



**Consultancy: Indigenous Peoples and Local Communities Nature Based Projects  
Governance: Landscape Assessment and White Paper**

**IUCN ESARO, South Africa Country Office**

**RfP Reference: IUCN-24-05-PO4845**

*Welcome to this Procurement by IUCN. You are hereby invited to submit a Proposal. Please read the information and instructions carefully because non-compliance with the instructions may result in disqualification of your Proposal from this Procurement.*

**1. REQUIREMENTS**

1.1. A detailed description of the services and/or goods to be provided can be found in Attachment 1.

**2. CONTACT DETAILS**

2.1. During the course of this procurement, i.e. from the publication of this RfP to the award of a contract, you may not discuss this procurement with any IUCN employee or representative other than the following contact. You must address all correspondence and questions to the contact, including your Proposal.

IUCN Contact: Procurement Department, [tenders.sa@iucn.org](mailto:tenders.sa@iucn.org)

**3. PROCUREMENT TIMETABLE**

3.1. This timetable is indicative and may be changed by IUCN at any time. If IUCN decides that changes to any of the deadlines are necessary, we will publish this on our website and contact you directly if you have indicated your interest in this procurement (see Section 3.2).

DATE	ACTIVITY
17 May 2024	Publication of the Request for Proposals
28 May 2024	Deadline for expressions of interest
28 May 2024	Deadline for submission of questions
31 May 2024	Planned publication of responses to questions
14 June 2024	Deadline for submission of Proposals to IUCN (" <b>Submission Deadline</b> ")
19 June 2024	Clarification of Proposals
26 June 2024	Interviews / site visits / presentations
28 June 2024	Planned date for contract award
04 July 2024	Expected contract start date

3.2. Please email the IUCN contact to express your interest in submitting a Proposal by the deadline stated above. This will help IUCN to keep you updated regarding the procurement.

#### 4. COMPLETING AND SUBMITTING A PROPOSAL

4.1. Your Proposal must consist of the following four separate documents:

- Signed Declaration of Undertaking (see Attachment 2)
- Pre-Qualification Information (see Section 4.3 below)
- Technical Proposal (see Section 4.4 below)
- Financial Proposal (see Section 4.5 below)

Proposals must be prepared in English.

4.2. Your Proposal must be submitted by email to the IUCN Contact (see Section 2). The subject heading of the email shall be [RfP Reference – bidder name]. The bidder name is the name of the company/organisation on whose behalf you are submitting the Proposal, or your own surname if you are bidding as a self-employed consultant. Your Proposal must be submitted in PDF format. You may submit multiple emails suitably annotated, e.g. Email 1 of 3, if attached files are too large to suit a single email transmission. You may not submit your Proposal by uploading it to a file-sharing tool.

**IMPORTANT:** Submitted documents must be password-protected so that they cannot be opened and read before the submission deadline. Please use the same password for all submitted documents. After the deadline has passed and within 12 hours, please send the password to the IUCN Contact. This will ensure a secure bid submission and opening process. Please **DO NOT** email the password before the deadline for Proposal submission.

4.3. *Pre-Qualification Criteria*

IUCN will use the following Pre-Qualification Criteria to determine whether you have the capacity to provide the required goods and/or services to IUCN. Please provide the necessary information in a single, separate document.

Pre-Qualification Criteria	
<b>1</b>	3 relevant references of clients similar to IUCN / similar work
<b>2</b>	Confirm that you have all the necessary legal registrations to perform the work
<b>3</b>	State your annual turnover for each of the past 3 years
<b>4</b>	How many employees does your organisation have who are qualified for this work?

4.4. *Technical Proposal*

The Technical Proposal must address each of the criteria stated below explicitly and separately, quoting the relevant criteria reference number (left-hand column).

Proposals in any other format will significantly increase the time it takes to evaluate, and such Proposals may therefore be rejected at IUCN’s discretion.

Where CVs are requested, these must be of the individuals who will actually carry out the work specified. The individuals you put forward may only be substituted with IUCN’s approval.

