



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 21/1/2022

Reference: LBN-CO- IC-07-22

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**Country:** Lebanon

**Description of the assignment:** National consultant on climate change adaptation to update Lebanon's Technology Needs Assessment

**Project name:** Lebanon's Third Biennial Update Report and Fourth National Communication

**Period of assignment/services:** 60 working-days spread over a maximum of 5 calendar months

Proposals should be submitted online through the UNDP job site at <https://jobs.undp.org/> no later than; **04 February 2022 at 11:59 PM Beirut Local Time. Proposals will not be received through email.**

Any request for clarification must be sent in writing to the e-mail [Procurement.lb@undp.org](mailto:Procurement.lb@undp.org) The UNDP Procurement Unit will respond in writing by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

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### 1. BACKGROUND

The project aims to enable Lebanon to prepare, produce and disseminate its Third Biennial Update Report (BUR) and Fourth National Communication to the UN Framework Convention on Climate Change (UNFCCC) in order to fulfill Lebanon's commitments as a Non-Annex 1 Party to the Convention. As part of the activities planned under the Fourth National Communication 4NC, the project aims at updating Lebanon's technology needs assessment for both mitigation and adaptation actions.

Lebanon experiences, and will continue to face, increased temperatures, more frequent and severe natural disasters related to climate change caused by shifts in temperature, precipitation and water regimes (e.g. heat waves, drought spells, floods and other climate-driven extreme events). Climate change is expected to have significant impacts on water supply and demand for domestic, industrial and irrigation uses, as well as on agricultural production and food security.

The latest Technology Needs Assessment (TNA) undertaken in 2012 has identified the water and agriculture sectors as key priority sectors for adaptation to climate change in Lebanon and has identified a set of soft and hard technologies to strengthen and accelerate Lebanon's adaptation efforts. In line with Decision 17/CP.8 and Decision 2/CP.17 and the project document, the purpose of this consultancy is to update Lebanon's TNA for climate change adaptation with a focus on the agriculture and water sectors and identify related adaptation measures that are being implemented in the country by governmental institutions, international organizations, NGOs and the private sector.

## **2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK**

UNDP is seeking the services of a consultant to 1) Identify and prioritize adaptation technologies with a focus on agriculture and water, 2) Identify barriers and develop Technology Action Plans (TAPs) for the deployment of adaptation technologies in Lebanon and 3) identify climate change adaptation measures being implemented in Lebanon for both sectors.

### **General tasks**

The tasks mentioned below shall be performed in close cooperation with the UNDP/Climate change team and the Ministry of Environment. The Consultant should report to the UNDP BUR3/4NC Project Manager.

#### **Task 1: Identify and prioritize adaptation technologies for Lebanon**

- 1.1 Assess the status, progress and effectiveness of implementation of the previously prioritized technologies in Lebanon's TNA<sup>1</sup>
- 1.2 Identify new available adaptation technologies (with a focus on agriculture and water), and describe their adaptation potential, expected costs, sustainability impacts (environmental, social, and economic), short or medium to long-term availability, scale of implementation (small or large scale) and mitigation co-benefits;
- 1.3 Prioritize at least 6 technologies based on a multi-criteria decision analysis and in close coordination with relevant stakeholders;

#### **Task 2: Prepare Technology Action Plans for the prioritized adaptation technologies**

- 2.1 Identify barriers for the deployment of the prioritized adaptation technologies in Lebanon, including policy, financial, legal and institutional analysis and market assessment and mapping, etc.;

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<sup>1</sup> <https://climatechange.moe.gov.lb/viewfile.aspx?id=150>

- 2.2 Prepare Technology Action Plans (TAPs) for the deployment of the each of the prioritized technologies including market development measures, institutional, regulatory and financial measures, and human and institutional capacity development requirements.
- 2.3 Consolidate and present information in technical report including data, methodology and results.

### **Task 3: Update the Climate Change Adaptation Database**

- 3.1 Identify all projects, activities, policies and initiatives undertaken by the government, private sector and non-state actors related directly or indirectly to climate change adaptation (with a focus on the agriculture and water sectors) for the period 2016-2021
- 3.2 Report these actions in the climate change adaptation database (to be provided by the project team) including source of funding, executing entities, budget, achievements, adaptation potential, link to Lebanon's NDC, etc.

