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<b>Engagement of Technical agency for Green Recovery Action Plan on Climate Resilient Livelihood for Migrants</b>	<b>Project number/ cost centre: 18.2255.0-001</b>
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**0. List of abbreviations**

AVB	General Terms and Conditions of Contract (AVB) for supplying services and work 2018
ToRs	Terms of reference

## 1. Context

GIZ, on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ), has been partnering with Ministry of Environment, Forest & Climate Change (MoEFCC) in implementing Indo-German Technical Cooperation projects on climate change. In this context a follow up initiative “Climate Change Adaptation and Finance in Rural India” (CAFRI) as an integral part of the BMZ programme “Climate and Environment in Rural India” was initiated in January 2020 in partnership with MoEFCC. The overall aim of this project is to support partners in reducing climate change risks for vulnerable groups and sectors as well as capacity building (CB) of actors (different levels) in the planning, implementation and financing of climate adaptation initiatives at the State level. The project further supports stakeholders at the national and subnational level in policy formulation, preparation and implementation of tools and instruments which address climate change adaptation. The key areas for project support comprise of:

1. Gender responsive participatory adaptation planning and implementation on local level
2. Impact monitoring of adaptation related initiatives
3. Innovative funding sources for adaptation
4. Collaboration and coordination at national and subnational level on NAPCC and SAPCC implementation.

In Uttar Pradesh (UP), CAFRI is working with the Department of Environment (DoE) as the nodal partners. The impacts of climate change and other environmental factors exist, now under the COVID 19 scenario rural areas of the state is witnessing a reverse migration of population from urban centers. The way we prepare the responses to climate change will need to change in the COVID-19 context. Understanding newfound vulnerability and devising adaptation measures becomes even more relevant to enhance resilience and sustain incomes of migrants back in their agricultural fields. While governments of both states are preparing for recovery from the negative impacts of COVID on rural livelihoods, it is an opportune time to inform district authorities and other stakeholders to integrate components of green recovery in project planning and implementation to make it sustainable in the long run. Therefore, it is important to assess interlinkages between climate change adaptation, disaster risk reduction, COVID 19 (a notified disaster in India), natural resources/ecosystem, sustainable rural livelihood and agriculture production while preparing for a green recovery from the current situation.

**Objective:** To develop strategy and build capacity of key stakeholders to facilitate integration of appropriate climate risk mitigation and adaptation measures in the post COVID 19 recovery efforts and interventions in the areas of agriculture and natural resource management.

## 2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

### **Task I: Inception report and scoping**

- I. Conduct desk-based research and meetings with officials from DoE (Department of Environment), Uttar Pradesh and GIZ to understand the requirements and currently climate change vulnerability and other issues with returning migrants
- II. Analyse current situation to determine the focus on priority groups in consultation with GIZ and state partners. Conduct meetings with state line departments and stakeholder groups to understand the current needs
- III. Review climatic exposure and vulnerability of the selected groups based on secondary literature
- IV. Map and identify the existing schemes and plan that address assessed needs of selected region/group
- V. Map actors and the processes (block level/District level/state level) engaged in the existing schemes and plans. For example integration of Green Recovery Action Plan into Government Schemes (UP Kaamgaar Aur Shramik (Sevayojan Evam Rozgaar) Aayog, SRLM (State Rural Livelihood Mission), Atmanirbhar Bharat Abhiyan and One District One Product (ODOP) scheme and skill mapping of returning migrants.
- VI. Conduct district level risk and need assessment on livelihood issues related to reverse migration answering the following aspects in the 2 districts (exact villages to be identified after initial consultation with GIZ and DoE.
  - How has reverse migration affected the household (in community of origin) vulnerability and adaptive capacities to slow-onset climate change impacts?
  - Analyse the additional pressures on natural resources and ecosystems, e.g. through deforestation due to agricultural expansion or logging by poor and subsistence farmers.
  - Analyse the impact on agriculture based rural livelihood
  - The existing livelihoods portfolio of the target groups
  - the existing skills and capacities of the targeted group .
  - Analyze the risks of enhanced exploitation of natural resources and potential degradation of vital ecosystems and the interlinkages with the need to develop additional job opportunities in agricultural production and beyond.
  - How has reverse migration affected household (in community of origin) income, livelihoods, and consumption patterns?
  - How has reverse migration affected other members' migration aspirations?

