

Selection Notice for Individual Consultant

Recruitment of an international GIS CONSULTANT

Date: 23 March 2021

Country : Home-based with travel if required

Three (3) Weeks

Please send your duly signed proposals (technical and financial proposals) to the email address Rcd.soumissions@undp.org with mention of the reference and title of the dossier.
Your proposal must be received by April 04, 2021 at the latest.

I Position Information
<p>Position title: GIS Consultant</p> <p>Agency: UNDP</p> <p>Type of contract: International Consultancy</p> <p>Duty Station: Home based with travel if required</p> <p>Duration: Three Weeks</p>
II General Background and Organizational Context
<p>Over the last decade, the four countries around Lake Chad Basin, including Cameroon, Chad, Niger and Nigeria, have experienced unprecedented levels of crises, exacerbated by repeated incidences of violence from Boko Haram and its different factions. These crises have deepened instability, slowed economic growth, and engendered deep humanitarian concerns in the Region. Additionally, the spread of radicalization, especially amongst youth remains an imminent threat to peace, stability, and development. Absolutist ideologies that reject co-existence, tolerance and progress represent an existential threat to these countries. As such, these ideologies have found recruits amongst the youth who believe that the state has failed them and that they are excluded from legitimate political and economic processes from time to time. Largely overlooked now due to Boko Haram activities in the Region as well, the crisis has created an urgent humanitarian need for about 10.7 million people in the Region. Almost a quarter of these people have been forced to flee their homes due to conflict or food shortages largely brought on by Boko Haram insurgency.</p> <p>In response to the crisis, the African Union and the Lake Chad Basin Commission (LCBC) in 2015 signed an agreement for the operationalization of the Multinational Joint Task Force (MNJTF), to bring an end to the Boko Haram insurgency in the Region. Despite the significant progress made by the MNJTF, it is agreed by all stakeholders that overall success of the collective effort will be contingent upon coherent acceleration and completion of the second phase of the mandate, namely to “facilitate the implementation of overall stabilization programs by the LCBC Member States and Benin in the affected areas, including the full restoration of state authority and the return of the Internally Displaced Populations (IDPs) and refugees”. To achieve this, the LCBC was tasked by its¹ Member States to facilitate the mechanisms and processes required to consolidate the gains of the MNJTF.</p>

In light of the above and with the support of the Africa Union and the United Nations Development Programme (UNDP), the LCBC developed a five years strategy - “Regional Strategy for the Stabilization, Recovery & Resilience of the Boko Haram-affected Areas of the Lake Chad Basin (RSS)”. The RSS provides a comprehensive, integrated, and multi-level framework for overall stabilization, recovery and resilience comprising nine inter-related pillars which include support to the MNJTF, provision of humanitarian assistance and key interventions to secure early recovery and longer-term resilience. The RSS recognizes the nexus between security, humanitarian and development issues and calls for a “New Way of Working” to be at the heart of the response to the Lake Chad Basin Region crisis. Achieving the “New Way of Working” will require strong coordination between Governments at central and local levels, regional and continental institutions and between UN agencies and entities, including international community partners, civil society actors and the private sector.

UNDP has developed the Regional Stabilization Facility (RSF) to support the implementation of the RSS in eight (8) territories of the four affected countries of Cameroon, Chad, Niger, and Nigeria¹. The RSF, which is a multi-donor basket financial facility, is aimed at i) immediate stabilization of specific target areas, comprises activities to secure three results: a) security & the Rule of Law improved; b) essential Infrastructure rebuilt & basic services delivered; c) livelihood opportunities provided to all households; and ii) support the implementation of the LCBC Regional Stabilization Strategy, comprises activities to secure three further results: a) LCBC capacities for Strategy implementation enhanced; b) RSS cooperation mechanism.

The Lake Chad Basin Governors’ Forum for Regional Cooperation on Stabilization, Peacebuilding and Sustainable Development² serves as the primary mechanism for cross-border cooperation as well as domesticating implementation of the Regional Stabilization Strategy, with a view to ensuring that synergies across the sub-region are leveraged, and that cross-border and transboundary solutions to the crisis are effectively explored.

The Regional Stabilization Secretariat (RSS) of the LCBC organized virtual meetings in November 2020 with Governors’ representatives of the eight (8) affected territories, in preparation of the 3rd Governors forum. Some of their recommendations include enhancing broader cooperation and coordination between the different affected territories and supporting ongoing infrastructures like the construction of roads like the Kousseri road, the Lebani bridge and extension of railway to link Cameroon, Chad, Niger and Nigeria to enhance state presence and promote cross border cooperation. These recommendations are in line with the Strategic Objective 20 of the Pillar 5 of the Regional Stabilization Strategy on cross-border cooperation.

From 8 to 10 December 2020, a preparatory meeting of the 3rd governor’s forum took place in Ndjamen where Governors representatives discussed, among others, cross-border interventions which could meet the above recommendations and strategies.

