



## REQUEST FOR PROPOSAL (RFP)

NAME & ADDRESS OF FIRM	DATE: November 9, 2021
	REFERENCE: RFP-BD-2021-048

Dear Sir / Madam:

We kindly request you to submit your Proposal for **Hiring Firm/Institute for a Feasibility Study for applying PPP model for - climate resilient housing, drinking water options, polder management, vertical agriculture, and climate bonds-EI4NGG.**

**Proposals shall be submitted on or before 4.30 p.m. (local time) on Wednesday, November 24, 2021**

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before the deadline indicated by UNDP in the e-Tendering system. Bids must be submitted in the online e-Tendering system in the following link: <https://etendering.partneragencies.org>; using your username and password. If you have not registered in the system before, you can register now by logging in using

**Username:** event.guest

**Password:** why2change

and follow the registration steps as specified in the system user guide.

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days.

You are kindly requested to indicate whether your company intends to submit a Proposal by clicking on "Accept Invitation" in the system.

In the course of preparing and submitting your Proposal, it shall remain your responsibility to ensure that it submitted into the system by the deadline. The system will automatically block and not accept any bid after the deadline. Kindly ensure attaching the required supporting documents (*with file name less than 60 characters*) in pdf format which must be free from any virus or corrupted files. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

The Financial Proposal and the Technical Proposal files MUST BE COMPLETELY SEPARATE and uploaded separately in the system and clearly named as either "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL", as appropriate. Each document shall include the Proposer's name and address. **The file with the "FINANCIAL PROPOSAL" must be encrypted with a password** so that it cannot be opened nor viewed until the Proposal has been found to pass the technical evaluation stage. Once a Proposal has been found to be responsive by passing the technical evaluation stage, UNDP shall request via email the Proposer to submit the password to open the Financial Proposal. The Proposer shall assume the responsibility for not encrypting the financial proposal.

**PLEASE DO NOT PUT THE PRICE OF YOUR PROPOSAL IN THE 'LINE ITEMS' IN THE SYSTEM. INSTEAD PUT 1 AND UPLOAD THE FINANCIAL PROPOSAL AS INSTRUCTED ABOVE.**

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link :

[https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscoc/conduct\\_english.pdf](https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscoc/conduct_english.pdf)

Thank you and we look forward to receiving your Proposal.

Sincerely yours,



Krishna Raj Adhikari  
Senior Operations Manager  
09 November 2021



## Description of Requirements

Context of the Requirement	<p>The consulting firm/organization/research institute is required to conduct a comprehensive feasibility study of PPP model for climate resilient infrastructural development investment and improving adaptation in five categories, viz- climate resilient housing, drinking water options, polder management, vertical agriculture, and climate bonds. The consulting firm will deliver a technical report on the feasibility study of the below-</p> <ul style="list-style-type: none"> <li>• Climate Resilient Housing for cyclone and flood adaptation, focusing on southern and northern Bangladesh.</li> <li>• Sustainable Drinking Water options focusing on sea level and cyclone induced salinity, wind and tidal surge in southern Bangladesh.</li> <li>• Vertical Agriculture option focusing on southern and draught prone areas based on rainwater or other surface water sources in Bangladesh,</li> <li>• Polder Management in the southern Bangladesh to a selected polder, highly fragile and vulnerable to cyclone and sea level rise.</li> <li>• and potential of Climate/Green/Blue Bond.</li> </ul>
Implementing Partner of UNDP	Public Private Partnership Authority Bangladesh
Brief Description of the Required Services	<p>C1. Conduct a literature review and secondary document review on climate and climate change attributes of the cyclone, flood, and draught affected areas and livelihood options along with coastal embankment management of Bangladesh</p> <ul style="list-style-type: none"> <li>- Identify climate change attributes of flood, cyclone, and draught prone areas of Bangladesh</li> <li>- Analyze and characterize the current practice of resilient for housing in the south and alternative material and building options</li> <li>- Analyze and characterize the current practice of livelihood, like drinking water and agriculture and explore possible alternative options.</li> <li>- Analyze and characterize the existing polder/embankment management system in Bangladesh</li> <li>-</li> </ul> <p>C2. Conduct a feasibility study of PPP model for climate resilient housing in cyclone and flooding areas.</p> <ul style="list-style-type: none"> <li>- Review the existing support scope, and policies supportive for PPP model, identify the gaps if there is any and provide suggestions towards making the policies much more supportive to build climate resilient housing.</li> <li>- Review the policies and explore the scope of funding from both the public and private sectors including but not limited to banks, financial institutions, insurance companies etc. towards funding for climate resilient housing.</li> </ul>

	<ul style="list-style-type: none"> <li>- Explore the scope of loan product and considering the feasibility prepare the outline of the loan product to be supportive for climate resilient housing.</li> <li>- Explore options and conditions of the Willingness to Pay (WTP) for taking loan by the house owners and explore their readiness/ability to pay back the loan with interest.</li> <li>- Explore deciding factors of the loan from banking, financial institutions and other relevant public entities</li> </ul> <p>C3. Conduct the feasibility study for installing household drinking water system in climate vulnerable saline prone areas</p> <ul style="list-style-type: none"> <li>- Review the existing rain-based system for safe drinking water in climate vulnerable saline prone areas, assess the suitability of the drinking water system, identify challenges, and suggest the alternatives if required to address those challenges.</li> <li>- Identify the available low regret, nature based drinking water system nationally and internationally to address the need for alternatives.</li> <li>- Assess the costing for the current and existing drinking water system and costing for installing alternative system.</li> <li>- Assess the Willingness to Pay (WTP) by the users for installing the alternative system; and assess their readiness or ability to pay back the loan support if there is any scope.</li> <li>- Explore and develop a loan product based on the WTP of the users and scope within the banks and financial institutions. Develop the criteria for the loan product in consultation with Bank and financial institutions.</li> </ul> <p>C4. Conduct the feasibility for the component: Climate resilient livelihoods, for example vertical agriculture, in coastal, flooding, and draught prone areas</p> <ul style="list-style-type: none"> <li>- Review the existing livelihoods pattern in coastal, flooding, and draught prone areas, identify their challenges and scope of possible adaptations and mitigation strategies</li> <li>- Assess the unit wise loss incurred due to climatic hazards and what could be the alternative livelihoods options for them to address the climatic vulnerability</li> <li>- Explore the potential for the contract farming and suggest the ways for establishing the forward market linkage to ensure the fair price of their product/yields</li> <li>- Explore potential agricultural adaptation in the salinity, water logging, flood and cyclone prone areas with special attention to salinity</li> </ul> <p>C5. Conduct the feasibility for the component: adaptation financing, potential of climate bonds for the most vulnerable</p> <ul style="list-style-type: none"> <li>- Design a bond for financing the adaptation efforts of the poor and rural community.</li> <li>- Mapping the existing debt/lending instruments (i.e., loans/bonds) by local, national, and international bodies or authorities, institutions and private sectors</li> <li>- Mapping the accessibility of such lending/debt instruments by the climate vulnerable poor</li> </ul>
--	--