### **Task II: To develop a template/guidance framework for Green recovery at district level**

- Based task I assessment report the consultant will outline the requirements of a green recovery framework. The following elements to be kept in mind while developing the framework
  - Supports local needs
  - Considers convergence with ongoing schemes
  - Supports participatory planning

- Enhance ownership
- Gender responsive and inclusive
- Targets both short, medium and long terms sustainable livelihood need of the target groups

**Task III: To design green recovery action plan for agriculture sector in 2 districts**

- Design a district level Green recovery action plan (short, medium and long term) on climate resilient livelihood including alternative sustainable livelihood measures
- Based on the Task I assessment devise sustainable livelihood strategies for the target group
  - Specific recommendations on livelihood strategies within existing resource base through added skills, new techniques of production, creating linkages to existing schemes or other resource value addition, existing and potential market linkages.
- Analyse capacity gaps and barriers to the proposed strategies and recommend training needs for implementing the proposed strategies

**Geographical Coverage:** Siddharthnagar and Maharajganj districts

**Specific outputs**

- Well-designed research involving households of returned migrants
- A final report that should include:
  - a. Description of methodology and research design
  - b. Literature review
  - c. Results analysed and discussed to develop a green recovery framework and for the state
  - d. Green recovery action plan for 2 districts
  - d. Recommendations at national and local levels
- For storytelling purposes: A coded citation/story database, plus photographs (including rights declarations for image usage) of climate change rural development and migration issues; and
- A virtual presentation of the results of the research to the GIZ SNRD Asia and Pacific Working Group (<https://snrd-asia.org/>)

Milestone	Deadline
1. Research plan, including indicative timeframes and virtual meeting with GIZ technical staff	Within one week of contract start date
2. Literature review, research design and methodology, including the selection of households in specific communities and preparation of questionnaires	Within four weeks of contract start date

3. Virtual consultation with consultants from Thailand and Phillipines and GIZ advisors on research design, etc.	Within four weeks of contract start date
4. Conduct focus group discussions and interviews (While in the community, storytelling data including photographs shall be collected.)	Within 8 weeks of contract start date
5. Draft report writing, including <ul style="list-style-type: none"> <li>• Methodology and research design</li> <li>• Literature review/state of the art</li> <li>• Analysis</li> <li>• Recommendations</li> </ul>	Within 12 weeks of contract start date
6. Present draft report findings and recommendations to GIZ for feedback and comments	Within 13 weeks of contract start date
7. Submission of final report (print and digital copy), presentation file, and coded stories and photographs	Within 15 weeks of contract start date
8. Virtual presentation/Webinar of research results to SNRD Asia and Pacific Working Group	Within 16 weeks of contract start date
9. Debriefing meeting (virtual or via telephone)	Within 16 weeks of contract start date
<b>Indicative Timeframe</b>	<b>16 weeks or 4 months</b>

- a. Period of assignment: From 03<sup>rd</sup> September 2020 to 15<sup>th</sup> December 2020.

### 3. Concept

In the bid, the bidder is required to show how the objectives defined in Chapter 2 are to be achieved, if applicable under consideration of further specific method-related requirements (technical-methodological concept). In addition, the bidder must describe the project management system for service provision.

#### Technical-methodological concept

**Strategy:** The bidder is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1). Following this, the bidder presents and justifies the strategy with which it intends to provide the services for which it is responsible (see Chapter 2).

The bidder is required to present the actors relevant for the services for which it is responsible and describe the **cooperation** with them.

The bidder is required to present and explain its approach to **steering** the measures with the project partners and its contribution to the results-based monitoring system.

The bidder is required to describe the key **processes** for the services for which it is responsible and create a schedule that describes how the services according to Chapter 2 are to be provided. In particular, the bidder is required to describe the necessary work steps and, if

applicable, take account of the milestones and contributions of other actors in accordance with Chapter 2.

The bidder is required to describe its contribution to knowledge management for the partner and GIZ and promote scaling-up effects (**learning and innovation**).

### **Other specific requirements**

**Methodology:** The contractor shall design empirical research. The research results are expected at high quality, providing primary and supporting evidence, with sound analyses in context, and written in a clear and concise language. As the research will focus on a small population of returned migrants in UP an in-depth micro case study employing quantitative and participatory research methods are recommended. A possible mix of methods are listed below:

- Key informal interviews with state, district and panchayat level officials
- Focus group discussion with selected communities (in compliance with physical distancing and group activity regulations in the locality)
  - Or
- Semi-structured/informal interviews with community members
- Solicited diaries

The bidder is required to explain its approach for coordination with the GIZ project.

