



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 22 March 2022

Country: Cabo Verde

Description of the assignment: Gender and Stakeholder Engagement Specialist

Project name: Strengthening the national Biodiversity governance system for the sustainable management of living natural resources in Cabo Verde

Period of assignment/services (if applicable): 50 workdays (over a 16-month period)

Proposal should be submitted at the following email address : bids.jocv@cv.jo.un.org no later than **7 April 2022, 16:00 Cabo Verde time**, indicating the following reference: “**IC - Gender and Stakeholder Engagement Specialist**”

Any request for clarification must be sent by standard electronic communication, up to 4 days before the deadline, to the following e-mail address: procurement.cv@cv.jo.un.org. UN JO Cabo Verde Procurement will respond 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.

1. BACKGROUND

In brief, this project sets out to strengthen national and local governance for the conservation of terrestrial and marine ecosystems and species of global and national significance through effective management and sustainable financing, and firmly position biodiversity as being foundational to the country's social and economic resilience. It will strengthen the implementation of existing biodiversity legislation both in and outside protected areas, will engage more systematically the local population in biodiversity governance, including by piloting co-management agreements for terrestrial and marine protected areas, and will explore innovative biodiversity finance mechanisms such as blue bonds and debt for nature swaps. The project will also work to enhance coordination, cooperation, and knowledge-sharing to enable integrated and proactive management of biodiversity. The project is structured around four Components: (1) Strengthened national and local governance for effective biodiversity conservation; (2) Management effectiveness of the country's protected area network; (3) Promoting community and private sector engagement in biodiversity governance and benefit sharing; and (4) Gender mainstreaming, monitoring and evaluation and knowledge management. Implementation will focus on two islands – Ilha Boa Vista and Santo Antão – with broad applicability for the other islands of the archipelago and other SIDS.

For detailed information, please refer to Annex 1

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

Duties of the National Gender and Stakeholder Engagement Specialist:

The gender assessment will at a minimum utilise the UNDP GEF Guide to Gender Mainstreaming in UNDP Supported GEF Financed Projects for conducting gender analysis and will seek to provide guidance for the project to be gender responsive or gender transformative using the following gender results effectiveness scale as outlined in the UNDP evaluation of gender mainstreaming in UNDP:

- Gender negative: result have a negative outcome that aggravate or reinforce gender inequalities and norms.
- Gender blind: results pay no attention to gender and fail to acknowledge the different needs of men, women, girls and boys, or marginalized populations.
- Gender targeted: results focus on the number or equity (50/50) of women, men or marginalized populations that targeted.
- Gender responsive: results address differential needs of men or women and equitable distribution of benefits, resources, status, and rights but did not address root causes of inequalities in their lives.
- Gender transformative: results contribute to changes in norms, cultural values, power structures and the roots of gender inequalities and discriminations. The aim is to redefine systems and institutions where inequalities are created and maintained.

For detailed information, please refer to Annex 1

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

Academic Background:

- Master's degree in field related to Social Sciences or similar areas

General Experience:

- Minimum of excellent knowledge and minimum 7 years of demonstrable experience in gender.
- Training on gender issues/ gender studies and participatory development theories
- Well-developed and demonstrable analytical and research skills, and capacity to collate and present data systematically and in concise formats
- Excellent understanding of the dynamics around gender and natural resource management.
- Demonstrated understanding of the national legal and institutional context related to local and indigenous communities in Cabo Verde highly desirable
- Prior experience of working as part of a project development team on a UNDP-supported, GEF-financed project will be an asset

Required Languages:

- Full proficiency in quality written and spoken Portuguese and working knowledge of English is required. Spanish is a strong advantage.

Competencies Corporate:

- Demonstrates integrity by modelling 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, treating all people fairly without favoritism.

Functional

- Able to communicate effectively to a varied audience in a simple and concise manner.
- Capable of working in a high- pressure environment and managing multiple tasks while meeting strict deadlines with focus on quality results.
- Exercises the highest level of responsibility and be able to handle confidential and politically sensitive issues in a responsible and mature manner.
- Excellent analytical, writing, advocacy, presentation, and communication skills

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

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

1. Proposal:

- (i) Explaining why they are the most suitable for the work
- (ii) Brief description of why the individual considers him/herself as the most suitable for the assignment, and a methodology, if applicable, on how they will approach and complete the assignment.

2. Personal CV and P11 including past experience in similar projects and at least 3 references

3. Financial proposal

Incomplete applications will be excluded from further consideration.

Only selected candidate will be notified.

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 (i.e., whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e., upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

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.

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; [To be determined]*

** Financial Criteria weight; [To be determined]*

Only candidates obtaining a minimum of 49 points would be considered for the Financial Evaluation

Criteria	Weight	Max. Point
<u>Technical</u>	70%	70 points
Master's degree in field related to Social Sciences or similar areas		15 points
Minimum of excellent knowledge and minimum 7 years of demonstrable experience in gender, Excellent understanding of the dynamics around gender and natural resource management. Demonstrated understanding of the national legal and institutional context related to local communities in Cabo Verde highly desirable		25 points
Well-developed and demonstrable analytical and research skills, and capacity to collate and present data systematically and in concise formats		10 points
Previous working experience with GEF agencies (e.g., UNDP, WB), and familiarity with GEF and UNDP policies, procedures, and practices		10 points
Full proficiency in quality written and spoken English		10 points
<u>Financial</u>	30%	30 points

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3- OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY

ANNEX 4 - P11 MODIFIED FOR SCs AND ICs