



Terms of reference (ToR)

Carry out an assessment of the potential, NBS options and capacity gaps in the target landscapes of NBS -Guinean Forests Project

Financing



May 2024

1. Background and justification

Climate change in all regions of the world is a worrying issue that has a significant impact on the environment, society and the economy. Climate change could reduce agricultural production, particularly in regions of the world that are already suffering from food insecurity¹.

West Africa is experiencing the effects of climate change at a faster rate than the global average (Kheira Tarif; 2023). More than 23% of deaths in Africa, i.e. more than 2.4 million deaths per year, are attributable to environment-related risk factors, with particular effects on the poorest and most vulnerable groups (children, women, etc.) (MEEF, 2019).

Like other developing countries, Guinea is facing the consequences of climate change and numerous socio-economic problems. Natural ecosystems and biological diversity, as well as key development sectors in Guinea and rural and urban communities, remain particularly vulnerable to the impacts of climate change (Guinea's National Climate Change Strategy; 2019).

The sectors most affected by the impacts of climate change have been identified as agriculture, livestock, forestry, energy, water resources, the coastal zone, fisheries and mining (MEEF, 2015). Guinean men and women are all affected by the negative impacts of climate change, but each is impacted differently, even unequally, due to their different roles and responsibilities.

Consequently, the need to support the adaptation of communities, especially rural ones that depend essentially on already fragile resources and ecosystems, remains a challenge for the international community to overcome in order to promote inclusive development.

To meet this challenge, climate adaptation approaches have been put in place by conservation stakeholders, including the nature-based solutions approach. This approach, which has the potential to strengthen the protection of natural capital and the ability of communities to adapt, has proved to be an option that should be further promoted in change adaptation initiatives, with benefits for communities and biodiversity.

It is in this spirit that the WUSC/CECI Consortium, in collaboration with partners such as IUCN, CIFO-ICRAF, Abantu for Development and the University of Guelph, has initiated the project Adaptation to climate change based on gender-sensitive natural solutions in the Guinean forests of West Africa as part of the "Climate Partnership" initiated by the Canadian government through Global Affairs Canada (GAC). The project is structured around three key results presented below:

1. R1: Improved women's leadership and evidence-based, nature-based climate change adaptation planning processes, gender transformers in Guinean forests in the target area;
2. R2: Increased and more gender-sensitive restoration of degraded forests and key habitats with benefits for biodiversity by rural communities in Guinean forests in the target area
3. R3: Increased gender-sensitive investment in nature-based solutions for CCA with income potential for women and biodiversity benefits in Guinean forests in the target area.

Thus, as part of the R1, a vulnerability assessment of community livelihoods and biodiversity has been carried out in the two target landscapes in Guinea to better understand the context of climate hazards and their impact on key community livelihood resources. To complement this assessment, it is planned to carry out an evaluation of the potential, options for NBS and capacity gaps in the target landscapes. This activity will therefore enable the deployment of NBS to be better targeted, taking into account existing potential, suitable options and capacities in the landscapes.

¹ [Climate change \(worldbank.org\)](https://www.worldbank.org)

It is for this reason that IUCN, in collaboration with the WUSC/CECI consortium, is seeking independent expertise to carry out this assessment in the two landscapes (Madina Oula and Kounounkan).

2. General objective

The overall objective of this mission is to generate knowledge on the potential of Nature-based Solutions (NBS) and identify the most suitable options for supporting community adaptation and gender-integrated biodiversity in target landscapes, while identifying capacity gaps that could hinder their effective implementation.

Specifically, it aims to :

- Identify and target suitable areas/sites for the deployment of NBS options;
- Identify and assess the potential of each NBS option in terms of effectiveness and relevance to environmental, socio-economic and gender objectives in the target landscapes;
- To identify, in collaboration with the people involved in the project, including women's and young people's groups, the most suitable options for supporting the adaptation of biodiversity and communities, particularly women and young people, in the target landscapes;
- In collaboration with the people involved in the project, including women's and youth groups, identify the gaps in Nature-based Solutions.

3. Deliverables and expected results

The deliverables and expected results are :

- an inception report, submitted within 10 days of the conclusion of the contract. This inception report will specify, in more concrete terms, the methodology/strategy for carrying out the assignment, the list of key stakeholders to be involved and propose a format for presenting the deliverables expected from the assignment;
- An interim report providing detailed information on
 - o priority areas for the deployment of NBS in the two landscapes, taking into account the gender dimension,
 - o The potential of NBSs to strengthen community resilience and biodiversity, restore ecosystems and strengthen women's leadership and economic power;
 - o the NBS options applicable for each priority zone, taking into account the gender dimension
 - o gaps in technical skills, knowledge, available resources, funding, infrastructure, etc.
 - o the actions proposed to fill the capacity gaps, prioritising them according to their potential impact on the implementation of the NBS identified:
- A final report taking into account the partners' observations and recommendations.
- A list of key stakeholders including youth and women representatives consulted in the two landscapes. This list will be based on the format provided by the SERRA Regional Advisor of the NBS Forêts guinéennes project.

