INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 07/09/2021

Country: Somalia

Description of the assignment: Environmental Specialist- International Consultant

Project name: Joint Programme on Local Governance and Decentralised Service Delivery (JPLG)

Period of assignment/services (if applicable): Approximately 90 working days within spread over period of four months from (01 October 2021 – 31 January 2022)

Duty Station: Home based with travel to Somalia / Somaliland (situation permitting).

Applications must be submitted electronically via the UNDP e-Tendering system at https://etendering.partneragencies.org; Business unit- SOM10, Event ID: 150951-21 no or before 17th September 2021, 07:00 AM EST/EDT (New York) time. Applications submitted via email will be rejected.

Note: Detailed instructions on how to register, submit, modify or cancel a bid in the e-Tendering system are provided in the e-Tendering system Bidder User Guide and instructional videos available at this link: https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/

e-Tendering Submission Requirements

- File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard.
- All files must be free of viruses and not corrupted. If you are uploading many files (ex. 15 or more), please zip the files into a ZIP folder and upload the folder instead of each file individually. You can upload several ZIP folders, but if you do this, please note that the total size of each ZIP folder cannot exceed 50 MB.
- Digital certification/signature: Signed and stamped copy.
- Time zone to be recognized: EST/EDT (New York) time zone

Failure to submit readable files will result in rejection of the Bid.

Any request for clarification shall be communicated to UNDP in writing via email at procurement.so@undp.org (telephone enquiries will not be accepted) at least two days before the submission deadline Please note that this email address is dedicated for enquiries only. Do not submit your application to this email address. If you do so, your application will be rejected. The UNDP will respond in writing by posting the query and UNDPs clarification to the query directly on the UNDP e-Tendering system at https://etendering.partneragencies.org Business Unit: SOM10, Event ID: 150951-21 without identifying the source of query. Interested candidates are advised to frequently check in the e-Tendering system for any clarification/addenda that may be posted.
B. Project Description:
The UN Joint Programme on Local Governance and Decentralized Service Delivery in Somalia (UN JPLG) is a five-year joint programme comprising of ILO, UNCDF, UNDP, UN-HABITAT and UNICEF. The Programme’s overall goal is “creating an enabling environment for improved service delivery and greater stability, through improved legal, policy and system frameworks – building the knowledge of those working in and with local governments.” JPLG commenced in April 2008 and has now entered its third phase (2018-2023). The third phase has expanded geographically with average annual work-plans and budgets of USD 25 - 32M / year. JPLG works with the Federal Government of Somalia, the Governments of Puntland, Somaliland, South West, Jubbaland, Hirshabelle, Galmudug, local governments, communities and non-state actors.

Somalia’s environment was severely degraded during the decades-long civil strife due to the absence of governance and enforcement. In the absence of an effective government, many traditional forms of natural resource management and enforcement mechanisms have been abandoned or are ignored. Unsustainable exploitation and loss of natural resources and biodiversity are prevalent. Huge areas that were once tree-covered rangelands have been reduced to treeless plains; the result has been disappearing wildlife and soil erosion. Scarcity of freshwater, severe erosion such as gullying, land degradation for charcoal and other biofuel production and siltation of water bodies are also major issues. This degradation has also significantly exacerbated Somalia’s vulnerability to climate change, the impacts of which are in turn already further damaging the environment and are expected to worsen in future. Somalia has one of the fastest rates of urbanisation in the world and Somalia’s unplanned and rapidly growing cities and surrounding areas will be increasingly where the most climate-vulnerable people are located, many displaced from pastoralism. This urbanisation also has significant implications for Somalia’s environment and natural resources that need to be considered.

Forestry degradation and mismanagement of natural resources are severely jeopardizing Somalia’s economy. Approximately 80% of Somalis are dependent on natural resources for their livelihoods, most prominently livestock and pastoralism. As floods and droughts become more severe and frequent, there is a need to find approaches to adapt these livelihoods, including reducing the sensitivity of livestock management and pastoralists to increased rainfall variability. With natural resource degradation also rampant throughout Somalia, most notably for the production of charcoal, and changing land use patterns such as livestock enclosures, Somalia is becoming increasingly vulnerable to conflicts over scarce resources, as well as other forms of conflict with environmental drivers (e.g. displacement, breakdown of traditional dispute resolution etc). Resource scarcity and conflict is aggravated by the absence of policies and regulatory frameworks on forestry, rangeland management, land-use, fisheries, and disaster risk management that incorporate impacts of climate change and forest decline.

