



TERMS OF REFERENCE FOR THE REVIEW OF GVTC 5 YEAR TRANSBOUNDARY STRATEGIC PLAN (TSP) AND THE SUCCESS PLAN (SP) AND DEVELOPMENT OF NEW TSP AND SP DOCUMENTS

TABLE OF CONTENTS:

Contents

TABLE OF CONTENTS:	1
1.CONTEXT	2
2.BACKGROUND TO THE TRANSBOUNDARY STRATEGIC PLAN AND SUCCESS PLAN	3
3.THE ASSIGNMENT	4
3.1.Objectives of this Consultancy	4
3.2.Specific Tasks.....	4
3.3.Key Outputs.....	4
3.4.Timeframe.....	5
4.REQUIRED COMPETENCIES	5
5.ADDITIONAL CONDITIONS	5
5.1.Services rendered by the organization	5
5.2.Reporting and Coordination.....	6
5.3.Proposal Submission Requirements	6
5.4.Deadline of submission.....	6
5.5.Evaluation Criteria	7

1. CONTEXT

The Greater Virunga Transboundary Collaboration (GVTC), prior to the 2015 GVTC treaty, was a mechanism for strategic transboundary collaborative management of the Greater Virunga Landscape, set up by the national institutions in charge of wildlife conservation in the Democratic Republic of Congo (DRC), Rwanda and Uganda, respectively the Institut Congolais pour la Conservation de la Nature (ICCN), Rwanda Development Board (RDB) and Uganda Wildlife Authority (UWA). These institutions signed a Memorandum of Understanding in 2004 in order to formalize the cross-boarder collaboration initiated in late 1990s among the field personnel in the three countries and aiming at coordinating the monitoring of the population of the mountain gorillas that is striving within the Virunga Massif, shared by the three countries. Also this MoU expanded the objectives as well as the geographical scope beyond the gorilla habitat, to the entire Central Albertine Rift Region, also known as the Greater Virunga Landscape.

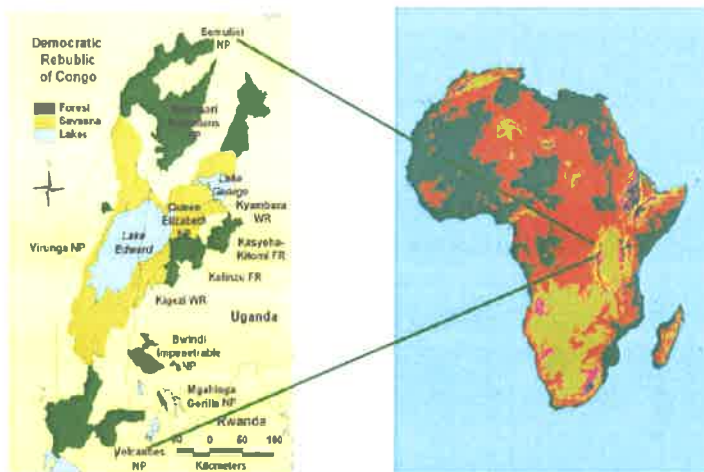


Figure 1: Location of GVL and its network of PAs

The Great Virunga Landscape (GVL) is richest part of the African continent in terms of vertebrate species. The GVL is home to some 5164 species of mammals (including 27 primates and 40 ungulate species), birds, amphibians, reptiles and plants. More than 50% of birds, 39% of mammals, 19% of amphibians and 14% of reptiles and plants of mainland Africa are found within this region. However, GVL faces a number of conservation threats and challenges including: the fragmentation of the landscape as a result of high human pressure, poaching and illegal trade of wildlife and wildlife resources;

conflicts between human and protected areas over resource use, crop raiding by animals; chronic insecurity and armed conflicts that have characterised this region over a long period; high level of poverty among the local populations; exploitation of natural resources including minerals, oil and gas; effects of climate change. The highlighted problems and challenges are of the transboundary nature, and GVTC was established to help providing solutions through:

- Coordination and Convening stakeholder partnerships and meetings respectively
- Information and information management/ clearing house
- Brokering/Mediation
- Monitoring and evaluation
- Acting as a warning Bell / early warning system and
- Implementation of some interventions (Diminishing portion of GVTC actions focus on pilot projects with more attention to other roles and functions)

The GVTC formalization process evolved in several steps through ministerial declarations as an expression of the three countries to strengthen this collaboration and was culminated by the signing of a Treaty on 22 September 2015 in Kinshasa, DRC and which establishes GVTC as an interstate institution.

