



### Terms of reference

## **Consultancy to Elaborate key Documents to Strengthen the Climate Change Management Framework in Mozambique**

<b>Location:</b>	Maputo, Mozambique
<b>Application Deadline:</b>	21st May, 2021
<b>Type of Contract:</b>	Contract for Goods and Services
<b>Procurement Method</b>	Request for Proposal for Low-Valued Services (RFPLVS)
<b>Languages Required:</b>	Portuguese and English
<b>Expected Duration of Assignment:</b>	90 days
<b>Post Title:</b>	Consultancy: <b>Elaboration of key documents to strengthen the climate change management framework in Mozambique</b>
<b>Agency Project Title:</b>	Consultancy to Elaborate key Documents to Strengthen the Climate Change Management Framework in Mozambique – Climate Promise Initiative

### **1. BACKGROUND**

Global Warming has devastating consequences on the frequency, intensity and geographical distribution of extreme climatic events. Recognizing the increase in the concentration levels of these gases in the atmosphere that lead to global warming, the UNFCCC adopted the Paris Agreement in December 2015.

Mozambique joined global efforts to combat climate change by ratifying the United Nations Convention on Climate Change (UNFCCC) through Resolution 1/94 in August 24; the Kyoto Protocol to the UNFCCC, through Resolution 10/2004, in 28 July 2004; and, the Paris Agreement - June 2018. By ratifying these instruments, the country undertakes to domesticate the commitments in these resolutions.

It is in this context that the Government of Mozambique has been approving policies, strategies, plans and programs to integrate climate change. One of the key strategies is the **National Strategy for Adaptation and Mitigation to Climate Change (ENAMMC) 2020 - 2025** and the respective Action Plan for 2013 - 2014, approved by the Council of Ministers in 2012. The ENAMMC is organised in three pillars 1) Adaptation and climate risk management 3) Mitigation and low carbon development and 3) Cross-cutting issues e.g. institutional framework, research and systematic observation, capacity building and technology transfer. Through integration of climate change considerations in sector and local planning, the ENAMMC contributes to building resilience, reducing climate risks at the community level and for the national economy, to promote low-carbon development and green economy.

The Government also approved the Intended Nationally Determined Contribution (INDC) and the respective Operational Plan of NDC 2020 - 2025. The NDC of Mozambique 2020 - 2025 elaborated in 2018 based on the INDC contains 98 measures that are in line with ENAMMC. It is expected that with the



implementation of these measures will increase the resilience of Mozambicans and limit greenhouse gas emissions by 45.9 MtCO<sub>2</sub>eq in 2025.

The updating and implementation of Mozambique's NDC is crucial for international climate support. Another relevant document formulated in parallel to the NDC of Mozambique and its respective Operational Plan is the NDC Partnership Plan 2018 - 2021. This Plan contains the training needed for the implementation of the NDC. Considering the needs contained in the Partnership Plan, Mozambique responded to the requests for submission of Partnership proposals under the Climate Action Improvement Package (referred to as CAEP - Climate Action Enhancement Package).

In the requests submitted by Mozambique to CAEP I and II calls there was a positive response from NDC Partners to the following actions which are relevant to this consultancy :

- A health sector adaptation plan to be formulated with the support of the World Health Organization (WHO);
- Costing and adjustment of the actions of the agriculture, forestry and land use sectors contained in the NDC including capacity building of the sectors involved in the implementation of these activities on the strengthened framework of MRV (Measure / Monitor, Report and Verify the actions and support) that will be carried out by FAO;
- Formulation of a Long-Term Low-Emissions Development Strategy with the support of the company Carbon Count.
- Strengthening of technical and institutional capacities in the energy sector and elaborating energy balances within the framework the transparency framework under Article 13 of the Paris Agreement. This is carried out by IRENA.
- Updating information on adaptation for the following sectors / areas: Early Warning System - SAP (National Institute of Disaster Management), Health, Social Protection, Fisheries and Biodiversity including identifying baseline information and setting targets. This action is financed by the UNDP's Climate Promise initiative and that it is included in this Terms of Reference.

Furthermore, WRI is identifying key result and impact indicators on gender to be integrated in the ENAMMC, the NDC and the NAP.

The country is also benefitting from the Initiative for Climate Action Transparency (ICAT) which aims to support the country in establishing and operationalizing the strengthened MRV transparency framework including the development of the Inter-Institutional Group Terms of Reference for Climate Change.