	<ul style="list-style-type: none"> <li>- Critical analysis of the existing climate adaptation financing toolkits and contextualization with respect to Bangladesh.</li> <li>- Assessing market viability, existing gaps as well as opportunities to be considered for introducing bonds as an instrument for climate financing.</li> <li>- Identification of climate adaptation financing programs for Bangladesh based on review and critical thoughts.</li> <li>- Specification of the implementation strategies of the proposed financing strategies.</li> <li>- Explore and analyse the feasibility of the potential climate adaptation financing for the most vulnerable to climate shock.</li> </ul> <p>C6. Conduct an assessment, regarding climate vulnerability, of existing embankment management system of Bangladesh and a feasibility study of Climate adaptive and Sustainable Water Management of coastal Bangladesh and sustainable livelihood options based on coastal embankments.</p> <ul style="list-style-type: none"> <li>- Explore, characterize, and analyse the existing embankment management system of Bangladesh</li> <li>- Critically analyse the climate vulnerabilities of the current system</li> <li>- Assess the livelihood ecosystem based on the existing embankments of the coastal zone</li> <li>- Explore and analyse the feasibility of the potential climate adaptive and Sustainable Water Management of coastal Bangladesh</li> </ul>
List and Description of Expected Outputs to be Delivered	<ol style="list-style-type: none"> <li>1. Inception Report within <b>1 week</b> after signing of the contract (Detail description of methodology, overall work plan of whole assignment, GANTT chart of whole work, work plan of each consulting firm including GANTT chart, stakeholder engagement plan, detail description of approach and validation of methodology)</li> <li>2. Secondary document and Literature Review Report after <b>3 weeks</b> of signing of contract (literature review and secondary document review identifying, analyzing, and characterizing climate change attributes of flood, cyclone, and draught prone areas of Bangladesh, current practice of resilient for housing in the south along with alternative material and building options, current practices of livelihood, like drinking water and agriculture and explore possible sustainable climate adaptive options, existing polder/embankment management system in Bangladesh)</li> <li>3. Feasibility Study draft report covering all scopes identified under C1 to C6 within <b>6 weeks</b> after signing of the contract which should contain assessment of socio-cultural, technical, management and financial feasibility. The feasibility assessment is expected to be informing the project design detailing the theory of change and results framework.</li> <li>4. Feedback incorporation within 10 days of submitting the draft report.</li> </ol>
Person to Supervise the Work/Performance of the Service Provider	The vendor will be working closely and report to the Climate Change Specialist of UNDP Bangladesh.

Frequency of Reporting	As indicated in the TOR
Progress Reporting Requirements	As indicated in the TOR
Location of work	<input type="checkbox"/> Exact Address/es <i>[pls. specify]</i> As indicated in the TOR.
Expected duration of work	2 Months
Target start date	December 2021
Latest completion date	January 2022
Travels Expected	As indicated in the TOR.
Special Security Requirements	<input type="checkbox"/> Security Clearance from UN prior to travelling <input type="checkbox"/> Completion of UN's Basic and Advanced Security Training <input type="checkbox"/> Comprehensive Travel Insurance <input type="checkbox"/> Others <i>[pls. specify]</i> <input checked="" type="checkbox"/> N/A
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	<input type="checkbox"/> Office space and facilities <input type="checkbox"/> Land Transportation <input checked="" type="checkbox"/> Others as per TOR.
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required
Currency of Proposal	<input checked="" type="checkbox"/> United States Dollars <input type="checkbox"/> Euro <input checked="" type="checkbox"/> Local Currency (BDT) (Conversion rate UNORE November 2021, UNORE 85.59)
Value Added Tax on Price Proposal	<input checked="" type="checkbox"/> must be exclusive of VAT and other applicable indirect taxes

Validity Period of Proposals (Counting for the last day of submission of quotes)	<input checked="" type="checkbox"/> 90 days  In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.											
Partial Quotes	<input checked="" type="checkbox"/> Not permitted											
Payment Terms	<table border="1"> <thead> <tr> <th>Key Deliverables</th><th>Percentage of payment</th></tr> </thead> <tbody> <tr> <td>Inception Report with detail description of methodology, overall work plan of whole assignment, GANTT chart of whole work, work plan of each consulting firm including GANTT chart, stakeholder engagement plan, detail description of approach, validation methodology, and risk and mitigation strategy. (Within 1 week of signing of contract)</td><td>20% of the contract value</td></tr> <tr> <td>Literature review and secondary document review identifying, analyzing and characterizing climate change attributes of flood, cyclone, and draught prone areas of Bangladesh, current practice of resilient housing in the south along with alternative material and building options for climate change adaptation, current practices of livelihood, like drinking water and agriculture and explore possible sustainable climate adaptive options, existing polder/embankment management system in Bangladesh. (Within 3 weeks of signing of contract)</td><td>30% of the contract value</td></tr> <tr> <td>Draft Feasibility Study Report covering all scopes identified under C1 to C6 (within 6 weeks after signing of the contract) which should contain assessment of socio-cultural, technical, management and financial feasibility. The feasibility assessment is expected to be informing the project design detailing the theory of change and results framework.</td><td>40% of the contract value</td></tr> <tr> <td>Feedback incorporation within 10 days of submitting the draft report.</td><td>10% of the contract value</td></tr> </tbody> </table>	Key Deliverables	Percentage of payment	Inception Report with detail description of methodology, overall work plan of whole assignment, GANTT chart of whole work, work plan of each consulting firm including GANTT chart, stakeholder engagement plan, detail description of approach, validation methodology, and risk and mitigation strategy. (Within 1 week of signing of contract)	20% of the contract value	Literature review and secondary document review identifying, analyzing and characterizing climate change attributes of flood, cyclone, and draught prone areas of Bangladesh, current practice of resilient housing in the south along with alternative material and building options for climate change adaptation, current practices of livelihood, like drinking water and agriculture and explore possible sustainable climate adaptive options, existing polder/embankment management system in Bangladesh. (Within 3 weeks of signing of contract)	30% of the contract value	Draft Feasibility Study Report covering all scopes identified under C1 to C6 (within 6 weeks after signing of the contract) which should contain assessment of socio-cultural, technical, management and financial feasibility. The feasibility assessment is expected to be informing the project design detailing the theory of change and results framework.	40% of the contract value	Feedback incorporation within 10 days of submitting the draft report.	10% of the contract value	
Key Deliverables	Percentage of payment											
Inception Report with detail description of methodology, overall work plan of whole assignment, GANTT chart of whole work, work plan of each consulting firm including GANTT chart, stakeholder engagement plan, detail description of approach, validation methodology, and risk and mitigation strategy. (Within 1 week of signing of contract)	20% of the contract value											
Literature review and secondary document review identifying, analyzing and characterizing climate change attributes of flood, cyclone, and draught prone areas of Bangladesh, current practice of resilient housing in the south along with alternative material and building options for climate change adaptation, current practices of livelihood, like drinking water and agriculture and explore possible sustainable climate adaptive options, existing polder/embankment management system in Bangladesh. (Within 3 weeks of signing of contract)	30% of the contract value											
Draft Feasibility Study Report covering all scopes identified under C1 to C6 (within 6 weeks after signing of the contract) which should contain assessment of socio-cultural, technical, management and financial feasibility. The feasibility assessment is expected to be informing the project design detailing the theory of change and results framework.	40% of the contract value											
Feedback incorporation within 10 days of submitting the draft report.	10% of the contract value											
Person(s) to review/inspect/ approve outputs/complete d services and authorize the disbursement of payment	Climate Change Specialist of UNDP Bangladesh											
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for Professional Services											