GVTC was established to achieve the following objectives as enshrined in the Treaty:

- To promote and coordinate conservation of biodiversity and other socio-cultural values within the Greater Virunga wildlife protected area network;
 - To develop strategies for Transboundary management of biodiversity
 - To promote and ensure coordinated planning, monitoring and evaluation of implementation of transboundary conservation and development projects;
 - To promote and coordinate tourism development in GVL
 - To secure sustainable funding for Conservation of GVL
- To enhance and harmonise the generation and sharing of knowledge, experience and best practices for evidence based decision making.

2. BACKGROUND TO THE TRANSBOUNDARY STRATEGIC PLAN AND SUCCESS PLAN

To achieve the objectives, a transboundary strategic plan (2006 – 2016) was developed by GVTC together with the stakeholders to guide the implementation of activities by all stakeholders in the landscape. This plan was reviewed in 2013 to give rise to the current Transboundary Strategic plan 2013 -2018. The revised strategic plan 2013 -2018 maintained both the 30 year Vision and the goal formulated in the first Strategic plan. The GVTC Vision is *"the Central Albertine Rift Transfrontier Protected Area network together with surrounding landscape conserved sustainably"* while the Goal is *"sustainable conservation of the Central Albertine Rift biodiversity for long term socio-economic development through strategic transboundary collaborative management"*.

In order to operationalize this 5 Year Strategic Plan and anchored on it, a GVTC Business Plan (BP) was elaborated, based on a Theory of Change that aims at telling the story on how improved conservation in the Greater Virunga Landscape can be achieved together with all concerned stakeholders, and also giving orientation on the required resources that would enable GVTC to achieve its Long term Outcome (LTO). The LTO *"Strategic Transboundary (TB) Collaborative management that improves conservation of the GVL natural resources"*, reflects the shared understanding that transboundary collaborative management is essential for the conservation of the GVL. *Improved conservation* of the GVL through increased political will, effective management of PA resources, creating a centre for information management and reduced human development dependence on PA resources is acknowledged as being central to the purpose of the GVTC program and activities and its *measure of success*.

Both the GVTC Transboundary Strategic as well as the Success Plans are time bound and are expected to expire by 2018.

3. THE ASSIGNMENT

In this regard, GVTC intends to anticipatively launch the process aiming at reviewing the implementation of both the GVTC TSP and SP in order to use the review results for developing the new TSP and SP documents. Both documents will be central for the fundraising conference that GVTC intends to organize in the coming months. The review and development of the TSP & SP shall be done through an inclusive manner, involving GVTC and partners / stakeholders in the Landscape. Details of the approach and methodology will be elaborated in the consultancy proposal.

3.1. Objectives of this Consultancy

The objective of the consultancy is to conduct a review of the existing GVTC's 5 Year Transboundary Strategic Plan (2013-2018) and associated Success Plan (equivalent to Business Plan) and develop new TSP and SP documents for the next 5 year time horizon. The review process and elaboration of the new TSP and SP will be based on the existing GVTC Theory of Change that was used to explicitly articulate the assumptions and perceptions concerning the roles of GVTC and key outcomes to be achieved. This Theory of Change (ToC) is also used to guide decisions, actions and assess accomplishments.

3.2. Specific Tasks

The specific tasks for this consultancy consist in:

- Make a thorough audit over the implementation of the GVTC Transboundary Strategic Plan and Success Plan, by highlighting the level of its implementation vis-à-vis the GVTC achievements
- Assess factors that contributed to the facilitation of the TSP & SP implementation, and others that played against
- Evaluate the roles played and the level of implementation by the partners in GVL
- Outline key lessons learned in form of recommendations for improving on the implementation of the TSP & SP
- Based on the Review results propose strategic orientations for the new TSP and SP
- Revisit the GVTC ToC that outlines the GVTC Long Term Outcome, the Key Outcomes and other Preconditions and assess the validity of the key assumptions and align the required intervention as well as indicators for success;
- Propose implementation plan, estimates of required resources and
- Develop detailed budget estimates for the activities and budget justification including the costs related to the running of the secretariat
- Propose strategy for mobilization of the required resources and coordination of the partners and stakeholders in the future implementation of the TSP and SP

3.3. Key Outputs

The key outputs for this consultancy are:

- A complete report on the Review of the TSP and SP
- A developed new TSP
- A developed new SP

All aspects of the analysis and planning recommendations shall reflect current dynamics within conservation planning and financing.

3.4. Timeframe

The total duration of the consultancy shall not exceed 45 working days starting from the date of signing of the consultancy contract.

