



NOTICE OF CALL FOR TENDERS No. 001/2024/ABV/REWarD/PI

Project : *Reversing the trends in the degradation of ecosystems and water resources in the Volta Basin (REWarD- Volta River Basin)*

Component 2. Strengthening of transboundary planning, regional and in-country coordination and capacity - Outcome 2.1
Transboundary coordination improved - Output 2.1.1 Functional regional coordination and inter-sectoral/inter-ministerial national water user committees established - Activity 2.1.1.3: Strengthened capacities of the VBA

Title : **Mission to develop a detailed project document on the integrated management of invasive aquatic species in the Volta Basin**

Duration: **Forty (40) Man-Days (MD) spread over a calendar period of ninety (90) days**

Publication Date : **04/11/2024**

Closing Date: **16/12/2024**

1 Context and justification of the mission

1.1 Brief overview of the Volta Basin

The Volta basin is the 9th largest transboundary river basin in sub-Saharan Africa. It covers an area of around 398,390 km². The basin's resources are shared between its six (6) riparian countries: Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali, and Togo.

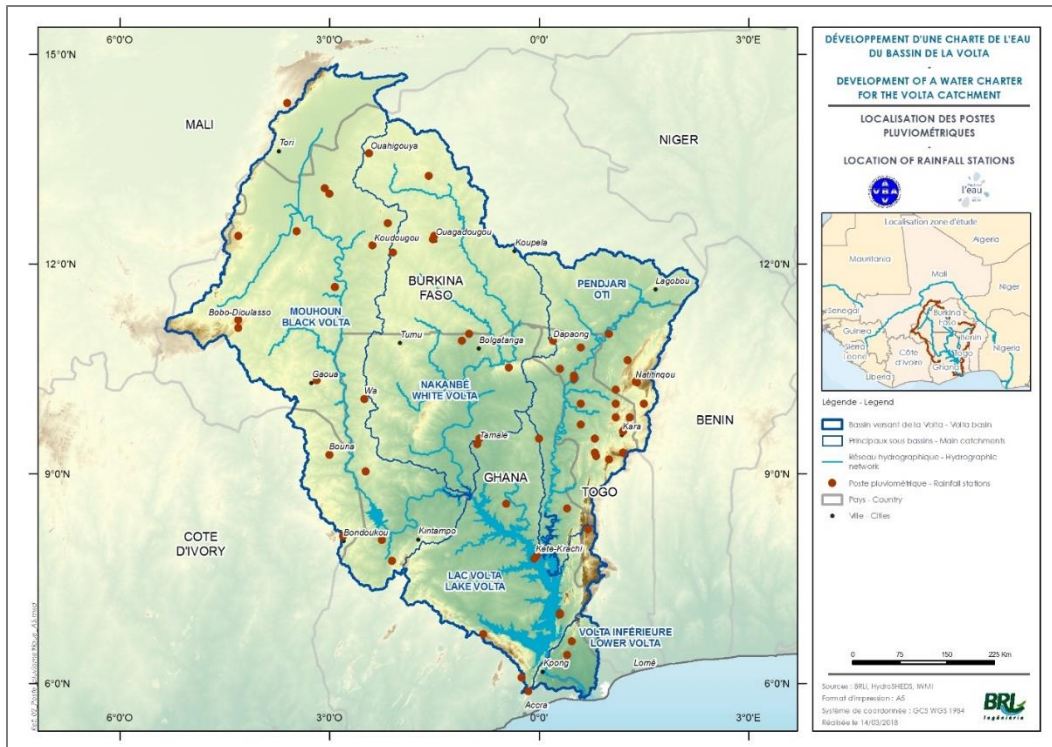


Figure 1 : Map of the Volta basin

The population of the basin was estimated at 19 million in 2000, 25 million in 2010, 29.1 million in 2016 and, according to forecasts, will reach 35 million by 2025. This population is 70% rural, with very dynamic annual growth rates between 2.5% and 3% depending on the countries (World Bank data since 2000), with the main concentrations around the basin's major cities (Accra/Tema, Tamale, Ouagadougou, Bobo Dioulasso, Koudougou, Kara) and on the southern shores of the Lake Volta.

The combined effects of climate change and growing demographic pressure, with ever-increasing demand for water to meet a wide range of vital needs in the basin, have generated environmental phenomena such as deforestation, land and water degradation, pollution from various sources (agricultural, small-scale, industrial and especially mining), the silting-up and drying-up of water bodies and rivers, the proliferation of invasive aquatic plants, the loss of aquatic and terrestrial biodiversity.