Criteria for Contract Award	<p><input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution)</p> <p><input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.</p>
Criteria for the Assessment of Proposal	<p>Bidder must have adequate technical ability, resources, human resources, and processes. As such, following are defined as minimum eligibility criteria:</p> <p><b><u>Minimum Eligibility Criteria for the Firm:</u></b></p> <ul style="list-style-type: none"> <li>• Business Licenses – valid trade license, TIN Certificate, VAT Registration Certificate, Certificate of Registration of the business, including Articles of Association (if applicable);</li> <li>• Updated Tax Registration/Payment Certificate issued by the National Board Revenue evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder.</li> <li>• Company Profile, which should not exceed fifteen (15) pages including any printed brochure relevant to the services being procured.</li> <li>• Minimum 5 years' overall research/consultancy experience in Environmental management/climate change/public private partnership (PPP)/ private sector engagement in Bangladesh or in Asia.</li> <li>• Successful completion of at least one (1) similar assignment (climate investment/PPP) in the last 5 years with the evidence of Job completion/work order/contract from competent authority.</li> <li>• Statement of Satisfactory Performance/work completion certificate from the top 2 Clients in the past 3 years.</li> <li>• Experience of working with UN/Government/ Corporate sector/ INGOs in the relevant fields.</li> </ul> <p><b><u>Minimum Eligibility Criteria for the Key personnel:</u></b></p> <p>CVs of the Team leader and key team members containing their experiences on relevant issues must be submitted with detailed proposal. Beside that the evaluation team is expected to fulfil the following qualifications: International Team Leader and PPP Expert- (minimum 20 days)</p> <p><b><u>For overall Supervision:</u></b></p> <ol style="list-style-type: none"> <li>1. Team Leader (PPP Model/ Climate Finance/ Climate Change Adaptation Expert/Economist)       <ul style="list-style-type: none"> <li>• Minimum Master's Degree in Development Studies/Economics/Finance/ Accounting/ Marketing/ Management/ Business Administration/Environmental Science or related field.</li> <li>• Minimum 8 years of experience in research/academia/development sector</li> </ul> </li> </ol>



	<ul style="list-style-type: none"> <li>• Experience in leading researches of any national or international organization.</li> <li>• Experience in leading and conducting research on at least one of the key components of the feasibility study: public-private partnership /Climate Change issues/livelihoods/Adaptation financing/ climate resilient housing/ access to safe drinking water</li> <li>• Experience in developing both qualitative and quantitative tools and techniques</li> <li>• Experience in econometrics/using quantitative data analysis software</li> </ul> <p>2. Financial Economist (Cost Benefit Analysis/Economic appraisal)</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Economics/Development Studies/ Environmental Science/ Financial Economics or related field</li> <li>• Minimum 5 years' overall experience of working in the development sector or relevant studies</li> <li>• Experience in coordinating or participating at least two studies/review/assessment/evaluation</li> <li>• Experience in investment finance/projects related to climate finance/Knowledge of PPPA models and feasibility studies</li> <li>• Experience in developing financial feasibility/ understanding of cost benefit analysis of climate change adaptive projects.</li> </ul> <p>3. Environmental Safeguarding Expert</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's degree or equivalent in Geography/ development studies/ development economics/ environmental economics/ agriculture economics/ natural resources/ Anthropology or any other related fields</li> <li>• Minimum 5 years of experience in, natural resources/ climate change adaptation/sustainable livelihood projects/ environmental risk management</li> <li>• Experience with international donor-funded programs, national or international NGOs and iNGOs.</li> <li>• Experience in projects/studies/research on climate resilient livelihoods.</li> </ul> <p>4. Financial Modeling Expert</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Development Studies/Economics/Finance/ Accounting/ Marketing/ Management/ Business Administration/Environmental Science or related field.</li> <li>• Minimum 5 years' experience in research/academia/development sector</li> <li>• Experience on developing qualitative and quantitative tools/techniques/methodology</li> <li>• Experience in basic accounting principles, /cost analysis and reduction/cash flow management/ Financial planning skills</li> </ul> <p><b>Experts for Component 1</b></p> <p>1. Climate Resilient Infrastructure Expert Minimum Bachelor's degree in Environmental Engineering/ Sustainability Design/ Civil Engineering</p> <ul style="list-style-type: none"> <li>• Minimum 05 years of experience focusing on climate resilient infrastructure or similar projects</li> </ul>
--	--

	<ul style="list-style-type: none"> <li>• Experience in research/academia/development sector</li> <li>• Experience with SDGs and Sustainability Design experience on projects related to climate change adaptation /community based sustainable infrastructure /climate resilient infrastructure/ alternative material and structure</li> </ul> <p>2. Architect</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Architecture</li> <li>• Minimum 05 years of relevant experience</li> <li>• Minimum 02 years of working experience in working low-cost housing design/rural housing design/vernacular architecture/alternative material use expert/community-based design.</li> <li>• Experience of working with either donor/NGO, or iNGOs or UN agencies e/ government sector</li> <li>• Working experience in community mobilization/settlement improvement/socio economic development etc</li> </ul> <p>3. Climate Change and Social Vulnerability expert – <i>(Climate science expert with good knowledge on socio-economic analysis of rural low-income population)</i></p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Economics/ Development studies/ environment risk/ Urban and Rural Planning/ Natural Hazards and Earth Systems Science/ Environmental Science and Policy. or related field.</li> <li>• Minimum 05 years overall experience in related projects</li> <li>• Proven experience as Environment or Climate Change Expert / Social Vulnerability expert/part of relevant study with NGO/ Research Organization /multi-lateral or bilateral donor organizations.</li> <li>• Experience in environmental management/social development/ environmental and social risk analysis/ and risk mitigation strategies.</li> </ul> <p><b>Experts for Component 2:</b></p> <p>1. Resilience and Climate Change expert</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in architecture/ urban or regional planning/ civil engineering/environmental engineering/ environmental management/ environmental science, or related field</li> <li>• Minimum 05 years of relevant experience</li> <li>• Experience in rural/ low-cost infrastructure with local communities/water innovation design/ vernacular design/ use of local as well as alternative material etc. society partners.</li> <li>• Experience of working with climate resilient/low carbon/ low-cost infrastructure/alternative material/water innovation design/</li> <li>• Experience of working with either donor/NGO/iNGO or UN agencies/government sector. Demonstrate working experience in the community mobilization/ or low income settlement improvement/ socio economic development</li> </ul> <p>2. WATSAN expert</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Civil Engineering/Water and Sanitation/ public health/ environmental engineering/water resource</li> </ul>
--	---

