change) of the UNDP Country Office in Botswana through the Kgalagadi and Ghanzi Drylands Ecosystems Project (KGDEP). The assignment shall be supervised by the MENT, through a panel of experts or a Technical Reference Group (TRG). The committee will comprise National Anti-Poaching Coordinating Committee (NACC), two rhino conservation NGO representatives, and UNDP/KGDEP. The consultant will provide four hard copies and one soft copy of each deliverable. The duties of the committee will be amongst others, to provide and advise on technical inputs into the work of the expert, quality checks on compliance with consultancy Terms of Reference (ToR) and make recommendations to the PSC. The PSC shall provide strategic and policy guidance and all related approvals of deliverables and the budgets for the consultancy.

## **8. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS**

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

### **a. Technical Proposal:**

The technical proposal should include the following:

- Profile of consultant and an outline of recent experience on assignments of a similar nature.
- The consultant's review of the TORs and appreciation of the assignment – the objectives, tasks and deliverables.
- A clear description of the methodology and work plan that the consultant proposes to execute the assignment, illustrated where appropriate, with a chart of activities.
- A timeline for carrying out the assignment.

### **b. Financial proposal:**

- Lump-sum consultancy fee broken down to clearly indicate actual consultancy fees (daily fee), travel expenses if any and other incurred costs as relevant.
- An indication of whether this rate is flexible

### **c. Personal CV including past experience in similar projects and at least three references**

## **9. UNDP CONTRIBUTION**

UNDP will provide the consultant with organizational and logistical support to carry out his/her duties as outlined above.

## 10. EVALUATION

Individual consultant 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.

\* Technical Criteria weight; [70%]

\* Financial Criteria weight; [30%]

Only Individual Consultants obtaining a minimum of 70% of the obtainable points of 100 points in technical evaluation would be considered for the Financial Evaluation.

Criteria	Weight	Max. Point
<b><u>Technical evaluation</u></b>		
<b>Criteria A:</b> Qualifications (academic & technical, minimum Master's degree) - in the fields of wildlife management, natural resources economics and or planning or related field	10	10
<b>Criteria B:</b> Adequate work experience - At least 10 years of relevant professional experience and legal background ideally in laws pertaining to natural resources management / wildlife	20	20
<b>Criteria C: Context</b> - Previous successful experience in undertaking policy formulation approaches, strategic planning and action plans with good knowledge and understanding of: <ul style="list-style-type: none"><li>- the poaching and illegal trade in wildlife products and on the various current initiatives aimed to halt this problem;</li><li>- the SADC region and its natural resources including wildlife conservation issues in Southern Africa;</li><li>- multi-lateral environmental agreement related to natural resources and trade in species products, in particular CITES</li></ul>	40	40
<b>Criteria E: Approach</b> - Demonstrated understanding of the assignment and response to the terms of reference with elaboration of the methodology that will be used in responding to the terms of reference.	30	30