



United Nations Development Programme/Government of Mauritius



Terms of Reference for procurement of consultancy services for a National Expert in Alien Invasive Control and Monitoring for the UNDP/GEF 'Mainstreaming Invasive Alien Species (IAS) Prevention, Control and Management' project

TITLE:	Independent Consultant – National Expert in Alien Invasive Control and Monitoring (Mauritian Nationals only)
SECTOR:	Environment
LOCATION:	Republic of Mauritius
DUTY STATION	Home and office based – Republic of Mauritius
DURATION	18 weeks (90 working days)
STARTING DATE	August 2022
END DATE	July 2023
CONTRACT PERIOD	90 days spread over 12 months

A. Project Title:

PIMS 5503- UNDP/GEF Mainstreaming Invasive Alien Species (IAS) Prevention, Control and Management.

B. Project Description:

The 'Mainstreaming Invasive Alien Species (IAS) Prevention, Control and Management' project seeks to safeguard globally significant biodiversity in vulnerable ecosystems, through the prevention, control, and management of Invasive Alien Species (IAS) in the Republic of Mauritius through strengthening the systemic, institutional and operational capacity by:

- a) Creating the policy and institutional frameworks needed for effective prevention, control and management of IAS to secure ecosystem goods and services under pressure from IAS. It builds the right enabling environments (policies, institutional coordination) for mainstreaming IAS prevention, control, and management
- b) Establishing a multi-tier strategy for effective tackling of IAS - The strategy includes improved preventative measures at points of entry into the country and inter-Islands, early detection and rapid response programmes to eradicate new incursions. It also includes improved capacity to upscale proven methodologies for managing IAS on a landscape level
- c) Up-to-date information for raising public awareness and enhancing understanding of the centrality of IAS programmes for protecting biodiversity, ecosystems, the economy, and livelihoods. It ensures that knowledge management supports monitoring, assessment and learning and forms the basis for adaptive project implementation, achievement of results, impacts, and upscaling of experiences in the Republic of Mauritius and in the region. This will ensure that the interventions of the project inform and influence the behaviours of a wider IAS constituency.

This project is being implemented by the National Parks and Conservation Service operating under the aegis of the Ministry of Agro Industry and Food Security.

C. Rationale

One of the key outputs of the project is to assist stakeholders in terms of logistics and technical support for control of invasive alien species (IAS).

Invasive rodents are known to alter ecosystems worldwide and can be devastating in island ecosystems where species have evolved without the threats posed by rodents (Fukami et al. 2006; Simberloff 2008).

The National Parks and Conservation Service and the Forestry Service operating under the aegis of the Ministry of Agro Industry and Food Security are planning to use Good Nature Traps (GNT) for control of invasive alien species (fauna) in the National Parks, Nature Reserves and outer islets. They are also potentially useful for the conservation work in Rodrigues and its associated islets. There is great optimism and proven scientific knowledge and records that GNT have a high success rate regarding controlling of these noxious species. There are numerous advantages using GNT:

- Reduced long-term costs for rat control as a result of less labor and fewer helicopter flights/boat trips to remote sites (Surrounding islets)
- Increased ability to conduct rodent control in remote sites due to less maintenance required
- Increased rat control efficacy because they are multi-kill devices
- Decreased damage to vegetation because sites are visited less frequently
- Reduced risk for staff resulting from less handling of rat carcasses
- Humanely dispatched rats (Jansen 2011)

Under this project an expert in the field of invasive alien species (IAS) control will be needed to assist the relevant stakeholders in terms of logistics and technical support for the control of IAS through:

- deployment of GNTs,
- setting up and delivery of training for staff in the Republic of Mauritius, mainly in Mauritius and Rodrigues, for both public and private institutions.
- monitoring of grid set up and data analysis

This transfer of competencies and skills will enable stakeholders to sustain the long term use and monitoring of these GNT.

Jansen, P. 2011. Goodnature® A24 automatic Rat & Stoat Kill Trap Evaluation of Humaneness. New Zealand. Available online at: <http://Goodnature.co.nz/img/Goodnature%20A24%20Rat%20NAWAC.pdf>.

