

EXPRESSION OF INTEREST (EOI)

International Open EOI	DATE: 08 June 2022
	REFERENCE: EOI-072-IND-2022

Dear Sir / Madam:

We kindly request for Expression of Interest for **“To undertake Training Need Assessment for GCF-Gol supported Project – Enhancing Climate Resilience of India’s Coastal Communities (ECRICC) in Odisha.”**.

Please be guided by the following documents, in preparing your EoI:-

Annexure 1 – Description of Requirements

Annexure 2 – EoI Response Form

EoI may be submitted on or before the deadline indicated by UNDP in the e-tendering system. EoI 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.

You are kindly requested to indicate whether your company intends to submit an EoI by clicking on **“Accept Invitation”**.

In the course of preparing and submitting your EoI, 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 EoI after the deadline.

Interested agencies may request clarifications on this EOI process up to 21st June 2022, 17:30 hrs. by sending an email to manikandan.srinivasan@undp.org. Responses to such clarifications will be uploaded on e-tendering portal.

This EOI does not entail any commitment on the part of UNDP, either financial or otherwise. UNDP reserves the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds.

Yours sincerely,

Manikandan Srinivasan
Procurement Unit

DESCRIPTION OF REQUIREMENTS

EXPRESSION OF INTEREST FOR

FOR AN AGENCY TO UNDERTAKE A TRAINING NEEDS ASSESSMENT FOR THE PROJECT ON 'ENHANCING CLIMATE CHANGE RESILIENCE IN COASTAL COMMUNITIES', IN THE STATE OF ODISHA

Background

The project titled “Enhancing Climate Resilience of India’s Coastal Communities” is a joint initiative of the GCF-GoI-UNDP that envisions to enhance the resilience of vulnerable coastal communities to climate change through ecosystem-based adaptation (EbA). The project interventions will shift the paradigm for coastal governance towards a new approach that integrates ‘ecosystem-centred and community-based approaches’ to adaptation into coastal management and planning. This will be achieved through investing in ecological infrastructure to buffer against climate induced hazards, especially storm surges, supporting climate-resilient coastal livelihoods, and enhancing climate-risk informed cross-sectoral planning and governance of the coastal zone.

This project is being implemented in 24 landscapes in three states of India i.e. Andhra Pradesh, Maharashtra and Odisha. In the state of Odisha, the seven landscapes are spread in four districts. The landscapes are : Talasari (Balasore), Chilika & Bahuda (Ganjam), Chilika and Devi Mouth (Puri), Bhitarkanika and Mahanadi Mouth (Kendrapara).

The project seeks to 1) enhance the capacities of local communities, various government officials, the private sector, and other stakeholders with improved knowledge on EbA and the benefits of adopting EbA approaches to build climate resilience of the coastal communities, 2) improve the technical and institutional capacity of officials and PRIs at the state, district and sub-district level and the community organisations on planning and implementing coastal adaptation measures 3) importance of ecological infrastructure in addressing climate induced risks in coastal areas. For more details about the project: <https://www.adaptation-undp.org/projects/enhancing-climate-resilience-india%E2%80%99s-coastal-communities>

Sub- Objectives

- 1) In Odisha, there is a need to support and strengthen the capacity of officials from the public, private sector and civil society organisation based at the State and District level in planning, financing, implementing, operating, and managing ecosystem-based climate adaptation projects.
- 2) Assist States and District level officials in the preparation and implementation of demonstration “Landscape level” projects focused towards enhancing the overall resilience of the coastal communities against climate induced impacts.
- 3) Support mainstreaming of EBA into sectoral plans and policies in the public and private sector through scientific cost benefit analysis of eco-system-based investment in coastal management and urban planning

Challenges in meeting the objectives

Some of the hurdles in achieving the above objective include a number of technical, financial, and capacity related issues as provided below:-

1. Inadequate information on climate vulnerabilities for local-level adaptation planning for the coastal zones.
2. Limited knowledge of and support for the role of EbA in enhancing adaptive capacity.
3. Limited institutional capacity for mainstreaming climate change into coastal zone planning, governance, and finance.