RSS Secretariat would like, through GIS technology, to visualize, where feasible, those proposals in a map, ahead of the Governors forum. In order to enhance the call for a “New Way of Working” among the stakeholders, a reliable and sustainable GIS web-based solution that provides regular updates on stabilization activities and enables visualization of relevant spatial data necessary for situational awareness and decision making is key.

¹ Nigeria (Yobe, Adamawa and Borno states) in Cameroon (Far North and North Regions) Chad, (Lac and Hadjer-Lamis provinces) and Niger (Diffa).

² The Lake Chad Governors Forum was inaugurated in May 2018, as an initiative of the Government of Germany-funded UNDP Project, *Integrated Regional Stabilisation of the Lake Chad Basin (Phase I)*.

UNDP is therefore seeking a consultant qualified and experienced in Geographic Information System (GIS) to develop a digital map platform that will capture and visually present data on stabilization activities and other supporting spatial data in the affected territories of Cameroon, Chad, Niger and Nigeria. The main objective of the consultancy is to establish an online map-based application that allows for interactive mapping of all stabilization activities and visualization of corridors between major centres of economic activity in the target areas.

III- Scope of Work

The online map-based application will utilize a combination of data from various sources, including the stabilization activities (projects) data. While the Consultant is not solely responsible for data sourcing, he/she will timely advise the UNDP team on any additional data requirements and prepare the respective data requests. The scope of work includes the following activities:

- The application will be used to capture possible projects collected by RSS Secretariat, notably:
 - essential infrastructure (e.g., education, transport, health centres, etc.)
 - basic services (e.g., skills training, support to farming, social cohesion dialogues, etc.)
 - security and rule of law infrastructures
 - livelihood opportunities (e.g., markets, quick impact projects, etc.)
- Data schemas (structures) of corridors (i.e., transport and logistics infrastructure and services such as transportation routes, bridges, ports of entry, which facilitates trade and transport flows between major centres of economic activity) are to be defined in collaboration with UNDP.
- The application must be user-friendly, to allow all cross-border stakeholders to interact with the system.
- UNDP/ RSS Secretariat will host and manage the application, so the interactive map should be easy to share with the donor and other stakeholders.
- Develop a guide manual that details step by step the operation of the application. (An interactive demonstration can feature in the web, in addition to a guide manual).
- Any other spatial data deemed necessary for visualization and requiring a standardized structure is defined in consultation with UNDP.
- The selection of the data management system for these data (e.g., database-based or file-based) will be made based on the suggestions received from the consultant's technical proposal.

IV- KEY DELIVARABLES

- a) The standardized schemas of data presented on the online map-based application in an exchangeable format (database, xml, GeoJSON, etc.), alongside the associated metadata specifying details such as format, organization and frequency and data sources.
- b) The online map-based application.
- c) Documentation which includes user guide on the application use and institutional arrangements for deployment and maintenance.
- d) In support of the key deliverables, the Consultant will produce a work plan agreed with the UNDP team detailed enough to accurately gauge progress.

a. Education:

Master of Science in Geographic Information System

Proven experience in GIS applications including: Arc view 3.2, Arc info, SQL server, database management and programming.

Ability to work under pressure and in a team environment

b. Experience:

A minimum of five (5) years of progressively responsible experience in GIS systems and software

Experience in the UN Common System or in international organizations is desirable.

Strong background in skills-transfer and GIS training

Knowledge and understanding of integrated GIS/GPS, cartographic principles, systems, and technologies.

Excellent analytical and problem-solving skills

c. Language:

Fluency in spoken and written English and French

e. Functional Competencies:

Strong interpersonal and communication skills;

Strong analytical, reporting and writing abilities skills;

Ability to plan, organize, implement and report on work;

Comprehensiveness knowledge of in acquiring satellite images for the preparation of the base maps

Proficiency in the use of office IT applications and internet in conducting research;

Positive, constructive attitude to work.

f. Core Competencies:

1. Integrity and professionalism: demonstrated expertise in area of specialty and ability to apply good judgment; high degree of autonomy, personal initiative and ability to take ownership; willingness to accept wide responsibilities and ability to work independently under established procedures in a politically sensitive environment, while exercising discretion, impartiality and neutrality; ability to manage information objectively, accurately and confidentially; responsive and client-oriented.
2. Accountability: mature and responsible; ability to operate in compliance with organizational rules and regulations.
3. Commitment to continuous learning: initiative and willingness to learn new skills and stay abreast of new developments in area of expertise; ability to adapt to changes in work environment.
4. Planning and organizing effective organizational and problem-solving skills and ability to manage a large volume of work in an efficient and timely manner; ability to establish priorities and to plan, coordinate and monitor (own) work; ability to work under pressure, with conflicting deadlines, and to handle multiple concurrent projects activities.
5. Teamwork and respect for diversity: the ability to operate effectively across organizational boundaries; ability to establish and maintain effective partnerships and harmonious working relations in a multi-cultural, environment with sensitivity and respect for diversity and gender;
6. Communication: proven interpersonal skills; good spoken and written communication skills, including the ability to prepare clear and concise reports; ability to conduct presentations, articulate options and positions concisely; ability to make and defend recommendations; ability to communicate and empathize with staff (including national staff), military personnel, volunteers, counterparts and local interlocutors coming from very diverse backgrounds; ability to maintain composure and remain helpful towards colleagues, but objective, without showing personal interest; capacity to transfer information and knowledge to a wide range of different target groups; and
7. Flexibility, adaptability, and ability and willingness to operate independently in and including possible extensive travel within the area of operations.

