

20 May 2025

REF: **BID No. ITB. T00004/05/2025/CUVKUN_TDA_SAP**

Dear Sir/Madam,

**SUBJECT: ENHANCED WATER SECURITY AND COMMUNITY RESILIENCE IN THE ADJACENT
CUVELAI AND KUNENE TRANSBOUNDARY RIVER BASINS (CUVKUN) PROJECT:
PROFESSIONAL CONSULTANCY SERVICES FOR A TRANSBOUNDARY DIAGNOSTIC ANALYSIS
(TDA) EXPERT/INTERNATIONAL CONSULTANT TO GATHER, ANALYSE, AND CONSOLIDATE
INFORMATION FOR TDA AND STRATEGIC ACTION PROGRAMME (SAP) DEVELOPMENT IN
THE CUVELAI AND KUNENE BASINS**

Global Water Partnership Southern Africa (GWPSA) is pleased to invite you to submit your applications for the above Consultancy. Please find below the requirements for your response, together with the Terms of reference.

The final date for submission is 20 July 2025 at 00:00 midnight SA Time and it is our intention to contact only shortlisted Consultants/Firms within 4 weeks after the closing date. Any queries must be raised before 4 July 2025 before 17:00hrs and should be directed to gwpsaprocurement@gwp.org and copied to silvanus.uunona@gwpsaf.org. The answers to the queries will be published on the GWPSA website on the 7 July 2025.

Bidders are required to submit one Technical Bid and one Financial Bid in separate pdf documents. Both Bids must be password protected (passwords should be included in the body of the email). Bids received after the final date of receipt of submissions may 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 procurement policy promotes an open competitive process, and all consultants will be evaluated according to specific criteria based on the terms of reference of this post. This criterion is attached as an annex to the Terms of reference.

Sincerely



Mr. Mark Naidoo

Operations Manager

Global Water Partnership Southern Africa



PROFESSIONAL CONSULTANCY SERVICES FOR A TRANSBOUNDARY DIAGNOSTIC ANALYSIS (TDA) EXPERT/INTERNATIONAL CONSULTANT TO GATHER, ANALYSE, AND CONSOLIDATE INFORMATION FOR TDA AND STRATEGIC ACTION PROGRAMME (SAP) DEVELOPMENT IN THE CUELAÍ AND KUNENE BASINS

Financing Agency: Global Environment Facility (GEF)

GEF Implementing Agency: United Nations Development Programme (UNDP)

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

Location: The Cuvelai and Kunene River Basins in Northern Namibia and Southern Angola

Duty station: Remote with field work travel to Cuvelai and Kunene Basin (Angola & Namibia)

Duration: 150 days spread over 18 months

1. Background

The Cuvelai Watercourse Commission (CUVECOM) was established on 16 September 2014 to manage the shared transboundary waters of the Cuvelai Watercourse. The secretariat is currently based in Oshakati, Namibia. Adjacent to the Cuvelai River Basin is the Kunene River Basin. Transboundary cooperation for the Kunene Watercourse is managed through a Permanent Joint Technical Commission (PJTC) established in 1990. Both the Cuvelai and Kunene Watercourses are shared between the Republic of Angola and the Republic of Namibia.

The Global Water Partnership (GWP) is an intergovernmental organisation established in 1996 to support countries in implementing more equitable and sustainable management of their water resources. The network spans 13 regions with 2,400 institutional Partners in 158 countries. The global secretariat is in Stockholm, Sweden. The GWP Africa Coordination Unit is based at GWP Southern Africa in Pretoria, South Africa and coordinates GWP Africa programmes across Africa – with staff representation across the Southern Africa region. GWPSA also hosts the GWP global theme on Climate resilience and is charged with providing

global strategic leadership and coordination of the implementation of the GWP strategy on climate resilience.

2. Enhanced Water Security and Community Resilience in the Adjacent Cuvelai and Kunene Transboundary River Basins (“CUVKUN Project”)

The CUVKUN project aims to improve water resources management in the transboundary Kunene and Cuvelai basins shared by Angola and Namibia. There is increasing water scarcity and hydrological variability, exacerbated by climate change within the region, even though both basins are stark in contrast. The need for the comprehensive monitoring of climate and water resources and the sharing of information has never been greater, as also the need to improve systems that can provide early warning of climate-related disasters.

The USD 11 million project is funded by the Global Environment Facility (GEF) and led by the United Nations Development Programme (UNDP) as the GEF Implementing Agency. The Global Water Partnership Southern Africa (GWPSA) is the Executing Agency, while the Cuvelai Commission (CUVECOM) and Kunene Permanent Joint Technical Committee (PJTC) are the focal custodians of the project implementation.

The project will 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 six (6) project components:

- Component 1: Strengthening the transboundary and conjunctive water resources management in the Cuvelai River Basin;
- Component 2: Strengthening the transboundary water resources management with future development scenario analysis in the Kunene River Basin;
- Component 3: Strengthening the governance of the Cuvelai and Kunene River Basins to foster joint management by the two countries in the most cost-effective manner;
- Component 4: Strengthening institutional, technical and operational capacity in Angola to sustainably develop and manage the sub-region’s water tower located in Central Angola;
- Component 5: Enhancing the community participation in Integrated Water Resources Management (IWRM) to build resilience in their livelihoods;
- Component 6: Supporting outreach and Knowledge Management for replication, upscaling, and stakeholder engagement.