Somalia is highly vulnerable to current and projected impacts of climate variability and climate change (rated #1 by centre for global development), due to its high levels of exposure and low capacity to adapt. Projections are for increased rainfall variability and temperatures, likely resulting in more floods and droughts and impacts on food security, pest and disease burden, health, water quality and damage to infrastructure amongst others. Effective adaptation requires improving management of the environment on which the majority of Somali livelihoods depend, but also addressing the risks climate change poses to every sector of the economy.
Adapting to climate change will require innovation, creativity, experimentation, and above all, partnerships. Responding to climate change at the local level will require both local government and communities to work together. The poor and vulnerable are disproportionately affected by climate change and need to be enabled to implement actions to cope with these impacts (note: inclusive climate action, that addresses climate change and social inequality). It will also provide additional benefits such as economic opportunity, improved health, and better natural resource management. Achieving inclusive climate action (through local participation in consultations, planning and design) will ensure solutions that integrate social, economic and climate considerations and will require a multi-disciplinary approach involving among others, local governments, businesses, NGOs/CSOs and international actors.

Currently, there is a lack of capacity for climate change adaptation at all levels of government. Building institutional capacity for enhancing resilience to climate change and developing the capabilities and knowledge to tackle climate change at the local level will be important. The Federal Government of Somalia has made progress in recent years to establish mechanisms of effective administration, recovery and development. The National Development Plan (NDP-9) sets out clear plans and guidelines to continue this path. NDP-9 identifies six “imperatives” that will inform and bind together the pillars of the development of the political and security infrastructure. These 6 imperatives are considered as an essential wrap into which the programming responses to NDP-9 goals are woven. Two of the six imperatives are on “Better Management of Somalia’s Environment and Natural Resources” and “Building the Resilience of Households, Communities and Government”. These have a direct relevance to the on-going and future support of the UN and international community to Somalia for the achievement of NDP9 goals and closing the gap for the attainment of SDGs targets.

The UN Joint Programme on Local Governance (JPLG), works to improve local governance in Somalia and Somaliland. JPLG improves the way government works in districts, cities and federal states in all five Member States in order to boost economic development, service delivery and make communities stronger in the face of conflict, climate disaster and other challenges. The visible achievements are the roads, clinics, markets and schools built, but the programme is about much more than service delivery. It aims to create a “local government ecosystem” that includes: (a) well-designed laws and systems for public procurement, budgeting, oversight, tax collection and other government functions (b) trained staff with the administrative, financial and other skills needed to implement these laws and systems; and (c) an empowered citizenry that is involved in decision making through regular discussion forums and consultation meetings in both towns and villages. More than any one road or market, it’s these systems and skills that will have the deepest effect on people’s lives by allowing local governments to keep providing more and better services to their people. The JPLG seeks to come up with innovative and sustainable approaches for local governments around climate adaptation, mitigation and environmental system strengthening. The local actions will contribute to building the resilience of most vulnerable communities to climatic shocks. It is envisaged that the consultancy will produce a strategy and framework which will guide JPLG’s future engagement in this process.

Consequently, the JPLG seeks to contract an Environment Expert (International) to design a climate adaptation strategy and action plan for local governments. The expert will work in collaboration with an Environment Specialist (Local).
C.  Scope of Work
The overall objective of the assignment is to design a climate adaptation strategy and action/implementation plan for the JPLG to support local governments environment work.

The consultant will work in close collaboration with the JPLG management team, a national environmental consultant (TORs in annex) and ensure field work and draft documents are consulted with local governments, key ministries (environment, interior and others). The consultant will also examine other arid land environmental initiatives and their relevance to the Somali people’s contexts.

This will be supplemented by:

1. Development of a communication plan.
2. Development of a minimum of 4 local action plans on adaptation and mitigation to climate change for a selected district to include diverse climate environments in rural and urban areas.
3. Development of a vulnerability matrix for analysis of climate change impacts for a selected district.
4. Provide an overview of funding opportunities for short- and long-term financial support for local government, community initiatives and the JPLG.
5. Development of a set of concept notes to access global funds, such as, Global Environment Facility (GEF), and Green Climate Fund (GCF).

The consultancy will entail:
1. Lead the develop an inception report detailing; how the activities will be carried out.
2. Lead the overall exercise and ensure evidence-based plans are produced.
3. Review of JPLG’s past work in environmental protection with visits to earlier initiatives to examine their continuity and overview of their effectiveness
4. Provide guidance to the JPLG management, counterpart governments on development, adoption and implementation of the strategy – process flow.
5. Correlate an overview of relevant environment work in the horn of Africa with a focus of potential linkages with Somali local governments.
6. Produce an environmental strategy and work plan for the JPLG in support of environmental regeneration, protection, community engagement with costing estimates and potential funding sources.
7. Review of the existing Federal, State level Environmental Policies, and Somaliland related strategies, and action plans to establish their inclusiveness and or exclusiveness in addressing emerging issues.
8. Stakeholder mapping and consultations to develop a comprehensive body of knowledge (national consultant to lead on Somali institutions).
9. Lead validation workshops and attendant reports.
10. Develop the data collect tools and share with JPLG-PMU, Senior Programme Manager review before implantation.
11. Final compilation of the plans produced and sharing with JPLG-PMU, Senior Programme Manager

D.  Expected Outputs and Deliverables
All reports shall be of high quality and presented in English.

Combined deliverables will be required from the expert and national constant and shall be as follows, however this should be led by the expert.

