



## CALL FOR TENDERS

- Project** : Reversing Ecosystem and Water Degradation in the Volta River Basin (REWarD – Volta River Basin)
- Title** : *Mission for the elaboration of the detailed project document on the integrated management of aquatic invasive species in the Volta basin*
- Duration** : *Forty (40) Man-Days (MD) spread over a calendar period of ninety (90) days*
- Publication Date** : **18/04/2024**
- Closing Date** : **18/05/2024**

# 1. Context and justification of the mission

## 1.1. Brief overview of the Volta basin

The Volta basin is the 9<sup>th</sup> largest transboundary river basin in sub-Saharan Africa. It covers an area of around 398,390 km<sup>2</sup>. The basin's resources are shared between its six (6) riparian countries: Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali, and Togo.

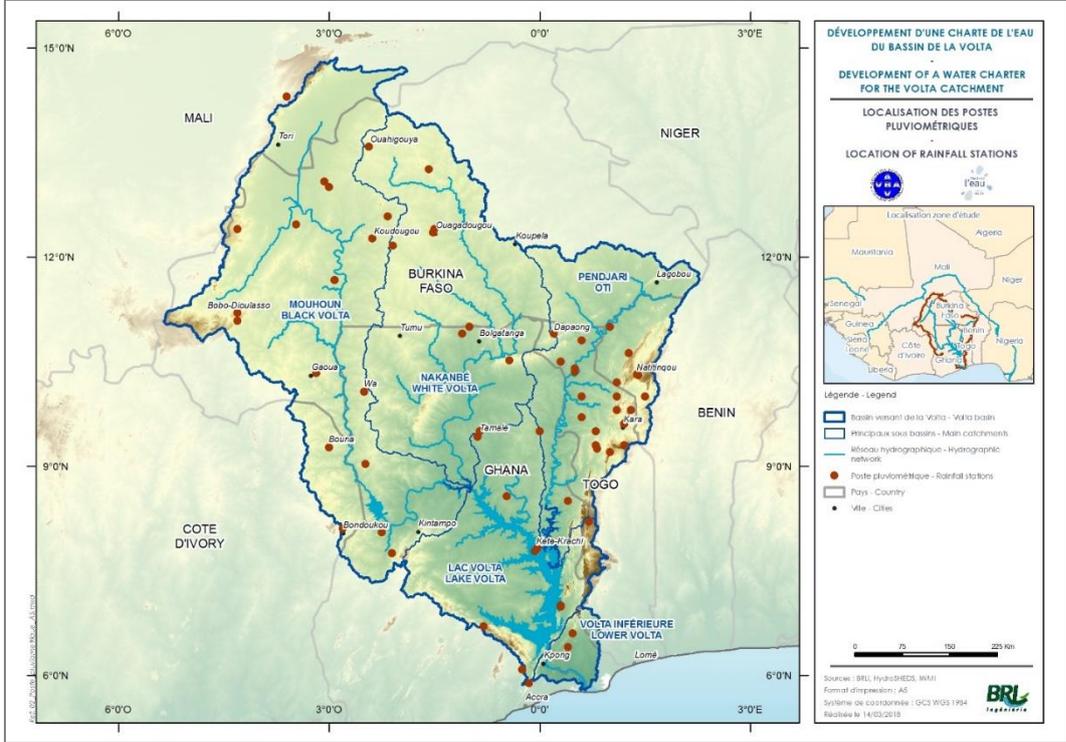


Figure 1 : Map of the Volta basin

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 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.

The vision of the VBA is *"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 water (the plants interfere with pumping systems, which break down), irrigation and other uses.

To contribute to the implementation of appropriate and sustainable responses to these issues, the REWarD-Volta River Basin Project foresees 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 of the mission**

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

The specific objectives linked to this main objective are as follows:

- Establish the current situation of the management of invasive aquatic species in the Volta basin, including best management practices and valorization, including the main issues and the major challenges to be met, based on existing documentation and interviews with resource persons, etc.;
- Draft and get approved by VBA and its partners the rational, including the strong case for developing the regional project on the integrated management of invasive aquatic species in the Volta basin;
- Draft the following documents and get them approved by VBA and its partners:
  - o The preconcept note;
  - o The detailed concept note;
  - o The detailed regional project document, including logical framework, detailed budget, financing mechanism, institutional arrangements, monitoring and evaluation mechanism and implementation procedures

## **3. Mission expected results**

The expected results of the mission are:

- The situation analysis on the management of invasive aquatic species, including best management and development practices as well as the main issues and challenges to be addressed, in the Volta basin is established;
- The rational including the strong case of the regional project on the integrated management of invasive aquatic species in the Volta basin is drafted and validated by the VBA and its partners;
- The preconcept and the detailed concept notes, as well as the detailed document of the regional project on the integrated management of invasive aquatic plants in the Volta basin, including the logical framework, detailed budget, financing mechanism, institutional arrangements, monitoring-evaluation mechanism and implementation procedures, are drafted and validated by VBA and its partners.