In compliance with the commitments made under UNFCCC, the Mozambique is also in the process of updating the Second National Communication 1995 - 2004, a document that will provide information on the country's vulnerability to climate change and measures adopted and / or planned to facilitate adaptation and the formulation of the First Update Biennial Report that will include mitigation measures and their ongoing and / or planned effects. It should be noted that these two documents must include the actions contained in the NDC of Mozambique and the ENAMMC.



Climate change adaptation is a very important component in the development plans of , particularly least developed countries. The United Nations Framework Convention on Climate Change (UNFCCC) is recognizing this need and created the National Adaptation Plan (NAP) to facilitate the adaptation process. The adaptation and risk reduction components of the NDC will be the National Adaptation Plan (NAP).

## 2. OBJECTIVES OF THE CONSULTANCY

Within this overall background, and based on other information contained in sectoral policies, strategies, plans and programs, including the Government of Mozambique five-year plan 2020 - 2024, the Ministry of Land and Environment through the Directorate of Climate Change with the support of the UNDP Climate Promise Initiative intends to contract a consultancy to elaborate the following key documents with the aim of strengthening the climate change management framework:

1. Updating the adaptation and risk reduction components, including the definition of indicators for the following sectors / areas: Early Warning System - SAP (National Institute of Meteorology and National Institute of Disaster Management Health, Social Protection, Fisheries and Biodiversity with inclusion of gender indicators.
2. Update and prepare the NDC for consultation and validation including by integrating the outputs from the various consultancies underway listed above e.g. the output of item 3 and the outputs from the consultancies in section 1 gender, health, agriculture, energy, the Long-Term Low-Emissions Development Strategy etc.
3. ENAMMC Action Plan for the period 2021-2025 which should contain actions to adapt and reduce climate risks; low carbon emission development; and, cross-cutting issues that include aspects that facilitate the implementation of the Plan.
4. Preparing the National Adaptation Plan (NAP) 2021 - 2025 in response to UNFCCC Decision 5 / CP17.

It should be noted that the adaptation and climate risk reduction component of the ENAMMC Action Plan should be aligned with the NAP.

## 3. DUTIES AND RESPONSIBILITIES OF THE CONSULTANT COMPANY

The consultant company is responsible to:

- a) Maintain informed both UNDP and MTA about the status of the work.
- b) Present timely to UNDP and MTA all the deliverables in accordance with the present ToR.
- c) Address all comments provided to ensure quality documents and accountability.

While performing the task, the consultancy should read and analyse the following documents:

- ✓ The technical guidelines for the National Adaptation Plan process.



- ✓ The general prototype of the NAP.
- ✓ The recommendations and perspectives for the implementation of ENAMMC found in the Status Report 2013 – 2019.
- ✓ The outputs of ongoing consultancies to feed into the NDC.
- ✓ The actions contained in the Nationally Determined Contribution (NDC) and results of CaEP I and II.

#### 4. METHODOLOGY

The strategic documents to be elaborated by the consultant are highly interconnected. In particular in the area of adaptation, the data and information to be presented in the documents are basically the same but have to be analysed and presented according to the objective and target group of each document. It is therefore necessary that the consultant applies a methodology that facilitates the coordination and interlinkages between the different documents. For example, in elaborating the ENAMMC 2021 - 2025 Action Plan, the improved actions (baseline, targets etc) for five sectors / areas in NDC's adaptation sector must be integrated. This also goes for the elaboration of the National Adaptation Plan for Mozambique 2021 – 2025. The consultant must give priority to delivery of the products related to updating Mozambique's NDC and operational plan. These products should be delivered according to the plan specified in the table under DELIVERABLES. The Government of Mozambique has committed to submit its updated NDC in September 2021.

This consultancy should provide the technical assistance elaborating the documents specified including integrating various inputs that are being produced by various institutions such as FAO, WHO IRENA, Carbon Count and WRI mentioned above. These inputs will be ready before or during the consultancy and MTA, the NDC Partnership and UNDP will assist the consultants with this coordination and integration process.

The consultant will begin with an introductory meeting with MTA and UNDP where the consultant should outline in a power point presentation the methodology and timeline of the process.

The consultant should integrate in the methodology at least once weekly reporting meetings with the technical committee from MTA and UNDP. In these meeting will also participate other consultants that deliver important inputs to the NDC updating. Ad hoc meeting should be arranged whenever necessary.

A specific task is to establish the baseline, targets and indicators for the action in the five sectors mentioned above. The costing of the implementation of the actions will be carried out by other consultancies.

