



Ministry of Housing and Environment
Republic of Maldives

Ref: (IUL)138/138/2010/1013

Date: 14 October 2010

Invitation for Interested Consultant: Preparation of a National Action Programme on Land Degradation

The Ministry of Housing and Environment is seeking a consultant to prepare a National Action Programme on Land Degradation under the Building Capacity and Mainstreaming Sustainable Land Management in the Maldives project.

Proposals to provide the consultancy services as per the TOR are to be submitted with consultancy fees, service delivery time schedule, a Result-Oriented Curriculum Vitae with full contact details of three referees and qualifications to the Ministry before 15 hours Thursday, 4th November 2010 to the following address:

Marked National Action Program (NAP) Consultancy and addressed to:

Building Capacity and Mainstreaming Sustainable Land Management in the Maldives Project

Ministry of Housing and Environment,

Ameenee Magu, Maafannu, Male' Republic of Maldives

Tel: + (960) 300 4 127 or + (960) 300 4 300

Fax: + (960) 300 4 301

Email: secretariat@mhte.gov.mv

najfa.razee@mhte.gov.mv

TERMS OF REFERENCE (TOR)
Consultancy - Preparation of a National Action Programme on Land Degradation
Building Capacity and Mainstreaming Sustainable Land Management in the Maldives

INTRODUCTION

Land and the natural resources of the Maldives are extremely fragile and vulnerable to a number of domestic and external threats. In the densely populated islands of Maldives, expansion of housing and intensification of land use have led to over extraction of ground water and contamination of aquifers by poor sewerage and improper waste disposal practices. In islands where agriculture is intensive, land productivity is declining due to continuous cropping with shorter fallow periods, the risk to ground water depletion and contamination by fertilizers and pesticides is very high. Consequently, sustainable land management (SLM) is one of the top priorities of the Government of Maldives.

The ‘Building Capacity and Mainstreaming Sustainable Land Management in the Maldives’ project financed by the United Nations Development Programme and the Global Environment Facility will contribute towards the achievement of the long-term goal whereby the urban, agricultural, forest and other terrestrial land uses of the Maldives are sustainable systems that maintain ecosystem stability, integrity, functions and services while contributing directly to the environmental, economic and social wellbeing of the country. In the short term the project aims to build capacity to implement a comprehensive regime for sustainable land management and to ensure it is mainstreamed into all levels of decision-making.

OBJECTIVE

The specific objective is to assist the Government of Maldives to develop a National Action Programme (NAP) to address land degradation. The NAP document will be developed in the framework of a participatory approach involving local communities, government and other stakeholders to spell out the practical steps and measures to be taken to combat land degradation in specific ecosystems of the Maldives. The main objectives of the NAP are to:

- Identify and incorporate priority issues and actions for sustainable land management including previous community, national and international consultations
- Identify activities aimed at preventing and/or minimizing land degradation and rehabilitating land used extensively for subsistence and sustainable development.
- Empower communities through awareness raising and supporting their participation in land use planning and rehabilitation and sustainable development.

SCOPE OF WORK / EXPECTED OUTPUTS

The task will include the compilation of a draft NAP. It will commence no later than 7 calendar days after the consultancy is awarded. A first draft NAP is expected to be ready no later than 10 business days after the commencement. The first draft must be presented in a workshop to the stakeholders for feedback and validation no later than 15 business days after the consultancy has commenced. The Consultant will have 5 business days to review the comments feedback received, make necessary amendments and submit a final draft to the Ministry of Housing and Environment.

The expected outputs are;

- Review relevant documents and guidelines pertaining to NAP development.
- Undertake required studies and reviews in order to collect data needed for the NAP
- Undertake a “Sustainable Land Management” stakeholder analysis to identify main partners to be consulted with during the development and implementation.
- Organize and facilitate a workshop to discuss sustainable land management in detail. This workshop will be conducted over two (2) days. It will form the basis for the compilation of the NAP for Maldives. The Consultant will coordinate and facilitate this workshop. The consultant must present SLM issues to bring all stakeholders up to speed on the topic.
- A summary report of the outcomes of the workshop

- A first draft NAP of no more than 50 pages in length, including explanatory material, annotations, appendices and recommendations, as appropriate, to be submitted to the Ministry of Housing and Environment within 10 business days of the contract.
- A workshop to present the first draft NAP to stakeholders for their comments and validation.
- A final draft National Action Program (NAP) of no more than 50 pages in length, including explanatory material, annotations, appendices and recommendations to be submitted to the Ministry of Housing and Environment within 5 business days of receipt of comments of the reviewed committee on the draft report.

PROPOSED METHODOLOGY

The consultant is expected to follow and accomplish the following tasks as outlined below:

Task 1 – Situation Analysis

The consultant is expected to review all relevant legislation, regulations and guidelines – including but not limited to Strategic Action Plan (SAP) and three National Environmental Action Plan (NEAP), National Sustainable Development Strategy – followed by meetings with representative groups, individuals and all relevant government stakeholders to develop an understanding of the organizational structures, groups and individuals that will need to be engaged. Collection of information on current activities, programs and projects where synergies may exist.

Task 2 – Consultation

In liaison with the SLM Project Coordinator and Project Management Unit, the consultant shall facilitate one workshop (duration of two days) with an audience from government departments, island leaders, community based groups, resource owning communities, non government organizations, private sector and groups which have a stake in sustainable land management and rehabilitation strategies.

Using a National Action Programme Framework, the purpose of this consultation is to gather input on issues, constraints, opportunities and resourcing requirements as well mechanisms for achieving desired changes and outcomes.