IUCN will evaluate Technical Proposals with regards to each of the following criteria and their relative importance:

	Description	Information to provide	Relative weight
--	-------------	------------------------	-----------------

<b>1</b>	<b>Understanding of the work scope</b>	<b>Detailed (technical proposal)</b>		<b>25%</b>
1.1	Completeness & Clarity of Bid		10%	
1.2	Proposed Approach & Prelim Workplan		15	
<b>2</b>	<b>Expertise &amp; Experience</b>	<b>Curriculum Vitae</b>		<b>35%</b>
2.1	Relevance of qualifications & experience of key team members (including Team Lead)		35%	
<b>3</b>	<b>Regional experience &amp; expertise in similar assignments.</b>	<b>Portfolios/Reports</b>		<b>40%</b>
3.1	Demonstrated leadership & stewardship qualities	Evidence of successful project completions & leadership roles (x3)	25%	
3.2	Regional experience & understanding	Documents showcasing experience in ESARO & understanding of regional dynamics	15%	
<b>TOTAL</b>			<b>100%</b>	

#### 4.5. Financial Proposal

4.5.1. The Financial Proposal must be a fixed and firm price for the provision of the goods/services stated in the RfP in their entirety to a maximum of USD 60,000.

4.5.2. *Prices include all costs*

Submitted rates and prices are deemed to include all costs, insurances, taxes (except VAT, see below), fees, expenses, liabilities, obligations, risk and other things necessary for the performance of the Terms of Reference or Specification of Requirements. IUCN will not accept charges beyond those clearly stated in the Financial Proposal. This includes applicable withholding taxes and similar. It is your responsibility to determine whether such taxes apply to your organisation and to include them in your Financial Proposal.

Bidders should separate professional and logistical costs but the total cost of the consultancy should be inclusive of all costs.

4.5.3. *Applicable Goods and Services Taxes*

Proposal rates and prices shall be inclusive of Value Added Tax.

4.5.4. *Currency of proposed rates and prices*

All rates and prices submitted by Proposers shall be in USD (United States Dollar).

4.5.5. *Breakdown of rates and prices*

For information only, the price needs to be broken down as follows:

	Description	Quantity	Unit Price	Total Price
--	-------------	----------	------------	-------------

1	Upon completion and IUCN acceptance of deliverable No.1 – Kick off Meeting	1		
2	Upon completion and CI's acceptance deliverable No. 2 - Summary review of Phase 1 and Draft report.	1		
3	Upon completion and CI's acceptance of final Phase 1 deliverable -Phase 1 Revised Report and Phase 1 Final report.	1		
4	Upon completion and CI's acceptance of Phase 2 final Report.	1		
	TOTAL			

4.6. Additional information not requested by IUCN should not be included in your Proposal and will not be considered in the evaluation.

4.7. Your Proposal must remain valid and capable of acceptance by IUCN for a period of 90 calendar days following the submission deadline.

4.8. *Withdrawals and Changes*

You may freely withdraw or change your Proposal at any time prior to the submission deadline by written notice to the IUCN Contact. However, in order to reduce the risk of fraud, no changes or withdrawals will be accepted after the submission deadline.

## 5. EVALUATION OF PROPOSALS

5.1. *Completeness*

IUCN will firstly check your Proposal for completeness. Incomplete Proposals will not be considered further.

5.2. *Pre-Qualification Criteria*

Only Proposals that meet all of the pre-qualification criteria will be evaluated.

5.3. *Technical Evaluation*

5.3.1. *Scoring Method*

Your Proposal will be assigned a score from 0 to 10 for each of the technical evaluation criteria, such that '0' is low and '10' is high.

5.3.2. *Minimum Quality Thresholds*

Proposals that receive a score of '0' for any of the criteria will not be considered further.

5.3.3. *Technical Score*

Your score for each technical evaluation criterion will be multiplied with the respective relative weight (see Section 4.4) and these weighted scores added together to give your Proposal's overall technical score.

5.4. *Financial Evaluation and Financial Scores*

The financial evaluation will be based upon the full total price you submit. Your Financial Proposal will receive a score calculated by dividing the lowest Financial Proposal that has passed the minimum quality thresholds (see Section 5.3.2) by the total price of your Financial Proposal.

Thus, for example, if your Financial Proposal is for a total of CHF 100 and the lowest Financial Proposal is CHF 80, you will receive a financial score of  $80/100 = 80\%$

#### 5.5. *Total Score*

Your Proposal's total score will be calculated as the weighted sum of your technical score and your financial score.

The relative weights will be:

<b>Technical:</b>	<b>70%</b>
<b>Financial:</b>	<b>30%</b>

Thus, for example, if your technical score is 83% and your financial score is 77%, you will receive a total score of  $83 * 70\% + 77 * 30\% = 58.1\% + 23.1\% = 81.2\%$ .

Subject to the requirements in Sections 4 and 7, IUCN will award the contract to the bidder whose Proposal achieves the highest total score.