Fukami, T.; Wardle, D.; Bellingham, P.; Mulder, C.; Towns, D.; Yeates, G.; Bonner, K.; Durrett, M.; GrantHoffman, M.; Williamson W. 2006. Above- and below-ground impacts of introduced predators in seabird-dominated island ecosystems. Ecology Letters, 9:1299–1307

D. Scope of Work

The National Alien Invasive Control and Monitoring Expert will operate under the guidance of the Project Manager, Chief Technical Advisor and the National Project Director in all aspects of the project implementation, mainly on – but not limited to – the following elements:

- Production of a detailed work plan based on the objectives and approaches outlined above including a detailed assignment methodology
- Collecting/compiling data on use of GNT from relevant agencies including, but not limited to the National Parks and Conservation Service (NPCS), Forestry Service (FS), Mauritian Wildlife Foundation (MWF) other NGOs and private sector.
- Analyse the gaps in terms of training needs assessment, human resources and other logistics
- Preparation of a detailed implementation plan inclusive of identification of sites.

- Conduct training of staff involved in deployment, management of GNT and processing of data generated including preliminary survey of earmarked sites, georeferenced points, hands on training, etc
- Development of a monitoring and data collection protocol including logistics.
- Conducting preliminary data analysis
- Development of a user friendly manual
- Production of a completion report describing the process for the implementation of the GNP project

The National Expert shall be remunerated in accordance with the time schedule and deliverables approved by UNDP. UNDP will be represented as appropriate by the Project Manager, Head of Environment Unit, National Project Director, the Regional Technical Adviser, or the Independent Evaluation Office. The Project Technical Committee set up will review and comment on the deliverables as appropriate. The list of deliverables is shown in the table below.

E. Expected Outputs

Item	Project Activities/deliverables	Time schedule	Payment schedule (%)	Means of verification
1	Production of a detailed work plan based on the objectives and approaches outlined above including a detailed assignment methodology	1 August 2022	10	Approved assignment work plan
2	Consultative workshop with Stakeholders (Collecting/compiling data on use of GNT from relevant agencies including, but not limited to the National Parks and Conservation Service (NPCS), Forestry Service (FS), Mauritian Wildlife Foundation (MWF) other NGOs and private sector)	15 August 2022	5	Approved report
3	Analyse the gaps in terms of training needs assessment and human resources and other logistics	29 August 2022	5	Approved report
4	Preparation of a detailed implementation plan inclusive of identification of sites.	12 September 2022	15	Approved report
5	Conduct training of staff involved in deployment, management of GNT and processing of data generated including preliminary survey of earmarked sites, georeferenced points, hands on training, etc	26 September 2022	15	Approved report
6	Development of a monitoring and data collection protocol including logistics.	10 October 2022	15	Approved report
7	Conducting preliminary data analysis	1 December 2022	15	Approved report
8	Development of a user friendly manual	30 January 2023	10	Approved report
9	Production of a completion report describing the implementation of the GNT project	27 February 2023	10	Approved report
	Total		100	

Payment Conditions

The consultant must send a financial proposal based on Daily Fee. The consultant shall quote an all-inclusive Daily Fee for the contract period. The term “all-inclusive” implies that all costs (professional fees, communications, consumables, etc.) that could be incurred by the IC in completing the assignment are already factored into the daily fee submitted in the proposal. Travel costs and daily allowance cost should be identified separately.

Payments will be made based on the agreed financial proposal (contract is based on daily fee) and released upon submission of a certificate of payment request, indicating deliverables achieved and days worked to be verified and cleared for payment by the supervisor.

Important Note

All deliverables shall be submitted in appropriate, editable, format, in MS Word and in PDF as per requirement of the Client to the address of the Project Manager and with copy to the Head of the Environment Unit. The Project Manager will be responsible for further distribution. The deliverables should be of high quality in form and substance and with appropriate professional presentation. He/she should fully comply with the requirements of UNDP in terms of content and presentation and respect UNDP and GEF visibility guidelines, since unsatisfactory performance may result in termination of contract. Tables of content should be cleared with the PMU before reports are produced.

F. Reporting

The successful candidate will work under the close and joint technical supervision by the project management team and UNDP. He/She will prepare a brief activity report on a quarterly basis, and send to the head of Environment . All deliverables shall be paid only after approval by the PMU and UNDP.

G. Duration of the work

The duration of the consultancy service will be for 90 working days over 12 months from August 2022 until July 2023.

H. Duty Station

The assignment shall be undertaken in Port Louis and/or remotely with possibility of traveling to project sites. During the field -based part of the assignment, he/she will be based at the National Parks and Conservation Service operating under the aegis of Ministry of Agro Industry and Food Security or at the Commision of RRA in Rodrigues.

I. Qualifications**Education**

- He/she should have a least a post graduate degree in Biological Sciences, Natural Sciences, Ecology, Environmental Management, Biodiversity, Land use Management and Ecosystem services or any other related field.

