

Terms of Reference for Recruitment of Individual/Firm Consultant (LOCAL)

Post Title: National Consultant to conduct Ecosystem and Socio-economic Resilience Analysis and Mapping Study in High Altitude Wetlands of Bhutan.

Organization: Royal Society for Protection of Nature (RSPN)

Duty Station: RSPN Head Office, Thimphu, Bhutan

Duration: 90 days.

Type of Contract: Non-Extendable

1. BACKGROUND

Bhutan faces considerable vulnerability to climate-induced disasters. There are several risks associated to climate change mainly persistent threats to crucial sectors like agriculture and livestock, energy, water, forest and biodiversity, human settlements and health, wetlands and freshwater rivers, and ecosystems, which play significant roles in providing livelihoods and ecosystem services. In each of these critical sectors, the country also strives to maintain low-carbon and carbon-sequestering activities to remain carbon-natural. However, scientific observations and studies on the impacts of climate change on the different sectors, especially on livelihood and biodiversity impacts for Bhutan are extremely limited.

The absence of robust and quality data to establish historical baselines, future climate projections, and impact analyses inhibit Bhutan's capacity to identify its vulnerabilities to climate change. Therefore, this assignment seeks to conduct in gathering comprehensive data on climate change impact components through the Ecosystem and Socioeconomic Resilience Analysis and Mapping (ESRAM) approach. This ESRAM study encompasses understanding the current status of the mountain ecosystem in the face of Climate change. Based on which to develop and implement climate investment projects to address risks and vulnerabilities accordingly.

2. OBJECTIVES

The objectives framed under this consultancy contribute to the improvement of Bhutan's access to climate finance through the availability and access to credible climate information and data. Following are some of the specific objectives for this assignment:

- I. Conduct an Ecosystem and Socio-economic Resilience Analysis and Mapping study to understand the climate vulnerability and impact of high altitude wetland ecosystems.
- II. Outline interventions together with climate financing scope based on the ESRAM study.

3. KEY DELIVERABLES

The consultant will assist the International Consultant in undertaking this assignment.

Deliverable 1: Coordinating stakeholder meetings and workshops (stakeholders include officials of both central and local including high altitude local government officials including communities)

- Identify relevant stakeholders for meetings and workshops;
- Facilitate meetings and workshops;
- Prepare meeting agendas and reports;
- Present findings of meeting reports to the RSPN

Deliverable 2: Assist conduct of ESRAM study

- Identify and map ESRAM study areas
- Prepare Terms of Reference for Enumerators for socio-economic, biodiversity and climate change assessment in consultation with International Consultant and RSPN
- Assist International Consultant in preparing questionnaires
- Recruit and train Enumerators in consultation with RSPN
- Prepare plan for field work and survey
- Assist International Consultant in data collection
- Compilation of data and share with International Consultant and RSPN
- Provide secondary data from relevant sources within the country to the International Consultant

Deliverable 3: Preparation of Report

- Assist International Consultant in conducting validation workshop with RSPN and key stakeholders
- Assist International Consultant in presenting Final Report to RSPN and key stakeholders

4. DURATION OF ASSIGNMENT, DUTY STATION AND EXPECTED PLACES OF TRAVEL

The expert will be recruited for a period of 90 days from November 2024 and shall be based in RSPN Office, Thimphu. The field engagement in higher altitude areas of Bhutan will be part of the assignment.

5. PROVISION OF MONITORING AND PROGRESS CONTROLS

The consultant will work under the supervision and support of the Department of Program and Climate Change Coordination(DPCCC) of RSPN. All the administrative and financial work will be governed by Service Rules and Regulation (RSPN) under the Administration and Finance Division of RSPN. Wherever necessary, guidance will be also sought from the RSPN Management and Project Steering Committee. The work progress monitoring will be monitored by the DPCCC.

The Local Consultant shall work closely with International Consultant for this assignment.

6. DEGREE OF EXPERTISE AND QUALIFICATIONS

- Postgraduate degree (Master's degree) in economics, social science, natural resource management, environment management, biodiversity, climate change or related field;
- Professional work experience of at least five years of which three years of experience in conduct of similar works;

- Strong analytical skills; exceptional ability in communication and networking, negotiations and report writing;
- Experience in working with a range of stakeholders, including the Government, development partners and private sector related to climate change;
- Domain expertise in partnership and networking with different stakeholders and development partners;
- Past work experience with RSPN and conduct of similar assignment will be an advantage.

7. CRITERIA FOR SELECTION OF THE BEST OFFER

The bid proposal will be evaluated based on the following:

Combined Scoring method –

1. Qualifications and relevant work experience shall be assigned a weight of a maximum of 70%,
2. Financial quoted price with a weight of 30%.

8. FINANCIAL PROPOSAL

The financial proposal must specify the total quoted amount and a breakdown cost, including daily fee. The payment to the selected consultant shall be made as per the RSPN financial rules and regulation (contract agreement).

9. Expression of Interest/Application Procedure

- I. All qualified Local consultants interested in taking this assignment need to submit a formal application to RSPN with a cover letter addressed to The Executive Director, RSPN, Thimphu.
- II. The Subject should be “Ecosystem and Socio-economic Resilience (Climate) Analysis and Mapping Study in High Altitude Wetlands of Bhutan”. The mode of application submission will be accepted only via email, syarphele@rspnbhutan.org and copy to tsheringd@rspnbhutan.org
- III. Submission Deadline: on/before 5:00 PM, 15th October 2024.
- IV. The application should contain:
 - Cover letter - Addressed to Executive Director, RSPN, Thimphu, Bhutan.
 - Technical Proposal
 - Describing the approaches and key tasks to undertake in achieving the objectives of this assignment and producing the aforementioned deliverables.
 - Financial Proposal - Describing each activity with a logical framework and budget breakdown.
 - Supporting Documents: A copy CV of the consultant(s), valid trade license and tax clearance certificate