	<p>management/water policy and governance/urban and regional planning, and related fields</p> <ul style="list-style-type: none"> <li>• Minimum 05 years of experience in related projects</li> <li>• Experience in working in projects related to water and sanitation.</li> <li>• Experience in working specifically with donor organizations/ NGOs and iNGOs/ UN agencies/ govt agencies</li> <li>• Experience and understanding of projects and research based on climate change related vulnerabilities/ alternative drinking water options or similar assignments</li> </ul> <p><b>Experts for Component 3:</b></p> <ol style="list-style-type: none"> <li>1. Natural Resource, livelihood, and Ecosystem Specialist <ul style="list-style-type: none"> <li>• Bachelor's degree or equivalent in Geography/development studies/development economics/ environmental economics/agriculture economics/ natural resources/ Anthropology or any other related fields</li> <li>• Minimum 05 years of experience in climate change adaptation or sustainable livelihood projects</li> <li>• Experience with international donor-funded programs, national or international NGOs and iNGOs.</li> <li>• Proven knowledge and experience in development in sustainable and climate adaptive livelihood related projects, rural/community development in climate vulnerable areas, natural resources, alternative agriculture/vegetation in saline areas etc.</li> </ul> </li> <li>2. Climate Resilient livelihood expert <ul style="list-style-type: none"> <li>• Minimum Bachelor's degree or equivalent in Agriculture, agricultural economics, Botany, natural resources and livelihood, Agronomy, Arboriculture, and relevant disciplines</li> <li>• Minimum 05 years of experience with international donor-funded programs, national or international NGOs and iNGOs.</li> <li>• Proficient knowledge and experience in development in sustainable and climate adaptive agriculture, rural/community development in climate vulnerable areas, natural resources, etc.</li> <li>• Experience in working on livelihoods and climate change related projects</li> <li>• Experience and understanding about climate resilient livelihoods.</li> </ul> </li> </ol> <p><b>Experts for Component 4:</b></p> <ol style="list-style-type: none"> <li>1. Water Resource Management Expert- (polder management) <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Environmental Engineering/ Water Resource Engineering/ Civil Engineering/Water Recourse management.</li> <li>• Minimum 05 years of experience focusing on water resource management and sustainable water infrastructure.</li> <li>• Experience in leading multiple research of any national or international organization/NGOs or iNGOs/UN Agencies/ government.</li> <li>• Experience and proven knowledge about climate resilient water infrastructure/ embankment construction/national and internal policies</li> </ul> </li> </ol>
--	---

	<p>of climate change adaptation for embankments/</p> <ul style="list-style-type: none"> <li>• Experience of sustainable water management/polder management and polder infrastructure/ Water infrastructure</li> <li>• Experience and Proven understanding and experience on climate change/water management issues in coastal areas.</li> </ul> <p>2. Risk Finance Expert (Insurance for Polder)</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Environmental Economics/ Development Economics/ Business Management/ Finance/ Actuarial science/ Statistics/ Mathematics, and other related fields.</li> <li>• Minimum 05 years of experience in research/academia/development sector or in similar assignments</li> <li>• Experience and proven expertise on financial Risk assessment/ framework for private and public sector for risks</li> <li>• Proven knowledge and experience in understand the market scoping of insurance opportunities by existing insurance companies, financial institutions, private and public etc</li> <li>• Experience with financial planning software programs</li> </ul> <p><b>Experts for Component 5:</b></p> <p>1. Financial Instrument Expert (Climate Bond Expertise)</p> <ul style="list-style-type: none"> <li>• Minimum Bachelors' Degree in Economics/Development Studies/ Environmental Science/ Financial Economics</li> <li>• Minimum 05 years of experience in relevant assignments</li> <li>• Experience in studies or research related to climate financing/climate bonds/financial instruments</li> <li>• Experience of working with donors/national and international organizations/ NGOs or iNGOs and the Gov</li> </ul> <p>2. Climate Expert</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Economics/Development Studies/ Environmental Science/ Financial Economics</li> <li>• Minimum 05 years of relevant experience</li> <li>• Proven knowledge and experience in studies or research related to climate financing and bonds/ experience as a Climate expert with business knowledge.</li> <li>• Experience of working with donors, NGOs, iNGOs and the Gov;</li> <li>• Experience of working in similar study or research</li> <li>• Experience in projects related to climate change attributes/ climate resilient investment/climate finance</li> </ul> <p>3. Financial Market Expert (Bank and non-Bank Financial Markets)</p> <ul style="list-style-type: none"> <li>• Minimum Bachelor's Degree in Economics/ Finance/ Marketing/ Statistics/ Business Administration/ Environmental Science/ Financial Economic or any relevant background</li> <li>• Minimum 05 years of relevant experience</li> <li>• Proven knowledge and experience in studies or research related to climate financing</li> <li>• Experience of working with donors, NGOs, iNGOs and the Gov;</li> </ul>
--	---

- Experience and proven understanding about climate resilient infrastructure financing/ understanding of scoping of climate financing market/experience as a Financial expert with knowledge of climate change attributes and policies.

Note:

Necessary document must be submitted to substantiate the above eligibility criteria. Consultancy firm that do not meet the above eligibility criteria shall not be considerate for further evaluation. The firm must provide CV's of all proposed personnel for the assignment, stating name, highest academic qualification, professional certification, length of experience, role/function or other related information.

**Technical Proposal (70%)**

☒ Expertise of the Firm

☒ Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan

☒ Qualification of Key Personnel

Basis of Technical evaluation:

Summary of Technical Proposal Evaluation		Points obtainable
1	Overall experience and expertise of the organization/Firm	100
2	Proposed Methodology, Approach and Work Plan	300
3	Organizational Structure and Capacity of Key Personnel	300
	<b>Total</b>	<b>700</b>
<b>Section 1. Overall experience and Expertise of the organization/Firm</b>		<b>Points</b>
1.1	Overall experience of work in development field	30
1.2	Relevant experience in the area of PPP/Climate Change	25
1.3	Working experience with UN agency, bilateral donor, local government in the similar field	20
1.4	i) Organization is compliant with ISO 14001 or ISO 14064 or above or equivalent – (16.6 points) ii) Organization is a member of the UN Global Compact – (4.2 points) iii) Organization demonstrates significant commitment to sustainability through some other means: for example, internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues – (4.2 points)	25
<b>Total Section 1</b>		<b>100</b>
<b>Section 2. Proposed Methodology, Approach and Implementation Plan</b>		<b>Points</b>

