



## Republic of Zambia

### MINISTRY OF NATIONAL DEVELOPMENT PLANNING

### TRANSFORMING LANDSCAPES FOR RESILIENCE AND DEVELOPMENT (TRALARD) PROJECT

### REQUEST FOR EXPRESSION OF INTEREST (INDIVIDUAL CONSULTANT)

### CONSULTANCY SERVICES TO PREPARE THE PROJECT IMPLEMENTATION MANUAL FOR THE TRALARD PROJECT.

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#### 1.0 BACKGROUND

The Government of the Republic of Zambia through the Ministry of National Development Planning with support from the World Bank has been implementing the Pilot Programme for Climate Resilience (PPCR) aimed at *strengthening Zambia's institutional framework for climate resilience (while) improving the adaptive capacity of vulnerable communities in selected sub-basins*. This phase strengthens capacity at both national and local levels, whilst piloting the mainstreaming of climate risk management into spatial planning. Investments supported by the Zambia PPCR on the ground include participatory adaptation, climate-resilient infrastructure and strategic program support in agriculture, water, livestock, fisheries and natural resources and climate information services. The investments were targeted at helping the country to manage challenge of land degradation, unsustainable land use and climate variability and change.

Against this background, the Government of Zambia has identified the importance of incorporating climate change into development processes and will be implementing the *Transforming Landscapes for Resilience and Development* (TRALARD) project in Luapula, Northern and Muchinga Provinces of Zambia. The objective of the TRALARD project is to increase the ecosystem resilience and productivity within vulnerable landscapes in the Northern region of Zambia. The project will be facilitated by use of a landscape approach which will provide for the integration of policy and practice for multiple land uses, within a given area, to ensure equitable and sustainable use of land while strengthening measures to mitigate and adapt to climate change. The landscape approach will be underpinned by adaptive management through the integration of poverty alleviation goals.

#### 2.0 OBJECTIVES OF ASSIGNMENT

The main objective of the consultancy is to develop a Project Implementation Manual (PIM) that simplifies, and outlines the procedures, roles and responsibilities of all project implementing entities, and also outlines the Monitoring and Evaluation Plan for the TRALARD project, which will enable improved coordination and capacity for monitoring and evaluation activities as well as improved collection, analysis and dissemination of information.

The following are the specific objectives of the assignment

- Design Implementation arrangements as informed by implementation arrangements of the PPCR Phase II, monitoring and evaluation framework and project components/sub-components;
- Align implementation arrangements to project objectives and overall project design in consultation with key project stakeholders;
- Outline the specific investments to be supported by the Project, determining and outlining the support criteria for such investments as well as for sub projects;
- Outline the project operational guidelines for procurement and financial management;
- Develop the various forms i.e. project proposal, desk appraisal and field appraisal forms, environmental and social screening forms for use in accessing project funds (grants) by Communities, Wards and Districts. In addition, the manual should include the project completion certificate form;
- Develop the M & E Plan that will document methodologies for assessing TRALARD Project outcomes and impact and incorporate this plan into the PIM;
- Document capacity requirements for effective monitoring and evaluation

### **3.0 DURATION OF ASSIGNMENT**

The duration of the assignment is 4 weeks and expected to commence by January 2018.

### **4.0 QUALIFICATIONS REQUIREMENTS**

The evaluation criteria will include;

- (i) Possession of a Master's degree or higher in one of following: environmental studies, natural resource management and or economics, development economics, land management, climate change, wildlife management, or related disciplines;
- (ii) At least 5 years post qualification experience in a senior leadership position with a high level of technical competence on holistic Project Management, implementation
- (iii) Demonstrable experience in designing and developing Project Implementation Manuals for the public sector projects, particularly donor funded or national programmes
- (iv) Proof of having developed Project Implementation Manual(s) where s/he was a lead or deputy lead in the team.
- (v) Understanding of national governance systems is a requirement;
- (vi) Excellent written English;

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers (January 2011 revised July 1, 2014), setting forth the World Bank's policy on conflict of interest.

A consultant will be selected in accordance with the Selection Based on Individual Consultant Selection procedure as set out in the World Bank's [\*\*Guidelines: Selection and Employment of Consultants by World Bank Borrowers\*\*](#) (January 2011 revised July 1, 2014).

## 5.0 DEADLINE AND SUBMISSION

The Ministry of National Development Planning, now invites eligible Individual Consultant's ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide submit Curriculum Vitae's (CV's) demonstrating that they have the required qualifications and relevant experience to perform the Services.

Further information can be obtained at the address below during office hours 08:00 -13:00 and from 14:00 -17:00 hours local time, Zambia

Hard copy submissions of Expressions of Interest clearly marked "**CONSULTANCY SERVICES TO PREPARE THE PROJECT IMPLEMENTATION MANUAL FOR THE TRALARD PROJECT**" must be delivered and deposited in the Tender Box located at the Ministry of National Development Planning, Procurement Department, Central Statistics Office Buildings, P.O Box 30147 Lusaka or email to [info@znccs.org.zm](mailto:info@znccs.org.zm), copy to [chisulozimba@znccs.org.zm](mailto:chisulozimba@znccs.org.zm) and [gcmumba@yahoo.com](mailto:gcmumba@yahoo.com) **deadline for submission is Tuesday, 11<sup>th</sup> December 2018 at 17:00 hours.**

Head- Procurement and Supplies Unit  
For/Permanent Secretary-DPA  
**Ministry of National Development Planning**