

# CALL FOR PROPOSALS

Call for proposals issued by the International Union for Conservation of Nature,  
Central and West Africa Programme (IUCN-PACO)  
Ouagadougou, Burkina Faso

Project: **Regional Governance of Protected areas in West Africa (ROC/FED/039-269)**

Title: **Data collection mission for the evaluation of the socio-economic impacts of the PAPBio programme**

Publication date: **8 June 2020**

Closing Date: **12 July 2020**

## **1. Background**

The International Union for Conservation of Nature (IUCN) is a union of Members made up of governments and civil society organizations. It provides public, private and non-governmental organizations with the knowledge and tools necessary for human progress, economic development and the conservation of nature to proceed in harmony. Founded in 1948, IUCN has grown over the years to become the world's largest and most diverse environmental network. It draws on the experience, resources and strength of its 1,300 Member organizations and the expertise of more than 13,000 experts.

Within the framework of the implementation of the Regional Indicative Programme (RIP) of the European Union in West Africa 2014-2020 (11<sup>th</sup> European Development Fund), and specifically in its priority area 3: "Resilience, food and nutritional security and natural resources", an action to support the preservation of biodiversity and fragile ecosystems, environmental governance and climate change in West Africa (ROC/FED/039-269) was selected in consultation with ECOWAS and WAEMU following a consultation conducted in 14 countries and financed by a contribution from the 11<sup>th</sup> EDF-RIP-WA.

The PAPBio programme comprises two (02) components, namely: Component 1 gathering seven (07) field projects whose lead applicants are IUCN, GIZ, NITIDAE (implementing two (02) projects in Burkina Faso and Côte d'Ivoire), Wild Foundation, AFD, Ghana Wildlife Society; Component 2 deals with the regional governance of protected areas in West Africa and is also implemented by IUCN. It is important that the PAPBio programme, which globally aims to improve the well-being of communities, should be able to measure the cumulative impacts induced by all the projects of the two (02) components.

It is within this framework that IUCN is recruiting seven (07) national consultants to conduct the data collection mission in order to evaluate the socio-economic impacts of the PAPBio programme. The present ToRs are prepared for this purpose.

## **2. Objectives**

The main objective of the mission is to conduct data collection at the beginning and towards the end of the programme on the socio-economic situation of the beneficiary and non-beneficiary communities in the PAPBio programme intervention zone using the impact measurement tool developed for this purpose and which will be made available to them. The data collected will make it possible to establish the reference point and the final situation of the program in order to measure its socio-economic impact.

Specifically, it is about :

- Owning the data collection tool and the protocol of use developed by the international consultants for the needs of this mission ;
- Conducting the data collection mission on the socio-economic situation of the communities by scrupulously following the methodological approach and the established collection protocol ;
- Ensuring the quality of the data collected ;
- Contributing, in support of the international consultants in charge of these tasks, to the work of data processing and analysis and then to the interpretation of the results.

### **3. Mission specifications**

The mission consists in conducting data collection during the implementation of the 7 field projects of component 1 of the PAPBio programme in order to establish the socio-economic situation of the programme's beneficiary communities. This data collection will be done by operating a tool and its protocol of use, supported by a methodological approach that will be made available to the national consultants. These national consultants will be trained beforehand in the effective use of the tool on the fringe of the data collection phase.

The collection could be carried out among 60 communities, 40 of which would be randomly selected among the communities impacted by the program, and 20 communities randomly selected among communities outside the influence of the program in order to be able to potentially attribute the difference to the effects of the program.

The mission will be carried out in two stages: a first stage at the beginning of the program for the collection of baseline data, and a second stage towards the end of the program in 2023.

### **4. Assignments of the consultants**

The specific tasks to be carried out by the national consultants are:

- Participate in the training for an optimal use of the data collection tool and the mission's operating protocol;
- Participate in the test phase of the data collection tool and the operating protocol;
- Conduct data collection missions in the sampled communities;
- Ensure the quality of the data before transmission to IUCN and the international consultants;
- Support the processing and analysis of the data and the interpretation of the results by the international consultants.

### **Deliverables**

Each of the national consultants will be required to produce the following deliverables:

- A mission start-up report including a detailed work plan for at least the first phase of the collection mission ;
- The delivery, within the agreed timeframe, to IUCN and the international consultants, of the data collected in accordance with the presentation format provided ;
- A report after each stage of collection highlighting any difficulties encountered in the use of the tool and suggestions for improvement.

## **5. Budget and duration of the mission**

The budget for the data collection mission is estimated beforehand at approximately 40 man-days for each of the 7 national consultants, including the days of participation in the workshops to finalize the collection protocol and associated training on the one hand, and to finalize and analyze the end-of-program data on the other hand.