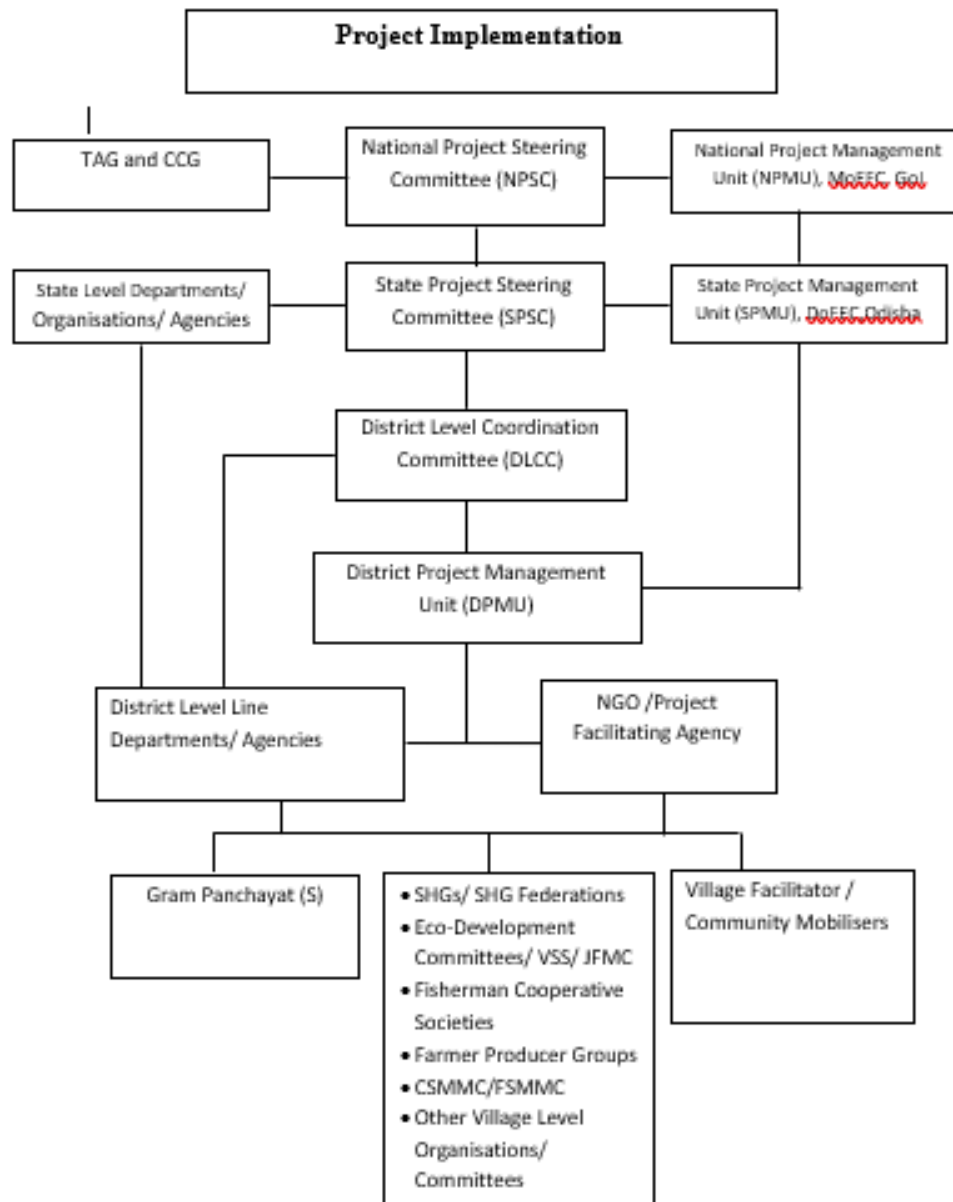
Project Outputs & Activities

The project envisions to enhance the resilience of coastal communities throughout India. The project will lead to the achievement of the three key outputs, that are 1) Enhanced resilience of coastal and marine ecosystems and their services, 2) Climate adaptive livelihoods for enhanced resilience of vulnerable coastal communities and, 3) Strengthened governance and institutional framework for climate resilient management of coastal areas.

