



INDIVIDUAL CONSULTANT (IC) PROCUREMENT NOTICE

Date: 20th August 2020

Country: Republic of Botswana

Description of the assignment: UNDP is seeking the service of a local consultant with experience on community engagement and consultations to carry out a range of field consultations as defined by the UNDP Country Office and the Safeguards Expert, for the project: Managing the human-wildlife interface to sustain the flow of agro-ecosystem services and prevent illegal wildlife trafficking in the Kgalagadi and Ghanzi Drylands (PIMS 5590)

Period of assignment/services: The assignment is expected to take 25 working days, and the work must be completed by end of October 2020.

PROJECT NAME: Managing the human-wildlife interface to sustain the flow of agro-ecosystem services and prevent illegal wildlife trafficking in the Kgalagadi and Ghanzi Drylands

PROJECT NUMBER: PIMS 5590

Proposals with reference should be submitted in a sealed envelope clearly labelled “IC- ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT (ESIA).” should be submitted at the following address no later than **31st August 2020 at 12:00pm (Botswana Time)**, to:

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

or by email to: 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 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

The Government of Botswana, through the Ministry of Environment, Natural Resources, Conservation and Tourism (MENT), in partnership with UNDP, is implementing a 6-year GEF-funded project entitled: *Managing the human-wildlife interface to sustain the flow of agro-ecosystem services and prevent illegal wildlife trafficking in the Kgalagadi and Ghanzi Drylands* (PIMS 5590). This is a child project under the World Bank-led Global Wildlife Programme which seeks globally to prevent the extinction of known threatened species through activities that: reduce illegal wildlife trade (IWT) and wildlife crime; protect the habitats of targeted species through improved governance and natural resource management; and, reduce demand for illegally-traded wildlife and wildlife products by changing consumer behaviour, supporting activities that promote alternative, nature-based livelihoods and decrease the costs to communities of living with wildlife (by mitigating human-wildlife conflict).

The Kgalagadi and Ghanzi Drylands Ecosystem Project (KGDEP, as it is known locally), operates across a vast landscape that extends from the Kgalagadi Transfrontier Park in the south-west, to the Central Kalahari Game Reserve in the north-east, and includes the intervening Game Management Areas and communal lands that link the two protected areas. Natural resources management in this Kalahari landscape is impacted by land-use conflicts arising from competing goals of conservation and economic development, commercial cattle ranching and subsistence livestock-keeping, and the desire of communities to pursue traditional livelihoods. The consequent rangeland degradation and ecosystem fragmentation that has taken place threatens the future of wildlife and economic development and impacts on the quality of life of rural communities. Wildlife Management Areas (WMAs) have been established to secure migratory corridors for wildlife to move safely between the Kgalagadi Transfrontier Park and the Central Kalahari Game Reserve, and to support nature-based economic activities for local communities.

Due to the complex interplay of multiple factors, the effectiveness of the GMAs is being compromised, wildlife is under threat from poaching, wildlife poisoning and illegal wildlife trade (IWT), and communities have yet to realize the benefits of living with wildlife. Competition between commercial and subsistence livestock farmers and increasing land-use pressures from these and other sectors is reducing the productivity of rangelands, and the lack of viable alternative livelihood opportunities fuels community frustrations. Stakeholders currently lack the planning tools, institutional coordination and operational capacities to balance competing needs and optimize environmental, social and economic outcomes.

The Government of Botswana seeks to address these issues through this project, which is structured under four components: 1) Coordinating capacity for combating wildlife crime/trafficking and enforcement of wildlife policies and regulations at district, national and international levels ; 2) Establishing incentives and systems for wildlife protection by communities to increase financial returns from natural resource use and reduce human wildlife conflicts, securing livelihoods and biodiversity in the Kalahari landscape; 3) Integrated landscape planning in conservation areas and introduction of SLM practices in communal lands to secure wildlife migratory corridors and increase productivity of rangelands, thus reducing competition between land-uses and increasing ecosystem integrity of the Kalahari ecosystem; and, (4) Gender mainstreaming, knowledge management, monitoring and evaluation.

Social and Environmental Safeguards

UNDP's Social and Environmental Standards (SES) underpin our commitment to mainstream social and environmental sustainability in our Programmes and Projects to support sustainable development. The objectives of the standards are to:

- Strengthen the social and environmental outcomes of Programmes and Projects
- Avoid adverse impacts to people and the environment
- Minimize, mitigate, and manage adverse impacts where avoidance is not possible

- Strengthen UNDP and partner capacities for managing social and environmental risks
- Ensure full and effective stakeholder engagement, including through a mechanism to respond to complaints from project-affected people.

