



## INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 26<sup>th</sup> July 2022

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**Country: South Africa**

**Type of Contract: Individual Consultant**

**Description of the assignment:** Legal support for the development of a Biodiversity Offset Modality around Protected Areas in South Africa

**Period of assignment/services (if applicable):** 18 months

Proposal should be submitted at the following by email to [bid.pretoria@undp.org](mailto:bid.pretoria@undp.org) no later than **12 noon Pretoria time (GMT+2) by the 19<sup>th</sup> August 2022 South African time.**

Any request for clarification must be sent in writing, or by standard electronic communication to the address or e-mail indicated above. Procurement Unit, South Africa will respond in writing or 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

International best practice in the development of sustainable tourism certification and sustainable certification of agriculturally produced goods indicate that such schemes are often structured as market-driven, voluntary approaches to incentivize environmentally sustainable practices, adequately mitigate risk or environmental impacts of production and optimize business operations and practices.

Certification is a mechanism which indicates that certain agreed-upon standards have been met in all production processes on the game ranch and related supply chains. Wildlife Economy base standards across three pillars have been identified to be developed: sustainable land management (as indicated by rangeland condition); sustainable species management (as indicated by population wildness); and sustainable livelihoods (as indicated by social equity and community development). This could be further complemented by standards for the broad types of activities across the wildlife sector. The proposed Wildlife Economy Certification Scheme could support the re-positioning and strengthening of the principle of sustainable use of natural resources as a critical driver of inclusive rural economic development and biodiversity conservation in South Africa.

The certification scheme aims to be a cost-effective way to create an enabling environment for a thriving Wildlife Economy sector with a verifiable contribution to biodiversity conservation and inclusive rural economic development. The certification scheme is envisaged to help improve the resilience of the sector while at the same time helping to secure biodiversity and ecosystem services as a global public good. It is envisaged to support the creation of a more efficient enabling environment that includes a sector-level consideration of the full range of provincial and national regulations governing and impacting the wildlife economy sector. This could lead to potential cost savings or operational efficiencies made possible through a fundamentally more cooperative approach between key parties.

Harnessing adaptive management, and continually improving practices and industry-wide advocacy could lead to significantly increased outcomes for natural capital stocks on privately held land. Tailored extension services and mentorship programs could be designed to ensure emerging wildlife ranchers are supported to access the opportunities in the sector. Investment in restoring and maintaining ecological infrastructure is approached as a long-term endeavor by game ranch owners and could be an opportunity to create long-term employment and labor-intensive activities in South Africa's marginalized rural districts.

(Detailed background can be found in the Terms of references).

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

BIOFIN seeks to appoint an individual consultant to develop a business case for the certification scheme in support of the implementation of this finance solution. Such a business case should clearly articulate the needs of the primary stakeholders and what value is added to the sector through the development of the certification scheme. In the absence of a strong business case, there will be no basis for private sector stakeholders in the wildlife economy sector to embrace the certification scheme.

(For detailed information can be found in the terms of references)

### 3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

<b>Expert 1: Resource Economist and Wildlife Economy Expert</b>	<p><b>Academic qualifications:</b> Candidate must be in possession of a Masters degree in Economics and/or Resource Economics and/or Agricultural Economics or similar</p> <p><b>Minimum experience required:</b></p> <ul style="list-style-type: none"> <li>• Minimum 8 years of professional experience, in one of the following areas: wildlife economy sector, environmental management,</li> <li>• Experience and understanding of environmental issues or biodiversity, with a focus on conservation and Biodiversity Economy related topics. An understanding of South Africa's National Biodiversity Economy Strategy and the Wildlife sector is vital.</li> <li>• Experience in conducting surveys and stakeholder engagement,</li> <li>• Demonstrable experience in technical and/or professional support to the Wildlife Economy sector.</li> <li>• Prior experience with UNDP projects is an asset.</li> <li>• Demonstrable experience in business strategy and business case development</li> </ul>
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The following additional functional competencies of the consultants will also be advantageous.

