

# Terms of reference (ToR) for the Improving and Finalising of the Lesotho ICM Soil and Water Compendium

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## 1. General information

### 1.1. Brief information on the project

Integrated water resource management (IWRM) is of utmost importance to the Orange-Senqu River Basin and the SADC region at large. Lesotho is the “water tower” of the region. All water related interventions in Lesotho are therefore transboundary in nature and have an immediate impact downstream. Lesotho is a signatory to the SADC Treaty and the Revised Protocol on Shared Watercourses (2000) as well as a founding member of the Orange-Senqu River Commission (ORASECOM).

The German Federal Ministry for Economic Cooperation and Development (BMZ) has been supporting the SADC water sector for several years through the programme “Transboundary Water Management in the SADC region” (TWM) implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). The fifth phase of TWM runs from 01/2020 to 12/2023 and includes a major component co-financed by the European Union (EU) in Lesotho. The programme “Support to Integrated Catchment Management (ICM) in Lesotho” - referred to in the following as “the ICM programme” or “the Action” - was agreed between the Government of Lesotho and the EU Delegation to the Kingdom of Lesotho in the Financing Agreement signed in April 2019. The Financing Agreement outlines the intended results to be achieved with funding from the EU through the 11th EDF with Lesotho (€27.5m); the BMZ through the TWM programme (€6m); and the Government of Lesotho (GoL) (€5m). The EU and BMZ financial contributions are managed through a Contribution Agreement with GIZ as the implementing agency, while the GoL contribution is considered a parallel financing managed by the GoL.

The Overall Objective of the Action is: “ICM facilitates socio-economic development and adaptation to climate change in Lesotho”, while the Specific Objective runs: “ICM institutionalised and under full implementation in Lesotho, based on gender equality and climate adaptation principles”. The envisaged Outputs are as follows: (1) Effective and efficient, gender sensitive and climate-resilient policy framework for ICM is developed and applied; (2) Effective and efficient institutions for ICM are established, with equitable representation of women and youth; (3) Capacity, skills and knowledge of public, private sector and civil society for sustainable ICM is facilitated; (4) ICM measures are implemented; (5) Capacity strengthened for coordination, monitoring, supervision and general programme management.

The Action is managed by a GIZ team together with counterparts from the GoL’s national ICM Coordination Unit (ICU).

### 1.2. Context

In the preparatory phase of ICM, the ICM coordination unit was supported through a consultative process to produce ICM planning guidelines together with the Soil and Water Conservation Compendium guideline. The guideline was produced with EU technical Advisory support while relevant line ministries and other key partners provided technical input to the process. The guidelines were adapted from the watershed management guideline from

Ethiopia, with limited consideration of the prevailing situation in Lesotho regarding existing planning processes, structures in the districts and consideration of indigenous soil and conservation practices.

The general underlying requirement is the development and application of a Soil and Water Conservation Compendium or toolbox for the selection and costing of the measures to be applied to the Community Participatory Watershed rehabilitation activities.

Initial comment from partners on the draft Compendium indicate that the tool can be substantially improved by:

- Broadening the range of measures (physical, biological, land management and policy) that are described in the compendium
- Provision of work norms and cost estimates that are appropriate in Lesotho
- Provision of rule-of-thumb design guidelines for placement and sizing of physical measures
- Decision support in the form of recommendations on selection of “baskets” of measures that consider costs, catchment characteristics (slope, soils, runoff conditions) and issues to be addressed (wetland rehabilitation, erosion control, etc.)

Importantly, the Ministry of Local Government and Chieftainship has developed a comprehensive guideline that facilitates participatory planning, incorporating various levels from the village, community councils up to the district council. In essence this makes the ICM guideline an integral part of the Council Planning Guideline, however, the technicality associated with the ICM guideline requires support from relevant technical departments, to which incorporation of a costed Compendium will facilitate efficiency of the community participatory planning process. It is therefore requisite that the Compendium is revised, expanded and costed accordingly.

### **1.3. Contract Term**

GIZ will hire the contractor for the anticipated contract term, from January 2021 to 30 April 2021

### **1.4. Tasks to be performed by the contractor**

The objective of this assignment is the development of an improved Soil and Water Conservation Compendium to guide the selection and costing of the measures to be applied to the Community Participatory Watershed rehabilitation activities.

GIZ is seeking to procure the services of two Lesotho consultants to provide support to review, improve and cost a Soil and Water Conservation Compendium / toolbox for ICM planning to be used by all ICM partners involved in planning and implementation of community based participatory watershed development. The Lesotho consultants will act as local counterparts partnering with an International consultant who will act as Team Leader.

One of the Lesotho consultants will be responsible for identifying and describing soil and water conservation measures relevant to the highlands of Lesotho, while the other consultant will be responsible for measures relevant to the Lesotho Lowlands.