3. Objectives of the Assignment

The objective of this consultancy is to provide expert services for the development of the TDA, ensuring a scientifically robust and participatory approach that integrates diverse stakeholder perspectives and technical expertise. This includes comprehensive data collection, covering hydrological, hydrogeological, socio-economic, environmental, and governance aspects of the Cuvelai and Kunene Basins. The International Consultant will analyse the collected data to identify key transboundary water management challenges/problem, including water quantity and quality, flood and drought risks, land degradation, and ecosystem services.

Additionally, the consultant will conduct a Causal Chain Analysis (CCA) to determine the root causes and drivers of these challenges and develop evidence-based recommendations for sustainable water resources management. The TDA will serve as a foundation for the Strategic Action Programme (SAP), which outlines policy measures, investment strategies, and institutional frameworks required to enhance water security and resilience in the Cuvelai and Kunene basins. The TDA shall provide the necessary information to enable Cuvelai and Kunene Riparian States to discuss and decide on the issues that will be prioritised for addressing, as well as to negotiate and formulate a Strategic Action Programme (SAP) for the two basins, with actions that will address the causes and drivers. This **TDA/SAP** process will be guided by the **GEF Methodology** (<http://iwlearn.net/manuals/tda-sap-methodology>).

The consultant will facilitate stakeholder consultations across multiple levels, including national and local governments, water user associations, civil society organizations, and private sector actors. These consultations will ensure inclusivity, gender equity, and the incorporation of traditional knowledge in water governance. The consultant will also work closely with the Cuvelai Watercourse Commission (CUVECOM) and the Kunene Permanent Joint Technical Commission (PJTC) to ensure institutional alignment and cross-border cooperation in the development of the TDA and SAP.

Furthermore, the consultant will support the formulation of future development scenarios for Integrated Water Resources Management (IWRM), incorporating climate change resilience and conjunctive surface-groundwater use. The consultancy will contribute to strengthening the scientific and policy basis for sustainable water resource management in the Cuvelai and Kunene Basins by leveraging existing studies and new data collection efforts.

4. Summary of the TDA/SAP Methodology

4.1. Overview of the TDA/SAP Process

The Transboundary Diagnostic Analysis (TDA) and Strategic Action Programme (SAP) methodology is a well-established, structured approach used to assess transboundary water challenges and develop a strategic response. This methodology, endorsed by the Global Environment Facility (GEF), provides a science-based, participatory framework to identify key environmental and socio-economic issues in shared water systems and develop policy and management solutions. The TDA is the analytical phase, identifying priority transboundary concerns, their immediate and root causes, and the socio-economic and environmental impacts. The SAP is the strategic phase, formulating agreed-upon policy, legal, and institutional actions to address the identified challenges.

4.2. TDA Development in Cuvelai and Kunene

The **TDA phase** will focus on:

- **Identifying Transboundary Water Issues:** Assessing water quantity, quality, ecosystem degradation, socio-economic and governance challenges unique to Cuvelai and Kunene.
- Assess the environmental impacts and socio-economic consequences of each issue.
- **Causal Chain Analysis (CCA):** Determining immediate, underlying, and root causes of issues, ensuring that interventions target systemic factors.
- **Governance and Policy Analysis:** Assessing institutional and legal frameworks and their effectiveness in managing transboundary water resources
- **Stakeholder Consultations and Institutional Analysis:** Engaging local and national stakeholders, ensuring equitable participation for men and women including the youth, and evaluating governance structures. Ensuring that all critical sectors (e.g. agriculture; energy; mining; livestock; fisheries including small scale basin resources users; research and academia; media platforms; CSO; NGOs, etc.)
- **Climate and Socio-Economic Considerations:** Analysing climate change risks, social vulnerabilities, and economic dependencies on water resources.
- **Leveraging points:** identifying from the TDA causal chain-analysis the strategic tilting points establishing the transition from the TDA to the SAP development process

The **TDA findings** will serve as the foundation for the development of a scientifically based policy and stakeholder-driven **SAP**.

4.3. SAP Development Approach

The SAP is a negotiated policy document, endorsed at the highest government levels, which commits countries to a coordinated, long-term action plan for sustainable water resource management. Once the TDA is completed, the SAP Phase development process involves:

- **Setting a Long-Term Vision:** Defining sustainable management goals for Cuvelai and Kunene's transboundary water resources.
- **Developing Policy and Investment Frameworks:** Establishing legal, institutional, and financial mechanisms for integrated water governance.
- **Investment and Action Planning:** Prioritizing projects and initiatives that address key transboundary challenges.
- **Capacity Building and Knowledge Sharing:** Strengthening the technical and institutional capacity of water management authorities and other stakeholders.
- **Research and development:** Undertake new research interventions to address the identified knowledge gaps about the status of basin (biophysical and socio-economics)
- **Monitoring and Evaluation:** Establishing clear indicators to track SAP implementation progress and effectiveness.