### **6. EXPLANATION OF PROCUREMENT PROCEDURE**

- 6.1. IUCN is using the Open Procedure for this procurement. This means that the contracting opportunity is published on IUCN's website and open to all interested parties to take part, subject to the conditions in Section 7 below.
- 6.2. You are welcome to ask questions or seek clarification regarding this procurement. Please email the IUCN Contact (see Section 2), taking note of the deadline for submission of questions in Section 3.1.
- 6.3. All Proposals must be received by the submission deadline in Section 3.1 above. Late Proposals will not be considered. All Proposals received by the submission deadline will be evaluated by a team of three or more evaluators in accordance with the evaluation criteria stated in this RfP. No other criteria will be used to evaluate Proposals. The contract will be awarded to the bidder whose Proposal received the highest Total Score. IUCN does, however, reserve the right to cancel the procurement and not award a contract at all.
- 6.4. IUCN will contact the bidder with the highest-scoring Proposal to finalise the contract. We will contact unsuccessful bidders after the contract has been awarded and provide detailed feedback. The timetable in Section 3.1 gives an estimate of when we expect to have completed the contract award, but this date may change depending on how long the evaluation of Proposals takes.

### **7. CONDITIONS FOR PARTICIPATION IN THIS PROCUREMENT**

- 7.1. To participate in this procurement, you are required to submit a Proposal, which fully complies with the instructions in this RfP and the Attachments.
  - 7.1.1. It is your responsibility to ensure that you have submitted a complete and fully compliant Proposal.
  - 7.1.2. Any incomplete or incorrectly completed Proposal submission may be deemed non-compliant, and as a result you may be unable to proceed further in the procurement process.
  - 7.1.3. IUCN will query any obvious clerical errors in your Proposal and may, at IUCN's sole discretion, allow you to correct these, but only if doing so could not be perceived as giving you an unfair advantage.
- 7.2. In order to participate in this procurement, you must meet the following conditions:
  - Free of conflicts of interest
  - Registered on the relevant professional or trade register of the country in which you are established (or resident, if self-employed)
  - In full compliance with your obligations relating to payment of social security contributions and of all applicable taxes

- Not been convicted of failing to comply with environmental regulatory requirements or other legal requirements relating to sustainability and environmental protection
- Not bankrupt or being wound up
- Never been guilty of an offence concerning your professional conduct
- Not involved in fraud, corruption, a criminal organisation, money laundering, terrorism, or any other illegal activity.

7.3. You must complete and sign the Declaration of Undertaking (see Attachment 2).

7.4. If you are participating in this procurement as a member of a joint venture, or are using sub-contractors, submit a separate Declaration of Undertaking for each member of the joint venture and sub-contractor, and be clear in your Proposal which parts of the goods/services are provided by each partner or sub-contractor.

7.5. Each bidder shall submit only one Proposal, either individually or as a partner in a joint venture. In case of joint venture, one company shall not be allowed to participate in two different joint ventures in the same procurement nor shall a company be allowed to submit a Proposal both on its behalf and as part of a joint venture for the same procurement. A bidder who submits or participates in more than one Proposal (other than as a subcontractor or in cases of alternatives that have been permitted or requested) shall cause all the Proposals with the bidder's participation to be disqualified.

7.6. By taking part in this procurement, you accept the conditions set out in this RfP, including the following:

- It is unacceptable to give or offer any gift or consideration to an employee or other representative of IUCN as a reward or inducement in relation to the awarding of a contract. Such action will give IUCN the right to exclude you from this and any future procurements, and to terminate any contract that may have been signed with you.
- Any attempt to obtain information from an employee or other representative of IUCN concerning another bidder will result in disqualification.
- Any price fixing or collusion with other bidders in relation to this procurement shall give IUCN the right to exclude you and any other involved bidder(s) from this and any future procurements and may constitute a criminal offence.

## **8. CONFIDENTIALITY AND DATA PROTECTION**

8.1. IUCN follows the European Union's General Data Protection Regulation (GDPR). The information you submit to IUCN as part of this procurement will be treated as confidential and shared only as required to evaluate your Proposal in line with the procedure explained in this RfP, and for the maintenance of a clear audit trail. For audit purposes, IUCN is required to retain your Proposal in its entirety for 10 years after the end of the resulting contract and make this available to internal and external auditors and donors as and when requested.

