



REPUBLIC OF LIBERIA  
**ENVIRONMENTAL PROTECTION AGENCY**  
 4<sup>th</sup> Street Sinkor, Tubman Boulevard  
 1000 Monrovia, 10 Liberia  
 P.O. Box 4024

## CALL FOR EXPRESSION OF INTEREST

TO PROVIDE CONSULTANCY SERVICE  
REFERENCE NO: EOI NO. EPA/E&E/CON/ICS/002/2025

**To establish a Pilot Botanical Garden in Sanniquellie, Nimba County, Liberia**

### TERMS OF REFERENCE FOR CSO/FIRM

<b>Job Title</b>	National Firm		
<b>Division/Department</b>	Energy & Environment/Environmental Protection Agency/EPA		
<b>Program/Project Number</b>	UNDP Energy & Environment Program/Country Program Support		
<b>Activity (3.1) Result</b>	Establishment a Pilot Botanical Garden in Nimba County, Liberia		
<b>Assignment</b>	To establish a Pilot Botanical Garden in in Nimba County, Liberia		
<b>Location</b>	Nimba County, Liberia		
<b>Reports to</b>	<b>Energy &amp; Environment Coordinator/EPA-UNDP</b>	<b>Duration:</b>	6 months (April 1 – October 1, 2025)

### BACKGROUND

Liberia has diverse wildlife, but it is facing a critical threat- the loss of biodiversity. Although for the most part it is due to the economic situation/poverty and cultural habits, but lack of fundamental awareness and education on the importance of biodiversity is responsible. This is lowering ecosystem services and endangering species.

It is important to promote public awareness and take positive actions to save some of the important representative plant and animal species. As reported by Aid-Equip USA in April 2023, “Preserving Liberia’s biodiversity is not just an act of conservation; it’s a battle for maintaining the balance of our planet”. This project/program intends to establish a botanical garden and begin a vigorous biodiversity awareness and education starting with secondary schools and universities in Nimba county. The botanical garden will be established in Sanniquellie, Nimba county.

Nimba County was rich in biodiversity and ecological resources but slash-and-burn practices and charcoal production have caused the areas to be deforested, with only remaining patches of secondary forest, making it an ideal location for a botanical garden. This project aims to collaborate with the Office of the Superintendent and other conservation organizations to establish a pilot botanical garden that will serve as a center for conservation, education, research, and ecotourism while promoting the sustainable use of Liberia's flora. Once developed, this initiative will provide the following:

**Environmental benefits:** help preserve rare and endangered plant species; provide space for students to study plant biology, climate change, and ecology in an ideal environment; showcase a variety of plant species, which can help people understand the importance of protecting ecosystems.

**Educational benefits:** offer opportunities to host botanical workshops and learning event where students can learn about plant diversity, conservation, and horticulture.

**Guided tours:** The facility will offer guided tours to help people learn about the natural world.

**Recreational benefits:** The botanical gardens will offer a peaceful environment for hosting retreats away from the city; it will have accessible paths that encourage physical activity; and offer opportunities for picnics and photography.

With the plethora of challenges, the UNDP through the Energy and Environment (E&E) program seeks to support the Government's efforts in achieving diversified and inclusive economic growth through investments in sustainable and environmentally friendly agriculture, food security, job creation, and improved resilience to climate change, biodiversity conservation and natural disasters. The establishment of a botanical garden in Nimba County represents a crucial step towards **biodiversity conservation, education, and sustainable tourism development** in Liberia. This initiative will provide long-term environmental, social, and economic benefits to local communities and the nation.

### **Contract and Reporting Requirements**

The establishment of the botanical garden and other project activities will be implemented over a six-month period. The Firm be hired against a performance-based contract for Six (6) Months, April 1 to October 1, 2025). The Firm will report to the Coordinator of the EPA-UNDP Energy & Environment Unit. The Firm shall submit the reports summarized below, for the respective period(s). All documents/reports should be issued in English, and submitted in both hard and electronic copies.

### **Site Selection & Planning (Month 1)**

- Conduct feasibility and site assessment and survey to identify a suitable location.
- Engage key stakeholders through consultations and an inception workshop.
- Develop a detailed garden design and layout

### **Infrastructure Development, Institutional Partnerships & Capacity Building (Months 2-4)**

- Develop a tree nursery and begin planting indigenous species.
- Install plant collections and establish garden zones.
- Prepare the site and construct necessary infrastructure (walking trails, eco-friendly structures, irrigation systems).
- Train local staff and community members in garden management.
- Establish partnerships with conservation organizations.