In the elaboration of the Action Plan for the ENAMMC 2021 – 2015 and the NAP, the consultant should take a national wide approach in addressing climate vulnerability and building resilience. This entails apply a spatial method that promote nation-wide resilience i.e. maximising food production in the least vulnerable areas with good conditions for agriculture and minimising the risks for people and socioeconomic infrastructure in highly vulnerable areas.



In relation to the elaboration of the ENAMMC Action Plan 2021 – 2025, the consultant should organise interviews with relevant actors with emphasis on government institutions, the private sector, academia, civil society, the Interinstitutional Group on Climate Change and Cooperation Partners. DMC will assist in providing lists and contacts of the relevant actors to be interviewed. However, it is also suggested that the consultant is pro-active in identifying and interviewing relevant institutions.

The consultancy services should review the relevant documents listed in section 9 and including considering regional and lusophone aspects that might be relevant for updating and elaboration of the documents. The list in section 9 is divided in documents that are relevant for the NDC updating and NAP and documents that are relevant for the ENAMMC Action Plan. DMC will put these documents with associated recommendations and comments at the disposal of the consultant. DMC as focal point for the UNFCCC will also put at the disposal of the consultant all relevant decision taking by the conference of the parties under UNFCCC.

MTA through DMC will organise the necessary internal and external meetings and seminars for presentation and validation of the documents and the consultant is expected to present the documents at these events. The consultant must assess and integrate the comments appropriately before submitting the final documents.

It is planned that the draft NDC should be ready in June whereafter consultations and validation will take place in July and August. Validation of the NAP and the Action Plan for the ENAMMC will be integrated in the NDC consultations. The planning of public consultations will be done in separate Terms of Reference. However, this consultation will be carried out in the cities of Nampula, Beira and Maputo Province and will count on the participation of Government institutions, Private Sector, Academy, Municipalities, Civil Society Organizations, and cooperation partners.

## 5. DELIVERABLES

The table below, summarizes expected deliverables for this consultancy.

Deliverables	Submission	Review and approvals	% Payment
Inception Report in Portuguese	8 days after contract signed	To be reviewed and approved by UNDP, and MTA	20%
The draft report for consultation in Portuguese and English for the following documents a) Updated Mozambique NDC 2020 - 2025 and the respective Operational Plan	40 days after signing the contract	To be reviewed and approved by UNDP, and MTA	30%
The draft reports in Portuguese of b) ENAMMC 2021 - 2025 Action Plan covering all three pillars.	55 days after signing the contract	To be reviewed and approved by UNDP and MTA	20%



Deliverables	Submission	Review and approvals	% Payment
c) NAP – National Adaptation Plan 2021-2025.			
Final reports for the documents mentioned from a) to c) with contribution from consultation phase integrated and d) final consultant report	90 days after signing the contract	To be reviewed and approved by UNDP and MTA	30%

## 6. DURATION OF THE ASSIGNMENT, DUTY STATION AND REPORTING

The consultancy is estimated to take 90 working days from 1 June – 31 August, with all deliverables approved by both MTA and UNDP.

## 7. ELIGIBILITY CRITERIA

### Requirements of the Consultancy Company

- Officially registered national company
- Proven experience of at least 7 years in management of projects including elaboration of high-quality reports and presentations in English and Portuguese, on areas related to climate change, including management of multidisciplinary teams, efficient, transparent and audited financial management.
- A portfolio of at least three projects carried out within the last five years that are relevant for the assignment.
- The company must present a team of consultants identifying clearly who is the team leader.

### Profile of the consultants:

The team of consultants to be presented should consist of three consultants with different profiles of which one of them should be the team leader. The consultants must be fluent in Portuguese and English and should be immediately available for a minimum of 4 months. Female candidates are encouraged to apply.

### Consultant 1 (Team leader)

- Minimum Master's degree in areas related to climate change, disaster risk management or other relevant with a specialisation in adaptation.
- Demonstrated professional experience in the area of climate change including knowledge on the legislation in the area of climate change and related other areas, knowledge of preparing the NAP and NDC, preparation of strategic documents i.e. plans, policies and programmes including the



preparation of documents required by the UNFCCC. At least three relevant references should be stated.

- Strong ability to manage teams and coordinate complex processes of elaborating documents with a high level of technical complexity.

#### Consultant II (mitigation and low carbon society)

- Minimum Master's degree in areas related to climate change, economy, financing or other relevant area with a specialisation on mitigation of climate change and transition to a low carbon society;
- Knowledge of and capability to use the tools to estimate and project greenhouse gas emissions and / or removals.
- Strong capability of elaborating documents with a high level of technical complexity and contributing to the overall performance of the team.

