

## Terms of Reference for a National Consultancy on eradicating the spread of the house mouse on Marion Island and developing protocols to prevent future introductions in Marion Island and Prince Edward Islands in South Africa

Request for:      Consultant      ☒      Individual contractor      ☐

**Organizational Unit:** UNEP South Africa Office.

POSITION TITLE : Consultant: Eradicating the Spread of the house mouse on Marion Island and developing protocols to prevent future introductions Marion and Prince Edward Island SA

ORGANIZATION : United Nations Environment Programme

TYPE OF CONTRACT : Consultant

DUTY STATION : Home based, may include in-country travel

TITLE OF SUPERVISOR : Head, UNEP South Africa office

PROPOSE PERIOD : February 2021 – June 2021

ACTUAL WORK TIME : 5 Months

DEADLINE FOR : 20 January 2021

SUBMISSION

### A. INTRODUCTION AND BACKGROUND

The Government of South Africa has acquired funds from the GEF through UNEP for a project titled: **“Capacity strengthening for management of invasive alien species (IAS) in South Africa to enhance sustainable biodiversity conservation and livelihoods improvement”**.

This proposed project has received a Project Preparation Grant (PPG) to prepare a Full-Sized Project (FSP) document, based on the approved project proposal concept (PIF) which has three components namely:

- Component 1. Strengthened IAS detection and surveillance capacities at key national ports of entry.
- Component 2. Enhanced biosecurity communications and information flows
- Component 3. Improved effectiveness of control measures for high risk IAS

The PPG phase is considered as a preparatory phase and its final output will be a UNEP /GEF project document and GEF CEO Endorsement Request submitted to and approved by UNEP and GEF, with all required supporting information. The government of South Africa through UNEP is, therefore, seeking the services of a national consultant to providing required information for *Component 3, Output 3.1 on eradicating the spread of the house mouse on Marion Island and developing protocols to prevent future introductions in Marion Island and Prince Edward Islands*, to be used in development of the project document and CEO endorsement request.

### B. PURPOSE OF THE CONSULTANCY

The overall purpose of the consultancy is to find out how South Africa can eradicate the house mouse from Marion Island by providing required information for *Component 3, Output 3.1 on eradicating the spread of the house mouse on Marion Island and developing protocols to prevent future introductions in Marion Island and Prince Edward Islands* to be used in development of the project document and CEO endorsement request.

Ultimate results of the consultancy	<ul style="list-style-type: none"> <li>• Provide background information on Marion Island and Prince Edward Islands in relation to the house mouse including its introduction, current initiatives and control measures</li> <li>• Provide a strategy of how the house mouse will be effectively sustainably controlled from re-occurring on the island and the institutional, policy and legal frameworks including regulations</li> <li>• Provide a detailed description of activities to be done under Component 3, Output 3.1 and their associated costs according to the project budget in the PIF</li> </ul>
Title of the project:	GLOBAL ENVIRONMENT FACILITY Project Preparation Grant (PPG) of the project titled “Capacity strengthening for management of invasive alien species in South Africa to enhance sustainable biodiversity conservation and livelihoods improvement”.
Identification number of the project:	GFL-11207-14AC0003-SB-015458
Source of funds;	extra-budgetary
Budget line to charge:	1202
Indicative level of remuneration	C
The total remuneration payable for this service	\$15,000

### C. DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

Under the direction and supervision of the Chief Director: Biodiversity Monitoring and Specialist Services, Department of Environment, Forestry and Fisheries (DEFF), the consultant will be required to undertake the following specific tasks in close collaboration with the international consultant, UNEP/GEF Task Manager, and members of the technical working group:

#### Tasks

1. Provide a detailed description of Marion and Prince Edward Islands in terms of the protected area conservation status
2. Describe the institutional, policy and legal frameworks for management and conservation of Marion and Prince Edward Islands on eradicating the spread of the house mouse and preventing future introductions including strengths, weaknesses, opportunities, and challenges
3. Describe the global environmental problems, root causes and barriers that need to be addressed (systems description) with regard to eradicating the spread of the house mouse on Marion and Prince Edward Islands
4. Describe the origin/history and extent of the spread of the house mouse on Marion and Prince Edward Islands, including its introduction, current initiatives and control measures
5. Describe possible solutions of how the house mouse can be eradicated and how protocols can be developed to prevent future introductions
6. Provide a detailed description of activities to be done under Component 3, Output 3.1 and their associated costs according to the project budget in the PIF
  - a. Describe the innovativeness of the proposed activities in 6 above
  - b. Describe the sustainability of the proposed activities in 6 above, and
  - c. Describe the potential for scaling up of the proposed activities in 6 above
7. Describe the baseline scenario and any associated baseline projects. Provide a detailed presentation of baseline projects and initiatives on Marion and Prince Edward Islands and provide their budgets
8. Describe the incremental/additional cost reasoning and expected contributions from the baseline, the GEF funds and co-financing. Describe what will happen if GEF does not provide the funding to the proposed activities and what will happen if it does.

