



Global Water Partnership South Africa
Block A, Ground Floor Hatfield Gardens
333 Grosvenor Street
Pretoria South Africa

Date: 25th May 2023

REF: **Bid No: ITB No. T00016/2023/GEF7-IW**

Dear Sir/Madam,

SUBJECT: REQUEST FOR PROPOSAL (RFP)/BID

PROFESSIONAL CONSULTANCY SERVICES FOR REFINEMENT, VALIDATION AND ENDORSEMENT OF THE LIMPOPO RIVER BASIN INTEGRATED WATER RESOURCES MANAGEMENT PLAN 2023-27

Global Water Partnership (GWPSA) NPC, on behalf of the beneficiary, The Limpopo Watercourse Commission (LIMCOM), is pleased to invite you to take part in a Request for Proposal (RFP)/BID for the **“PROFESSIONAL CONSULTANCY SERVICES FOR REFINEMENT, VALIDATION AND ENDORSEMENT OF THE LIMPOPO RIVER BASIN INTEGRATED WATER RESOURCES MANAGEMENT PLAN 2023-27”** under the below conditions.

This opportunity has been advertised as an open tender process on the GWPSA Website and other water networking platforms and promotes equal opportunities among the research and development community. A quotation based on a fixed price and proposed activity schedule, is requested in the RFP/BID document **REF: Bid No: ITB No. T00016/2023/GEF7-IW**. The Bidder must submit two proposal documents in either PDF or word in a size that is transferrable via email to the GWPSA contact addresses in this Bid letter, i.e., one Full Technical proposal and one Full Financial proposal.

The deadline for submissions is **27 June 2023 at 12:00 midnight SAST** and it is our intention to award the contract shortly thereafter. The start date is estimated for **2nd week of July 2023** and is set for a duration of **12 calendar days** spread over **2 months**. Any Bid queries must be raised before **17:00hrs** on **9th June 2023** and should be directed to



gwpsaprocmement@gwp.org copied to eddie.riddell@gwosaf.org . Due to COVID-19 pandemic restrictions, Bids will be opened electronically and reviewed by the **30 June 2023 by the Technical Evaluation Committee**, including representatives from the GWPSA procurement team as well as Focal points from the four member states. Bids received after the final date of receipt of tenders will be disregarded. GWPSA may extend the final date for submission of bids for any reason it deems necessary and will notify all bidders in this event.

GWPSA NPC shall, in terms of section 58 of the Botswana Income Tax Act CAP 52:01 (Act) deduct a withholding tax at the default rate of 15% or 10% for residents of South Africa or as per the applicable Double Taxation Avoidance Agreement (DTAA) for any other country. The tax so deducted shall be remitted to the Botswana Unified Revenue Service and the company shall issue the payee/contractor with BURS’ tax certificates, which may, depending on the tax laws of the country of residency of the contractor, be used to claim foreign tax credits. For the avoidance of doubt, this withholding tax applies on management or consultancy fees, which is defined in the Act as meaning, ‘any amount payable for administrative, managerial, technical or consultative services or any similar services, whether such services are of a professional nature or not.’ The said term may alternatively be referred to as technical fees in DTAA’s.

GWPSA NPC will levy a mandatory fee for all GWP partnership networks who are engaged in consulting services with the regions. This fee will be applied at a rate of 2% of the total budget under the financial proposal and will be deducted from all invoice payments from the successful bidder. Kindly click on the “apply now” link below to register. [Apply Now - GWP](#)

PROPOSED STANDARD TECHNICAL PROPOSAL EVALUATION CRITERIA

The technical proposal contributes 80% of the total and final evaluation score whilst the financial proposal carries 20% of the weighted score. The Proposal that scores 75% and more will proceed to the financial evaluation stage. This addendum provides a detailed breakdown of how the technical proposals will be evaluated and scored.

Summary of Technical Proposal Evaluation Forms		Score Weight	Points Obtainable
1	Expertise of Firm / Organization / Individual	30%	30
2	Proposed Methodology, Approach, and Implementation Plan	40%	40
3	Management Structure and Key Personnel	30%	30
TOTAL		100%	100

Technical Proposal Evaluation (FORM I)		
Expertise of the Firm / Organization/Individual		Points Obtainable
1.1	Reputation of Organization and Staff / Credibility / Reliability / Industry Standing General Organizational Capability which is likely to affect implementation - Financial Stability - Loose consortium, Holding company or One firm - Age/size of the firm - Strength of the Project Management Support - Project Financing Capacity - Project Management Control	10
1.2	Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialized skills.) Quality assurance procedure, warranty	10
1.3	Relevance of: - Specialized Knowledge - Experience on Similar Programme / Projects - Experience on Projects in the Region - Work for major multilateral/ or bilateral programmes	10
SUB TOTAL		30

Technical Proposal Evaluation (FORM II)		
Proposed Methodology, Approach and Implementation Plan		
2.1	To what degree does the Proposer understand the task? Have the important aspects of the task been addressed in sufficient detail? Are the different components of the project adequately weighted relative to one another? Is the proposal based on a survey of the project environment and was this data input properly used in the preparation of the proposal?	15
2.2	Is the conceptual framework adopted appropriate for the task? Is the scope of task well defined and does it correspond to the TOR? Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	25
SUB TOTAL		40