#### Consultant III (Institutional development and monitoring)

- Minimum Master's degree in organisational management, institutional and policy development, monitoring and evaluation or related area.
- Strong knowledge on the functioning of government institutions in Mozambique and proven experience of at least three years in working closely with government institutions.

Profound professional experience in elaborating project and program result frameworks and institutional development strategies functional institutional management and coordination structures and monitoring and evaluations systems including baseline data, outputs, results, and impact data.

## 8. EVALUATION CRITERIA FOR THE COMPANY

<b>Criteria</b>	<b>Weight</b>	<b>Max. Point</b>
<b><u>1. Technical</u></b>	<b>70%</b>	<b>70 points in total</b>
<b>1.1. Eligibility Criteria</b>		<b>(40 points in total)</b>
Team Leader must have minimum Master's degree in areas related to climate change, disaster risk management or other relevant with a specialisation in adaptation.		<b>5 points</b>
Proven in depth experience of at least 7 years in the area of climate change including knowledge on the legislation in the area of climate change and related other areas, knowledge of preparing the NAP and NDC, preparation of strategic documents i.e. plans, policies and programmes including the preparation of		<b>10 points</b>



documents required by the UNFCCC. At least three relevant references should be stated.		
Minimum of 7 years elaborating documents with a high level of technical complexity and contributing to the overall performance of the team.		10 points
At least 7 years working on transferring funds to the benefit of communities from natural resource and mineral exploitation is an advantage.		10 points
Proven experience of at least 7 years working with government institutions in Mozambique and proven experience of at least three years in working closely with government institutions.		5 points
<b><u>1.2. Technical evaluation criteria</u></b>		<b>(30 points in total)</b>
<i>Portfolio</i>		10 points
<i>Proposed team</i>		10 points
<i>Relevance, appropriateness and originality of methodology proposed</i>		10 points
<b><u>Financial</u></b>	<b>30%</b>	

## 9. LIST OF RELEVANT DOCUMENTS AND INSTITUTIONS

### Relevant documents for the updating of the NDC

- NDC 2018 - 2030
- NDC Operational Plan 2020-2025
- 2020 - 2025
- NDC Partnership Plan 2018 - 2021
- NDC Action Strategy
- Documents from other consultancies finalised in 2021 to feed into the NDC

### Some relevant documents for the elaboration of the ENAMMC Action Plan 2021 - 2015

- Agenda 2030 para o Desenvolvimento Sustentável de Moçambique
- ENAMMC
- SNMAMC
- Selected Local Adaptation Plans (PLAs)
- Presidential Decree 4/2020 of 7 February on the establishment of the attribution and competencies of the Ministry for Land and Environment
- Sendai Framework for Action on disaster risk reduction
- Masterplan for Disaster Risk Reduction 2017 – 2030





- Presidential Decree 41/2020 of 28 December on the establishment of coordinating entity on management of disaster risk reduction in Mozambique
- Second Report on the State of the Environment in Mozambique (2018)
- The first biannual report (BUR) of Mozambique
- The GoM five-year plan PQG 2019 – 2024
- The second national communication (SCN)
- Technological Needs Assessment (TNA) including the proposed Concept Notes in formulation and documents elaborated during the three phases of the Technology Needs Assessment Initiative and its respective action plans for adaptation (agriculture and coastal zones) e mitigation (energy and waste)
- MozFIP, MozBio, Sustenta, Nama for coal, the CAEP I and II Initiatives including the existing reports / products
- Relevant sector plans and strategies
- The status report on the implementation of the ENAMMC 2013-2019.

**10. HOW TO APPLY**

Technical and Financial Proposals should be submitted through the following email address [bidsubmission.mz@undp.org](mailto:bidsubmission.mz@undp.org) with the title “**Consultancy to Elaborate key Documents to Strengthen the Climate Change Management Framework in Mozambique – Climate Promise Initiative**” no later than **21<sup>st</sup> May 2021**. Proposals received after the deadline will not be considered. Any request for clarification must be sent by standard electronic communication to the same e-mail address. The UNDP CO Procurement Unit 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 inquiry, to all bidders. The financial proposal should be comprehensive and include a breakdown.

**11. APPROVAL**

**This TOR is cleared by:**

Signature  \_\_\_\_\_

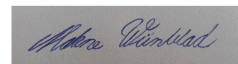
Name and Designation Eunice Mucache, HoU, ENRCCR

Date of Signing \_\_\_\_\_

**This TOR is Approved by:**

Signature  \_\_\_\_\_

Name and Designation: Francisco Roquette, Deputy Resident Representative – P&O





Date of Signing

---