### **Operational Framework & Sustainability Plan (Month 5)**

- Develop an operational framework for managing the botanical garden.
- Establish revenue generation strategies (entrance fees, guided tours, plant sales, grants).
- Finalize partnerships with private sector entities.

### **Public Launch & Monitoring (Month 6)**

- Official opening of the botanical garden with media coverage.
- Implement a monitoring and evaluation framework to track progress.
- Continue community engagement and education programs.

### **Monitoring & Evaluation**

A structured M&E plan will be developed to measure project progress against key performance indicators. Periodic assessments will be conducted to adjust the management approach as needed.

### **Scope of Work and Tasks**

The project will involve the following key activities which forms the responsibilities of the Firm:

- **Site Selection & Survey**
  - Identify suitable land within Sanniquellie, Nimba County through the Superintendent and Land authority county officer.
  - Conduct survey of the site selected
  - Develop a 3D model of the garden plan and infrastructure with detailed concept to be validated by stakeholders
- **Garden Design & Infrastructure Development**
  - Identify existing plants species and label them

- Create conservation education center using bamboos to make it natural and engraft the inner walls with paintings of endangered wild animals
- Create walking trails
- Construct a wire fence around the pilot botanical garden for protection.
- **Plant Collection & Cultivation**
  - Collect, propagate, and cultivate native and exotic plant species.
  - Establish trees nurseries of important species and carry out enrichment planting
  - Establish partnerships with conservation and botanical institutions for capacity building and knowledge transfer.
- **Community Engagement & Capacity Building through the County Authority**
  - Conduct stakeholder consultations with local communities, government agencies, and conservation groups.
  - Train local staff and volunteers in botanical garden management, conservation, climate smart agriculture and plant care.
- **Operational & Financial Planning**
  - Develop a sustainability plan, including revenue generation strategies (e.g., entrance fees, guided tours, plant sales).
- **Awareness and communication equipment**
- Procure one flat screen TV
- Procure one camera for awareness raising.
- Procure one projector for awareness raising

### **Key Expected Deliverables/Results**

- Site assessment and survey report
- Plants species identified, labeled using metals and database created.
- Existing building transformed into and ecologically-based conservation education center using bamboos, thatches and paintings of endangered animals on the inner walls of the center.
- Established trees nursery of important indigenous and exotic species.
- Evidence of partnership established with Government, national and international conversation organizations and private sector (banks, companies, etc.)
- Development of a sustainability plan, including revenue generation strategies (e.g., entrance fees, guided tours, plant sales).
- Operational framework for the pilot botanical garden's management.
- Evidence of awareness and communication equipment procured
- Public opening/launching

### **Functional Competencies:**

- A team with excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations; ability to convey difficult issues and positions to the public.
- A team with demonstrated knowledge/experience of working in the energy and environment sector
- Experience in working with Government, International partners, local CSOs, and communities

#### **QUALIFICATION**

- A registered and tax compliant Liberian Firm.
- More than two to five (2 to 5) years of demonstrated experience in performing similar services requested.
- The team leader and members must have expertise or experience in architecture engineering, forestry, botany, natural resources management or relevant disciplines

#### **ALL APPLICATION SHOULD BE ADDRESS TO:**

**ATTENTION:** Mr. Pescee T. Doe  
**Assistant Director/Procurement**  
Environment Protection Agency (EPA)  
4<sup>th</sup> Street, Sinkor  
1000 Monrovia, 10 Liberia  
P.O. Box 4024

or through email ([ptdoe@epa.gov.lr](mailto:ptdoe@epa.gov.lr)), indicating in subject area “**To establish a Pilot Botanical Garden in Nimba County, Liberia**”. Closing date for submission of Expression of Interests (EOIs) is **4PM, March 27, 2025**. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in the Request for Expression of Interest will be considered for evaluation. **The application package must include CVs, Technical and Financial Proposals, Business Registration & Tax clearance.**

**NOTE:** This information is also posted on these websites: [www.emansion.gov.lr](http://www.emansion.gov.lr), [www.ekmsliberia.info](http://www.ekmsliberia.info)., [www.epa.gov.lr](http://www.epa.gov.lr) and local dailies.