8.2. In the Declaration of Undertaking (Attachment 2) you need to give IUCN express permission to use the information you submit in this way, including personal data that forms part of your Proposal. Where you include personal data of your employees (e.g. CVs) in your Proposal, you need to have written permission from those individuals to share this information with IUCN, and for IUCN to use this information as indicated in 8.1. Without these permissions, IUCN will not be able to consider your Proposal.

## **9. COMPLAINTS PROCEDURE**

If you have a complaint or concern regarding the propriety of how a competitive process is or has been executed, then please contact [procurement@iucn.org](mailto:procurement@iucn.org). Such complaints or concerns will be treated as confidential and are not considered in breach of the above restrictions on communication (Section 2.1).

**10. CONTRACT**

The contract will be based on IUCN's template in Attachment 3, the terms of which are not negotiable. They may, however, be amended by IUCN to reflect particular requirements from the donor funding this particular procurement.

**11. ABOUT IUCN**

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Headquartered in Switzerland, IUCN Secretariat comprises around 1,000 staff with offices in more than 50 countries.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

[www.iucn.org](http://www.iucn.org)

<https://twitter.com/IUCN/>

**12. ATTACHMENTS**



[Terms of Reference for IUCN Consultancy](#)

**Title: Indigenous people and Local Communities Nature Based Projects Governance: Landscape Assessment and White Paper**

**Objective of the Consultancy**

This consultancy has the following objective(s):

1. Undertake regional landscape assessments of approaches to IP&LC governance including the application of Indigenous Knowledge (IK) in nature-based projects. The assessment is to be undertaken at project, local, sub-national and national levels. A separate landscape assessment is also to be undertaken at the international level.
2. Consolidate the findings from phase 1 and develop a white paper to inform how biodiversity credit markets could incorporate legitimate and effective IP&LC governance. Organize a convening to discuss the outcomes from the above work and next steps to best support IP&LC participation in biodiversity markets.
3. Organize a convening to discuss the outcomes from the above work and next steps to best support IP&LC participation in biodiversity credit markets.

**Background**

Project Reference: PO4845

Donor reference: CFD-002-2024.

**About IUCN**

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,400 Member organisations and around 15,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.



[www.iucn.org](http://www.iucn.org)  
<https://twitter.com/IUCN/>

### **About the Project**

At the 15<sup>th</sup> Conference of Parties of the Convention on Biological Diversity, which took place in Montreal, Canada between 07-19 December 2022, Parties signed the Kunming-Montreal Global Biodiversity Framework (GBF). The GBF target (19c) states; “Leveraging private finance, promoting blended finance, implementing strategies for raising new and additional resources, and encouraging the private sector to invest in biodiversity impact funds and other instruments”, and 19(d) states; “stimulating innovative schemes such as payment for ecosystem services, green bonds, biodiversity credit offsets and credits, and benefit-sharing mechanisms, with environmental and social safeguards”.

As a result of these recent developments, biodiversity credits are gaining momentum and rapidly becoming part of the policy agenda for increasing the flow of financing into projects that will halt and reverse nature loss.

Indigenous Peoples and local communities (IP & LC) effectively manage 80 percent of global biodiversity and over one third of global intact forests. It is therefore indispensable that IP& LC have the opportunity to effectively engage, participate and have their voices heard as these new markets form. Without effective governance including the necessary safeguards in place, IP&LC risk being disproportionately vulnerable to biodiversity credit markets, particularly in the Global South.

### **Project Purpose**

COP 16 is fast approaching and at the same time biodiversity credit markets are also moving at an alarming rate, providing very limited time for IP&LC to effectively participate. While a number of papers and other thought products to date have sought to articulate broad governance needs and principles, these have not come from the perspective of the governance experiences or approaches of IP&LCs in support of a Mother Earth centric approach as noted in the GBF.

The purpose of the Terms of Reference is therefore to secure the services of organisation(s) with experience and networks in the IP&LCs nature sector to deliver the following:

- Undertake a series of regional landscape assessments to understand different approaches to IP&LC governance including the application of Indigenous Knowledge (IK) in nature-based projects.
- Develop a white paper on IP&LC governance in nature-based projects to inform what effective and legitimate IP&LC governance could look like for biodiversity credit markets.
- Organise a convening to discuss the outcomes from the above work and next steps to best support IP&LC participation in biodiversity credit markets.

### **Description of the Assignment**

The project will be delivered in two phases:

- **Phase 1:**
  - Undertake regional landscape assessments of approaches to IP&LC governance including the application of Indigenous Knowledge (IK) in nature-based projects. The assessment is to be undertaken at project, local, sub-national and national levels. A separate landscape assessment is also to be undertaken at the international level.