	2.1	Extent of understanding of the assignment	100
	2.2	Quality assurance, possible risks & mitigation plan, and Reporting system	50
	2.3	Appropriateness of the Methodology	100
	2.4	Detailed Work Plan	50
	<b>Total Section 2</b>		<b>300</b>
	<b>Section 3. Organizational Structure and Capacity of Key Personnel (as required by the ToR)</b>		<b>Points</b>
	3.1	Team Leader	60
	3.2	Financial Economist	30
	3.3	Environmental Safeguarding Expert	30
	3.4	Financial Modeling Expert	30
	3.5	Experts for PPP model for Climate Resilient Housing	30
	3.6	Experts for PPP model for Sustainable Livelihood	30
	3.7	Experts for PPP model for Sustainable Drinking water	30
	3.8	Expert for PPP model for Polder management	30
	3.9	Expert for PPP model for Climate bond	30
	<b>Total Section 3</b>		<b>300</b>
	<b>Financial Proposal (30%)</b>		
	To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.		
UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider		
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services)  Applicable Terms and Conditions are available at: <a href="http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html">http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</a>		
Annexes to this RFP	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> Detailed TOR (Annex-3) <input checked="" type="checkbox"/> Written Self Declaration (Annex-4)		
Contact Person for Inquiries (Written inquiries only)	<a href="mailto:bd.procurement@undp.org">bd.procurement@undp.org</a> <b><i>Please mention the following in the subject while sending any query to UNDP regarding this RFP on or before 14 November 2021.</i></b> <b><i>"Queries on RFP-BD-2021-047"</i></b> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.		
Other Information [pls. specify]	A pre-bid meeting will be held <b>Online</b> for the clarification on the bidding document and ToR <b>on 14 November 2021 at 11:00am using the following link:</b>  <a href="https://undp.zoom.us/j/84186328022?from=addon">https://undp.zoom.us/j/84186328022?from=addon</a> <b>Join Zoom Meeting</b>		



## FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL<sup>1</sup>

*(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery<sup>2</sup>)*

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date] , and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions:

### A. Qualifications of the Service Provider

*The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :*

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contract references;*
- e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

### B. Proposed Methodology for the Completion of Services

*The Service Provider must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.*

<sup>1</sup> This serves as a guide to the Service Provider in preparing the Proposal.

<sup>2</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes



**C. Qualifications of Key Personnel**

*If required by the RFP, the Service Provider must provide :*

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

**D. Cost Breakdown per Deliverable\* (Financial proposal must be password protected)**

	<b>Deliverables</b> <i>[list them as referred to in the RFP]</i>	<b>Percentage of Total Price (Weight for payment)</b>	<b>Price</b> <i>(Lump Sum, All Inclusive)</i>
1	Deliverable 1		
2	Deliverable 2		
3	....		
	Total	100%	

*\*This shall be the basis of the payment tranches*

**E. Cost Breakdown by Cost Component [This is only an Example]: (Financial proposal must be password protected)**

<b>Description of Activity</b>	<b>Remuneration per Unit of Time</b>	<b>Total Period of Engagement</b>	<b>No. of Personnel</b>	<b>Total Rate</b>
<b>I. Personnel Services</b>				
1. Team Leader (PPP Model/ Climate Finance/ Climate Change Adaptation Expert/Economist)				
2. Financial Economist				
3. Environmental Safeguarding Expert				
4. Financial Modeling Expert				
1. Climate Resilient Infrastructure Expert (Environmental Engineering/ Sustainability Infrastructure Design/ Civil Engineering)				
2. Architect				
3. Climate Change and Social Vulnerability expert				
1. Resilience and Climate Change expert				
2. WATSAN expert				
1. Natural Resource, livelihood, and Ecosystem Specialist				
2. Climate Resilient livelihood expert				
1. Water Resource Management Expert- polder management)				

2. Risk Finance Expert (Insurance for Polder)				
1. Financial Instrument Expert (Climate Bond Expertise)				
2. Climate Expert				
3. Financial Market Expert (Bank and non-Bank Financial Markets)				
Please add any additional Key personnel considering the duration of the requirement (if any)				
<b>II. Out of Pocket Expenses (if any)</b>				
1. Travel Costs				
2. Daily Allowance				
3. Communications				
4. Reproduction				
5. Equipment Lease				
6. Others				
<b>III. Other Related Costs</b>				
<b>Please mention VAT separately with %</b>				

*[Name and Signature of the Service Provider's  
Authorized Person]  
[Designation]  
[Date]*

## Terms of Reference

### For

### **A Feasibility Study for applying PPP model for - climate resilient housing, drinking water options, polder management, vertical agriculture, and climate bonds**

#### A. Background

In 2010, the Government of Bangladesh issued the Policy and Strategy for Public Private Partnership (PPP) to facilitate the development of core sector public infrastructure and services vital for the people of Bangladesh. This initiative is part of the Government's Vision 2021 to ensure a more rapid, inclusive growth trajectory, and to better meet the need for enhanced, high quality public services in a fiscally sustainable manner. The PPP Authority was established as a separate, autonomous office under the Prime Minister's Office to support sector ministries to facilitate identification, development and tendering of PPP projects to international standards.

The government is interested to involve private sector in all sectors barring a few for national security reasons and welcomes PPP investment in the following areas: power and energy, transportation infrastructure (roads, rail, ports, airport, and water transport), pure drinking water and sewerage; information technology; air transportation and tourism, industry; education (secondary, technical and research); health and family welfare and housing.

Given the stark realities emerging from the climate change, Bangladesh's investment ecosystem should be supportive of increased private sector investments in nature based, low carbon and climate resilient infrastructural solutions. It is expected that PPPA should explicitly endorse the scope for integration of nature and climate change related private infrastructural investment in PPP model. Not only that, PPPA should also explore, examine, and communicate the scope of climate change investment within the core business of the authority. Against this backdrop, UNDP and PPPA have signed a Letter of Agreement (LoA) to re-engage with the relevant institutions and strengthen the space for dialogue, inclusive participation and accountability towards a greener, more resilient, and tolerant society and economy.

To enhance the capacity of the PPPA, UNDP has extended its support for the design of an innovative investment model on nature based, low carbon, and climate resilient solutions. Existence of an innovation lab within PPPA to support and promote climate change investment through PPP model are expected to deliver relevant solutions. UNDP is also prepared to support an institutional capacity assessment of PPPA and preparation of a roadmap for climate change related infrastructural investments under PPP model. As per the Green Climate Fund (GCF) standard, several PPPA staff and relevant line ministries and private sector stakeholders are expected to have basic knowledge and understanding of climate change related investment criteria through this partnership arrangement.

To support that effort, a guideline for climate responsive investment to supplement PPP Law 2015 will be developed. A pipeline of feasible climate change related (adaptation, mitigation, finance) business cases under PPP model will also be developed following the guideline. This partnership is expected to deliver results in the following areas:

1. Climate change is mainstreamed within Public Private Partnership Authority (PPPA) so that the scalable nature based, low carbon and climate resilient infrastructural solutions are implemented through PPP models with private and public sector entities.
2. PPPA has enhanced capacity to design and innovate investment model on nature, climate, and low carbon solutions.
3. Real time opportunity for private sector investment in feasible climate actions enhanced under PPP model.