4. Tasks/Responsibilities of the consultant :

The consultant will be responsible for :

- Define an approach that promotes the full participation of communities, in particular women and young people, in the two landscapes;
- collect data from local players, national and international institutions, projects and programmes;
- Identify and characterise (typology, benefits, ecosystem services, etc.) the priority sites for NBS deployment and produce a map indicating the different NBS options available.
- Process and analyse the data collected according to the methodology agreed with the partners at the scoping meeting;
- Make an inventory of all national and other stakeholders to be met for the implementation of this activity;
- draw up an assessment report including the above elements

5. METHODOLOGICAL APPROACH AND DURATION OF THE ASSIGNMENT

The consultant will be required to submit a detailed schedule of services, which must comply with the proposed methodology. The broad outlines of this methodology must include the following elements, among others:

- Drafting of the inception report 10 days after the scoping meeting. This report must include :
 - a list of existing (legal and regulatory) strategic documents (policy, national and other strategies) and how they relate to the assessment of nature-based solutions;
 - an inventory of stakeholders and a provisional schedule of meetings and field visits with them;
 - the detailed methodology of the assignment ;
 - the general outline of the evaluation report to be prepared
- collection/consultation of data and information and interviews with stakeholders. The consultant must carry out field missions in the two landscapes to discuss with stakeholders at grassroots level, during which he will visit potential NBS deployment sites in order to characterise and map them;
- data analysis, indicating the methods and tools to be used;
- Drawing up an interim report assessing options, potential and gaps in capacity, together with targeted actions to fill these gaps;
- Drawing up a final consolidated report assessing options, potential and gaps in capacity, incorporating comments and suggestions from partners.

A scoping meeting with the consultant will be held to understand the ToR, validate the methodology and the assignment roadmap;

6. Length of assignment

The assignment will last (25) calendar days, spread over a maximum period of 45 days from the date of signature of the contract, including the time required to draft and submit the final report.

7. Candidate profile

Consultants (consultancy firms, NGOs or groups of experts) are invited to tender. The composition of the team to carry out the study must demonstrate the following areas of expertise and necessary skills:

- **An expert in natural resource management and climate change**, responsible for :
 - assess local ecosystems, their state of health, their biodiversity and their capacity to provide ecosystem services, and identify priority areas for ecological restoration, conservation and ecosystem regeneration.
 - Identify priority areas and define NBS options adapted to these areas, focusing on the mirror effect of this option in terms of impact and sustainability;
 - Identify priority tree species for communities, particularly local species, as part of the restoration options, taking into account the specific needs of women;
 - analyse the capacity gaps that would limit the success of the NFS options identified in the landscapes ;
 - Draw up maps showing the location of priority areas identified for the deployment of NFS options, indicating the options selected;
 - contribute to the drafting of the evaluation report;
 - Support any other activities deemed necessary to assess options, the potential of NBS and capacity gaps
- **An expert in socio-economics, gender and social inclusion**, responsible for :
 - analyse the specific needs of communities, in particular women and young people, and ensure that the solutions proposed are in line with the priority needs identified, in particular those of women's groups, young people and vulnerable people;
 - analyse the potential benefits of the proposed NBS options in terms of resilience and improved community incomes, taking into account gender inequalities and women's empowerment;

- analyse the specific roles and responsibilities of women and men in the community in implementing the proposed options and ensure that the proposed solutions take account of gender inequalities and empower women.
- analyse gaps in capacity and propose actions to fill them
- contribute to the drafting of the evaluation report;
- Support the implementation of any other activities deemed necessary to assess options, the potential of NBS and capacity gaps

8. Qualifications and skills

Consultants are invited to tender. The composition of the team to carry out the study must demonstrate the following areas of expertise and necessary skills

An expert specialising in natural resource management and climate change

- have at least 7 years' relevant experience in areas of expertise such as: natural resource management, the environment, nature-based solutions, climate change, sustainable development, agroforestry, biodiversity conservation, ecosystem management;
- have a thorough understanding of agricultural practices and the use of non-timber forest products in the context of community adaptation to climate change
- have at least 5 years' higher education in one of the fields listed above;
- Relevant experience in assessing climate adaptation options, local capacity, strategic planning and natural resource management;
- good understanding of the concept of nature-based solutions and gender;
- Good knowledge of environmental issues in Guinea and the challenges of adapting local communities to climate change;
- excellent oral and writing skills in English, good teamwork and interpersonal skills;
- ability to lead and facilitate meetings and experience of techniques and tools to encourage community participation;
- It would be an asset to have carried out similar assignments in the various fields covered by the mission;