Aware of the decreasing trends in the availability of water resources (quantity and quality) and the staggering increase in water demands, whether for different uses or for aquatic and terrestrial ecosystems, the Member States have initiated joint projects for the rational management and optimum use of water resources, according to their specific characteristics, with a view to strengthening their cooperation and the resilience of their populations to the adverse effects of climate change in the basin.

In the same way, the Heads of State and Government of the Volta Basin countries adopted the Convention on the status of the Volta River and the establishment of the Volta Basin Authority (VBA), as well as the Statutes of the VBA respectively on January 19 and November 16, 2007.

This is how the VBA adopted as its vision *"a basin shared by partners driven by goodwill and a spirit of cooperation, managing water resources rationally and sustainably for their overall socio-economic development"*. Its mandate is to *"promote permanent consultation and sustainable development for the equitable sharing of benefits with a view to poverty reduction and improved socio-economic integration"*.

To fulfil its mandate, in 2013 the VBA adopted a Strategic Action Programme (SAP) 2014-2024 for the basin, which was developed based on the conclusions of the Transboundary Diagnostic Analysis (TDA) of the basin (UNEP-GEF Volta, 2012) and the results of a wide consultation process with stakeholders. The Volta Basin SAP is implemented through projects and programs including the project **"Reversing Ecosystem and Water Degradation in the Volta River Basin (REWarD - Volta River Basin)"** developed in close collaboration with the United Nations Environment Programme (UNEP), the International Union for Conservation of Nature (IUCN), the Volta Basin Authority (VBA), the Global Water Partnership in West Africa (GWP-WA) and national stakeholders.

The REWarD - Volta River Basin project, funded by the Global Environment Facility (GEF), aims to reverse trends in degradation of ecosystem and water resource and to support integrated ecosystem-based development in the Volta Basin by strengthening transboundary governance, ecosystem restoration and conservation for sustainable livelihoods.

1.2 Mission justification

The Volta basin abundantly hosts natural resources as well as a rich set of ecosystems, many of which are of global importance, including Ramsar sites (Pendjari, Accra), which provide essential and diversified ecosystem services, both on land and in water. However, the basin's ecosystems are under constant threat from numerous factors linked to human activities, as well as constraints caused by climate variability and change.

According to the TDA (VBA, 2012), the Volta basin is experiencing high levels of water degradation in terms of quantity and quality, coastal erosion, loss of soil and vegetation cover and ecosystem degradation, increased river sedimentation and proliferation of invasive aquatic species.

Water quality problems, characterized by high concentrations of organic matter and nitrogen and phosphate residues, lead to the eutrophication of aquatic environments and the proliferation of invasive aquatic plants such as water hyacinth (*Eichhornia crassipes*), water lettuce (*Pistia stratiotes*) and water fern (*Salvinia molesta*) (UNEP-GEF Volta Project, 2013), typha (*Typha australis*, *Typha domingensis*), mimosa pigra etc. (UNEP-GEF Volta Project, 2013). This situation leads, inter alia, to (i) a reduction in oxygen and biodiversity, as well as in the richness of fishery resources, (ii) the difficulty of navigating water bodies and rivers, (iii) a quantitative

reduction in water availability, leading to difficulties in supplying drinking water¹, irrigation and other uses. The impacts of the proliferation of invasive aquatic species are the reduction of economic opportunities due to disorganizing or even the destruction of the basis of the agriculture, livestock, fishing, energy, transport and forestry sectors and ultimately, directly or indirectly, their contribution to poverty, migration and social instability.

To contribute to the implementation of appropriate and sustainable responses to these issues, the REWarD-Volta River Basin Project plan to support the Volta Basin Authority in developing a detailed project document on the integrated management of aquatic invasive species in the Volta Basin.

These terms of reference describe the objectives, expected results and methodological approach for carrying out the mission for the elaboration of the detailed project document on the integrated management of aquatic invasive species in the Volta basin.

2 Mission objectives

The main objective of the mission is to develop a detailed regional project document on the integrated management of aquatic invasive species in the Volta Basin.

