



CROSS-CUTTING CAPACITY DEVELOPMENT (CCCD) PROJECT

Request for Expression of Interest

REFERENCE NO: TOR/CCCD/EPA-2021-013

Review the action plans of GEF focal area enabling activities (such as the national strategies and actions plans under the three Rio Conventions) as well as other national sustainable development strategies and formulate a capacity development strategy and action plan

Starting Date submission of EOI: September 17, 2021

Assignment Duration: Six Weeks

End Date submission of EOI: September 27, 2021

Duty Station: Monrovia

Type of Consultancy: Individual (National)

Brief project description:

This project is in line with the GEF-6 CCCD Strategy objective 1, 3, and 5 which call for countries to: a) integrate global environmental needs into management information systems and monitoring, b) integrate MEA provisions into national policy, legislative, and regulatory frameworks, and c) update NCSAs, respectively. The goal of this project is for Liberia to make better decisions to meet and sustain global environmental obligations. This requires the country to have the capacity to coordinate efforts, as well as best practices for integrating global environmental priorities into planning, decision-making, and reporting processes. To that end, the objective of this project is to strengthen a targeted set of national capacities to deliver and sustain global environmental outcomes within the framework of sustainable development priorities.

The CCCD Project implemented by the Environmental Protection Agency in collaboration with the UNDP with funding from the Global Environment Facility (GEF) is seeking to hire a national (Individual) Consultant to review the action plans of GEF focal area enabling activities (such as the national strategies and actions plans under the three Rio Conventions) as well as other national sustainable development strategies and formulate a capacity development strategy and action plan

INTRODUCTION

Liberia as a Party to the Rio Conventions, namely the Convention on Biological Diversity, the Convention on Combating Desertification, and the Framework Convention on Climate Change, is revising its National Capacity Self-Assessment Report to identify the capacity gaps on the implementation of the Conventions since its last assessment in 2006. The Consultant (s) shall support the CCCD Project to review the implementation status for each of the three Rio Conventions at the national level. The Consultant shall further analyze the capacity constraints on their implementation and propose potential opportunities to build the three levels of capacity development at the country level. Liberia has gone through numerous past capacity building projects in which similar issues were raised and plans developed. Therefore, for this

NCSA assessment, all the previous information will be used as the baseline and consultations and workshops used to verify and update the information. Additionally, the assessment will report on the actions already taken and untaken to implement the Rio Conventions.

Aim of Assignment

The consultancy aim is to review the action plans of GEF focal area enabling activities (such as the national strategies and actions plans under the three Rio Conventions) as well as other national sustainable development strategies and formulate a capacity development strategy and action plan

Scope of Assignment

The consultant will review the action plans of GEF focal area enabling activities (such as the national strategies and actions plans under the three Rio Conventions) as well as other national sustainable development strategies and formulate a capacity development strategy and action plan

Job Responsibilities

1. Engage focal persons/stakeholders and institutions of GEF Focal areas in enabling activities Liberia
2. Review action plans of GEF focal area enabling activities
 - a. National Strategies on conservation and sustainable use of biodiversity and the maintenance of ecosystem goods and services
 - b. National Strategies on Climate Change mitigation and adaptation
 - c. National Strategies on International Waters protection and its marine ecosystem
 - d. National Strategies on sustainable land management/Use and land degradation
 - e. National strategies on Chemicals & Waste
3. Review other sustainable development strategies,
4. And formulate a capacity development strategy and action plan
5. Organized in collaboration with the CCCD Project a one-day stakeholder workshop to validate the formulated development strategy and action

Deliverables:

1. Inception Report
2. Draft development strategy and action plan
3. Validated final development strategy and action plan report
4. Final Report submitted in both soft and hard copies

EDUCATION

At least Master's Degree in Environmental Science, Natural Resources Management with specific expertise in the Global Environmental Obligations with a good understanding of climate change, biodiversity and sustainable land use.

Consultant Skills and Qualifications

- At least 5 years of professional experience in these related areas; climate change, biodiversity, and sustainable land.
- Experience in Sustainable Development will be an advantage;

- Demonstrable experience in implementing equivalent GEF or other multilateral donor-funded projects;
- Working experience with private sector and project's national stakeholder
- Verbal Communication, Presentation Skills, Public Speaking, Written Communication, Oral Communication, Analytical Knowledge, Quantitative Skills, Problem Solving, Conflict Resolution, Research Skills, Interviewing Skills, Team Management, Interpersonal Skills, Report Writing, Financial Analysis, Certified Consultant Training, Basic Computer Literacy
- Demonstrated knowledge of the RIO Conventions
- Knowledgeable about the enabling activities under the RIO Conventions

Consultancy implementation arrangements

- The principal responsibility for managing this consultancy lies with the Project Team and Environment Protection Agency.
- EPA will ensure timely provision of the necessary feedback on deliverables.
- The EPA will contract the consultants and have the responsibility of liaising with the team

PAYMENT MODALITIES

The consultants shall be paid the consultancy fee upon completion of the following milestones.

- 60% Submission and acceptance of Inception and draft development strategy and action plan report.
- 40% upon the submission of a validated final development strategy and action plan report for mainstreaming GEF enabling focal areas

3) APPLICATION PROCEDURE

Qualified and interested candidates are hereby requested to apply. The application should contain the following:

- A technical proposal with brief description of why the individual considers him/herself as the most suitable for the assignment, and a detailed clear methodology, on how they will approach and complete the assignment; a duly accomplished Letter of Confirmation of Interest
- The technical proposal should also contain CV, indicating education background/professional qualifications, all past experience, as well as the contact details (email and telephone number) of the candidate;
- Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs
- Application must be submitted in soft and hard copies

4) EVALUATION CRITERIA

The expert will be evaluated against a combination of technical and financial criteria (combined scoring method). Maximum score is 100% out of which technical criteria equals 85% and financial criteria equals 30%. The technical evaluation will include the following:

- Educational Background as requested: 15%;
- Extensive expertise, knowledge, and experience in the field of institutional review, capacity development initiatives, notably at the systemic and institutional levels; 15%
- Overall Methodology: 30%;
- Extensive conceptual and practical knowledge of research and report writing: 10 %

- Demonstrated experience and practical knowledge in working and collaborating with stakeholders including governments; civil society and communities in Liberia: 10%;
- Fluency in English and a working knowledge of English: 5%.
- Financial Proposal: 15%

SUBMISSION OF APPLICATIONS

Interested candidates should send a one-page cover letter-expression of interest (EOI), indicating suitability for the post, as well as a CV to the Environmental Protection Agency. All interested candidates are to address their letters of applications and curriculum vitae, technical and financial proposals to the below address:

ATTENTION:

Pescee Doe
OFFICER-IN-CHARGE
Procurement
Environment Protection Agency (EPA)
4th Street, Sinkor
1000 Monrovia, 10 Liberia
P.O. Box 4024

Or through email (ptdoe@epa.gov.lr), indicating in subject area “EOI to Review the action plans of GEF focal area enabling activities (such as the national strategies and actions plans under the three Rio Conventions) as well as other national sustainable development strategies and formulate a capacity development strategy and action plan. Closing date for applications is 4 PM, September 27 2021. Any application coming/received after this deadline will not be given consideration. Only candidates whose applications correspond to the above criteria will be shortlisted for evaluation.

NOTE: This information is posted on the following websites: www.ekmsliberia.info, www.epa.gov.lr, and EPA’s bulletin board on 4th Street, Tubman Blvd, Monrovia.