Task 3 – Analysis and development of Draft National Action Program (NAP)

The consultant should develop a draft NAP using the following outline as a guide:

- Chapter 1: inventory and potential of natural resources of Maldives
- Chapter 2: Socio-economic setting
- Chapter 3: The status of land degradation in Maldives, causes, physical, socio –economic setting and factors affecting sustainable land management
- Chapter 4: Review of past and current efforts to combat land degradation
- Chapter 5: Establishment of national institutional capabilities
- Chapter 6: Priority Programs and Projects for short action and longer term measures. Outlining targets, existing policies, proposed policies and strategies and a monitoring mechanism with indicators.
- Chapter 7: Concluding remarks and follow up

Task 4 – Plan Presentation

In conjunction with SLM Project Coordinator the consultant should provide a presentation of the draft NAP to stakeholders. The consultant shall provide an opportunity for validation and refinement of the draft NAP. Separate meetings and/or discussions with other important stakeholders may be organized.

Task 5 – Final Delivery to Ministry of Housing and Environment

This will include provision of the final draft NAP which will incorporate detailed recommendations for optional implementation and capacity building strategies that may require external delivery and/or development.

While developing the NAP, the consultant shall take into consideration the below criteria:

- Ensure that the NAP is inline with the new 10 year strategy of the UNCCD and all relevant Government strategy documents such as the Strategic Action Plan, the National Adaptation

Programme of Action, National Sustainable Development Strategy and in line with the carbon neutral policy of the government.

- Ensure that the NAP contains relevant information on the aspects referred to in the UNCCD requirements;
- The NAP document should reflect a bottom-up, partnership, participatory and consultative process vis-à-vis a descriptive, top-down, scientifically-focussed strategy for formulation of NAP. The NAP framework should address both anthropogenic and climatic aspects to land degradation and desertification;
- The NAP should elaborate on the ways and means of integrating UNCCD priorities in the main national development policy and programmatic frameworks (e.g. agricultural or rural development, national socio-economic plans, etc.);
- The NAP should contain strategic perspectives on integrating the UNCCD process into bilateral and multilateral co-operation planning frameworks;
- Links and possibilities for synergies with other Conventions (e.g. UNCBD, UNFCCC, etc.) should be defined in the NAP;
- Ensure that existing policies, strategies and legislative environment, institutional arrangements and their implementation status are clearly highlighted in the NAP;
- Ensure that programmes and projects identified in the NAP are prioritized, have a timeframe for implementation and have a cost estimation associated to them.

FEE PROPOSAL/PRICE SCHEDULE:

The consultant is expected to include in his/her proposal a lump sum fee for carrying out this task and this must be accompanied with the detail breakdown of costs

- daily consultancy rates
- cost of any travel and living costs
- cost of any other procurement of goods or services needed to be undertaken during the assignment
- other overhead costs associated to the assignment
- a plan of activities including a workshop program

The UN Daily Subsistence Allowance rate for Maldives should be used as a reference when compiling the financial breakdown.

DUTY STATION:

The consultant is expected to carry out the activities in Male', Republic of Maldives.

DURATION OF THE CONTRACT:

The contract services for producing of the final National Action Programme (NAP) should be completed within 28 business days. The contractual service will start no later than 1 December 2010 and end no later than 15 January 2010.

The Ministry of Housing and Environment reserves the right to withhold remuneration if, it is deemed that the work done under this Terms of Reference (ToRs), including the National Action Programme (NAP) is unsatisfactory.

The consultant must notify the SLM Project Coordinator (SLM Project) in writing as soon as any delay arises beyond the Consultant's control together with an estimate of further time required for the completion of all work under this TORs. The completion date of TOR may be extended by the Project Director of the Ministry of Housing and Environment if notification has been received and the Project Director considers the extension justified and indicates if there is any possibility of extension (i.e. no cost extension).

QUALIFICATION:

- An advanced degree (post graduate or Masters level) in a field of relevance to the objectives and expected outcomes of the project

- A minimum of five (5) years of experience and specializes in natural resource management, land management, socio –economics, land use planning, rehabilitation and environmental policy and technical assessments.
- Experience in consulting business, local government, national government agencies, non-governmental organizations, regional and international agencies.
- Experience in resource mobilization from multilateral agencies, bilateral donors, the private sector and with innovative financing mechanisms and instruments
- Experience in drafting strategies, and undertaking consultative approaches and participatory planning
- Excellent communication and reporting skills in English
- Good knowledge of environmental agreements, preferably the UNCCD
- Experience in working with the UNDP system/understanding of UNDP standard procedure and guidelines as well as previous experience working in the Republic of Maldives is advantageous.

REPORTING REQUIREMENTS:

The consultant will be monitored, overseen and supervised by the Project Coordinator. The consultant will work under the guidance of the Ministry of Housing and Environment, in close collaboration with; the Project Coordinator for overall guidance and national project manager for administrative support, other national counterparts, and the UNDP Project Focal Point.

The consultant is expected to submit a final draft NAP upon successful completion of activities according to the agreed schedules, prior to conclusion of the contract.

Progress and final reports submitted to the Ministry of Housing and Environment shall be in a neat report layout in English (electronically in pdf and doc format and 2 hard copies spiral bound).

EVALUATION AND SELECTION

The most competitive proposal (best value for money basis) will be awarded the contract. Proposals will be evaluated by a panel using a 100% ratio for technical component. However, financial proposals of applicants will be taken into consideration when selecting the successful applicant from short listed applicants.

Evaluation of the proposal will be in line with the UNDP standard procedure and guidelines.

Only short listed candidates will be contacted.

Inputs from the Consultant

The consultant is expected to provide their own laptop computers and other professional support if necessary.