- Documented experience in written content development, communication and writing skills in English.
- Ability to work as part of a team.
- An understanding of certification schemes
- Efficient, partner- and client-focused working methods.
- Excellent communication skills both orally and in writing.
- Excellent interpersonal skills.

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

<p>a) <b>Letter of Confirmation of Interest and Availability</b> using the <a href="#">template</a><sup>1</sup> provided by UNDP;</p> <p>b) <b>CV and a Personal History Form</b> (<a href="#">P11 form</a>)<sup>2</sup>;</p> <p>c) <b>Brief description of approach to work/technical proposal</b> of why the individual considers him/herself as the most suitable for the assignment, and a proposed methodology on how they will approach and complete the assignment; (max 1 page)</p> <p>d) <b>Financial Proposal</b> that indicates the all-inclusive fixed total contract price and all other travel related costs (such as flight ticket, per diem, etc), supported by a breakdown of costs, as per template attached to the <a href="#">Letter of Confirmation of Interest template</a>. If an applicant is employed by an organization/company/institution, and he/she expects his/her employer to charge a management fee in the process of releasing him/her to UNDP under Reimbursable Loan Agreement (RLA), the applicant must indicate at this point, and ensure that all such costs are duly incorporated in the financial proposal submitted to UNDP.</p>
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<sup>1</sup>

<https://intranet.undp.org/unit/bom/psa/Support%20documents%20on%20IC%20Guidelines/Template%20for%20Confirmation%20of%20Interest%20and%20Submission%20of%20Financial%20Proposal.docx>

<sup>2</sup> [http://www.undp.org/content/dam/undp/library/corporate/Careers/P11\\_Personal\\_history\\_form.doc](http://www.undp.org/content/dam/undp/library/corporate/Careers/P11_Personal_history_form.doc)

## 6. EVALUATION

Individual consultants will be evaluated based on the following methodologies:

**1. Lowest price and technically compliant offer**

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

*a) responsive/compliant/acceptable, and*

*b) offering the lowest price/cost*

*“responsive/compliant/acceptable” can be defined as fully meeting the TOR provided.*

Evaluation criteria	Max score
	(100)
Proposed Methodology: A clear methodology must be described, and the methodology must outline how the Scope of Work will be carried out according to deliver each deliverable	30
Proposed Work Plan and management of the project: Detailed work plan with intermediate and final outputs and identified timeframes / milestones and resources must be indicated in the proposal for achieving of the deliverables.	10
Documented qualifications and experience: demonstration of necessary resources and technical expertise to undertake and successfully complete the project. Documented relevant academic qualifications must be showcased, as well as experience, knowledge, proven track record and evidence of undertaking similar projects.	20
Technical Capability/ expertise and track record of previous work done that relates to the deliverables of this assignment and knowledge in the respective fields outlined above, i.e. wildlife economy, wildlife ranching, business strategy and economics (environment and conservation sector experience preferable) and <b>may</b> also have, planning/management practices, project management, certification, and finance mechanisms experience. Previous experience in engaging with international and national experts and institutions as well as with community stakeholders.	30
The company's experience, track record and knowledge in developing business strategies and business cases. The bidder should submit full details of at least three reliable contactable signed references for projects of a similar scope that were successfully completed previously.	10

Applicants will be evaluated based on a cumulative analysis taking into consideration the combination of the applicants' technical qualifications (70%) and financial proposal (30%).

Only Individual Consultants obtaining a minimum of 70 of the obtainable points of 100 points (70%) in technical evaluation would be considered for the Financial Evaluation.

*Only candidates obtaining a minimum of 70% (70 points) would be considered for the Financial Evaluation.*

**ATTACHEMENTS:**

- TERMS OF REFERENCES (TOR)
- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS
- OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY
- P11 – PERSONAL HISTORY FORM