Technical Proposal Evaluation (FORM III)		
Management Structure and Key Personnel		
3.1	Team Leader – IWRM Plan Review General Qualification Suitability for the Project <ul style="list-style-type: none"> - Regional experience - Experience in the SADC region river basin organisations (RBOs) and Limpopo basins with regards to scope of work - Prior experience in IWRM planning either at national and/or transboundary level 	30
SUB TOTAL		30
GRAND TOTAL		100

Bid submissions should be addressed to:

Procurement Department
 Global Water Partnership South Africa
 Block A, Ground Floor Hatfield Gardens
 333 Grosvenor Street
 Pretoria South Africa

and emailed to gwpsaprocurement@gwp.org and copied to eddie.riddell@gwpsaf.org
(note email submissions should be in batches each less than 10Mb)

The Work will be administered under a standard Consulting Agreement, compliant with the GWPSA NPC Procurement Policy.

We very much look forward to your response and appreciate your participation on this SADC project. Yours sincerely,

Mr Mark Naidoo
GWPSA Operations



TERMS OF REFERENCE FOR PROFESSIONAL CONSULTANCY SERVICES FOR REFINEMENT, VALIDATION AND ENDORSEMENT OF THE LIMPOPO RIVER BASIN INTEGRATED WATER RESOURCES MANAGEMENT PLAN 2023-27

Financing Agency: Global Environment Facility (GEF)

GEF Implementing Agency: United Nations Development Programme (UNDP)

UNDP Executing Agency: Global Water Partnership Southern Africa (GWPSA)

Client/Project Responsible Party: Limpopo Watercourse Commission (LIMCOM)

Location: The Limpopo River Basin in Botswana, Mozambique, South Africa and Zimbabwe

Assignment Tenure: 2 months

1. BACKGROUND

The Limpopo Watercourse Commission (LIMCOM) was established in 2003 to manage the shared transboundary waters of the Limpopo River Basin (LRB). The LRB covers four riparian countries, the Republics of Botswana, Mozambique, South Africa, and Zimbabwe - with an estimated catchment area of 408,000 km². The river flows to the northeast from South Africa, where it creates the border between South Africa and Botswana and then the border between South Africa and Zimbabwe, before crossing into Mozambique and draining into the Indian Ocean. The distance from the confluence of the Marico and Crocodile Rivers in South Africa to the Indian Ocean at Xai-Xai in Mozambique is estimated at 1,750 km. The LRB is home to an estimated 18 million people in the four riparian states and is expected to be over 20 million in 2040. The basin's population expansion is attributed to natural population growth estimated at around 2.3 per cent per year, as well as urban and transboundary migration, especially in Botswana and South Africa. The threats to the socio-economic and environmental services of the Limpopo River Basin, and their immediate underlying causes, can be summarized as follows:

- Increasing water scarcity and hydrological variability, exacerbated by climate change
- Water quality degradation
- Land degradation
- Increasing pressures on groundwater resources

Improved water resource management, including the equitable allocation of water between upstream and downstream areas and among urban and rural users, is a critical challenge for the future development of the Limpopo River Basin. The UNDP-GEF Limpopo Project *Integrated Transboundary River Basin Management for the sustainable development of the Limpopo River Basin* aims to undertake a suite of activities designed to strengthen joint management and planning capacity and practices at the transboundary basin level. These activities will be implemented under five (5) project components:

Component 1: strengthening the capacities of LIMCOM Member States and the LIMCOM Secretariat to support IWRM implementation at the basin level

Component 2: addressing critical information gaps that prevent effective IWRM implementation; developing information management tools to consolidate information and present it to policymakers



and other audiences to raise awareness of issues critical to the sustainable management of the Limpopo River Basin

Component 3: carrying out a Transboundary Diagnostic Analysis - Strategic Action Program process to build trust among countries through joint development of information, approaches and strategies

Component 4: implementing pilot sustainable land management activities with the goal of reducing land degradation and demonstrating the link between SLM activities and reduced sedimentation, as well as promoting the replication of land degradation control activities in the basin; and,

Component 5: supporting knowledge exchange with other RBOs in the region to support the effective and efficient delivery of project results.

2. OBJECTIVES OF CONSULTANCY

LIMCOMs vision and objectives are facilitated through the joint Integrated Water Resources Management (IWRM) plan for 2018-22 following the 2011–15 plan. While a Strategic Action Programme (SAP) will be developed following the Transboundary Diagnostic Analysis (TDA) both these outputs provide high-level and longer-term programmatic trajectories. The IWRM plan whilst complementary to the TDA-SAP provides the plan for the 5 yearly plan of operations in the river basin and ensures integration with national priorities and plans with a focus specifically on the water resources management of the basin. The objective of this assignment is to further develop the draft IWRM plan already initiated by the LIMCOM Secretariat (LIMSEC), validate the plans for implementation during the reporting period 2023 – 2027, and secure formal approval by LIMCOM in having an effective strategic framework for IWRM in the LRB that is regularly monitored and operationalised, together with establishing effective management procedures for planning, implementation, monitoring and reporting.

