

REQUEST FOR EXPRESSION OF INTEREST



Implemented by:
giz Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

PROVISION OF TRAININGS ON LAND USE MAP MAKING CONSULTANCY FIRMS REQUIRED

Background

The Resilience Against Climate Change (REACH) project seeks to build resilience to climate change impacts in the Joint Programme Area (JPA) of the EU-Ghana Agricultural Programme (14 Districts - 11 districts in Upper West Region, Mamprugu Moagduri in North East Regions and Sawla Tuna Kalba and North Gonja in Savannah Region) and at least 200 Communities by the end of 2025. The project has three output areas. Output Area 1 aims to build the capacities of the 14 MMDAs for improved effectiveness and efficiency in their planning processes through capacity building in strategic environmental assessment, the development of district document archival system (e-library) and spatial software, supplying needed IT equipment, as well as IT & GIS training for the District Planning Coordination Unit (DPCU) members. Output Area 2 aims to build capacities on Conservation Agriculture (CA) in the JPA and anchor it sustainably in institutions and among 200 communities. Output Area 3 has its focus on participatory planning processes at the community level. Local Government and stakeholders are enabled to develop and implement Community Action Plans, which shall provide a basis for development and spatial planning.

This assignment is part of Output Area 3, with a particular focus on development of community land use maps as part of the CAP development process.

The objective of the assignment

The objective of the assignment is to provide additional training in Land Use Map preparation as part of capacity building measures for district planning officers in 12 MMDAs.

Tasks to be performed by the bidder.

The primary purpose of this assignment is to conduct a series of hands-on training sessions for district planning officers in 12 MMDAs. Organizing a successful training requires consideration of training logistics, participants, content, tools, output, as well as monitoring and reporting.

Training logistics: The entire training activity will be held concurrently in six districts for one week and continued in the other six districts of the REACH JPA the following week. Hence, consultants will be working in six locations at the same time independently. REACH will organize/confirm the venues for the trainings. For a proposed schedule of the training activities for the 6 training groups across the 2 active weeks, see Annex A.

Training participants: Training participants will be determined by REACH based on availability of planners and communicated to the contractor. For each district four planning officers will be invited to attend the trainings. REACH will formally invite participants.

Training content: The trainings will focus on the plotting and updating of existing topographic vector information, as well as the production of draft community land use maps. The training will include practical guidance on data sourcing techniques, utilizing information from Open Street Maps (OSM), Ghana survey data, and freely accessible satellite imagery to map housing areas, hydrology, and road networks in the specified communities. Additionally, the contractor will provide comprehensive hands-on training to district planning officers in field data collection and map updates, utilizing tools provided by the REACH project. The various topics are covered during the 5 days as outlined in the following (see also Table 1). Each district-specific training group will work with two communities as example cases. Training content for the first two days will be data sourcing (day 1), mapping and visualization of community resources and risk areas, plotting of secondary data and map finalization procedures (day 2). During the next two days, the training will focus on data collection after map validation as part of the community engagement. As training groups work with two communities, this activity requires two days (day 3, day 4), one day for each community. The community engagement will be organized by the district planning officers in close collaboration with the REACH team. This includes contacting the relevant community leaders and agreeing on a suitable date for the community entry that fits with the dates during which the training takes place. Data collection during the community entry should include the location of proposed actions by the community. The last day (day 5) will focus on map update of the initial draft map, map finalization with map elements and the storage and conversion of maps to map packages. Training for the initial draft map production and updating will be held in the conference rooms of the respective districts. The contractor must ensure that district planning officers play a leading role in the validation and finalization of maps.

Table 1. Schedule of activities per district

Day	Activity	Location	Facilitator(s)
Day 1	Travel day, data sourcing	District Assembly (DA) conference room	Training facilitator
Day 2	Data visualization and draft map making	District Assembly (DA) conference room	Training facilitator
Day 3	Draft map validation as part community engagement and data collection	Community 1	Planning Officers and Training facilitator
Day 4	Draft map validation as part community engagement and data collection	Community 2	Planning Officers and Training facilitator
Day 5	Travel day, map update and finalization	District Assembly (DA) conference room	Training facilitator

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Training tools: As part of the assignment the contractor will use a training manual provided by the REACH project. The contractor can make inputs to the training manual, if necessary. All inclusions or modifications to the manual should be made known to the Project before execution. The training manual summarizes relevant technical and theoretical aspects. Consultants should provide links to resources and any other materials to be used for the training. The training manual shall be printed, used during the training, and remain with the participants for reference purposes. QGIS software will form the basis for the training. GPS devices will be provided by the REACH project to the contractor to facilitate relevant training activities (e.g., the georeferencing of infrastructure during map validation).

Training outputs: As tangible output, each district-specific training group will generate 2 fully validated Community Land Use Maps (CLUMs). The 12 district teams will have generated cartographically refined maps using colour codes of the Land Use and Spatial Planning Authority (LUSPA).

Monitoring: As indicated above, district officers already received trainings in the past but with little lasting effects on their knowledge and skills to generate CLUMs. The contractor is requested to assess knowledge gain as well as satisfaction with trainings using a short questionnaire to be completed by all training participants at the end of day 5. The questionnaire will be agreed upon with REACH staff, handed out by the contractor, and collected by the DPO and then submitted to REACH staff to ensure independence and objectivity in ratings.

Interested organization/firm with proven experience in this specific assignment are kindly requested to express their interest in the above-stated assignment.

Please submit an expression of interest with the following documents:

- Official letter expressing interest.
- Company profile
- CV/portfolio of the consultants (indicating the relevant experience and qualifications)
- Tax Clearance Certificate
- Business Registration Certificate
- VAT Registration Certificate
- SSNIT Clearance Certificate
- other relevant supporting documents

All letters including information and documents should be sealed and marked as

83463057 / 21.2199.4-400.00 Expression of Interest for PROVISION OF TRAININGS ON LAND USE MAP MAKING.

To the following address:

The Procurement Unit
GIZ Ghana
No. 7 Volta Street, Airport Residential Area, Accra
P.O. Box KA 9698,
Accra

The deadline for submission of EOI is 26th April, 2024

Only complete documents received at the physical address indicated not later than the deadline will be accepted and considered. **Please do NOT send any price offer, kindly note that complete tender documents would be made available to only shortlisted consultants who express interest in the assignment.**

"Please note that participating in a tendering process of GIZ is free of charge for bidders.

At no phase of the process is the bidder required to make any payment to GIZ or to one of its employees.

Should a bidder receive such a request, the bidder should report this incident to the GIZ management giz-ghana@giz.de

Should a bidder receive such a request and make any payment, the bidder will be excluded from future business with GIZ."

Caution: "Bidders who offer any type of payments to GIZ employees will be excluded from future business with GIZ."