



**GOVERNMENT OF SIERRA LEONE**  
**ENVIRONMENT PROTECTION AGENCY**  
**Ministry of the Environment**  
**92 Dundas Street Freetown**



## **REQUEST FOR PROPOSAL**

### **LOCAL MONITORING, REPORTING AND VERIFICATION (MRV) EXPERT FOR THE CAPACITY BUILDING INITIATIVE FOR TRANSPARENCY (CBIT) PROJECT**

**Procurement Number: EPA-SL/CCS/GEF/RFP/010/2022**

**Date of First Issued: 1<sup>st</sup> September, 2022**

The UNFCCC enhanced transparency framework demands substantial and immediate progress in the countries' domestic Monitoring Reporting and Verification (MRV) systems and strategic de-carbonization planning. This entails moving from often disintegrated and often different-methodological approaches in data management to an integrated and robust system. The success of the Paris Agreement hinges on enhanced transparency of action and support, as a critical foundation to making its bottom-up, country-led approach work, as well as building mutual trust and confidence amongst Parties. GEF- CBIT will support Sierra Leone in establishing an overarching structure across all sectors that will ensure high quality in its transparency instruments; and create the capacities to respond to UNFCCC's reporting requirements. CBIT's most important contribution will occur by building capacity and setting up systems to collect data and track NDC implementation.

The Local MRV consultant will work closely with the international consultant to develop four technical guidelines for data generation and management in key sectors; develop the NDC implementation Plan, and update the NDC reflecting the MPGs from the COP 24 including gender-sensitive indicators.

#### **Objectives**

The overall objective of the work is to identify and assess the different options and possibility for a domestic MRV and to develop and operationalize a MRV plan

Specific objectives of the work include the following;

- Develop methods and approaches for establishing a national MRV, following good international practices and established techniques.
- Develop a detailed NDC implementation plan to establish/strengthen MRV systems
- Develop technical management guidelines aligned with the 2006 IPCC guidelines for all sectors.

## **Educational Qualification**

The Consultant for this assignment should have the following qualification:

- Advanced degree or higher (Master's or higher) in areas relevant to climate change

### **Competencies:**

#### **Corporate Competencies**

- Demonstrates integrity by modelling GEF's values and ethical standards.
- Promotes the vision, mission, and strategic goals of the Agency and partners' institutions.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Treats all people fairly without favouritism.
- Fulfils all obligations to gender sensitivity and zero tolerance for sexual harassment.

#### **Technical Competencies:**

- Should have extensive international experience preferably in Africa countries in designing and developing baselines and monitoring, reporting and verification (MRV) systems
- Excellent understanding of global climate change issues in particular related to MRV and gender
- Should prove on the ground experience in preparing and implementation.
- At least 10 years' professional experience in relevant areas

#### **Communication:**

- Active listening and dialogue (acknowledge and responds constructively to the points of view of others);
- Excellent writing and verbal communication skills;
- Communicate effectively in writing and verbally to a varied and broad audience in a simple and concise manner.

#### **Teamwork:**

- Projects a positive image and is ready to take on a wide range of tasks;
- Focuses on results for the client;
- Welcomes constructive feedback.

Good interpersonal and networking skills, ability to establish and maintain effective working relations, supports and encourages open communication in the team, and facilitates team work.

### **Evaluation method and criteria**

**Technical Criteria weight 70%**

**Financial Criteria weight 30%,**

Only candidates obtaining a minimum of 70% of the total technical points (49 points) would be considered for the Financial Evaluation.

<b>1. Technical Capacity and Related Qualifications</b>		<b>Points</b>
1.	Advance degree or higher ( Master's or higher) in area relevant to climate change.	5
2.	Should have extensive international experience preferably in Africa countries in designing and developing baselines and monitoring, reporting and verification (MRV) systems	20
3.	Excellent understanding of global climate change issues in particular related to MRV and gender	15

4.	Should prove on the ground experience in preparing and implementation	20
5.	At least 10 years' professional experience in relevant areas	10
	Total Possible Points	<b>70</b>

**How to Apply:**

Qualified and interested candidates are hereby requested to apply. The application should contain the following:

- Cover letter
- Personal CV, indicating education background/professional qualifications, all experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references;
- Submit technical and financial proposals for the assignment.

**The consultant is requested to prepare and submit their technical and financial proposal to be submitted to the address not later than 28<sup>th</sup> September 2022 at (2:00 PM).**

**Note:** The consultants shall be ranked, and the first ranked on the list shall be selected for the proposed assignment given that, their fee Lump sum rates are within the budget. **The selection process will be based on the Least Cost Selection.**

**Service Required:** The Environment Protection Agency SL is soliciting an **individual Consulting Expert for Local Monitoring, Reporting and Verification for the Capacity Building Initiative for Transparency** to carry out the above consultancy service. The Agency is executing (on behalf of the country), the Capacity Building Initiative for Transparency, a GEF-funded project and implemented by UNEP. There is a key requirement for Monitoring, Reporting and Verification (MRV) under this project and as such the Agency is requesting for proposals for experts who can provide a statement of capability and experience indicating that they are qualified to perform the service (description of similar assignment, experience in similar conditions, availability of appropriate skills among staff, etc.) to submit Technical and financial proposals for the assignment. The Technical Proposals will be publicly opened on **[28<sup>th</sup> September, 2022] at [2:00 pm]**, in the presence of the bidders' designated representatives and anyone who chooses to attend, at the address below.

**This advertisement is open to all individual Consultants nationwide.**

**Kindly submit the following documents;**

- **Technical proposal**
- **Financial Proposal**
- **A Cover Letter**
- **Curriculum Vitae of staffs**
- **Business Profile**
- **Samples of previous work**

**Duration of work:**

The assignment is expected to be undertaken within Five (5) months starting October 2022.

**Duty Station:**

Freetown

Interested consultant may obtain further information and collect the terms of reference (TOR) at the address below between **[9am to 4pm Mondays to Fridays]**.

Technical and Financial proposals must be delivered to the address below on or before **[28<sup>th</sup> September, 2022]** at **[2:00 pm]**,

Proposals along with relevant documents must be submitted in sealed envelope boldly marked: **“LOCAL MONITORING, REPORTING AND VERIFICATION (MRV) FOR THE CAPACITY BUILDING INITIATIVE FOR TRANSPARENCY (CBIT) PROJECT**

” at the address below. Late proposal will be rejected and returned unopened. In addition to the original of the proposals, the number of copies required is 2.

**WOMEN ARE STRONGLY ENCOURAGED TO APPLY**

**Bids must be delivered to the address below.**

**Executive Chairperson**

**Environment Protection Agency-SL;**

**2<sup>nd</sup> Floor**

**92 Dundas Street**

**Freetown**

**Pay No Bribe**