Table 1: Proposed time framework for the completion of the consultancy obligations

Time	Deadline	Responsible entity
Deadline for submission	14 days after date of posting bid on GVTC website	GVTC
Date for evaluation:	7 days after closing date	GVTC
Date of feedback to successful bidder	2 days after evaluation	GVTC
Negotiation period	5 working days after date of feedback	GVTC & Consultant
Date of signing contact	Immediately after close of negotiation	GVTC & Consultant
Date of debriefing	Within the first 1 weeks after signing contract	Consultant
Date for submission of inception report	Within 1 month after debriefing	GVTC
Date for completion of works	As stipulated in the work schedule within the Contract.	GVTC

4. REQUIRED COMPETENCIES

- Advanced university degree (Masters or equivalent), preferably in Environmental/Natural resource Management, Development studies, social Sciences or another field related to the assignment;
- At least 3 years experience in strategic planning and business plan development with reputable organisations;
- Excellent knowledge and application of the Theory of Change Approach to planning
- Justified work experience in the Central Albertine Region with sound knowledge of challenges and opportunities for conservation in this Landscape;
- Proven knowledge in relation to the Transboundary Natural Resource Management aspects
- Proven writing skills with ability to produce publishable reports.

Note: All expected output / documents shall be delivered either in English or French, but with provision for translation in other language once approved.

5. ADDITIONAL CONDITIONS

5.1. Services rendered by the organization

The Greater Virunga Transboundary Collaboration (GVTC) will avail the entire pertinent management document to the consultant to be referred to, including the Transboundary Strategic Plan (TSP), Success Plan/Business Plan (BP), Anti-Fraud and Anti-Corruption policy, office space, and staff contribution where needed.

5.2. Reporting and Coordination

The consultant will report to the GVTC Executive Secretary but coordinated by the Program Manager as a field activity supervisor to monitor compliance with the methodology and data quality requirements. The final product functionality description / process documentation report shall be in French and English using a format that shall be agreed upon by the consultant and GVTC.

5.3. Proposal Submission Requirements

Interested consultants (individuals / firms / institutions...) are required to submit a proposal note with the following components:

a) Technical component that shall include among other things:

- A detailed description of the methodology to be used for performing the assignment;
- A clear and comprehensive work plan, outlining the major activities and implementation time schedule, and including activity scheduling giving details of commencement and completion of different activities;
- A clear demonstration of capabilities and expertise in carrying out the consultancy as detailed in these ToRs;
- Any comments or suggestions on the ToRs.

b) A financial proposal

This should provide details in costing of the required resources to perform this assignment with itemized budgets and explanatory notes.

The proposal should be limited to 10 pages in length (not including attachments), single-spaced, using a 12-Myriad Pro font.

5.4. Deadline of proposal submission

Proposals must be in both English and French and submitted whether in hard copy and/or electronically and addressed to:

GVTC Executive Secretary
Nyarutarama Road, KG 9 AV # 60
SDA Church, ERC Headquarters
PoBox 6626 Kigali, Rwanda

[Use the following email addresses for electronic submission: gmuamba14@gmail.com

With copy to:

pruhumuriza@greatervirunga.org; and gkyomuhendo@greatervirunga.org

The closing date will be 14 working days from the date of publication of the call for bids. Bidder should ensure that bids are delivered timeously and to the correct address as indicated above. In case of late submission of the bid, that bid will not be considered for evaluation.

5.5. Evaluation Criteria

Proposals will be evaluated using criteria summarized in the table below

CRITERIA	MAXIMUM POINTS
Criteria 1: Soundness of implementation strategy and methodology in achieving project objectives, including clearly defined expected results and quantifiable targets/benchmarks, including: <ul style="list-style-type: none">• Level of understanding of the ToRs• Clarity in the presentation of the bid• Clarity of the chronology/planning of the proposed activities• Relevance /suitability/soundness of the methodology to successfully carry out the assignment Logistics for a good and smooth administration of the assignment	30
Criteria 2: Relevant experience and competence of the proposed consultancy team: demonstrated capabilities and expertise in similar assignments	30
Criteria 3: Organizational capacity and experience in implementing similar consultancy or similar assignments	10
Criteria 4: Previous successful track record with donor funded programmes/ projects	5
Criteria 5: Cost reasonableness – a realistic budget in line with costs for similar activities in the region	25
TOTAL	100

Done in Kigali, 24th April 2017

Dr Georges MUAMBA TSHIBASU

Executive Secretary