- The contractor is responsible for selecting, preparing, training and steering the experts (international and national, short and long term) assigned to perform the advisory tasks.
- The contractor makes available equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.  
The contractor reports regularly to GIZ in accordance with the AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH from 2018

In addition to the reports required by GIZ in accordance with AVB, the contractor submits the following reports:

- Inception report
- Contributions to reports to GIZ's commissioning party
- Brief quarterly or half-yearly reports on the implementation status of the project (5-7 pages)

The bidder is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the bid; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule.

#### **4. Personnel concept**

The bidder is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 6), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points.

#### **One Team leader : Climate change adaptation and natural resource management (2.1)**

##### Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, in particular identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and international short-term experts
- Regular reporting in accordance with deadlines

##### Qualifications of the team leader (2.1)

- Education/training (2.1.1): University qualification (German 'Diplom'/Master/Phd) in Environment/Economics/natural resource management
- Language (2.1.2): Good business language skills in English and Hindi
- General professional experience (2.1.3): 10 years of professional experience in the climate change/rural development and working with rural communities and local government institutions sector
- Specific professional experience (2.1.4): 6 years in designing sustainable livelihood strategies and associated capacity development for rural development sector/climate change/environment based on ground realities and development priorities
- Leadership/management experience (2.1.5): 5 years of management/leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 5 years of experience in India. Profound experience in primary and secondary research and designing policy recommendations
- Development Cooperation (DC) experience (2.1.7): 5 years of experience in DC projects

#### **Expert 1, Sector expert: Rural development and agriculture (2.2)**

##### Qualifications

- Education/training (2.2.1): Masters/Phd in Rural development/Rural Management/Agriculture
- Language (2.2.2): English and Hindi



- General professional experience (2.2.3): 10 years of experience in working on rural development/livelihood with government departments/officers at state, district and village level in agriculture and allied sectors
- Specific professional experience (2.2.4): 5 years of research experience on governance issues at local level, livelihood issues and working with community groups and Panchayati Raj Institutions. Sound knowledge of social science methods and frameworks, as well as research approaches to climate change, livelihoods and risks; preferably a record of working on how climate change affects livelihoods and the role of strategies to reduce climate risks to livelihoods;
- Regional experience (2.2.6): Uttar Pradesh

#### Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Sociocultural competence
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

#### **Required Qualification / experience for the consulting agency**

The Agency should have the following administrative and financial requirements for conducting the assignment:

- Average annual turnover for the last three financial years should be at least 40,000 Euros.
- Number of employees as at 31.12.2019 should be at least 4 persons.
- Agency must have handled at least 2 projects on climate change adaptation and rural livelihoods
- Agency must have worked on at least 2 reference projects with a minimum commission value of 15,000 Euros.
- Have legal status enabling the organization to perform the above-mentioned tasks.
- Ensure full data protection for all processes and procedures before, during and after data collection according to Indian legislation and the EU GDPR.

#### **The agency should have the following experiences for conducting the assignment:**

- 5 years Technical expertise in consulting on climate change adaptation
- 5 years experience in capacity development work for climate change adaptation
- 5 years experience in collaboration with government agencies, local government bodies on environment and climate change
- 5 years of experience in working with community groups, women groups on natural resources management and livelihood issues

- 5 years of experience on empirical research

## **5. Costing requirements**

### **Assignment of personnel**

Team leader : On-site assignment for 35 expert days

Expert 1: Assignment in country of assignment for 25 expert days

### **Travel**

The bidder is required to calculate the travel by the specified experts and the experts it has proposed based on the places of performance stipulated in Chapter 2 and list the expenses separately by daily allowance, accommodation expenses, flight costs and other travel expenses.

## **6. Requirements on the format of the bid**

The structure of the bid must correspond to the structure of the ToRs. In particular, the detailed structure of the concept (Chapter 3) is to be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). It must be legible (font size 11 or larger) and clearly formulated. The bid is drawn up in English.

The complete bid shall not exceed 10 pages (excluding CVs).

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages. The CVs must clearly show the position and job the proposed person held in the reference project and for how long. The CVs can also be submitted in English.

If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment.

Please calculate your price bid based exactly on the aforementioned costing requirements. In the contract the contractor has no claim to fully exhaust the days/travel/workshops/ budgets. The number of days/travel/workshops and the budget amount shall be agreed in the contract as 'up to' amounts. The specifications for pricing are defined in the price schedule.