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## Ministry of Environment and Energy

Male', Republic of Maldives.

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ޕްރޮޓެކްޝަން ޕްލޭނިންގ ޑިވިޒަން

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ޕްރޮޓެކްޝަން ޕްލޭނިންގ ޑިވިޒަން

Date: 06 December 2017

Announcement No: (IUL) 438-CCD/438/2017/240

### Peer-review Editor for NDC Implementation Plan

With reference to the announcement number (IUL) 438-CCS/438/2017/218, dated 08<sup>th</sup> November 2017, due to sustainably unresponsive bids, the consultancy assignment has been re-announced.

The Ministry of Environment and Energy (MEE) is leading the process of formulating NDC implementation plans which consist of actions which are required to implement the Nationally Determined Contribution (NDC) under Paris Agreement.

MEE is seeking the service of a consultant for peer-review and edit the draft NDC implementation plan. The TOR for the aforementioned tasks will be available for download from the MEE website and also can be directly downloaded from this announcement.

Proposals must be delivered in sealed envelopes to the address below on **17<sup>th</sup> December 2017 at 1100 hours local time**. Electronic bidding will not be permitted. Late bids will be rejected. Bids will be opened in the presence of the bidders' representatives, who choose to attend in person at the address below on 17<sup>th</sup> December 2017 at 1100 hours.

#### Procurement Section

Ministry of Environment and Energy

[procurement@environment.gov.mv](mailto:procurement@environment.gov.mv)

Green Building, Handhuvaree Hingun, Maafannu

Male', 20392, Republic of Maldives





# **MINISTRY OF ENVIRONMENT AND ENERGY**

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**MALE' REPUBLIC OF MALDIVES**

**Announcement Reference No: (IUL) 438-CCD/438/2017/240**

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## **National Consultant Technical Reviewer of Nationally Determined Contribution (NDC) Implementation Plan**

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*06th December 2017*

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# **National Consultant Technical Reviewer of Nationally Determined Contribution (NDC)** **Implementation Plan**

## **Terms of Reference**

### **INTRODUCTION**

Ministry of Environment and Energy is in the process of finalizing the NDC implementation plan of the Maldives. The main aim of the plan is to facilitate the policy-makers, government agencies, stakeholders and development partners and practitioners supporting the implementation of Maldives NDC targets as communicated to the 2015 Paris Agreement. The Maldives NDC is available from

<http://www.environment.gov.mv/v2/en/types/publications/page/2>

In this regard, Ministry is seeking the expertise of a technical reviewer to carry out the tasks as:

- Perform the peer review of NDC implementation plan developed to implement the targets of Maldives NDC communicated to Paris Agreement
- Perform a half day workshop with technical staff of the Ministry, following the peer review findings and recommendations

### **SCOPE OF WORK**

The focus of this assignment is to:

- 1- Perform the peer review of NDC implementation plan developed in accordance with Maldives' Nationally Determined Contribution (NDC) communicated to the Paris Climate Change Agreement. the implementation plan aims to enhance support, strengthen institutional capacity to implement the targets of Maldives NDC communicated to Paris Agreement, and
- 2- Perform a half day working session with technical staff of the Ministry
  - a- Present the findings based on the review works
  - b- Share the possible recommendations based on the findings
  - c- Review of project ideas and concepts included in the plan

### **DUTIES AND RESPONSIBILITIES**

#### *Peer review of NDC implementation plan*

- a- Under the supervision of the assigned technical official of the Ministry, and in close collaboration with NDC plan development consultants, the reviewer will conduct a detailed peer review assignment of the NDC implementation plan, specifically focusing on the targets, project ideas concepts, budget breakdown and time frames.
- b- S/he is responsible for producing a timely peer review report of high quality, conforming in extent possible to meet the guiding tools and reference manuals

published by international organizations on the subject matter, and as guided by technical officials of the Ministry

- c- The reviewer is expected to examine the data, methodologies, and procedures used in preparing the NDC implementation plan. S/He is also expected to pay particular attention to key support areas and needs with reference to seeking national and international support
- d- The reviewer will verify that, comments, suggestions and feedback provided by the stakeholders, government agencies and participants of the regional and national workshops are being considered while preparing the plan. S/He will highlight any errors, inconsistencies, and data gaps and will provide comments on discrepancies including explanations of the possible sources of error.
- e- In the above mentioned context, the peer review report must include main conclusions and recommendations to improve the report, inclusive for such categories as: project ideas and concepts, mitigation and adaptation targets, monitoring indicators, time frames and budget needs.

#### *Perform a half day workshop*

Under the supervision of the assigned technical official of the Ministry, the reviewer will hold a half day workshop to brief the technical staff on:

- a- Presenting the findings of the review works
- b- Sharing the possible recommendations based on the findings
- c- Presenting suggestions for improvements with regard to project ideas, concepts and budget included in the Plan

### KEY DELIVERABLES

The consultant shall provide the following deliverables:

- Initial Review Report
- Half day review workshop
- Final Review Report of the NDC implementation Plan

### QUALIFICATION CRITERIA

To be eligible for this assignment the consultants should meet the following criteria:

- Minimum Master's degree (5-year university education) in climate change, environmental science, or related fields.
- Demonstrated experience in application of IPCC methodologies for preparation of GHG inventories
- Proven experience in working with international or local organizations on similar assignments

- At least 3 years of demonstrated experience in providing technical review of national reports on similar nature such as national communications
- Familiarity with UNFCCC reporting processes and guidelines is an added advantage
- Experience in writing/reviewing of technical reports/scientific articles on issues such as, on environment, climate change, environmental economics etc
- Advanced knowledge and skills of MS Office, including Word, MS Excel, MS PowerPoint is required
- Strong analytical, reporting and writing abilities
- Proficient in written and spoken Dhivehi and English

## REPORTING

The Reviewer is expected to work closely with the Climate Change Department of the Ministry.

## CONTRACT DURATION

The estimated contract duration will be 30 business days from the commencement of the assignment.

## APPLICATION

Interested consultants may submit the expressions of interest with the proposal including the following.

- CV of the consultant
- Valid reference letters from the clients for the relevant assignments carried out in the past.
- Attested copies of educational qualifications
- Copy of national identity card
- Total cost of the assignment with cost breakdowns for all assignments as indicated in the deliverables

The following criteria's will be applied during the evaluation of the proposals and attention should be paid while preparing the proposals.

<b>Criterion</b>	<b>Weightage</b>
Relevant academic qualification(s)	20%
At least 2 similar works done writing or reviewing ( <i>2 works – 10 points, for each subsequent work – 5 points, max – 20 points</i> )	20%
At least 2 similar works done similar to Nationally Determined Contribution ( <i>2 works – 10 points, for each subsequent</i>	20%

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<i>work – 5 points, max – 20 points)</i>	
Financial proposal (fees for the assignment)	40%

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## SUBMISSION

Applications must be received no later than **1100hrs of 17 December 2017** and should be addressed to the following. Bids will be opened on the same day of submission. Electronic bids is not permitted and late bids will be rejected.

### **Procurement Department**

Ministry of Environment and  
Energy  
Handhuvaree Higun, Maafannu  
Male', 20392  
Republic of Maldives

## INSTRUCTIONS

Envelopes should be clearly marked with

***“Review Editor for Nationally Determined Contribution Implementation Plan”***

It is the applicant’s responsibility to ensure that the envelope is stamped with date and time on receipt at the reception.

The Ministry will not be held responsible for any applications that maybe lost as result of not following these instructions.