#### 4. Main expected deliverables, duration and period of mission

The table below presents the main expected deliverables as well as the duration and calendar period for carrying out the mission.

| Main deliverables   | Duration | Period       |
|---|----------|--------------|
| <b>Deliverable 1.:</b> Final versions after validation of (i) the detailed methodology integrating methods, tools and detailed timetable for conducting the mission; (ii) the list of additional and complementary data and information to be collected in order to draft the detailed regional project document. | 5 MD     | T0 + 10 days |
| <b>Deliverable 2.:</b><br>- The rationale including the strong case of the regional project;<br>- Final versions after validation of the template of (i) the preconcept note, (ii) the detailed concept note and (iii) the detailed regional project document;  | 10 MD    | T0 + 30 days |
| <b>Deliverable.3:</b> Final versions after validation of (i) the preconcept note, (ii) the detailed concept note and (iii) the detailed regional project document.  | 25 MD    | T0 + 90 days |
| <b>Total</b>  | 40 MD    | 90 days      |

All deliverables will be provided in electronic format.

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

#### 5. Mandate of the consultant

The Consultant's main tasks are to

- To review all existing documentation on the Volta Basin, particularly on best management and valorisation practices, as well as issues related to the management of aquatic invasive species;
- To draft and get approved by VBA and its partners: (i) the detailed methodology including methods, tools and detailed schedule for carrying out the assignment; (ii) the list of additional and complementary data and information to be collected in order to produce the detailed regional project document;
- To collect remotely from VBA Member States, non-governmental organizations and other stakeholders and partners in the basin, the additional and complementary data and information required to develop the detailed regional project document;

- To prepare and get approved by VBA and its partners the draft and final versions of the expected deliverables from the mission.

## 6. Methodological approach

This mission will be carried out under the supervision of the VBA Executive Directorate and the GWP-WA Executive Secretariat. It is based on:

- The literature review, interviews and exchanges with stakeholders;
- The elaboration and validation of the rational including the strong case of the regional project ;
- The preparation and validation of the draft versions of (i) the preconcept note, (ii) the detailed concept note and (iii) the detailed document of the regional project.

VBA diagnostic reports, thematic reports, regional policy and strategy documents and other guidance documents from VBA and its partners will be made available to the Consultant for document review and exploitation. The Consultant will have to propose a methodological approach that will be presented and validated by the stakeholders during the inception phase of the assignment.

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

## 7. Consultant Profile

This assignment will be carried out by a Firm or team of consultants from one of the Volta basin countries with the following profile:

- **A Team Leader, Chief of the mission**, Expert in water resource management, invasive aquatic plant management and other related fields (environment, natural resource planning and management, agriculture, etc.). He/she must have at least a Master's degree in the relevant fields; a PhD degree would be a great asset.  
He/she must demonstrate successful experience in the design of at least three (03) regional development projects having received funding approval from Partners in the field of water/natural resources management, invasive aquatic plant management in the region over the last five years, notably with funding from climate finance mechanisms (AF, GEF, GCF, EU and other partners).  
He/she must have a good knowledge of integrated water resources management and related sectors (environment, climate change management, natural resources management, etc.). He/she must have proven experience in the management of invasive aquatic plants, and in managing the impacts of climate change and variability. The consultant must have experience of working with national governments, Transboundary Basin Organizations and local communities;
- **An Expert Planner** with at least a master's degree in social sciences or any other degree deemed equivalent. He/she must justify proven experience in the development of regional projects or planning tools, strategies or policies. He/she must have good writing skills.

Each Expert must be fluent in at least one of VBA's two working languages (French and English) and have a good knowledge of the other.

## **8. Presentation of tender offers**

Interested Firms and independent experts with the required qualifications and experience are invited to submit their proposals, including complete technical and financial offers.

Proposals must be submitted in French or English and must include following documents:

### **► For the technical offer:**

- A dated and signed letter of submission to the VBA Executive Director, mentioning the immediate availability of the Firm or experts;
- The understanding to the terms of reference (issues, objectives, expected results and deliverables) as well as comments;
- The envisaged detailed methodology to carry out the assignment, describing the steps, methods and tools proposed, as well as the deliverables;
- A detailed schedule of activities for each deliverable;
- The detailed Curricula Vitae of the Mission Team Leader and Experts, describing their experience in relation to the mission, with the necessary proof (references from the client, certificate of successful completion) and their diplomas;
- A list of similar assignments with references and certificates of successful completion of the consulting firm or experts.

