

# COMMON MARKET FOR EASTERN AND SOUTHERN AFRICA



Government of Zimbabwe



## EXPRESSION OF INTEREST/CALL FOR APPLICATIONS

### (LOCAL/REGIONAL/INTERNATIONAL INDIVIDUAL CONSULTANTS)

## RECRUITMENT OF CONSULTANT TO DEVELOP ZIMBABWE'S NATIONAL CLIMATE CHANGE FUND ARCHITECTURE

### Background and Context

Climate Change is regarded as a key environment and development challenge for the 21st century. Affecting every continent, Climate Change impacts threaten to undo progress made toward poverty reduction and the achievement of the Sustainable Development Goals. Governments agree that Business-As-Usual development will not suffice — countries need a new way forward that helps their economies grow in a manner that acknowledges the pressing reality of climate change. Countries must transition toward a new paradigm that supports low-emission, climate-resilient development, shifts production and consumption processes to emit fewer greenhouse gases and promotes sustainable development. Ushering in a new development paradigm requires a dramatic increase in climate change finance.

Climate Change finance is crucial to the successful implementation of the National Climate Policy. Zimbabwe remains a highly climate-sensitive country owing to both observed and anticipated changes in climate. The multifaceted impacts of climate change in the key sectors of the economy, such as agriculture, the industrial sector, biodiversity, rangelands, water resources, health and human settlements and tourism require private-public synergies and continuous and predictable financial flows. As such, several sector-specific adaptation options identified have been constrained by paucity in adaptation funding. For instance, efforts to promote irrigation development through dam construction and adoption of rainwater harvesting technologies to cope with drought and water scarcity have been severely hampered by lack of funds. Similarly, although the country has prioritised sustainable energy development under mitigation intervention, funding and technical capacity to support the transition into low-carbon energy generation and supply, and to implement energy-efficient options, is still lacking.

Recognizing this, Governments gathered at the UNFCCC Climate Change Conference in Cancun and pledged \$30 billion in “fast start” funding — climate funds pledged between 2010 and 2012 — and up to \$100 billion annually by 2020. These pledges have been matched by an explosion of public and private funds outside of the UNFCCC process, offering countries new resources to undertake climate change mitigation and adaptation actions. The increase in Climate Change funding opportunities makes it important for countries to consider how to attract and leverage different types of climate change investment, including that from private sources. The International Energy Agency (IEA) estimates that about 40% of the global additional investment needed in Climate Change finance in 2020 will come from private

households, 40% from businesses and the remaining 20% from government. With private sector funds outnumbering government funds by an enormous margin, a key challenge for countries will be to use scarce public funds to attract private investment. Public funds — such as those under the UNFCCC — must be leveraged in strategic ways to attract new resources from the private sector.

The dramatic increase in opportunities to access climate finance is matched by equally increasing complexity. The requirements, processes and reporting associated with the many funds can be confusing and overwhelming. Countries are faced with the challenge of how to identify which funds are appropriate for them, how to coordinate the actions funded by them, and how to develop the methods to monitor and evaluate the results. Further, countries must also figure out ways to blend funds together so that multiple sources can support climate change initiatives. This will be necessary to finance a complete transformation toward low-emission and climate-resilient development.

One tool that the nation can use to meet this challenge is establishing a National Climate Fund (NCF). NCF provides the country with a driven system that can support climate change goal setting and strategic programming, oversee climate change project approval, measure project implementation and performance, offer policy assurance and financial control of climate change funds and assist with partnership management. NCFs help countries to blend various resources together at the national level, providing a mechanism for shifting power away from traditional top-down fund management to country-level management.

Designing an NCF requires carefully considering its objectives and then crafting a structure that supports the achievement of these objectives. A National Climate Fund must be carefully designed to align with national objectives and capacities on climate change. To accomplish this, a consultant is required to help design Zimbabwe's architecture for establishing a National Climate Change Fund in line with National Climate Policy. The National Climate Change Fund architecture should ensure the collection, blending, and coordination, as well as strengthening national ownership, of climate finance so as to support country-driven climate change priorities based on national circumstances and realities.