2.1 Specific Objectives

- Identify priority water resources challenges that occur across the LRB and assess their severity, mutual dependence and frequency of occurrence, and changes since the previous two IWRM plans
- Ensure alignment with SADC's most recent Regional Strategic Action Plan (RSAP V)
- Identify and analyze national, regional and international policies/strategies and legal frameworks that could guide and support the development of the LRB IWRM plan.
- Identify the management interventions at all levels – national, basin, local - necessary to address the issues identified.
- Analyse the present institutional capacities at all levels (national, basin, local), within the LIMCOM Member States, as well as the potentials and constraints regarding the water issues to be dealt with and management functions to be undertaken.
- Prepare strategies for the development of deficient parts of the framework of national policies.
- Recommend functional institutional arrangement for the implementation of the five-yearly LRB IWRM Plan that will provide oversight on the overall coordination and implementation of the identified priority interventions.
- Develop the LRB IWRM implementation plan with budget and necessary institutional arrangements with clearly defined roles and functions.



- Develop a monitoring and evaluation framework for the implementation of the new LRB IWRM plan (inclusive of Gender Equity & Social Inclusion, GESI requirements)

3. EXPECTED OUTPUTS OF THE CONSULTANCY

The consultant is expected to work closely with the LIMCOM secretariat and the GEF7 Project Management Unit and appraise recent efforts by International Cooperation Partners (ICP) that have supported LIMCOMs capacity development. In accordance with the LIMCOM Agreement (2003) the following outcomes are expected:

- 3.1. Inception Report
- 3.2. Review of the performance of LIMCOM in achieving targets of the previous IWRM Plan (2018 – 2022)
- 3.3. Review of the existing draft IWRM Plan (2023 – 2027) in recognition of over-arching principles provided through the SADC Regional Strategic Action Plan for Water Resources (RSAP V)
- 3.4. Further development where necessary of the IWRM plan for 2023 – 2027 ensuring achievable basin stress reduction targets are identified
- 3.5. Cross reference of the IWRM Plan with the parallel Transboundary Diagnostic Analysis, to inform the development of the Strategic Action Plan (Long term strategy) and National Action Plans (NAP) for implementation
- 3.6. IWRM plan speaks to Gender Equity and Social Inclusion (GESI) and capacity-building targets required from the GEF7 program, as guided by the project Gender Action Plan and Stakeholder Engagement Plan.
- 3.7. Endorsement of the IWRM plan by the LIMCOM Technical Task Team
- 3.8. IWRM Plan produced in English and Portuguese

4. TIMELINE

It is anticipated that the consultancy will run from 15th July 2023 to 31 August 2023. The anticipated number of days for this assignment is 12 days.

5. WORKSTATION

The consultancy is expected to travel to the LIMCOM countries (Botswana, Mozambique, South Africa and Zimbabwe), as necessary. When necessary, office space can be provided by the hosting institutions. All travels require prior authorization by the GWPSA.



6. QUALIFYING REQUIREMENTS FOR THE CONSULTANT/FIRM

6.1. Eligibility

The International consultant should be a registered entity or individuals with proven experience in IWRM planning and strategy development preferably at an international and/or transboundary level. The consultant should have the following qualifications and experiences:

- 6.1.1. A minimum of an MSc degree in Water Resources Management, political science, law, or other related fields. A PhD will be an added advantage.
- 6.1.2. At least 15 years of experience working with governments and international agencies.
- 6.1.3. Sound understanding of and 10 years of experience in designing IWRM Strategies.
- 6.1.4. Sound understanding of International River Basin Management principles and approaches, especially working with River Basin Organisations (RBOs).
- 6.1.5. Demonstrated experience in working with participatory methodologies.
- 6.1.6. Knowledge or experience in working on issues of governance, policy development, and strategy formulation.
- 6.1.7. Excellent and demonstrated communication, consultation, editing and drafting skills.
- 6.1.8. Excellent report writing skills in English. Portuguese language skills are an asset. Knowledge of transboundary issues in the Limpopo region is a distinct advantage.

7. APPLICATION FOR CONSULTANCY

The applicant is expected to submit separate Technical and Financial Proposals clearly detailing the total number of days to complete work and daily rates inclusive of all anticipated costs in United States Dollars (USD) during the period of assignment. The term “all-inclusive” implies that all costs (professional fees, communications, consumables, VAT etc.) that could be incurred by the consultant in completing the assignment are already factored into the daily fee submitted in the proposal. However, travel costs should be identified separately in line with proposed activities and allocated consulting days.

Electronic Technical and Financial proposals should be submitted in the English Language with a subject line clearly titled: “Refinement, validation and endorsement of the Limpopo River Basin Integrated Water Resources Management Plan 2023-27” through email to gwpsecurement@gwp.org with a copy to eddie.riddell@gwpsaf.org by no later than the **27 June 2023**.