- **Phase 2:**
  - Consolidate the findings from phase 1 and develop a white paper to inform how biodiversity credit markets could incorporate legitimate and effective IP&LC governance.
  - Organise a convening to discuss the outcomes from the above work and next steps to best support IP&LC participation in biodiversity markets.

#### **Duration of the Assignment**

**Phase 1:** 4 months from project inception

**Phase 2:** 4 months from Phase 2 commencement noting deliverable will be required in readiness for COP16 IN October 2024 which will therefore require co-ordination with IUCN to ensure any lead times up to this event are met.

## Deliverables and Activities

The consultant will provide the following deliverables and carry out the following activities:

Deliverable	Output	Description	Deadline
1.1. Attend a kickoff meeting	Project inception Report and workplan	<ul style="list-style-type: none"> <li>Participate in a Project kick off meeting to confirm project approach, timeline and ways of working</li> </ul>	7 days
1.2. Desk top literature review with summary outcomes.  Documented stakeholder engagement process including list of stakeholders to be interviewed and key questions	Literature review	<ul style="list-style-type: none"> <li>Undertake a review of any existing literature of IP&amp;LC approaches to governance in nature-based projects for the region in question. The landscape assessments should consider governance structures at project, local, sub-national and national levels. (Note where the consultant has elected to undertake the review at the international level this is looking at international governance structures for IP&amp;LC in nature-based initiatives)</li> <li>Use the literature review to inform design of a stakeholder engagement process for the region in question including identifying stakeholders to engage and the key questions for stakeholder discussions (noting the outcomes of the literature review). For the international review this should include engagement with existing and emerging initiatives such as the Biodiversity Credit Alliance and the UK France International Advisory Panel on Biodiversity Credits. The below questions should be part of this design, however, can be edited in consultation with CI (noting these are focused at the project level and should be modified to accommodate similar questions at local, sub-national, national and international levels): <ul style="list-style-type: none"> <li>What are your traditional governance structures and processes?</li> <li>Have you incorporated those practices into nature-based projects? If not, what approaches would be best for your community?</li> <li>How is IK operationalized?</li> </ul> </li> </ul>	1 month

		<ul style="list-style-type: none"> <li>• What are the processes in your area for passing over IK, how are you including elders and youth in these projects and developing your next generation of leaders for these projects?</li> <li>• What processes do you undertake to ensure your approach to governance remains legitimate and effective?</li> <li>• From your experience and learnings, what have been the governance stumbling blocks for your participation in nature-based projects?</li> <li>• Are you aware of more effective approaches to IP&amp;LC governance in other sectors? If so what are they and why are they more effective?</li> <li>• What obstacles or barriers have you experienced in regards to participating in nature-based projects and what solutions have you derived or would recommend?</li> <li>• Are there any other recommendations you would make to best support IP&amp;LC participation in nature-based projects? Are there any learning needs that would support this?</li> <li>• Design stakeholder engagement process</li> </ul>	
1.3 Summary report of stakeholder engagement discussions	Draft report development	<ul style="list-style-type: none"> <li>• Undertake stakeholder engagement consistent with the engagement process</li> </ul>	2 months

<p>1.4 Regional landscape assessment report (in English)</p> <p>Power point slides summarizing report.</p> <p>Completed no later than July 31, 2024</p>	<p>Landscape assessment report</p>	<ul style="list-style-type: none"> <li>• Compile report of landscape assessment</li> <li>• Report should consolidate findings from the literature review and stakeholder engagement and also include: <ul style="list-style-type: none"> <li>○ examples of good practice IP&amp;LC governance in nature-based projects</li> <li>○ lessons learned for improvement (where things haven't gone well)</li> <li>○ recommendations on what legitimate and effective IP&amp;LC governance could look like for biodiversity credit markets</li> <li>○ recommendations as to support for IP&amp;LC to enable enhanced participation and legitimate and effective IP&amp;LC governance in biodiversity credit markets</li> </ul> </li> </ul>	
---	------------------------------------	---	--