9. Describe management and institutional frameworks and arrangements for Marion and Prince Edward Islands as protected areas
10. Conduct a stakeholder analysis for Marion and Prince Edward Islands with regard to eradicating the spread of the house mouse on Marion and Prince Edward Islands. Provide the Stakeholder Engagement Plan. In addition, provide a summary on how stakeholders will be consulted in project execution, the means and timing of the engagement, how information will be disseminated, and an explanation of any resource requirements throughout the project cycle to ensure proper and meaningful stakeholder engagement.
11. Identify civil society organizations and private sector entities that can participate in the project and describe what roles they will play in the project.
12. Describe gender dimensions relevant to the project with regard to work to be done on Marion island, and any plans to address gender (e.g. gender analysis). Suggest gender-responsive measures to address gender gaps or promote gender equality and women empowerment. Indicate in which results area(s) the project is expected to contribute to gender equality eg (a) closing gender gaps in access to and control over natural resources, (b) improving women's participation and decision-making; and/or (c) generating socio-economic benefits or services for women. Propose gender-sensitive indicators for the project's results framework or logical framework.
13. Institutional Arrangement and Coordination: Describe the institutional arrangements for the project implementation. Describe who will do what during the project implementation/execution – explain the roles to be played by each institution/stakeholder
14. Elaborate on the planned coordination with other relevant GEF-financed projects and other initiatives
15. Risks: Identify and describe risks, including climate change, potential social and environmental risks including COVID19 risks and opportunities that might prevent the project objectives/activities from being achieved, and, propose mitigation measures to address these risks (a table format is acceptable)
16. Consistency with National Priorities: Describe the consistency of the project with national strategies and plans or reports and assessments
17. Provide a record of all consultation events/meetings including minutes, meeting/workshop reports and list of participants/attendees

#### **D. OUTPUTS/EXPECTED DELIVERABLES**

<b>Deliverable no.</b>	<b>Type of deliverable</b>	<b>Expected deliverable date</b>	<b>Conditions for approval</b>
Deliverable 1:	A detailed methodology and work plan of the assignment	One week upon signing the contract	Approved by the UNEP GEF Task Manager and DEFF
Deliverable 2:	1.A detailed description of Marion and Prince Edward Islands 2 A detailed description of the institutional, policy and legal frameworks 3.A description of the global environmental problems, root causes and barriers that need to be addressed (systems description) 4.A description of the origin/history and extent of the spread of the house mouse on Marion and Prince Edward Islands, including its introduction, current initiatives and control measures 5.A description of the possible solutions of how it can be eradicated and how protocols can be developed to prevent future introductions	By 28 Feb 2021	As above

Deliverable 3:	<p>6. Provide a detailed description of activities to be done under Component 3, Output 3.1 and their associated costs according to the project budget in the PIF</p> <p>a. Describe the innovativeness of the proposed activities in 6 above</p> <p>b. Describe the sustainability of the proposed activities in 6 above, and</p> <p>c. Describe the potential for scaling up of the proposed activities in 6 above</p> <p>7. Describe the baseline scenario and any associated baseline projects. Provide a detailed presentation of baseline projects and initiatives on Marion and Prince Edward Islands and provide their budgets</p> <p>8. Describe the incremental/additional cost reasoning and expected contributions from the baseline, the GEF funds and co-financing. Describe what will happen if GEF does not provide the funding to the proposed activities and what will happen if it does.</p>	By 28 March 2021	As above
Deliverable 4:	<p>9. Describe management and institutional frameworks and arrangements for Marion and Prince Edward Islands as protected areas</p> <p>10. Conduct a stakeholder analysis for Marion and Prince Edward Islands with regard to eradicating the spread of the house mouse on Marion and Prince Edward Islands. Provide the Stakeholder Engagement Plan. In addition, provide a summary on how stakeholders will be consulted in project execution, the means and timing of the engagement, how information will be disseminated, and an explanation of any resource requirements throughout the project cycle to ensure proper and meaningful stakeholder engagement.</p> <p>11. Identify civil society organizations that can participate in the project and describe what roles they will play in the project.</p>	By 28 March 2021	As above
Deliverable 5:	<p>12. Describe gender dimensions relevant to the project with regard to work to be done on Marion island, and any plans to address gender (e.g. gender analysis). Suggest gender-responsive measures to address gender gaps or promote gender equality and women empowerment. Indicate in which results area(s) the project is expected to contribute to gender equality eg (a) closing gender gaps in access to and control over natural resources, (b) improving women's participation and decision-making; and/or (c) generating socio-economic benefits or services for women. Propose gender-sensitive indicators for the project's results framework or logical framework.</p>		
Deliverable 6:	<p>13. Institutional Arrangement and Coordination: Describe the institutional arrangements for the project implementation. Describe who will do what during the project implementation/execution – explain the roles to be played by each institution/stakeholder</p> <p>14. Elaborate on the planned coordination with other relevant GEF-financed projects and other initiatives</p>		
Deliverable 7:	<p>15. Risks: Identify and describe risks, including climate change, COVID19 risks, potential social and environmental risks that might prevent the project objectives/activities from being achieved, and,</p>	By 30 April 2021	As above

	propose mitigation measures that address these risks at the time of project implementation (table format acceptable)		
Deliverable 8:	16. Consistency with National Priorities: Describe the consistency of the project with national strategies and plans or reports and assessments 17. Provide a record of all consultation events/meetings including minutes, meeting/workshop reports and list of participants/attendees	By 30 April 2021	As above