### **► For the financial offer:**

- The submission letter dated and signed and indicating the amount of the offer;
- A detailed budget linked to each deliverable, fees and costs broken down per man/day and per unit;
- The filled budget presentation framework, dated and signed (Cf. **Appendix 1**).

## **9. Tax conditions**

In accordance with the tax provisions in force in Burkina Faso, as set out in the relevant Finance Act for the year 2024, a withholding tax will be applied to the Consultant's fees. The percentage of the withholding varies according to the ability of the service provider to show proof of registration with the unique financial identifier. This withholding will be paid by the VBA Executive Directorate to Burkina Faso General Taxes Directorate.

Payment of a Consultant's invoice (if he/she is not from Burkina Faso) will be made net after deduction of 20% withholding tax on the amount before tax if he/she does not provide a certificate of tax domicile, which is a document issued by the tax authorities in his country proving that he/she is in good standing with the tax authorities. This document will enable the withholding tax to be waived in Burkina, in compliance with the regulation on the avoidance of double taxation within the West African Economic and Monetary Union (WAEMU) zone.

## 10. Submission of tenders

Technical and financial offers must be signed and sent to the VBA Executive Director, and must be submitted before 18/05/2024 at 5 :00 p.m., Burkina Faso local time: via email in password-protected PDF format, to [secretariat.abv@gmail.com](mailto:secretariat.abv@gmail.com) with the title « **Mission for the elaboration of the detailed project document on the integrated management of aquatic invasive species in the Volta basin** ».

**Note Well:** The name of the person holding the passwords, his telephone number, Skype number and email address must be mentioned in the email sent. The VBA Executive Directorate will contact this person to take part at the first session, which will be devoted to opening the files, of the committee responsible for assessing tenders. During this first session, the person will communicate the passwords when the evaluation commission opens the files. Firm must not accept password requests from other people.

## 11. Tenders evaluation

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

- The qualifications of the Team Leader Chief of the Mission (30%);
- The qualifications of all experts on the Consultant's team (20%);
- The quality of the technical offer (30%);
- The financial offer (20%).

## 12. Contacts

For further information, interested Consultants working in the Volta Basin should send an e-mail ([secretariat.abv@gmail.com](mailto:secretariat.abv@gmail.com)) no later than **30/04/2024** at 4.30 p.m., Burkina Faso Local Time, to the **Executive Directorate of the Volta Basin Authority, located at Ouaga 2000, Avenue Sembene Ousmane, 10 PO Box 13621 Ouagadougou 10, Burkina Faso, Tel : (+226) 25 37 60 67 / 25 37 64 85.**

## 13. Reserve notes on the cancelling of this call for tenders

This call for tender may be cancelled under any of the following conditions:

- The insufficient competition;
- No offer conforming to the tender documents has been received;
- The offers accepted at the opening of tenders would have greatly exceeded the available budget.

**APPENDIX 1: BUDGET PRESENTATION TEMPLATE (IN FCFA - EXCL. TAX)**

| <b>N°<br/>PRICE</b> | <b>DESIGNATION</b>                | <b>U</b>     | <b>QTY</b> | <b>UNIT PRICE<br/>IN FCFA</b> | <b>TOTAL<br/>PRICE IN<br/>FCFA</b> |
|---------------------|-----------------------------------|--------------|------------|-------------------------------|------------------------------------|
| <b>1</b>            | <b>Fees</b>                       |              |            |                               |                                    |
| 1.1                 | Team Leader_ Chief of the mission | M-D          |            |                               |                                    |
| 1.2                 | Expert Planner                    | M-D          |            |                               |                                    |
|                     | <i>sub-total 1</i>                |              |            |                               |                                    |
|                     |                                   |              |            |                               |                                    |
| <b>2</b>            | <b>OPERATION</b>                  |              |            |                               |                                    |
| 2.1                 | Communication                     | Fixed<br>fee |            |                               |                                    |
| 2.2                 | Travel                            | Fixed<br>fee |            |                               |                                    |
| 2.3                 | Secretariat                       | Fixed<br>fee |            |                               |                                    |
|                     | <i>sub-total 2</i>                |              |            |                               |                                    |
|                     | <b>TOTAL (EXCL. TAX) 1+ 2</b>     |              |            |                               |                                    |

Done in....., the.....2024

**The tenderer**

**(Surname, first names, signature and stamp)**