An expert specialising in socio-economics, gender and social inclusion

- Have a degree (at least Bac+4) in environmental law, socio-economics, social science, gender and equity, agro-economics or any other relevant training in the sector(s) relevant to the assignment;
- At least 5 years' experience in areas of expertise such as: local planning, participatory approaches, gender and social inclusion, rural economy, climate change, etc;
- Relevant experience in assessing climate adaptation options, local capacity, strategic planning and natural resource management
- A good knowledge of Guinea's national policies, plans and strategies and their relationship with gender and social inclusion, the adaptation of communities and biodiversity to climate change and the management of natural resources;
- good understanding of the concept of nature-based solutions and gender
- good knowledge of issues relating to biodiversity, sustainable agriculture, land management and the use of non-timber forest products;
- It would be an asset to have carried out similar assignments in the various fields covered by the mission
- Excellent oral and writing skills in English, good teamwork and interpersonal skills;
- Proof of experience of working in multidisciplinary and local development teams;
- excellent communication, consultation and writing skills;
- have a good command of the languages of the study area
- Have carried out similar assignments in the various fields covered by the mission;

9. Selection criteria

The selection criteria will include a technical and a financial component. A weighting will be provided for each component as follows: technical weighting factor 70%, financial weighting factor 30%, the total score being a combination of these two percentages.

The technical component includes an evaluation of the three criteria below on the basis of the information provided in the proposal documentation submitted:

N°	Technical evaluation criteria	Maximum score
1	Qualification	10
2	Suitability or relevance of experience	25
3	Clarity and innovation in approach	25
3	Cost Effectiveness of financial proposal	30
4	Adherence to timelines	05
4	Commendable Additions	05
	Total technical score	100

Only proposals that obtain a total score (technical score) greater than or equal to a value of 70% will be considered for the financial evaluation. Proposals scoring less than 70% will be rejected from the tender evaluation process.

Technical proposals with a value greater than or equal to 70% will be standardised by dividing their percentage by the maximum technical percentage of the proposal and converting this value into a percentage to give the standardised technical score.

The financial evaluation will be based on the total value of the work, the fees submitted in the proposal combined with the estimated total expenses (travel and subsistence, etc.) as defined by the bidder in its proposal. Each proposal price will then be normalised by dividing the lowest value of the bid price by the price of that proposal, and this value transformed into a percentage (financial score). Proposals that exceed the available budget will be disqualified.

The standard technical score will be multiplied by the technical weighting factor, the financial score multiplied by the financial weighting factor and the two weighted scores added together to provide a final weighted score for each bid achieving a technical score > 70%.

IUCN will then enter into contract negotiations with the bidder with the highest final weighted score, provided that all other bid criteria, as set out in this documentation, are also met and complied with.

10. Payments band

Deliverables	Deadline	%
Deliverable 0: Signed contract and payment of reimbursable expenses	0 days	0%
Deliverable 1: Inception report including a methodology note, a detailed work plan and supporting documents for reimbursable expenses;	5 days	30
Deliverable 3: Draft version of the assessment report including all the analyses recorded	15 days	30
Deliverable 4: Final version of the final report, considering the partners' comments and recommendations. A list of key stakeholders, including representatives of young people and women consulted in the two landscapes	05 days	40%

TOTAL	25 days	100%
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11. Submission file

Candidates interested in this service should prepare the following:

- The letter of submission addressed to the Regional Director of IUCN-PACO;
- A technical proposal including a short note explaining the objectives of the assignment, a description of the proposed methodology, a presentation of the implementation team with a description of the qualifications and skills of each member in relation to the assignment and the timetable for carrying out the assignment, including a summary of the team's previous similar experience;
- A detailed financial proposal including a detailed budget for the assignment. The financial offer will include all costs related to the execution of the service: professional fees, travel, meals, accommodation, workshops cost etc
- Proof of experience of similar work (service certificates or contract award letter);
- Detailed CVs of the proposed experts.
- Legal and administrative files

Proposals should be submitted in password-protected PDF format to the following addresses: Procurement-paco@iucn.org with the subject line: "**Proposal – NbS Potentials in Ghana**" no later than **24th May 2024 at 23:59 (UTC-GMT)**.

The name of the person holding the passwords, their telephone number, Skype number and email address must be mentioned in the email sent. The Regional Senior Procurement Officer, **TINE Andre-Marie**, will contact this person to obtain the passwords when the evaluation committee opens the files. Tenderers must not accept requests for passwords from other people.

Passwords should only be sent by email to procurement-paco@iucn.org