V. PAYMENT MILESTONES AND AUTHORITY

The prospective Consultant will indicate the cost of services for each deliverable in US dollars **all-inclusive³ lump-sum contract amount** when applying for this consultancy. The Consultant will be paid based on the effective UN exchange rate (where applicable), and only after approving authority confirms the successful completion of each deliverable as stipulated hereunder.

The qualified Consultant shall receive his/her lump-sum service fees upon certification of the completed tasks satisfactorily, as per the following payment schedule:

³ The term “All inclusive” implies that all costs (professional fees, travel costs, living allowances, communications, consumables, etc.) that could possibly be incurred by the Contractor are already factored into the final amounts submitted in the proposal

Instalment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained	Percentage of Payment
1 st Installment	Detailed work plan agreed with the UNDP team for the development of the online map-based application and Standardized data schemas and metadata	UNDP	50%
2 nd Installment	Development and deployment of the complete version of the online map-based application and Interactive map configuration and basic configuration	UNDP	50%
Total			100%

IX. RECOMMENDED PRESENTATION OF TECHNICAL PROPOSAL

For purposes of generating quotations whose contents are uniformly presented and to facilitate their comparative review, a prospect Individual Contractor (IC) is given a proposed **Table of Contents**. Therefore prospective Consultant Proposal Submission must have at least the preferred contents which are outlined in the IC Proposal Submission Form incorporated hereto.

X. CONFIDENTIALITY AND PROPRIETARY INTERESTS

The international Consultant shall not either during the term or after the termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of UNDP-RSF.

Evaluation

The evaluation of the bids takes place in two stages. The evaluation of the technical proposals is completed before the opening and comparison of the financial proposals

The contract will be awarded to the Consultant with the best combined score (70/30 percent price/quality ratio, based on cumulative evaluation).

a) Technical Proposals

They will be evaluated on the following criteria related to the terms of reference.

For information, the technical proposal will be evaluated on its degree of responsiveness to the terms of reference and on the basis of the following criteria:

Criteria	Points
----------	--------

<p>Training</p> <p>Academic level: 10 points;</p> <p>Knowledge in the field of computer science: 10 points.</p>	20
<p>Experience</p> <ul style="list-style-type: none"> Professional experience in the area of human rights, gender, justice sector reform and governance and familiarity with the regional context and reality in the Sahel: 15 points In-depth knowledge of the context and major challenges in the Sahel (in terms of justice, human rights, gender, governance, etc.): 15 points; 	30
<p>Expertise and skills</p> <ul style="list-style-type: none"> In-depth knowledge of and familiarity with regional, sub-regional and international human rights, gender and children's and vulnerable people's rights tools and mechanisms, etc: 20 point Good knowledge of research and analysis tools, instruments and methodology: 15 points 	35
<p>Technical offer</p> <ul style="list-style-type: none"> - Design of a concept note on the approach of the mission to be carried out: 15 points 	15
Total	100

The technical proposals that obtain 70% of the maximum score of 100 points will be considered qualified; this technical score will be weighted at 70%.

a. Financial Proposals

The Consultant shall make his financial proposal in accordance with the Cost Table. He/she shall propose a lump sum amount and present in the Cost Table the breakdown of this lump sum amount.

In a second step of the evaluation process, the financial envelopes will be opened and the financial offers compared; a financial score will be calculated for each proposal based on the formula

Financial Score A = [(Lowest Financial Offer)/Financial Offer of A] x 30

The Consultant with the highest cumulative score (Technical + Financial) will be awarded the contract.

Translated with www.DeepL.com/Translator (free version)

N.B.

Candidates are required to inform themselves about the general conditions of individual contracts (appendix 2)

APPENDICES

Annexe 1 – Terms of reference of the assignment



TORS International
Consultancy for GIS E}

Annexe 2 - General conditions of individual contracts



general condition
contract.docx

Annexe 3- Tableau des coûts



Tableau des Coûts.docx

Annexe 4 – P11 (SC & IC)



P11 modified for SCs
and SSAs-Draft.doc

Annexe 5- Type de contrat



modèle de
contrat.doc