Key Stakeholders

Sectors / Departments /Initiatives	Level of Stakeholders	
	State Level	District Level
Fishery & ARD, Agriculture, Environment, Forest, Climate Change, Finance, Rural Development, Watershed, Planning, Corporate/ MNCs, Mission Shakti, OLM, OSDMA, ORSAC, SCZMA, etc.	Law Makers, Bureaucrats, Technocrats, Planners, Project Management Unit etc	Collectors, Tahsildars, Director and Deputy Directors of Line departments, District Project Management Unit , PIAs
	Relevant Private Sector officials	Relevant Private Sector officials
	Officials from NGOs, CSOs	Officials from NGOs, CSOs
	Academic & Research Institutes.	Academic & Research Institutes

Overall Project Implementation Arrangement



Scope of work

This assignment will contribute to Output 1,2 and 3 as mentioned above by

- 1) Assessing the technical & functional capacity gaps and training needs of project stakeholders from the State and District Level for effective planning, coordination, implementation, management, and monitoring of “ecosystem-based climate adaptation” projects and schemes in the state of Odisha. The assignment to assess the level of existing and desired capacity, particularly focusing on technical and functional capacities required to perform the functions based on the expected roles and responsibilities of the project stakeholders including Government, Non-Government, Academic institutions,

Civil Society organisation and Private Sector for planning, coordination implementation, management, and monitoring of EbA initiatives.

- 2) Based on the Capacity Assessment findings and recommendations, identify and develop realistic, feasible and time-bound capacity development plans.

Tasks to be performed:

- 1) Identification and mapping of officials responsible for 'climate change' component in Odisha government departments including the state nodal agency of this project i.e. Forest, Environment and Climate Change Department, as well as other departments, authorities, corporations, directorates (to be collaborated as PIAs) and listing of their present roles and responsibilities in planning, coordinating, implementing, managing and monitoring of the ongoing climate change focussed projects (if any) and programmes of government. Officials at state, district, blocks, and GPs and village levels to be mapped.
- 2) Conduct a situation analysis of the key stakeholders as well as other potential collaborators, by assessing/identify their knowledge gaps and technical capacities/ in competencies, with respect to climate change project implementation. Identify the challenges/ gap/hurdles experienced or encountered in the implementation of the environmental and climate change focussed projects.
- 3) Identify the infrastructural, HR and other resources existing with specialised training institutes that can be engaged as potential collaborator specifically for carrying out training and capacity building activities envisaged under the ECRICC project.
- 4) Review the existing training facilities/opportunities/courses available within the state and beyond on the themes around climate change, EbA, etc.

Expected deliverables:

- Prepare a concise report on 'knowledge' gap analysis with suggestions for trainings focussing climate change projects, for all levels of HR, indicating the themes for training around Policy, Planning and Implementation of climate change and allied projects.
- Suggest an estimation of staff required in the SNA & PIAs for the effective implementation of ECRICC project.
- Based on the analysis provide list of topics, list of tentative modules or toolkits that can be prepared / reused from existing resources
- Suggest the names of platforms /institutions/ organisation/ forums to institutionalise the training & capacity development on climate change and EbA.
- Recommend strategies/approaches for carrying out the trainings from state to landscape, along with a with a tentative budget for each strategy proposed.
- Prepare a multiyear training plan along with budget.
- Prepare a framework for the monitoring of the proposed training approaches.