## **1. Scope of Work**

The scope of work the consultancy will include the following in relation to specific deliverables:

- **Define the NCF Objectives.** Take into account the country's national climate and development strategies, as well as other analyses and plans, such as the National Communications, National Adaptation Plans (NAPs) and Low Emission Development Strategy (LEDS).
- **Identify Capitalization Sources.** Consider the types of resources that would best capitalize the NCF including international, national, public and private sources building upon existing frameworks
- **Design an effective Governance Framework.** Establish governing bodies, decision-making processes and oversight that can facilitate efficient management of the NCF in order to drive resources toward implementation.
- **Establish Sound Fiduciary Management.** Design a system of fiduciary management that accommodates multiple standards, project cycles and scale of risks of climate change projects.

- **Construct efficient implementation arrangements.** Identifying what kinds of programmatic instruments can be used to fulfil the NCF objectives.
- **Create a monitoring, reporting and verification system.** Develop clear guidelines and standards that provide for an unambiguous appraisal and performance criteria that ensures that results are being delivered, and to collect lessons learned from implementation that will further refine and improve NCF operations.

## 2. Objective/ Responsibility

The Climate Change Management Department in the Ministry of Environment, Climate, Tourism and Hospitality Industry (MECTHI) together with the Common Market for Eastern and Southern Africa (COMESA) are seeking to recruit a consultant to design Zimbabwe's architecture for establishing a National Climate Change Fund in line with National Climate Policy. The National Climate Fund will ensure the collection, blending, and coordination, as well as strengthening national ownership, of climate finance so as to support country-driven climate change priorities based on national circumstances and realities. The Consultant will work under the guidance of the Director, Climate Change Management Department in consultation with COMESA.

## 3. Reporting

The Consultant will report to the Principal Secretary of the Ministry of Tourism and Environmental Affairs on key deliverables as per contract.

## 4. Deliverables

The deliverables for this consultancy are:

- a) Gap analysis on the alignment based in international best practices;
- b) Validated report on alignment opportunities between NDC, SDGs and Sendai Framework;
- c) Agreed Roadmap for continuous alignment.

## 5. Criteria for Evaluation of Consultants

Bidders must provide Technical proposals. The evaluation shall be based on the following attributes:

- (i) The overall responsiveness and quality of the proposal in clearly stating an understanding of the work to be performed;
- (ii) Technical ability of the proposer to perform the required services;
- (iii) The experience and reputation of the consultant as represented in the response and the quality of the references;
- (iv) Technical proposal detailing understanding of the task, proposed approach, the individual consultant's profile (including CVs, links/documents to attest to AT LEAST three similar assignments previously undertaken);
- (v) The consultant must also indicate his/her monthly retainer rate in case COMESA decides to retain his or her services beyond this assignment.

	Percentage Points
Evaluation attribute	

1	Consultant's Understanding of Client's requirements	<b>20</b>
2	Approach and methodology	<b>15</b>
3	Specific Experience of the consultant in carrying out similar assignments. Evidence in form of reference letters, offer letters, orders or copies of contracts should be presented	<b>40</b>
4	Qualifications and Experience of the consultant	<b>25</b>
	Total	<b>100</b>

Please note only candidates with a pass score of seventy per cent (70%) and above shall be considered for this assignment, and the award shall be based on the highest score attained

## 6. Minimum Qualifications and Competences

An experienced consultant or a team of consultants will provide the consultancy services. The consultant(s) should possess/ demonstrate the following:

- At least a Post-Graduate or master's Degree in relevant disciplines (e.g. Finance, Economics, Accounting, Environmental Finance/Economics, Project Management, Law etc.);
- At least **10 years' experience** in dealing with similar work; specifically: feasibility, structuring and successful implementation of climate related financial structures as well as funding facilities within financial institutions;
- Experience in identifying and mobilising funding from the private and public sectors and developmental institutions;
- Demonstrate evidence of good networks with potential investors/funders who can provide funding for implementation of similar climate finance facilities;
- Demonstrate at least **5 successfully completed similar assignments over the past 10 years;**
- Demonstrate understanding of climate finance, green growth and Nationally Determined Contributions;
- Ability to assist MECTHI to develop the required institutional capacity to establish and implement the NCF;
- Exposure to international best practices;
- Excellent written and oral communication skills in English, and the ability to prepare and synthesize lengthy and complex documents;
- Experience in dealing with climate finance issues and/or providers of climate/environment financing such as the GCF/Global Environment Facility is an added advantage;
- Proven leading and interpersonal skills and ability to work in a multi-cultural, multi-ethnic and multi-agency environment with sensitivity and respect for diversity;

- Strong presentation skills and ability to communicate ideas clearly and confidently, articulate issues and recommend solutions and;
- Ability to actively seek and improve services, offer new and different options/initiatives to solve problems/meet client needs, promote and persuade others to consider new ideas.

## 7. Travel and Institutional Arrangement

- The consultant will be given access to relevant information necessary for execution of the tasks under this assignment;
- Travel will be requested;
- The consultant will be responsible for providing her/his own working station (i.e. laptop, internet, phone, scanner/printer, etc.) and must have access to reliable internet connection;
- The consultant is expected to be available for consultations and be in reliable email contact for a set number of hours that align with Government/COMESA business hours;
- The consultant will carry out his/her tasks under the overall guidance of the Director, Climate Change Management Department and COMESA;

The consultant will report via email, skype calls to the Director Manager; Payments will be made based on the agreed financial proposal (contract is based on daily fee) and released upon submission of a certificate of payment request, indicating deliverables achieved and days worked to be verified and cleared for payment by the MECTHI/COMESA.

## 8. Language Requirements

Fluency in English, both written and oral, is required

## 9. Duration

This consultancy will be spread over a duration of three (3) months from October to December 2020.

## 10. Location

Zimbabwe

## 11. Fees

The qualified consultant shall receive his/her lump sum service fees (**\$10,000**) upon certification of the completed tasks satisfactorily, as per the following payment schedule:

Instalment of Payment/ Period	Deliverables or Documents to be Delivered	Approval should be obtained	Percentage
<b>1<sup>st</sup> instalment</b>	Upon submission of an inception report and detailed work plan	MECTHI; COMESA	<b>10%</b>
<b>2<sup>nd</sup> Instalment</b>	Upon submission of Draft NCF Architecture addressing the: <ul style="list-style-type: none"> <li>• NCF Objectives</li> <li>• Capitalization Sources</li> <li>• Governance Framework</li> <li>• Fiduciary Management</li> <li>• Implementation arrangements and</li> </ul>	MECTHI; COMESA	<b>40%</b>

	<ul style="list-style-type: none"> <li>Monitoring, Reporting and verification System on climate change issues in Zimbabwe.</li> </ul>		
<b>3<sup>rd</sup> Instalment</b>	Upon submission of the <b>Final and validated NCF Architecture</b>	MECTHI; COMESA	<b>50%</b>
<b>Total</b>			<b>100%</b>

### Confidentiality and Propriety Interests

The Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent from the MECTHI and COMESA. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of MECTHI and COMESA.

The **COMESA Climate Change** now invites interested individual consultants to submit their Expressions of Interest including a detailed updated Curriculum Vitae with certified copies of academic and professional certificates and a motivation letter of not more than two pages explaining the Consultant's understanding of the various responsibilities required for this position on or before **Monday 26<sup>th</sup> October , 2020** at 15:00 hours Zambian time.

The Expression of Interest must be submitted electronically clearly labelled **Tender no: CS/PRO/CC/SC/03- Recruitment of Consultant to Develop Zimbabwe's National Climate Change Fund Architecture**

**The Chairman – Procurement Committee**  
**COMESA Secretariat.**

**P.O. Box 30051**

**Lusaka, Zambia.**

**Att: Procurement Unit**

Email: [Procurement@comesa.int](mailto:Procurement@comesa.int)