#### **E. REPORTING ARRANGEMENTS**

The UNEP South Africa office will contract the consultant to undertake the assignment on behalf of the government of South Africa. The consultant will report to the Chief Director: Biodiversity Monitoring and Specialist Services, Department of Environment, Forestry and Fisheries (DEFF), of the government of South Africa. All deliverables submitted by the consultant should be cleared by the international consultants and approved by the Chief Director and the UNEP GEF Task Manager before any payment is made. The consultant will also liaise with the Mouse-Free Marion Management Committee on the deliverables of the assignment.

#### **F. DUTY STATION**

The assignment is home-based.

#### **G. DURATION OF THE CONTRACT**

In approximately 5 months of total work throughout the duration of the PPG process (various tasks are expected to be done concurrently), the consultant is expected to have completed the work preferably commencing on 1 February 2021 and ending by 30 June 2021.

#### **H: PAYMENT MODALITIES**

The consultant shall be paid the consultancy fees as structured below:

- i. 20% upon signature of the contract and submission of acceptance of Deliverable 1
- ii. 40% after completion, submission of acceptance of Deliverables 2, 3 and 4
- iii. 40% after completion, submission of acceptance of Deliverables 5, 6, 7 and 8

#### **I: TRAVEL**

The assignment will require the consultant to travel. The actual travel costs and arrangements will be made by the UNEP National Office in South Africa.

#### **J: COMPETENCES, REQUIRED SKILLS AND EXPERIENCE**

Technical Criteria - 70% of total evaluation – max. 70 points:

- **Criteria A:** Master's degree in a relevant field such as Biology, Natural Sciences, Ecology, Environmental Management, Social Sciences, Biodiversity, Land use Management and Ecosystem services (either with ecological or socio-economic background), Environmental law. (10)
- **Criteria B:** At least 5 years of overall professional experience, with incremental responsibilities, preferably with some experience in the GEF projects design and consultancies. (15)
- **Criteria C:** Knowledge and experience across the range of IAS management strategies in South Africa, with emphasis on identification of IAS and their impacts on natural ecosystems, and of relevant IAS management responses at the site level. (15)
- **Criteria D:** Preference will be given to a national consultant with at least 5 years of experience and in-depth knowledge of biodiversity and IAS issues in South Africa and the region. (15)
- **Criteria E:** Specific experience in the biodiversity and a demonstrated track record in the preparation of documents, project proposals, evaluation reports. (10)

- **Criteria F:** Experience working with international organizations, including UN Environment and the GEF, is preferred (5)

Competencies:

- Ability to conduct research and analysis and strong synthesis skills;
- Strong team building skills, focuses on impact and result for the assignment and responds positively to critical feedback; consensus-oriented;
- Highly developed inter-personal, negotiation and teamwork skills, networking aptitude;
- Regional and national knowledge is highly desirable; and
- Excellent English drafting and communication skills.

Required Skills and Experience:

- Knowledge and experience across the range of IAS management strategies in South Africa, with particular emphasis on identification of IAS and their impacts on natural ecosystems, and of relevant IAS management responses at the site level.

Education:

- Master's degree in a relevant field such as Biology, Natural Sciences, Ecology, Environmental Management, Social Sciences, Biodiversity, Land use Management and Ecosystem services (either with ecological or socio-economic background), Environmental law.

Experience:

- At least 5 years of overall professional experience, with incremental responsibilities, preferably with some experience in the GEF projects design and consultancies;
- Of which at least 5 years of experience and in-depth knowledge of biodiversity and IAS issues in South Africa and the region of the project;
- Specific experience in the biodiversity sector would be an advantage; and
- Demonstrated track record in the preparation of documents, project proposals, evaluation reports, etc.

**Language:**

- English and French are the working languages of the United Nations Secretariat. Fluency in English is required for this position.

Interested candidates may send their Cover Letter **with a proposed daily fee**, a P11 completed form and Curriculum Vitae to the Subject line **“National Consultancy Eradicating the Spread of the house mouse on Marion Island and developing protocols to prevent future introductions Marion and Prince Edward Island SA”** to:

[bid.pretoria@undp.org](mailto:bid.pretoria@undp.org)

*(incomplete applications will not be considered)*

For technical queries, please contact Cecilia Njenga at [cecilia.njenga@un.org](mailto:cecilia.njenga@un.org)

**Correspondence will be limited to shortlisted candidates only.**

**UNEP reserves the right not to make an appointment.**

**Deadline for submission: 20 January 2021**