**Table 2. Phase 2; Consolidation Deliverables (4 months)**

Deliverable	Output	Description	Deadline
2.1.1 Organize and Lead kick off meeting	Inception report and workshop report	<ul style="list-style-type: none"> <li>• Project kick off meeting to confirm project approach, timeline and ways of working, discussed with and presented to Phase.</li> </ul>	7 days
2.1.2 Review phase 1 reports and discuss arising themes with Phase 1 service providers	Review report	<ul style="list-style-type: none"> <li>• Review all phase 1 reports and engage with consultants that produced them to discuss any questions in support of consolidating outcomes</li> </ul>	1 month
2.1.3 Draft report	Draft report	<ul style="list-style-type: none"> <li>• Develop a draft report which consolidates outcomes of the regional assessments and international assessment and addresses: <ul style="list-style-type: none"> <li>○ Lessons learned around good governance</li> <li>○ Case studies of good governance</li> <li>○ Recommendations as to what legitimate and effective IP&amp;LC governance could look like in biodiversity credit markets at project, local, sub-national, national and international levels,</li> </ul> </li> </ul>	1 month

		<ul style="list-style-type: none"> <li>○ Recommendations as to how IP&amp;LCs could best be supported to enable effective IP&amp;LC governance and participation in biodiversity credit markets</li> <li>● Circulate draft report to phase 1 consultants and CI for review</li> </ul>	
2.1.4 Revise report*	Revised report	<ul style="list-style-type: none"> <li>● Phase 2 lead consultant revises report based on feedback provided from 2.2.1</li> <li>● Circulate revised report to phase 1 consultants and CI for review</li> </ul>	1,5 months
2.1.5 Report finalized*	Final report	<ul style="list-style-type: none"> <li>● Phase 2 lead consultant finalizes report including feedback from 2.2.2 print layout in readiness for release (to be co-ordinated with CI)</li> </ul>	15 days
2.1.6 Convening design and holding		<ul style="list-style-type: none"> <li>● Phase 2 lead consultant in conjunction with CI designs approach to convening, invitees, and facilitation process</li> <li>● Hold convening to discuss the outcomes from the above work and next steps to best support IP&amp;LC participation in biodiversity markets. This will include design, approach, facilitation, and production of a summary report of outcomes. (Whether this convening is virtual or in person is to be determined e.g. an option may be to hold this at COP16)</li> </ul>	5 days

### Payment Schedule

The Timetable below summarises the chronological order of deliverables and indicates milestones at which IUCN will pay the Consultant.

Deliverable	Milestone payment
17 July 2024	10%
17 October 2024	30%
17 November 2024	30%
17 December 2024	30%

## Skills and Experience

The consultant must have the following skills, education and experience as a minimum:

- a) Experience in community projects, conservation projects, carbon markets and/or other nature-based projects.
- b) Deep understanding of regional IP & LC nature-based project governance issues.
- c) Proven IP&LC networks in the nature space in the socio-cultural regions bid for.
- d) Demonstrated language proficiency in their proposed focal regions and demonstrated professional-level fluency in oral and written English is required.
- e) Understanding of IP&LC conservation cultures in the socio-cultural region/s bid for.

In addition, the consultant to lead the work should demonstrate:

- f) Experience working with IP&LC at national and/or international levels.
- g) Experience working with diverse perspectives, distilling information in a way that appropriately represents them and synthesizing the common threads.

Consultants are expected to work closely with the IUCN team and be flexible to adapt to changes.

### Core Competencies:

- **Transparency:** Able to build trust and contribute to informed and responsible decision making by carrying out the work of IUCN in a transparent manner; provides clear guidance to ensure that members of the team understand objectives and desired measurable results.
- **Inclusiveness:** Understands and accepts cultural, gender and religion diversity, and provide a tolerant, positive and supportive working environment that fosters respect for diversity, demonstrates ability to work in a multicultural, multi ethnic environment and to maintain effective working relations with people of different nationalities and cultural backgrounds.
- **Professionalism:** Promote the organization's interests, objectives and values in a diligent and professional manner.
- **Accountability:** Takes responsibility of individual and collective actions, promotes the IUCN One Programme approach.

### Functional competencies;

- Strong analytical and results oriented skills; ability to see patterns and approach with solutions;
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; and office technology equipment;
- Experience in the areas of Gender or related subjects will be considered as an advantage
- Ability to collaborate well with the teams, including those working at remote locations, while also taking initiative to complete assigned tasks with high competence;
- Capacity to produce high-quality briefs and reports.

## Supervision and coordination

The consultant will report to and work under (1) the supervision of the Programme Manager in deliverables related to Program, (2) to the communications team in matters related to the websites and (3) to the Financial Manager to activities related to Administration and Financial aspects. All are supported by an assistant that will be indicated at contract signature.