



Terms of Reference

Conducting a feasibility study for a project on a Multi-Actor Partnership (MAP) on Loss & Damage with a focus on Bangladesh

1. Background

Bangladesh is one of the countries most affected by climate change and climate-related loss and damage (L&D) in the world. Bangladesh's topography and geographic location render it exposed to a number of climate-related hazards – from extreme weather events like floods and cyclones to slow onset climatic processes like sea level rise and salinization.

In this context, Bangladesh is planning to establish a comprehensive national L&D mechanism under a pilot program. Key stakeholders are driving the establishment of the mechanism (most notably the newly formed Public Private Partnership Authority). And a whole-of-society process to establish the mechanism is desired by government and NGOs but not yet properly implemented. Civil society has already played a critical role in developing and supporting the concept of a national mechanism, bringing in the needs of the poorest and most vulnerable populations.

By establishing a Multi-Actor Partnership (MAP), the planned project aims to establish a viable dialogue structure and thus promote cooperation among government, NGOs, the private sector, and academia in establishing and operating the national L&D mechanism. It also aims to strengthen civil society capacities in the development of the actual mechanism, in order to ensure that the needs of the poorest and most vulnerable population groups are also taken into account when setting up the mechanism.

2. Purpose, Objectives and Use

The purpose of this feasibility study is to provide a sound basis for the project proposal and the implementation of the planned project. The results of the feasibility study will lay the ground for a solid project proposal. It is expected to give valuable insights for the proposal finalization as well as for the project conduction and the choice of project partner. The feasibility study is a precondition for the BMZ / bengo funding of this envisioned project.

3. Roles

The expert conducts the study in close cooperation with Germanwatch and the potential project partner. The official client will be Germanwatch e.V. (Kaiserstraße 201, 53111 Bonn). The expert is enabled by Germanwatch to work solely on concrete interviews or analysis that is directly relevant for the study. Germanwatch can be contacted to resolve technical and content questions of study implementation.

Information provided by Germanwatch:

- Project concept
- country study on L&D in Bangladesh
- List of experts for interviews, incl. all necessary contact details, establishing contact if needed (from Bangladesh, Sri Lanka and Senegal as well as international experts, etc.)
- Overview of related earlier activities by Germanwatch
- List of guiding questions

4. Scope of Work

Main focus of the analysis should lie on the question if the suggested project approach is set up to be successful to reach the overall political objectives (impact) through implementing the indicated steps.

The feasibility study (max. 30 pages) should cover:

- Support in setting of realistic objectives
- Feasibility of activities
- present the context of the planned project at all relevant levels (micro-, meso-, macro-) and also include essential, project-relevant data on the initial situation.
- analyze to what extent the selected approach can contribute to solving the problem situation among the target groups and other actors. Furthermore, the project should be critically evaluated with regard to the OECD DAC1 criteria of relevance, coherence, effectiveness, efficiency, impact and sustainability (see point 5).
- concrete recommendations for adjustments to the specific project concept, including impact matrix and measures, should be formulated as far as possible. The actors and stakeholders to be involved, suggestions for monitoring fields of outcome and impact measurement as well as opportunities and risks must be taken into account.
- concrete recommendations for areas of capacity building within the project implementation

The geographical focus lies on Bangladesh but the study should also touch upon value added of MAP for the international debate and regional south-south learning elements (particularly in Senegal and Sri Lanka).

5. Methodology

- Analysis of the concept note and country study on L&D in Bangladesh
- It is expected that a core part of the study is prepared on the basis of
 - a questionnaire for stakeholders (not longer than 2 pages)
 - focused (virtual) interviews with stakeholders involved

Due to the Covid pandemic the expert is not expected to visit the project region to conduct interviews. If the expert is based in Bangladesh and the Covid-19 situation allows, in-person interviews are thinkable only under safe conditions.

6. Process and tentative timeline

Milestones/meetings	Deadline/time span
1. Call for tender to potential consultants with request for proposal	20.12.2021 - 10.1.2022
2. Selection and contracting	11.1.-24.1.2022
3. Start of consultancy	1.2.2022
4. Kick-off with Germanwatch (clarifying open questions, confirming suggested work plan)	3.2.2022
5. Preparation of the study incl. desk study and interviews and preparation of the report <ul style="list-style-type: none"> • annotated outline and interview questionnaire to be discussed with Germanwatch 	4.2 - 15.3.2022
6. Short progress report and status quo meeting	22.2.2022
7. Finalising and submission of report and discussion with Germanwatch	Latest 15.3.2021

7. Outputs and Deliverables

The feasibility study should not exceed 30 pages (excl. additional data material) and be written in English. It should contain the following chapters:

1. Purpose, objectives and use of the feasibility study
2. Methodology
3. Initial situation and problem analysis (on macro, meso, micro level)
4. Project executing agency in the partner country (local executing agency)
5. Target groups and other actors (at micro, meso and macro level)
6. Evaluation of the planned project according to OECD DAC criteria (see <http://www.oecd.org/dac/evaluation/49756382.pdf>)
7. Recommendations
8. For further guidance see „Guiding questions for feasibility studies“ of bengo (attached)

8. Expert Profile of the feasibility study

Characteristics of the expert:

- Independently working from all project stakeholders
- An expert with respective country expertise (Bangladesh)

- Has to be fluent in written and spoken English
- A professional, result-orientated, well-structured, giving a critical assessment of the study context/focus
- Uses a focused and concise language, bringing important findings to a point
- Has excellent communication skills.

The expert has substantial working experience

- technical expertise
 - climate impacts, climate risk management, climate change adaptation or L&D
 - knowledge of related political processes on the national and international level e.g. UNFCCC, UNISDR, etc.
- country expertise in Bangladesh
- in proposal writing / conducting feasibility studies for projects by the not-for profit sector
- in using different methods of social science (focused interviews, questionnaires)
- Experiences with the multi-actor partnership approach are an asset

Germanwatch is looking for a consultant to carry out the above activities within the proposed timeline.

Interested applicants are encouraged to submit their offer including:

- Expression of interest
- CV incl. references to prove the required substantial work experience (see paragraph "expert profile)
- a financial offer (separate disclosure of applicable taxes)
- short description (max. 1 page) of the methodology and approach they plan to apply when conducting the feasibility study

The contract will be awarded to the most economically advantageous tender, i.e. the tender offering the best price-quality ratio. The evaluation of offers will be based on: 60% required work experience, 25% price, 15% proposed methodology.

Deadline for applying is 10th of January 2022 by 23:59 GMT+1 and offers should be sent to: schaefer@germanwatch.org and kuenzel@germanwatch.org, with copy to laudahn@germanwatch.org.

Late or incomplete applications will not be considered.