Specifically, the mission aims to:

1. establish the status of the management of invasive aquatic species in the Volta Basin, together with good management and development practices, the main issues and major challenges to be addressed on the basis of existing documentation and interviews with resource persons, etc.;
2. develop and ease the validation of a justification paper including the argument for the development of the regional project on the integrated management of invasive aquatic species in the Volta basin;
3. develop and ease the validation by the VBA and its partners, of:
 - (i) a brief concept note;
 - (ii) a detailed concept note;
 - (iii) the detailed regional project document including the modalities of its implementation, the institutional arrangements, the logical framework, the detailed budget, the mechanism of its financing as well as the monitoring and evaluation mechanism.

3 Expected results of the mission

The expected results of the mission are:

4. the status of the management of invasive aquatic species in the Volta basin is established together with good management and development practices, the main issues and the major challenges to be addressed and is integrated into the justification note for the regional project;

¹ the plants interfere with pumping systems, which break down

5. a justification paper and the detailed Concept Note of the regional project for the integrated management of aquatic invasive species in the Volta Basin, including the detailed project rationale, is developed and validated by the VBA and its partners;
6. the detailed concept Note as well as the detailed regional project document on the integrated management of invasive aquatic plants in the Volta Basin including the modalities of its implementation, the institutional arrangements, the logical framework, the detailed budget, the mechanism of its financing as well as the monitoring and evaluation mechanism, are developed and validated by the VBA and its partners.

4 Main expected deliverables, duration and period of the mission

The table below presents the main expected deliverables as well as their duration and corresponding time period for conducting the mission.

Expected deliverables and validation	Duration	Period
Deliverable 1 : Final version after validation of the mission inception report containing (i) the detailed methodology integrating the methods, tools and detailed schedule for conducting the mission; (ii) a brief concept note, (iii) outline of the detailed concept note and (iv) the list of additional data and information needed to be collected for the development of the detailed regional project document.	10 M-D	T0 + 15 days
Validation by VBA and partners	1 week	T0 + 22 days
Deliverable 2 : (i) Justification paper for the regional project; (ii) Provisional and final versions after validation of the detailed concept note and the outline of the detailed regional project document	10 M-D	T0 + 30 days
Validation by VBA and partners	2 weeks	T0 + 44 days
Deliverable 3 : Provisional and final versions after validation of the detailed regional project document.	20 M-D	T0 + 90 days
Total	40 M-D	90 days

All deliverables will be provided in electronic format.

Regarding the template to be proposed to draft the deliverables, the Consultant should refer to those of some funding mechanisms / facilities including those of the Green Climate Fund, the Adaptation Fund, the Global Environment Facility, the World Bank and other Multilateral Development Organizations, etc.

5 Consultant mandate

The main tasks of the Consultant are as follows:

1. review all existing documentation on the Volta Basin, particularly on good management and development practices as well as issues relating to the condition, dynamics and management of invasive aquatic species;
2. develop and ease the validation by the partners of : (i) the detailed methodology integrating the methods, tools and detailed schedule for conducting the mission; (ii) the list of extra data and information necessary to collect to work out the detailed regional project document;
3. collect from the VBA member states, non-governmental organizations and other stakeholders and partners in the basin, the additional data and information necessary for the development of the detailed regional project document;
4. develop and ease the validation by the VBA and its partners, the provisional and final versions of all the expected deliverables.

6 Methodological approach

This mission will be conducted under the supervision of the Executive Directorate of the VBA and the GWP-WA Executive Secretariate. this assignment will be based on:

- documentary review, interviews and discussions with stakeholders;
- the development and validation of the regional project justification paper and the brief concept note;
- the development and validation of the provisional and final versions of (i) the detailed concept note and (ii) the detailed regional project document.

The VBA diagnostic reports, thematic reports, regional policies and strategy documents and other guidance documents of the VBA and its partners will be made available to the Consultant for documentary review and exploitation. The Consultant will propose a methodological approach that will be presented and validated by the stakeholders at the beginning of the mission while specifying the means of communication between the consultant and the stakeholders (face-to-face workshops, virtual or hybrid meetings, etc.)

The consultant will ensure that cross-cutting aspects such as gender, youth, security, peace and the environment are taken into account in the process of developing the detailed project document.

7 Consultant Profile

This mission will be conducted by a consulting firm or a team of consultants having proven experience in developing rural development projects.