<table>
<thead>
<tr>
<th>Deliverables/Outputs</th>
<th>Estimated number of days</th>
<th>Percent -age</th>
<th>Review &amp; approvals required</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Joint Inception report: A response to the ToR with detailed work plan for the entire assignment showing the methodology and approach to be employed, documents to be reviewed, indicative list</td>
<td>10 days</td>
<td>10%</td>
<td>Senior Programme Manager, JPLG-PMU</td>
</tr>
<tr>
<td>Deliverables/Outputs</td>
<td>Estimated number of days</td>
<td>Percent -age</td>
<td>Review &amp; approvals required</td>
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<td>of key stakeholders1 to be engaged in the process and the general understanding of the assignment. - Inception report to be prepared in consultation with the second environment consultant with JPLG.</td>
<td></td>
<td></td>
<td>and the UN’s Environment adviser</td>
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<tr>
<td>2. A joint mapping / situation analysis report describing the current climate change adaptation environment in Somalia and Somaliland (separate documents) – with a focus on government policies, strategies. - Second consultant will focus on civil society capacities and field works being undertaken by governments and others.</td>
<td>20 days</td>
<td>20%</td>
<td></td>
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<tr>
<td>3. Present, for feedback, (through workshops and virtual meetings): -</td>
<td></td>
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<tr>
<td>• Draft JPLG strategy and action / implementation plan. • Overview of relevant internationally funded initiatives in Somalia and arid environmental projects in the horn of Africa. • Review draft local action plan on adaptation and mitigation to climate change for a selected district. • Draft vulnerability matrix for analysis of climate change impacts for a selected district. • Draft concept notes to access global funds, such as, Global Environment Facility (GEF), Green Climate Fund (GCF) and potential entry points in the carbon credit market. Other funding opportunities including public private initiatives may be suggested.</td>
<td>40 days</td>
<td>30%</td>
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<td>4. Present the final: -</td>
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<tr>
<td>• Produce a JPLG Strategy and implementation plan for environmental work – setting our recommended pilot districts, actions, partnerships, potential funding, long term financial plans and livelihoods. • Communication plan. • Vulnerability matrix for analysis of climate change impacts for 4 selected districts. • Concept note to access global funds, such as, Global Environment Facility (GEF), Green Climate Fund (GCF) and long-term carbon credit funding.</td>
<td>10 days</td>
<td>20%</td>
<td></td>
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<tr>
<td>5. Summary Somaliland specific strategy and action plan.</td>
<td>10 days</td>
<td>20%</td>
<td></td>
</tr>
</tbody>
</table>

E. Institutional Arrangements

1. Reporting Lines
   The Consultant will work under the direct supervision of the JPLG-PMU, Senior Programme Manager, supported by the UNEP Advisor and the Technical Working Group (TWG) of the JPLG.

2. Progress Reporting
   There will be an inception meeting after contract signature and thereafter, the Consultant will be in constant communication with the JPLG-PMU, Senior Programme Manager.

3. Administrative and Logistical Support
   a) The Consultant will be required to have a personal laptop.

1 The list of documents to be reviewed and the list of stakeholders will be discussed and agreed on between the programme and the contractor.
b) While following the UN security protocols, the expert should be willing to travel to Somalia and Somaliland.

c) UNDP will facilitate the virtual meetings with stakeholders.

F. Duration of the Work
The Individual Contractor will be contracted for a maximum number of 90 working days from 1 October 2021.

G. Duty Station
Home based with travel to Somalia / Somaliland (situation permitting).

H. Qualifications of the Successful Individual Contractor

1. Education:
Advanced /postgraduate degree in Natural Science and /or Law, Rangeland Management, Natural resources management (land, water, forestry, biodiversity etc.), Environmental Law, Climate Change Adaptation, Social Sciences, Rural Development, Economic Development, Environmental Engineering & Irrigation or other related field or proven experience of 15 years in related work.