## B. Objective of the assignment

The consulting firm/organization/research institute is required to conduct a comprehensive feasibility study of PPP model for climate resilient infrastructural development investment and improving adaptation in five categories, viz- climate resilient housing, drinking water options, polder management, vertical agriculture, and climate bonds. The consulting firm will deliver a technical report on the feasibility study of the below-

- i. Climate Resilient Housing for cyclone and flood adaptation, focusing on southern and northern Bangladesh.
- ii. Sustainable Drinking Water options focusing on sea level and cyclone induced salinity, wind and tidal surge in southern Bangladesh.
- iii. Vertical Agriculture option focusing on southern and draught prone areas based on rainwater or other surface water sources in Bangladesh,
- iv. Polder Management in the southern Bangladesh to a selected polder, highly fragile and vulnerable to cyclone and sea level rise.
- v. and potential of Climate/Green/Blue Bond.

**The study would entail delivery of comprehensive technical report of the feasibility study of these five components including Technical Feasibility, Project economic/financial feasibility and Environmental, social, and cultural rights of the PPP model.**

## C. Scope of Work:

C1. Conduct a literature review and secondary document review on climate and climate change attributes of the cyclone, flood, and draught affected areas and livelihood options along with coastal embankment management of Bangladesh

- Identify climate change attributes of flood, cyclone, and draught prone areas of Bangladesh
- Analyze and characterize the current practice of resilient for housing in the south and alternative material and building options
- Analyze and characterize the current practice of livelihood, like drinking water and agriculture and explore possible alternative options.
- Analyze and characterize the existing polder/embankment management system in Bangladesh

C2. Conduct a feasibility study of PPP model for climate resilient housing in cyclone and flooding areas.

- Review the existing support scope, and policies supportive for PPP model, identify the gaps if there is any and provide suggestions towards making the policies much more supportive to build climate resilient housing.
- Review the policies and explore the scope of funding from both the public and private sectors including but not limited to banks, financial institutions, insurance companies etc. towards funding for climate resilient housing.
- Explore the scope of loan product and considering the feasibility prepare the outline of the loan product to be supportive for climate resilient housing.
- Conduct survey for exploring the Willingness to Pay (WTP) for taking loan by the house owners and explore their readiness/ability to pay back the loan with interest.
- Set -up some criteria in consultation with bank and financial institutions and other relevant public entities as deciding factors for the loan.

**The technical report for the feasibility study for PPP model for Climate Resilient Housing will entail the below Sections:**

<b>Technical Feasibility</b>	<b>Project economic/financial feasibility</b>	<b>Environmental, social, and cultural rights</b>
Climate change attribution, Theory of Change, Detailed Outcomes, Outputs, Activities, and Inputs, Technical component design, Detailed engineering/structural design, Results and Resource Framework, Risks Screening and Mitigation Strategy, Project Sustainability Strategy	Economic feasibility [cost benefit analysis, social return of investment analysis], Financial model, Financing Strategy	Ecosystem Health and Ecosystem Services, Heritage (Natural and cultural), Human Rights

**C3. Conduct the feasibility study for installing household drinking water system in climate vulnerable saline prone areas**

- Review the existing rain-based system for safe drinking water in climate vulnerable saline prone areas, assess the suitability of the drinking water system, identify challenges, and suggest the alternatives if required to address those challenges.
- Identify the available low regret, nature based drinking water system nationally and internationally to address the need for alternatives.
- Assess the costing for the current and existing drinking water system and costing for installing alternative system.
- Assess the Willingness to Pay (WTP) by the users for installing the alternative system; and assess their readiness or ability to pay back the loan support if there is any scope.
- Explore and develop a loan product based on the WTP of the users and scope within the banks and financial institutions.
- Develop the criteria for the loan product in consultation with Bank and financial institutions.

**The technical report for the feasibility study for PPP model for drinking water options for climate vulnerable areas will entail below Sections:**

<b>Technical Feasibility</b>	<b>Project economic/financial feasibility</b>	<b>Environmental, social, and cultural rights</b>
Climate change attribution, Theory of Change, Detailed Outcomes, Outputs, Activities, and Inputs, Technical component design, Detailed engineering/structural design, Results and Resource Framework, Risks Screening and Mitigation Strategy, Project Sustainability Strategy	Economic feasibility [cost benefit analysis, social return of investment analysis], Financial model, Financing Strategy	Heritage (Natural and cultural), Human Rights

C4. Conduct the feasibility for the component: Climate resilient livelihoods, for example vertical agriculture, in coastal, flooding, and draught prone areas

- Review the existing livelihoods pattern in coastal, flooding, and draught prone areas, identify their challenges and scope of possible adaptations and mitigation strategies
- Assess the unit wise loss incurred due to climatic hazards and what could be the alternative livelihoods options for them to address the climatic vulnerability
- Explore the potential for the contract farming and suggest the ways for establishing the forward market linkage to ensure the fair price of their product/yields
- Explore potential agricultural adaptation in the salinity, water logging, flood and cyclone prone areas with special attention to salinity

**The technical report for the feasibility study for PPP model for climate resilient livelihoods will entail below Sections:**

<b>Technical Feasibility</b>	<b>Project economic/financial feasibility</b>	<b>Environmental, social, and cultural rights</b>
Climate change attribution, Theory of Change, Detailed Outcomes, Outputs, Activities, and Inputs, Technical component design, Detailed engineering/structural design, Results and Resource Framework, Risks Screening and Mitigation Strategy, Project Sustainability Strategy	Economic feasibility [cost benefit analysis, social return of investment analysis], Financial model, Financing Strategy	Heritage (Natural and cultural), Human Rights

C5. Conduct the feasibility for the component: adaptation financing, potential of climate bonds for the most vulnerable

- Design a bond for financing the adaptation efforts of the poor and rural community.
- Mapping the existing debt/lending instruments (i.e., loans/bonds) by local, national, and international bodies or authorities, institutions and private sectors
- Mapping the accessibility of such lending/debt instruments by the climate vulnerable poor
- Critical analysis of the existing climate adaptation financing toolkits and contextualization with respect to Bangladesh.
- Assessing market viability, existing gaps as well as opportunities to be considered for introducing bonds as an instrument for climate financing.
- Identification of climate adaptation financing programs for Bangladesh based on review and critical thoughts.
- Specification of the implementation strategies of the proposed financing strategies.
- Explore and analyse the feasibility of the potential climate adaptation financing for the most vulnerable to climate shock.

**The technical report for the feasibility study for PPP model for climate bonds/climate financing will entail below Sections:**

<b>Technical Feasibility</b>	<b>Project economic/financial feasibility</b>	<b>Environmental, social, and cultural rights</b>
------------------------------	---	---

Climate change attribution, Theory of Change, Detailed Outcomes, Outputs, Activities, and Inputs, Technical component design, Detailed engineering/structural design, Results and Resource Framework, Risks Screening and Mitigation Strategy, Project Sustainability Strategy

Economic feasibility [cost benefit analysis, social return of investment analysis], Financial model, Financing Strategy

Heritage (Natural and cultural), Human Rights

C6. Conduct an assessment, regarding climate vulnerability, of existing embankment management system of Bangladesh and a feasibility study of Climate adaptive and Sustainable Water Management of coastal Bangladesh and sustainable livelihood options based on coastal embankments.