Duration of the Assignment:

The total duration of this assignment will be 06 (Six) months from the date of signing of the contract unless it is extended by assigning party upon the request of the assignee.

1. Eligibility Criteria:

An agency will be selected in accordance with the Quality and Cost Based Selection (QCBS) method. The Pre-qualification criteria are as follows:

- (i) The agency shall have a minimum of 5 years of experience with at least 2 completed assignments in climate change theme (Detail Project Report /Integrated Landscape Management Plan /Environment Restoration and Impact studies/ pre-feasibility studies / livelihood value chain studies for Government and other Externally Aided Projects)
- (ii) The firm must not have been declared ineligible / banned/ blacklisted by any State or Central Govt/ any other Government Institution in India for any reason as on last date of submission of EOI or convicted for economic offences in India for any reason as on last date of bid submission. A self-declaration in this regard must be submitted.
- (iii) Agency must have experience of working in at-least one of the following assignments in the last 5 years: -
 - (a) One consultancy contract of similar nature not less than the amount of INR One Crore**
 - (b) Two Consultancy Contracts of similar nature not less than the amount of INR 50 lakhs each (Agency shall submit copy of evidence in support of this).**
- (iv) The annual average turnover of the agency/ consultant shall not be less than Rs. 1 crore per annum for last 3 years.
- (v) Agency should be (a) company registered under Company Act 1956/2013 or (c) Society Registration Act 1860 / Indian Trust Act 1882.
- vi) Must be registered with GST Authority.

Agencies will be shortlisted on the basis of 'pass/fail' criteria.

2. Documentation to be submitted

In submitting their Expression of Interest (EOI), the prospective agency shall provide the following information to document their compliance with the Eligibility Criteria outlined above:

- Organization Profile, which should not exceed 10 pages, including: printed brochures and project catalogues relevant to the machinery being requested; top management or board of trustees; organization structure, including organogram and number of personnel employed (CVs of relevant personnel are not requested at this stage).
- Audited Financial Statements (Balance Sheet and Profit & Loss accounts) for last three years.
- Tax Registration/Payment Certificate issued by Competent authority
- Certificate of Registration
- Documents (copy of contracts/purchase orders) showing that the supplier has minimum five years of experience in manufacturing, supply, installation and after sales support.

- Self-declaration from bidder confirming they have in-house manufacturing unit. UNDP may do site verification.

It is to be noted that the documents are subject to verification and the supplier must ensure authenticity of all the submitted documents.

EOI Response Form

Please focus responses provided to the areas/questions requested, with the objective that the filled-in form does not exceed a total of 10 pages. Extraneous information not directly responding to the questions will constrain the ability of UNDP to positively assess the submitted form.

1. Contact Information:

Name of Agency	
Contact Person & Details	
Address	
Telephone	
Email	

2. Organizational Background:

When was the agency established?	
How has the agency evolved since its establishment? (no more than 2 paragraphs)	
Please provide a list of all entities that the agency may have an affiliation with.	
Please provide brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.	

3. Organizational Capacity

<p>Management approach and structure. Describe the overall management approach toward planning and implementing projects, including current management structure and total number of staff and profiles.</p> <p>Note: only add 3 paragraphs here, details to be provided in Organization Profile to be attached</p>	
Describe available Quality Assurance, Audit, Monitoring & Evaluation procedures	

4. Area of Expertise & Relevant Experience

Does the agency have expertise relevant to scope of work identified above in this EOI?	
What other areas of expertise does the agency have?	
<p>List of relevant similar Projects undertaken in the last 3 years</p> <ul style="list-style-type: none"> • Name of Project: • Project Location: • Value of activities delivered by the agency (INR): • Start Date: • End Date: • Activities undertaken: • Results: • Parameters: • Any other information: 	

5. Financial Position and Sustainability

What was the agency total financial delivery in the past three years?	
What was the budget of the largest project handled over the last two years?	

I, the undersigned, warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:

Name	
Functional Title	
Email	
Date	
Signature	