Experience

- Minimum 5 years of demonstrable experience in the technical area related to field projects and programmes .
- He/She should have at least 3 years of experience in the set up of Good Nature Traps system.
- In addition, he/she should have been involved in at least 1 project of similar nature. Experience with socio economic aspects in managing protected areas will be also an advantage.

Competencies**Skills**

- Good interpersonal and communication skill with the ability to effectively interact at senior levels of Government in a multi-disciplinary and multi-cultural environment;
- Strong drafting and reporting skills

Language:

- Fluency in English (both written and verbal) and a good knowledge of French is an advantage.

Corporate Competencies:

- Demonstrates commitment to UNDP's mission, vision and values;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Ability to work effectively with counterpart staff at all levels and with all groups involved in the project; and
- Highest standards of integrity, discretion and loyalty.

Development and Operational Effectiveness

- Ability to report analytical outputs in a clear, concise manner to a non-technical audience;
- Ability to maintain appropriate records / uphold quality assurance integrity;
- Strong drafting, presentation and reporting skills, excellent written communication skills;
- Strong IT competencies.

Leadership and Self-Management

- Focuses on result for the client and responds positively to feedback; and
- A good personality with strong leadership skills.

J. Scope of bid price and schedule of payments

The financial offer should be quoted as a lump sum amount, all-inclusive (professional fee, insurance, all travel costs, per diem, etc.). In general, UNDP should not accept travel costs exceeding those of an economy class ticket.. Travel costs will be paid as per actual travel costs* claimed by the consultant after each mission and after written confirmation from the Regional Project Manager and verification by UNDP that the services have been satisfactorily performed. Should the consultant wish to travel on a higher class he/she should do so using their own resources.

The contract price is fixed regardless of changes in the cost components. In the case of unforeseeable travel (additional mission for example), payment of travel costs including tickets, accommodation and terminal expenses should be agreed upon prior to travel between UNDP and Individual Consultant and will be reimbursed.

Payments will be effected based on deliverables as per section D.

K. Recommended Presentation of Offer

The following documents are requested:

- a) Duly completed **Letter of Confirmation of Interest and Availability** using the template provided by UNDP;
- b) **Personal CV or P11**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references;
- c) **Technical offer: Brief description** of why the individual considers him/herself as the most suitable for the assignment, and a **methodology** on how they will approach and complete the assignment;
- d) **Financial Proposal** that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs, as per template provided by UNDP.

L. Criteria for selection of best offer

Individual consultant will be evaluated based on the following methodology:

Cumulative analysis

The award of the contract will be made to the candidate whose offer has been evaluated using the “Combined Scoring Method” whereby the selection will be based on a Combined Scoring Method where the technical proposal will be 70 percent and combined with the financial offer which will be weighted 30 percent.

When using this 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 technical proposal; and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

Technical evaluation criteria:

A. Short listing Criteria	Max. Point
Qualification	
Masters degree in a subject related Biological Sciences, Natural Sciences, Ecology, Environmental Management, Social Sciences, Biodiversity, Land use Management and Ecosystem services.	15
• PhD in a subject related Biological Sciences, Natural Sciences, Ecology, Environmental Management, Social Sciences, Biodiversity, Land use Management and Ecosystem services.	20
Professional experience in the required technical field (Control of Invasive species)	
• 5 years	10
• More than 5 years	15
Experience in setting up and monitoring of Good Nature Traps System	
• 3 years	3
• More than 3 years	5

Specific experience: involved in at least 1 project of similar nature	
• 1 project	10
• More than 1 project	15
Language Qualifications	
• Proficiency in English	10
• Good knowledge of French	5
IT Skills	
• Proficiency in IT and report writing	10
Proposal and Methodology	
• Methodology and approach for carrying out the activities and obtaining expected outputs. Understanding of the expected challenges and problems in implementation of this work and approach to address and resolve them	15
• Action plan and timeline	5
Total maximum	100

Candidates scoring 70 percent or above for technical evaluation will be selected for the analysis of their respective financial offers. The financial offers will be evaluated giving the lowest price proposal 30 marks and marking the other more expensive proposals reverse proportionally to the cheapest offer. The final scoring of short-listed candidates will take into account the technical score and the financial score:

Criteria	Weight	Max. Point
Technical score	70%	70
Financial score	30%	30

The candidate ranking highest shall be selected.

Payment Milestones and Authority

The prospective consultant receive his/her lump sum service fees upon certification of the completed tasks satisfactorily as per Table 1, Section D.

M. Approval

This TOR is approved by:

Signature: 
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Name and Designation: Tanzila Watta Sankoh, Head of Environment Unit a.i, UNDP CO

Date of Signing: 16-Jun-2022