- Explore, characterize, and analyse the existing embankment management system of Bangladesh
- Critically analyse the climate vulnerabilities of the current system
- Assess the livelihood ecosystem based on the existing embankments of the coastal zone
- Explore and analyse the feasibility of the potential climate adaptive and Sustainable Water Management of coastal Bangladesh

**The technical report for the feasibility study for PPP Model for coastal embankment will entail below Sections:**

Technical Feasibility	Project economic/financial feasibility	Environmental, social, and cultural rights
Climate change attribution, Theory of Change, Detailed Outcomes, Outputs, Activities, and Inputs, Technical component design, Detailed engineering/structural design, Results and Resource Framework, Risks Screening and Mitigation Strategy, Project Sustainability Strategy	Economic feasibility [cost benefit analysis, social return of investment analysis], Financial model, Financing Strategy	Heritage (Natural and cultural), Human Rights

Expected Deliverables/Outputs and Timeline

As per RFP Document

D. Supervision, methodology and duty station of work

The firm will directly report to Climate Change Specialist of the UNDP. They will work closely with the PPP Authority of GoB and UNDP project team of Strengthening Private Sector Investment in Climate Change in Bangladesh.

E. Duration of the assignment

The duty station will be home and field based. Consulting firm also needs to participate in number of virtual and in-person meetings with the GoB and the UNDP staffs. The duration of the assignment is **2 months**, and the consulting firm is expected to start from the **1<sup>st</sup> of December, 2021**. Given COVID travel restrictions, the consulting firm is expected to with flexibility with options of working remotely from their home base as well as field travel.

F. Minimum Eligibility Criteria for the Firm:

As per RFP document

G. Qualification and Roles and Responsibilities

The consulting firm will propose a team of highly competent team members forming the pool of experts for conducting the feasibility study of PPP model.

There will be four (4) experts for overall supervision (Team leader, Financial Economist, Environmental Safeguarding Expert, and financial modeling expert) and a separate pool of experts of conducting feasibility study of each of the components (see the five components below). For the feasibility study of each of the components, the consulting firm should propose team members meeting at least the criteria of qualification in this section.

The team of experts should be executing the study of each component parallelly. Same component-based person/expert cannot be the team member of multiple components.

**Roles and Responsibilities of the Key Consultants for overall Supervision:**

**1. Team Leader (PPP Model/ Climate Finance/ Climate Change Adaptation Expert/Economist)**

*Roles and Responsibilities*

- Provide leadership to the overall project team
- Design stakeholder engagement strategy to the whole study
- Present an initial work plan and continue the consultation at various stages of the implementation of the assignment.
- Quality Assurance of all deliverables and whole work.
- Guide the whole team to-
  - Write a detailed inception report of the work.
  - Conduct the feasibility study on the above mentioned four broader components
  - Developing the methodology and tools as required and reported in the inception report
  - Structure the report outline, analyse the data and prepare the draft and final report

**2. Financial Economist (Cost Benefit Analysis/Economic appraisal)**

*Roles and Responsibilities*

- Coordinate with the team leader and other members of the team
- Recruit Research Officers as required for the study
- Collect the relevant policy, strategy, law, projects, and review those as required to serve the purpose of the study
- Coordinate with the team for ensuring the draft of the report
- Carrying out capacity assessment and developing relevant guideline.



- Support the Team Leader in designing and conducting stakeholder consultations with PPPA, relevant ministries, financial and private sector parties as required for developing the feasibility study.

### **3. Environmental Safeguarding Expert**

#### **Roles and Responsibilities**

- Provide inputs to the team in exploring the climate resilient livelihoods options in PPP model
- Prepare survey questionnaire as required for the components: climate resilient livelihoods, climate adaptive agriculture, climate resilient housing and drinking water system.
- Provide overall technical environmental safeguards oversight for the project preparation and implementation. Focus will be on environmental risk management, and other environmental issues that may arise in the project.
- Explore the best practices for climate resilient livelihoods and support the team in developing PPP product for climate resilient housing, climate adaptive agriculture, drinking water system and livelihoods
- Provide inputs to the team while drafting the report

### **4. Financial Modeling Expert**

#### **Roles and Responsibilities**

- Provide support to the Financial Experts, Team Leader in conducting scoping study and developing relevant modules. She/ he will contribute to conducting scoping study and developing relevant modules
- Provide support to team members in carrying out cost-benefit analysis (CBA) and calculating internal rate of return (IRR) of climate investment projects
- Provide support to team in financial models to analyze trends, make financial projections and assess financial risks.

### **Qualification and Roles and Responsibilities for Key Consultants for Each Component**

The consulting firm will submit CVs of key consultants formulating the pool of experts for each of the components of the feasibility study. The CVs should contain their experiences on relevant issues and must be submitted with detailed proposal. Beside that the evaluation team is expected to fulfil the following qualifications:

### **Experts for Component 1- Climate Resilient Housing for cyclone and flood adaptation, focusing on southern and northern Bangladesh.**

---

#### **1. Climate Resilient Infrastructure Expert (Environmental Engineering/ Sustainability Infrastructure Design/ Civil Engineering)**

##### **Roles and Responsibilities**

- Provide inputs to the team in exploring the climate resilient housing in PPP model
- Explore, characterize, and analyse the existing housing in the climate vulnerable areas and its potential of sustainability or climate resilience with alternative material/construction options.
- Explore and analyse the feasibility of the innovative and sustainable as well as low-cost options of climate resilient housing in climate vulnerable areas of the south.
- Provide inputs to the team while drafting the report

## 2. Architect

### Roles and Responsibilities

- Provide inputs to the team in exploring the climate resilient housing in PPP model
- Explore, characterize, and analyse the existing housing in the climate vulnerable areas and its potential of sustainability or climate resilience with alternative material/construction options.
- Formulate low-cost housing strategy and policy proposal for a PPP Model
- Explore and analyse the feasibility of the innovative and sustainable as well as low-cost options of climate resilient housing in climate vulnerable areas of the south.
- Develop 3 dimensions model, practical models, drawings etc required at any part of the study
- Provide inputs to the team while drafting the report
- Provide materials' detail specification and suggestion for climate adaptive housing

## 3. Climate Change and Social Vulnerability expert

*Climate science expert with good knowledge on socio-economic analysis of rural low-income population*

### Roles and Responsibilities

- Research, report writing, evidence-based data and information and analytical skills
- Provide inputs to the team in exploring the climate resilient housing options in ppp model based on social risk dimension for climate change generated vulnerabilities.
- Prepare survey questionnaire if and as required for the component: climate resilient housing.
- Provide inputs to the team while drafting the report

## **Experts for Component 2- Sustainable Drinking Water options focusing on sea level and cyclone induced salinity, wind, and tidal surge in southern Bangladesh**

---

### 1. Resilience and Climate Change expert

#### Roles and Responsibilities

- Provide inputs to the team in exploring the climate resilient drinking water options in PPP model
- Develop 3 dimensions understanding- if required model, practical models, drawings etc required at any part of the study
- Formulate low-cost infrastructure for drinking water options for southern and draught prone areas in a PPP Model
- Explore and analyse the feasibility of the innovative and sustainable as well as low-cost options
- Provide inputs to the team while drafting the report
- Provide materials' detail specification and suggestion for climate adaptive and low-cost structures of local and alternative material.