The firm must have key personnel consisting of at least:

1. **A Head of Mission** , with at least a BAC+5 (MSc and higher) diploma level or any other equivalent diploma in water or environmental sciences (natural resource management, agriculture, etc.) or in any other related field or discipline (geography, biochemistry, etc.)

with more than ten (10) years of experience in the field of water/natural resource management and climate change;

He/she must demonstrate successful experience in the development of at least three (03) regional development projects, i.e. having received funding approval from Partners in the area of water/natural resources management or climate change. He/she must have a very good knowledge of the Volta Basin and proven knowledge in the management of aquatic environments and especially invasive aquatic plants. The consultant must also have experience working with national governments, Transboundary Basin Organizations and grassroots communities;

2. **a Planning Expert with at least a BAC+5 (MSc or higher) diploma level or any other equivalent diploma in social sciences or economics or planning or in any other related field or discipline with at least five (5) years in the development of planning tools, strategies or policies.** He/she must have proven experience in working out and/or managing development projects in Africa and more in the Volta Basin. He/she must have good writing skills.

Experts must demonstrate proficiency in at least one of the VBA two working languages (French and English) and have good knowledge of the other.

8 Submission of tenders

Interested consulting firms with the required qualifications and experience are invited to submit **separately** a complete technical proposal and a financial tender, in accordance with this call for tendering.

Proposals written in French or English must include, among other items:

► **the technical proposal including:**

1. a dated and signed tender letter, stating the immediate availability of the consulting firm;
2. a list of similar missions with references and certificates (evidence) of successful completion of the consulting firm or experts.
3. Comments on their understanding and reflections on the terms of reference;
4. the detailed methodology foreseen for carrying out the mission describing the stages, methods and tools proposed as well as deliverables;
5. the detailed timetable of activities to be carried out for each deliverable;
6. Detailed CVs signed and dated and indorsed diplomas of key personnel containing their experiences in relation to the mission and the necessary evidence (references of the sponsor, certificate of successful completion) and their diplomas;

► **the financial offer including:**

7. the dated and signed submission letter indicating the amount of the offer in figures and in words;
8. a detailed budget relating to each deliverable, fees and costs broken down by man-day and by unit;

9. the completed budget template, dated and signed (**See Appendix 1**).

9 Tax conditions

In accordance with the tax provisions in force in Burkina Faso (Finance Law for the 2024 financial year), a withholding tax will be applied to the amount of the Consultant's fees. The percentage of the withholding tax varies depending on the service provider's ability to provide proof of registration with the unique financial identifier (IFU). This withholding tax will be paid by the Executive Directorate of the VBA to the General Directorate of Taxes (DGI).

Payment of a Consultant's invoice (if not from Burkina Faso) will be made in net amount after deduction of withholding taxes of 20% on the amount excluding taxes if he does not provide a tax domicile certificate which is a document issued by the tax administration of his country and proving that he is in good standing with the tax authorities. This document will make it possible to no longer apply withholding tax in Burkina in order to comply with the regulation on non-double taxation in the WAEMU² area.

10 Submission of tender offers

The technical proposal and the financial tender signed and addressed to the Executive Director of the VBA, must be transmitted/filed in electronic format in PDF format in two (2) different files (with Optical Character Recognition properties) protected by passwords with the title "**CALL FOR TENDERS No. 001/2024/ABV/REWARD/PI for the development of the detailed project document on the integrated management of invasive aquatic species in the Volta Basin**" no later than **16/12/2024** at 5:00 p.m., local time in Burkina Faso.

The transmission or deposit is done (i) either by email to the address secretariat.VBA@gmail.com, or in the Cloud ([REWARD -OFFRES-BIDS](https://1drv.ms/f/s!Aq3Wc5LbHDU7iZk8UiKNYT377HxIww?e=7yDJdN)) whose link <https://1drv.ms/f/s!Aq3Wc5LbHDU7iZk8UiKNYT377HxIww?e=7yDJdN> by following the uploading instructions.

It should be noted that:

1. The name of the consulting firm's person holding the passwords, his telephone/ whatsapp , Skype and email address must be communicated by email after sending/submission. The VBA Executive Management will contact this person to take part in the tender evaluation committee session dedicated to the opening of tenders' files.
2. Before or during the technical proposal opening session, the person holding the passwords must communicate to the dedicated email address (secretariat.abv@gmail.com) or live, the passwords for access to the technical tender by the evaluation committee.
3. Bidders must not accept password requests from other persons.
4. As a precaution and for safety reasons, bidders **must keep** with them a **version identical in all respects to their submitted technical and financial tenders without passwords** which could be requested by the commission in the event of problems with the password-protected versions.