The planning and organization of working time, even if it remains at the initiative of the consultants, should reasonably cover the two stages of data collection during the mission.

## **6. Travel locations**

The PAPBio programme benefits all ECOWAS countries and Mauritania. However, seven (07) field projects (component 1) are implemented in the following sites and countries: the Complex of W parks comprising Benin, Burkina Faso and Niger; the Po and Nazinga Complex in Burkina Faso; the Comoé National Park in Côte d'Ivoire; the Mole National Park in Ghana; the Gourma Reserve in Mali; the Réserve Nationale Naturelle de Termit Tin Touma (RNNTT) in Niger and the mangrove forests from Senegal to Benin.

The national consultants will be recruited from the landscapes they will be expected to cover during the collection missions. Travel will be required within the sampled communities. The financial proposal must therefore include proposals for travel and living expenses (accommodation, meals) during the data collection missions and participation in the above-mentioned workshops. Further details on the data collection missions can be provided to the consultants during the scoping meeting and the implementation modalities will be agreed upon.

## **7. Fiscal Conditions**

In accordance with the tax provisions in Burkina Faso provided for in Law n°051-2019/AN on the Finance Law for the financial year 2020, a withholding tax will be applied on the amount of the fees of the firm or group of consultants. The percentage of the withholding tax varies according to the tax situation of the service provider (whether or not it holds a unique financial identifier (IFU) registration). This withholding will be remitted by IUCN to the Directorate General of Taxes (DGI) in Ouagadougou.

## **8. Indicative profil of national consultants**

The mission will be carried out by consultants able to demonstrate the following profiles and qualifications:

- At least a Bachelor's degree with a very good knowledge of the socio-economic and conservation stakes of the implementation landscapes of the projects of the PAPBio Component 1 ;
- At least 2 years of proven experience in conducting studies or surveys or collecting socio-economic data;
- Proven ability to work with rural communities;

- Mastery of computer tools, in particular the handling of data collection tools;
- Ability to synthesize information and advanced writing skills;
- Good written and oral communication skills;
- Good skills for working in multidisciplinary teams.

## **9. Content of tenders**

Consultants interested by this consultancy are kindly requested to provide:

On the one hand, a technical proposal:

- Describing the general understanding of the terms of reference, the stakes and the objectives of the mission;
- Demonstrating the candidate's expertise, including CV illustrating relevant experience;
- Indicating a proposal for the organization and use of working time;

On the other hand, a financial offer including:

- A detailed budget in relation to each deliverable;
- The fees broken down by man/day and other detailed costs showing the quantities and unit prices proposed;
- A proposed payment schedule.

Each tender should clearly indicate the site(s), as well as the associated project that the proponent wishes to cover during the data collection mission.

## **Questions**

Any question should be addressed to Arsène SANON ([arsene.sanon@iucn.org](mailto:arsene.sanon@iucn.org)) no later than 28 June 2020.

## **10. Submission of bids**

Bids must reach the IUCN-PACO Regional Office before 12 July 2020 at 23:59 hrs (UTC-GMT), signed and addressed to the Regional Director of the Central and West Africa Programme :

1. Either by deposit in separate sealed envelopes with the mention «**Regional Governance of Protected areas : Recruitment of national consultants for the collection of data to measure the socio-economic impacts of the PAPBio programme** » « To be opened only at the evaluation session» at the Regional Office of IUCN-PACO located in Ouaga 2000, behind the Ouaga 2000 Total fuel Station, Ouagadougou, Burkina Faso.
2. Or by email as a password-protected PDF file at [paco@iucn.org](mailto:paco@iucn.org) with the following title «**Proposal - Regional Governance of Protected Areas: « Recruitment of national consultants for data collection to measure the socio-economic impacts of the PAPBio Programme** ».

The name of the person holding the passwords, his or her telephone number, Skype and email address must be mentioned in the sending email. The Regional Head of Finance and Administration of IUCN-PACO, Mr. Ny Andry Rakotoharintsifa, will contact this person to obtain the passwords when the evaluation commission opens the files. Bidders should not accept requests for passwords from others.

Passwords should only be communicated by email to «[ny-andry.rakotoharintsifa@iucn.org](mailto:ny-andry.rakotoharintsifa@iucn.org) ».

## **Selection Process**

After receipt of the bids, they will be examined by a committee and those eligible will be analysed by an ad hoc panel. The selected candidates will be contacted for contract negotiations. Unsuccessful tenderers will be informed by letter at a later stage.

### **Evaluation of tenders**

The proposal selected will be the one that presents the most robust technical offer, supported by the most advanced analysis and the financial offer with the best price/quality ratio. The scoring grid will devote around 70% of the total score to the technical quality of the proposal and the other 30% to the financial aspects.