A key mechanism to ensure these standards are applied is through UNDP's project-level Social and Environmental Screening Procedure (SESP) which is a requirement for all proposed projects. The objectives of the SESP are to: (a) Integrate the SES Overarching Principles (human rights, gender equality and environmental sustainability); (b) Identify potential social and environmental risks and their significance; (c) Determine the Project's risk category (Low, Moderate, High); and (d) Determine the level of social and environmental assessment and management required to address potential risks and impacts. UNDP's SES Policy and SESP came into effect January 1, 2015. All guidance on UNDPs Social and Environmental Safeguards can be found in the SES Toolkit.

An international safeguards consultant has been contracted to develop the ESIA and ESMP. In order to prepare the ESMP, and additional plans as required, consultations with stakeholders and local communities are essential. As limitations on cross-border travel due to the global COVID-19 pandemic are likely to continue during the safeguards preparation phase, it is necessarily to contract the services of a suitably qualified and experienced local consultant.

2. SCOPE OF WORK

UNDP is seeking the service of a local consultant with experience on community engagement and consultations to carry out a range of field consultations as defined by the UNDP Country Office and the Safeguards Consultant.

3. EXPECTED OUTPUTS AND DELIVERABLES

The consultant will be responsible for the following outputs and related activities:

- Contributing to the design and preparation for engagement of stakeholders, local communities and field visits;
- Travel to the project area over a period of 7-10 days;
- Production of a report collating the findings, along with photographs, audio recording where appropriate, and contact lists of those consulted
- Assist in the development of safeguards documentation as requested;
- Any other duties as necessary for the satisfactory completion of the consultations as directed by UNDP Botswana or the safeguards consultant.

4. DELIVERABLE REMUNERATION

Payment shall be made against deliverables in the following instalments:

- 20% Upon production of an inception report detailing methodology for field consultations and completion of preparations for fieldwork;
- 40% Upon completion of fieldwork, with submission of a draft report and notes;
- 40% Upon completion of final reports and notes

5. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

- Master's degree or above in social sciences, development, community engagement or a closely related field
- At least five years of experience related to community engagement, social and environmental issues in the development context; previous experience in supporting UNDP will be an added advantage;
- Knowledge of human rights, gender equality and women's empowerment;

- Demonstrated knowledge of rural populations, rural livelihoods, natural resource management and conservation in Botswana
- Demonstrated writing abilities;
- Demonstrated community consultation and research experience;
- Excellent communication and organizational abilities;
- A strong awareness of and adherence to national policy and international best practices to reduce transmission risk of COVID-19;
- Experience working with indigenous peoples preferred;
- Knowledge of Free, Prior and Informed Consent (FPIC) process preferred

Competencies

- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favoritism;

Language

- Fluency in English is required.

6. TIME SCHEDULE AND PERIOD OF THE CONSULTANCY

The assignment is expected to take about 25 working days, and the work must be completed by end of October 2020.

7. REPORTING AND SUPERVISION

The consultant will report directly to the UNDP Resident Representative in the UNDP Botswana Country Office, and will work under the technical guidance of the relevant UNDP Regional Technical Advisor for Ecosystems and Biodiversity with support from UNDP's Social and Environmental Safeguards Coordinator. Close liaison must be maintained with the Environmental Focal Person in the UNDP Country Office, the Project Manager and key counterparts in the government Implementing Partner.

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 3 references

9. EVALUATION

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.

* 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
Technical evaluation		
Criteria A: Qualifications - • Master's degree or above in social sciences, development, community engagement or a closely related field	20	20
Criteria B: Adequate work experience - At least five years of experience related to community engagement, social and environmental issues in the development context with: <ul style="list-style-type: none"> • Knowledge of human rights, gender equality and women's empowerment; • Demonstrated knowledge of rural populations, rural livelihoods, natural resource management and conservation in Botswana. • Experience working with indigenous peoples • Knowledge of Free, Prior and Informed Consent preferred • 	20	20
Criteria C: Technical Competence- Demonstrable analytical and research skills, and capacity to collate and present technical reports, information and data accurately, systematically in a short period of time. Demonstrable skills to design and prepare materials and tools for stakeholder and field consultations	30	30
Criteria D: Approach - 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