### 2. WATSAN expert

#### Roles and Responsibilities

- Literature review and secondary document review of existing practices of drinking water in Southern Bangladesh and

- Providing inputs for formulating questionnaire, surveys, checklists for data collection for conducting the feasibility study for this component
- Exploring options of viability and opportunities PPP model for drinking water options in southern Bangladesh.

### **Experts for Component 3- Vertical Agriculture option focusing on southern and draught prone areas based on rainwater or other surface water sources in Bangladesh**

---

#### **3. Natural Resource, livelihood, and Ecosystem Specialist**

##### **Roles and Responsibilities**

- **Literature review** and secondary document review to explore options as a part of the feasibility study on strengthening resilience against climate change and facilitating target groups' access to basic agricultural services through viable PPP model.
- Provide inputs to the team in exploring the alternatives / climate resilient livelihood/agriculture options
- Critically analyse the climate vulnerabilities of the current livelihood options system
- Provide inputs to the team while drafting the report

#### **4. Climate Resilient livelihood expert**

##### **Roles and Responsibilities**

- **Collection** and analysis of existing agricultural data and existing practices of livelihood options of the climate vulnerable areas.
- Explore options as a part of the study to secure access to natural resources for climate vulnerable users and improve the sustainability related livelihoods, by scaling up community-based natural resource-based practices, technologies, and business models.
- Explore options as a part of the feasibility study on restoring ecosystems, strengthening resilience against climate change, and facilitating target groups' access to basic agricultural services
- Provide inputs to the team in exploring the alternatives / climate resilient livelihood/agriculture options
- Critically analyze the climate vulnerabilities of the current livelihood options system
- Provide inputs to the team **while drafting the report**

### **Component 4- Polder Management in the southern Bangladesh to a selected polder, highly fragile and vulnerable to cyclone and sea level rise**

---

#### **1. Water Resource Management Expert- polder management)**

##### **Roles and Responsibilities**

- Provide inputs to the team in exploring the low-cost drinking water in alternatives / climate resilient housing/and polder management in PPP model
- Explore, characterize, and analyse the existing embankment management system of Bangladesh
- Critically analyse the climate vulnerabilities of the current system
- Assess the livelihood ecosystem based on the existing embankments of the coastal zone
- Explore and analyse the feasibility of the potential climate adaptive and Sustainable Water Management of coastal Bangladesh
- Provide inputs to the team while drafting the report

## **2. Risk Finance Expert (Insurance for Polder)**

### **Roles and Responsibilities**

Her/his roles and responsibilities shall include but not limited to the following:

- Provide support to the feasibility study for PPP model of polder management through his literature review, methodology generation, indicator generation, qualitative and quantitative data analysis, questionnaire preparation, report writing etc.
- Provide support to feasibility study team to analyze trends, assess financial risks, understand market scoping etc.
- Provide support in feasibility study of polder management by analyzing insurance opportunities, assessing risk and scoping of private and public financial institute for polder insurance opportunities.

## **Experts for Component 5- potential of Climate/Green/Blue Bond.**

---

### **4. Financial Instrument Expert (Climate Bond Expertise)**

#### **Roles and Responsibilities**

- Provides analytical support to the study for PPP model of climate bonds
- Provide input to study for understanding the market has appetite for climate bond,
- Exploring existing/available instruments including bond in the current financial ecosystem and demand of purchasers
- Explore options of green growth; understand opportunities of inclusion of climate funding priority
- Provide recommendation on climate bond (blue-green bond) as a part of the feasibility study
- Understanding the legal context for issuing or launching climate bonds
- Participate in Literature review, market research, expert consultation/stakeholder consultation etc.

### **5. Climate Expert**

#### **Roles and Responsibilities**

- Explore Existing opportunities for green projects/adaptation projects/ Mitigation projects under PPP modality
- Explore knowledge about market as well climate attributes and climate finance linked to it.
- Climate expert with business knowledge
- Lead the data collection, analysis by supporting and guiding the study
- Prepare the first draft of the report with the help of other experts.

### **6. Financial Market Expert (Bank and non-Bank Financial Markets)**

#### **Roles and Responsibilities.**

- identify existing market mechanism, viability of climate financing in existing market mechanism
- identify or explore enabling environment for climate financing in Bangladesh including Challenges and opportunities of climate/green finance in existing financial market.
- Explore options of green growth; understand opportunities of inclusion of climate funding priority

**Note:**

*Necessary document must be submitted to substantiate the above eligibility criteria. Consultancy firm that do not meet the above eligibility criteria shall not be considerate for further evaluation. The firm must provide CV's of all proposed personnel for the assignment, stating name, highest academic qualification, professional certification, length of experience, role/function or other related information.*

**H. Competencies****Corporate Competencies**

- Demonstrates integrity by modeling the UN's values and ethical standards.
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Treats all people fairly without favoritism.

**Functional Competencies**

- Communication.
- Speaks and writes clearly and effectively both in English.
- Listens to others, correctly interprets messages from others and responds appropriately.
- Asks questions to clarify and exhibits interest in having two-way communication.
- Tailors' language, tone, style, and format to match the audience.
- Demonstrates openness in sharing information and keeping people informed.

**Teamwork**

- Works collaboratively with colleagues to achieve organizational goals.
- Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others.
- Places team agenda before personal agenda.
- Builds consensus for task purpose and direction with team members.
- Supports and acts in accordance with final group decisions, even when such decisions may not entirely reflect own position.
- Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

**Knowledge Management and Learning**

- Shares knowledge and experience.
- Encourages office staff to share knowledge and contribute to UNDP Practice Areas.
- Actively works towards continuing personal learning and development in one or more Practice Areas, acts on learning plan and applies newly acquired skills.

**I. Schedule of Payments**

The proposal price should consider only HR costs such as professional fees, medical, joining cost etc. The project will affect payments, by bank transfer to the IC's bank account, upon acceptance by UNDP of the deliverables specified in the ToR. Payments will be made in tranches based on the following milestone deliverables upon submission of invoice and upon certification of the work completed.

As per RFP document

**J. Evaluation Method and Criteria of the Proposal**

As per RFP document

**Annex-4**

**Declaration**

Date:

**United Nations Development Programme**

UNDP Registry, IDB Bhaban, Agargaon  
Sher-E-Bangla Nagar, Dhaka, Bangladesh

Assignment \_\_\_\_\_

**Reference:** RFP-BD-2021-047

Dear Sir,

I declare that ..... is not in the UN Security Council 1267/1989  
List, UN Procurement Division List or Other UN Ineligibility List.

Yours Sincerely,