2. Experience:
• At least 10 years proven experience (15 years without advanced degree) in the field of Natural Resources Management, Environment and Climate Change.
• Knowledge of forest and rangeland challenges in Somalia.
• Proven experience in conducting policy and legal reviews on natural resources management.
• Demonstrable experience establishing or reforming climate & environment funding and policy frameworks and climate finance expertise.
• Previous research on the environment sector in Somalia or the Horn of Africa would be an advantage.
• Computer literacy and proven experience in facilitation, report writing and analytical skills.
• Experience in policy formulation, implementation and institutional capacities development with good comprehension about the main areas of project focus, i.e. forest degradation / decline, charcoal production and its impact, sectoral assessments with an environment and climate lens.
• Conversant with the latest discussions and global agreements on sustainable development with adaptation and mitigation to climate changes in the context of Least Developed Countries or fragile States.
• Experience in working on bankable project proposals to mobilise resources from a range of sources, including, environmental funds.
• Experience working with multi-sectoral teams and formulating multi-dimensional projects.
• Experience in gender mainstreaming in natural resources management.
• Experience in effective interaction with governments, policymakers, UN agencies, donors, communities, civil society organizations, private sector etc.

3. Language Requirements
Fluency in written and spoken English.

4. Corporate Competencies:
• Demonstrates integrity by modelling the UNs values and ethical standards.
• Demonstrates professional competence and is conscientious and efficient in meeting commitments, observing deadlines and achieving results.
• Promotes the vision, mission and strategic goals of the UN.
• Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability with a demonstrated ability to work in a multidisciplinary team.
• Treats all people fairly and without favouritism.
• Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.

5. Functional Competencies:
• Ability to work under pressure in a stressful environment and adapt to a rapidly changing and challenging work environment.
• Ability to work with minimal supervision, taking own initiative and control to implement tasks.
• Knowledge of issues concerning institutional/capacity assessment and organisation development.
• Thorough knowledge of results-based management and strategic planning processes.
• Excellent communication skills (written and spoken English).
• Sensitivity towards the opinions of the stakeholders/team members.
• Good presentation skills (good public speaker).
• Excellent interpersonal skills and the ability to communicate with multi-stakeholder groups.

I. Recommended Presentation of Offer
1. Letter of Confirmation of Interest and Availability using the template provided by UNDP.
2. Personal CV indicating all past experience from similar projects, contact details (email and telephone number) of the Candidate and at least three (3) professional references.
3. Brief description of suitability for the assignment and a methodology of how the Offeror will approach and complete the assignment.
4. Evidence of technical experience and past performance/past professional records (sample of comparable work desired is available).
5. Financial proposal indicating the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided. If an Offeror is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

J. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.
Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Financial Proposal indicating lump sum for each deliverable in United States Dollars (USD) with total professional fee for this home-based assignment. The template for filling the financial proposal is uploaded as a separate document in e-tendering, referred to as Confirmation of Interest and Financial proposal. If an Offeror is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the Offeror must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.

2. P11 and Personal CV indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least 3 professional references
Please scan all the above documents into one attachment and upload into the online system: https://etendering.partneragencies.org.
K. EVALUATION

**Combined scoring method:** the qualifications and methodology will be weighted a maximum of 70% and combined with the price offer which will be weighted a maximum of 30%. Technical proposals will be evaluated based on their responsiveness to the Terms of Reference (ToR).

**Evaluation Criteria for Technical Score (Maximum of 70 points)**
- Academic qualifications 10 points
- Years of relevant experience 40 points
- Proved record of successfully completion of similar assignments 20 points

Only applicants obtaining a minimum of 49 points (i.e. 70% of the 70 points) in the technical score will be considered for financial evaluation.

**Evaluation Criteria for Financial Score, i.e. Price Offer (maximum 30 points).**
The maximum number of points assigned to the financial proposal is allocated to the lowest price proposal. All other proposals receive points in inverse proportion. The formula for the rating of the proposals will be as follows:

<table>
<thead>
<tr>
<th>Rating the Technical Proposal (TP)</th>
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<tbody>
<tr>
<td>TP Rating = (Total score obtained by the offer/maximum obtainable score for the TP) *100</td>
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<table>
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<tr>
<th>Rating the Financial Proposal (FP)</th>
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<tbody>
<tr>
<td>FP Rating = (lowest priced offer/price of the offer being reviewed) *100</td>
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</tbody>
</table>

**Total Combined Score:**

\[(\text{TP rating}) \times \text{Weight of TP, i.e. 70%}) + (\text{FP rating}) \times \text{(weight of FP, i.e. 30%}) = \text{Total combined and final rating of the proposal}\]

Final award will be based on the highest combined score based on 70% technical offer and 30% price weight distribution of technically qualified proposals.

**UNDP will only be able to respond to those applications in which there is further interest**

L. FINANCIAL ARRANGEMENTS
- Payments as percentage of lump sum will be made on approval and timely completion of each deliverables described above.

**General Terms and Conditions of Individual Consultants**

Annex II -JC GTCs