**For additional information, please refer to ANNEX I – Terms of Reference**

## **3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS**

### I. Academic Qualifications:

- a. Master's degree in environmental science/studies/engineering or closely related fields. PhD will be considered as an asset.

### II. Years of experience:

- a. Local relevant experience in the field of climate change related work of not less than 10 years;
- b. Extensive knowledge of and experience in adaptation technologies and national related policies and projects (preferably in water and agriculture)
- c. Previous experience in preparation of studies, reviews, sectoral recommendations regarding the analysis climate change impacts and adaptation (preferably in water and agriculture)

## **4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.**

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

### **(I). Technical Proposal:**

- (i) **Letter to UNDP Confirming Interest and Availability for the Individual Contractor (IC) Assignment**
- (ii) **Explaining why** you are the most suitable for the work

(iii) P11 (Personal History Form) including past experience in **similar projects** and at least **3 references**, mentioning the references' e-mails addresses.

## 5. FINANCIAL PROPOSAL

- **Lump sum contracts**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables. Payments are based upon output, i.e. upon delivery of the services specified in the TOR as follows:

<b>Deliverables/ Outputs</b>	<b>Target Due Dates</b>	<b>Payment terms <sup>2</sup></b>
<b>Technology prioritization report</b>	2 months after contract signature	33 percent
<b>Technology action plans report</b>	4 months after contract signature	33 percent
<b>Climate Change Adaptation Database</b>	5 months after contract signature	34 percent

In order to assist the requesting unit in the comparison of financial proposals, **the financial proposal shall include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days)**. The financial proposal shall be presented using the enclosed format of Appendix a - Annex III.

### **Travel:**

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

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<sup>2</sup> Payments will be processed once UNDP approves the deliverables

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

## 6. EVALUATION

Individual consultants will be evaluated based on the following methodology:

### Cumulative analysis

When using this weighted scoring method, the award of the contract should be made to the individual consultant whose offer has been evaluated and determined as:

- a) responsive/compliant/acceptable, and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

\* *Technical Criteria weight; [70%]*

\* *Financial Criteria weight; [30%]*

*Only candidates obtaining a minimum technical score of 70 points would be considered for the Financial Evaluation.*

<b>Criteria</b>	<b>Weight</b>	<b>Max. Point</b>
<u>Technical Competence</u>	70%	100
<b>Academic qualifications:</b> Bachelor's degree = Zero points Masters degree in environmental science/studies/engineering or closely related fields = 10 points Relevant PhD =20 points		20
<b>Years of relevant experience:</b> Less than 10 years = 0 points 10-15 years = 28 points Above 15 years = 40 points		40
<b>Technical experience:</b> -Extensive knowledge of and experience in adaptation technologies and national related policies and projects (minimum 2 publications/published reports on climate change adaptation in Lebanon) (20 points) -Previous experience in preparation of assessment of climate vulnerability and adaptation studies in Lebanon (20 points)		40
<u>Financial (Lower Offer/Offer*100)</u>	30%	100
<b>Total Score</b>	<b>Technical Score * 0.7 + Financial Score * 0.3</b>	

**How to apply:**

The consultancy is open for all national consultants who meet the selection criteria and propose a competitive fee. Interested consultants are requested to apply only through this UNDP jobs portal.

Submissions through any other media will not be considered.

The application must include all of the following documents:

1. P11,
2. Annex 3 (Offerors Letter) and
3. Financial proposal

All files shall be submitted in one single document and uploaded as word or PDF file to the UNDP job site.

It has been observed that bidders don't submit all requested documents and thus reducing their chance to be selected for a contract with UNDP. before you submit your offer please revise that the application is complete and comprises all four (4) documents.

Incomplete applications will not be considered.

**ANNEXES****ANNEX I - TERMS OF REFERENCE (TOR)****ANNEX II - INDIVIDUAL CONSULTANT CONTRACT AND GENERAL TERMS AND CONDITIONS****ANNEX III - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY FOR THE INDIVIDUAL CONTRACTOR (IC) ASSIGNMENT**