Request for quotation (RFQ)- Services

Dear Sir / Madam:

The Secretariat of the Benguela Current Convention (BCC) invites you to submit a quotation to coordinate/facilitate the National Action Plan (NAP) in Namibia for the Benguela Current Convention (BCC), as detailed in Annex 1.

Quotation, including profile, technical proposal, curriculum vitae and the financial proposal should be submitted to Benguela Current Convention (BCC) via email to incingc@benguelace.org on or before 12 November 2021.

It shall remain your responsibility to ensure that your quotation reaches the above address on or before the deadline. Quotations received by BCC after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that it is signed, is in pdf format, and free from any virus or corrupted files.

Your quotation should separate professional fees from any other costs related to the assignment.

Thank you and we look forward to receiving your submission.

Sincerely yours,

Thandiwe Gxaba
Acting Executive Secretary
 Annex 1

Request for short term consultancy services to coordinate/facilitate the National Action Plan (NAP) in Namibia for the Benguela Current Convention (BCC).

1. BACKGROUND

The Benguela Current Convention (BCC) is a multi-sectoral organisation established by the republics of Angola, Namibia and South Africa (Parties) to spearhead regional collaboration for integrated management, sustainable development and protection of the environment using an ecosystem approach to ocean governance in the Benguela Current Large Marine Ecosystem (BCLME). The BCC is the first intergovernmental Convention in the world to be based on the Large Marine Ecosystem (LME) concept of ocean governance – a move towards managing transboundary resources at the larger ecosystem level (rather than at the national level) and balancing human needs with conservation imperatives. The vision and objectives of the BCC are pursued through the implementation of a Strategic Action Programme (SAP, 2014-2019). The SAP has set policy actions to address the priority transboundary challenges identified in the Transboundary Diagnostic Analysis (TDA). The SAP was informed by the TDA, which was initially developed in 1999 and updated in 2013, and covers eight thematic areas, namely: living marine resources; non-living marine resources; productivity and environmental variability; pollution, ecosystem health and biodiversity; human dimensions; economic development potential; and governance. The objective of the BCLME TDA was to provide structured information relating to the ecological, social and economic status of the BCLME, with a particular focus on transboundary impacts resulting from human activities.

2. RATIONALE

The Benguela Current Convention (BCC) is in the process of developing the National Action Plans (NAPs) to facilitate the implementation of its Strategic Action Programme (SAP, 2022-2027). The NAPs will define technical and management interventions at the Party (country) level that will contribute to the effective implementation of the SAP. In this context, the BCC is seeking a competent individual to coordinate and facilitate the development of the NAP in each of the BCC Member States. The consultant will work closely with and support Karrool Management Services (KMS) which is reviewing and updating the BCC Transboundary Diagnostic Analysis (TDA) and the SAP as well as developing the NAPS.

3. SCOPE OF WORK

The NAP national coordinator/facilitator will be responsible for coordinating the activities at the national level for the preparation of the NAP. Specifically, the coordinator will carry out the following in the country:

a) Act as a facilitator of the NAP Development Team (DT), which includes the convening of meetings of the DT and preparing brief notes on the meeting outcomes;

b) Discuss and agree on the specific responsibilities of the NAP-DT members with the DT, BCC, and KMS.

c) Assist with the preparation and compilation of required inputs for the NAP, either individually or in collaboration with the DT, and these include:

i. Prioritized actions in each sector to address the issues (environmental problems) identified in the TDA

ii. Relevant existing projects or other national initiatives per sector
iii. Data and knowledge gaps and barriers (political, social, economic, institutional cultural) per sector

- Act as a focal point for communication between the DT, KMS, and the BCC.
- Facilitate stakeholder consultations and communication.
- Assist with preparations for, and participate in, the NAP (and SAP) stakeholder consultations and workshops.
- Facilitate review of the draft NAP and compile and transmit comments received to KMS and the BCC.
- Any other tasks as may be required by KMS and the BCC.

4. DELIVERABLES AND PROPOSED TIMEFRAME

The main outputs and their corresponding consultancy days are listed in the table below:

<table>
<thead>
<tr>
<th>Deliverables</th>
<th># of days</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Inception report and NAP outline</td>
<td>2</td>
</tr>
<tr>
<td>b) Data collection and stakeholder consultations (report on data collected,</td>
<td>20</td>
</tr>
<tr>
<td>literature review and consultation reports)</td>
<td></td>
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<tr>
<td>c) Workshops (proceedings of two workshops)</td>
<td>10</td>
</tr>
<tr>
<td>d) Drafting of NAP (draft NAP report)</td>
<td>10</td>
</tr>
<tr>
<td>e) Finalisation of NAP (final NAP report)</td>
<td>4</td>
</tr>
<tr>
<td>f) Provide support to SAP development</td>
<td>10</td>
</tr>
<tr>
<td>Total number of days</td>
<td>56</td>
</tr>
</tbody>
</table>

5. COMPETENCY AND SKILLS REQUIRED

The consultant should:

- Hold an Advanced university degree (at least Masters level) in an appropriate field related to the priority issues covered in the TDA, ocean management, marine environmental assessment, etc. or a bachelor degree with more than 10 years of relevant experience will also be considered.
- Have at least 8 years working experience in marine environmental/natural resources assessment and management in the country or at the regional level, and coordination of multi-disciplinary teams.
- Have knowledge of marine environmental issues, and related socio-economics and governance in the country.
- Be familiar with ongoing and planned projects and programmes in the country to address priority environmental issues relevant to the BCLME.
- Have good communication and coordination skills.
- Have the ability to work with stakeholders at all levels including the public and private sectors.
- Possess good spoken and written English skills.
- Have knowledge of BCLME transboundary issues, large marine ecosystem approach, and GEF TDA/SAP/NAP process.