² West African Economic and Monetary Union

11 Validity of offers

Bidders will remain committed for a period of ninety (90) days from the date of opening of bids.

12 Type of consultation and evaluation of tenders

The selection method is Selection Based on Technical Quality and Cost or Quality-cum-Cost Based Selection (QCBS):

St = 80% of the overall grade;

Sf = 20% of the overall grade.

The selected offer will be the one that presents the most robust technical proposal, supported by the most advanced analysis and the financial tender presenting the best cost/quality ratio according to the criteria below:

Criteria / sub-criteria	Max score
Quality of the technical proposal (30%)	30
Firm experience 2 points per similar mission	6
Understanding and reflections on the terms of reference	5
Proposed methodology for carrying out the mission describing the proposed steps, methods and tools as well as deliverables	15
Detailed timetable of activities to be carried out for each deliverable	4
Key personnel (50%)	50
Position 1: a Head of Mission, Expert in water resource management, management of invasive aquatic plants and any other related field (environment, development and management of natural resources, agriculture, etc.):... ..(30%)	30
General qualifications	6
Holding a Master's Degree (minimum) in the relevant fields (a Doctorate/PhD is a great asset). - Non-compliant degree (level and/or field) = 0 points; - Compliant degree/master's degree = 4 points; - Doctorate = 6 points	6
Suitability for the mission	24

<p>Successful experience in working out at least three (03) regional development projects that have been funded/approved from Partners in the field of water/natural resources management, management of invasive aquatic plants in the region over the last five years, including with climate finance mechanisms (FA, GEF, GCF, EU and other partners).</p> <p>- <i>Less than three (3) projects = 00 points;</i> - <i>Three (3) projects = 10 points;</i> - <i>More than three (3) projects = 1 point per additional project within the limit of 4 points.</i></p>	14
<p>Demonstrate good knowledge in the fields of integrated water resources management and associated sectors (environment, climate change management, natural resource management, etc.).</p> <p><i>1 point per relevant reference</i></p>	2
<p>Proven experience in the field of invasive aquatic plant management, management of the impacts of climate change and variability.</p> <p><i>1 point per experience</i></p>	5
<p>Experience working with national governments, Transboundary Basin Organizations and grassroots communities</p> <p><i>1 point per experience</i></p>	3
Position 2: an Expert in Planning (20%)	20
General qualifications	6
<p>Holding a BAC+5 (MSc) diploma level in Social Sciences or any other diploma deemed equivalent</p> <p>- <i>Non-compliant diploma (level and/or field) = 0 points;</i> - <i>Compliant diploma = 6 points.</i></p>	6
Suitability for the mission	12
<p>Justify proven experiences in the development of regional projects or planning tools, strategies or policies.</p> <p>2 points per experience</p>	12
Language knowledge	2
<i>French proficiency: 1 point</i>	1
<i>English proficiency: 1 point</i>	1
TOTAL	80

13 Contacts

For any further information, interested Consultants performing in the Volta Basin may contact the Executive Directorate of the **Volta Basin Authority, located in Ouaga 2000, Avenue Sembène Ousmane, 10 BP 13621 Ouagadougou 10, Burkina Faso, by email (secretariat.abv@gmail.com)** no later than **16/12/2024** at 5:00 p.m., Local Time in Burkina Faso, **Tel: (+226) 25 37 60 67 / 25 37 64 85.**

14 Reservation on a possible cancellation of the call for tenders

This call for tenders may be cancelled under one of the following conditions:

- competition would have been insufficient;
- no bids in compliance with the tender documents have been received;
- the tenders admitted to the counting would largely exceed the available budget.

ANNEX 1: BUDGET TEMPLATE (IN FCFA – EXCL. VAT)

No.	DESIGNATION	U	Qty	Unit Price in CFAF	Total price in CFAF
1	Fees				
1.1	Head of Mission	M-D			
1.2	Expert Planner	M-D			
	<i>Sub-total 1</i>				
2	OPERATION (maximum 30% of fees in reimbursable expenses)				
2.1	Communication	Package			
2.2	Internal travel	Package			
2.3	Secretariat	Package			
	<i>Sub-total 2</i>				
	TOTAL (excl. VAT) 1 + 2				

Done at....., on.....2024

The bidder

(Name, first name, signature and stamp)