*The International consultant and the two Lesotho consultants will be procured and appointed individually by GIZ.*

The contractor, in collaboration with one other Lesotho consultant and the International consultant, will be responsible for providing the following services:

Table 1 : Overview of Tasks of the Consultant

Task	Indicative Person Days		
	International Team Leader	Local Consultant (Lowlands)	Local Consultant (Highlands)
Lead and coordinate consultant team	6		
<b>Inception Phase</b>			
Review the existing draft Soil and Water Conservation Compendium, the ICM Planning guideline, the Council Planning guidebook and international SWC guidelines and toolkits to: <ul style="list-style-type: none"> <li>identify international and local physical, biological and land management measures that have potential for application in Lesotho and that were omitted or given scant attention in the draft compendium.</li> </ul>	3	3	3
Develop a revised structure for the Compendium with pointers to content	2	2	2
Conduct stakeholder mapping and identification of end users	1	1	1
Conduct a round of meetings with stakeholders including relevant line ministries, private sector and NGOs technical personnel to gain consensus on the revised structure, proposed content and custodianship of the compendium.	2 (online)	6 (in-person or online)	6
Produce a short inception report to share with the Client.	3	3	3
<b>Development Phase</b>			
<ul style="list-style-type: none"> <li>Incorporate additional international measures with potential application in Lesotho</li> <li>Incorporate additional local measures identified with stakeholders</li> <li>Provision of work norms and cost estimates that are appropriate in Lesotho</li> <li>If feasible, provision of spatially varied hydrological parameters from Southern African databases to inform design of physical measures</li> </ul>	5    10	5  5	5  5

Task	Indicative Person Days		
	International Team Leader	Local Consultant (Lowlands)	Local Consultant (Highlands)
<ul style="list-style-type: none"> <li>Provision of rule-of-thumb design guidelines for placement and sizing of physical measures</li> <li>Decision support in the form of recommendations on selection of “baskets” of measures that consider costs, catchment characteristics (slope, soils, runoff conditions) and issues to be addressed (wetland rehabilitation, erosion control, etc.)</li> </ul>	4	5	5
	3	5	5
Circulate draft revised compendium for review and comment	GIZ and ICU		
Finalisation			
Conduct validation workshop and follow-up meetings to discuss the final draft document with GIZ, ICU and relevant Line Ministries and Development Partners	7 (including 2 travel days)	5	5
Incorporate stakeholder comments and workshop inputs to produce a final compendium	3	3	3
<b>Total</b>	<b>49</b>	<b>43</b>	<b>43</b>

Certain milestones, as laid out in the table below, are to be achieved by certain dates during the contract term, and at particular locations:

*Table 2 : Overview of Milestones and Deliverables*

Milestone	Deadline/place <sup>1</sup> /person responsible
Appointment of consultants	January 2021/Maseru/GIZ
Short inception report with agreed compendium structure	By 12 <sup>th</sup> February 2021/Maseru/Consultant
Draft Revised Soil and Water Conservation Compendium	By 9 <sup>th</sup> April 2021/Maseru/Consultant
Validation workshop held	By 23 <sup>rd</sup> April 2021/Maseru/Consultant (virtual if required)
Final ICM Soil and Water Conservation Compendium	By 7 <sup>th</sup> May 2021/Maseru/Consultant

Period of assignment: From January 2021 until 14 May 2021.

<sup>1</sup> If Covid-19 restrictions prevent delivery in Maseru, milestones may be delivered online

## 2. Tender requirements

### Region for which tender is submitted (Highlands ~~or Lowlands~~)

Participation by an individual is restricted to one of the two tenders. Please clearly specify in your submission email which region (Highlands ~~or Lowlands~~) ~~you are tendering for~~.

### Qualifications of proposed staff

Please submit a recent CV demonstrating:

- Bachelor's Degree in Civil or Agricultural Engineering or Environmental sciences or equivalent
- At least 10 years of professional experience in an IWRM related field
- State-of-the-art expertise in Lesotho in the field of biological and physical measures to rehabilitate and protect water and land resources (e.g. donga rehabilitation, small dams, water harvesting, terracing)
- Sesotho as mother tongue with excellent knowledge of English.
- Strong social skills, including the ability to develop rapport, motivate, inspire trust and manage conflicts, outstanding strategic and conceptual skills and independent problem solving.

### Specification of inputs

*Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above. There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as **maximum amounts**. The regulations on pricing are contained in the price sheet.*

### Note:

If restrictions are introduced to combat coronavirus/COVID-19 (restrictions on air travel and travel in general, entry restrictions, quarantine measures, etc.), GIZ and the contractor are obliged to make adjustments to their contractual services to reflect the changed circumstances on the basis of good faith; this may involve changes to the service delivery period, the services to be delivered and, if necessary, to the remuneration.

## 0. Other Requirements

- Please submit your proposal (technical and price proposal) in separate files/folder to [ZA\\_Quotation@giz.de](mailto:ZA_Quotation@giz.de) no later than 15.01.2021, 23h00 all documents must be in PDF.
- Please do not mention any price for this measure on your cover letter/Technical proposal.
- Please submit your tax clearance certificate with the bidding documents.
- Please submit your price proposal in LSL currency

- Our General Terms of Conditions (attached) shall not be changed/amended should you be the winner of this tender. These General Terms and Conditions will form part of the contract should you be awarded this contract. By submitting your proposal we will conclude that you have read and accepted these terms and conditions.
- Participating more than once in same tender is not allowed and it will lead to your proposal as well as that of the company where you appear more than once being disqualified. The responsibility rests with the companies to ensure that their partners/experts are not bidding/participating more than once in same tender.
- **Bidders are not allowed to communicate directly with any other person regarding this bid other than the procurement official/s. Failure to comply with this requirement may lead to your bid being disqualified.**