4.4. Adaptive Management and Sustainability

The TDA/SAP methodology incorporates an adaptive management approach, which ensures continuous learning and refinement of strategies based on monitoring and evaluation outcomes. Key principles embedded in the methodology include:

- **Ecosystem-Based Management:** Integrating environmental, social, and economic considerations.
- **Stakeholder Inclusivity:** Ensuring broad participation, including gender equity and indigenous knowledge.
- **Science-Policy Linkages:** Bridging technical assessments with policy formulation, development planning and decision-making processes.
- **Climate Resilience and Risk Management:** Incorporating climate change adaptation and disaster risk reduction strategies.

4.5. Thematic Reports to be Produced by the TDA

To ensure a comprehensive and well-structured TDA, the consultant will be required to produce the following thematic reports but not limited to:

- **Hydrology and Hydrogeology Report:** Assessment of water availability, groundwater resources, recharge rates, and water balance in the Cuvelai and Kunene Basins.
- **Water Quality and Pollution Report:** Analysis of water contamination sources, pollution levels, and implications for human health and ecosystems.
- **Flood and Drought Risk Assessment Report:** Examination of historical hydrological patterns, climate variability, and disaster risk reduction measures.

- **Ecosystem and Biodiversity Report:** Evaluation of ecosystem health, habitat degradation, biodiversity status, and conservation priorities.
- **Socio-Economic and Livelihoods Report:** Assessment of community water use, economic dependencies on water, and social vulnerabilities related to water scarcity and climate change.
- **Governance and Institutional Framework Report:** Analysis of policies, legal frameworks, institutional mandates, and transboundary cooperation mechanisms for water resource management.
- **Stakeholder Engagement and Gender Inclusion Report:** Documentation of stakeholder consultations, gender-sensitive water governance approaches, and recommendations for inclusive participation.

The TDA will be developed by an International Consultant (IC) preferable drawn from within the riparian states or the SADC region who will also be primarily responsible for delivering the SAP. The process leading to the TDA/SAP is expected to be participatory and to include senior technocrats from Angola and Namibia, ensuring their ownership of the final product, facilitating the development, endorsement and adoption of the SAP at the Ministerial level, and supporting follow-up implementation and updates. Other experts may be identified to assist the Team Leader in undertaking this assignment.

5. TDA/SAP Scope of Work

The International Consultant (IC) shall provide expert support in developing the Transboundary Diagnostic Analysis (TDA) Executive Summary. The executive summary will consolidate findings from thematic reports into a comprehensive analysis, detailing pressures, state, issues, and their immediate and underlying causes, utilising Causal Chain Analysis (CCA). Specific Tasks and Responsibilities

5.1. Data Collection and Analysis

The consultant will conduct a thorough review and analysis of existing data sources to ensure a well-informed foundation for the TDA. Specific tasks include:

- Reviewing Existing Literature and Data Sources
- Identifying Key Transboundary Water Management Challenges
- Conducting Stakeholder Consultations
- Governance and Policy Framework Analysis

5.2. TDA Development Phase

The consultant will lead the development of a robust and scientifically grounded TDA that serves as the foundation for sustainable water management in the basins. This includes:

5.2.1. Developing a Scientifically Robust TDA will consist of distinct phases described below:

A. Preparation of a detailed Work Plan

The IC will go through all available information and data (monographs, publications, reports etc.) and prepare a detailed work plan.

B. Development and Presentation of the inception report which will include the following:

- Workplan and Budget
- Methodology
- TORs for the Thematic Experts
- Capacity Building Plan (including GESI requirements)
- Table of Contents for the TDA Synthesis report

C. Training thematic experts within the selected critical thematic areas for the GEF TDA process within the context of Cuvelai and Kunene landscapes (training extensive to the CUVECOM/PJTC Secretariat)

D. Guiding and coordinating data collection and analysis by Thematic Experts on the following:

- Identification and prioritization of national/transboundary problems.
- Determination of the environmental and socio-economic impacts.
- Analyses of the immediate, underlying, and root causes
- Conducting a Causal Chain Analysis Workshop.
- Consolidation of consultation outputs and process.
- Guidance and Quality Control of thematic reports.
- Identification of leverage points and formulation of recommendations.
- Facilitation of national and regional workshops on the draft TDA
- Integration of the results of related activities into the draft TDA.
- Presentation and facilitation of the approval of the TDA by the Member States

5.3. SAP Development Phase

The consultant will ensure that the SAP is well-informed by the TDA findings and that it aligns with regional and international best practices. This involves:

5.3.1. Providing Technical leadership in the SAP development process

- Translate TDA findings into strategic actions and policy recommendations.
- Develop a structured SAP framework outlining specific interventions, funding needs, and institutional responsibilities.
- Propose a format for the preparation of specific investment projects to be presented at the International Cooperating Partners (ICPs) and donors' conference for funding.

5.3.2. Facilitating Stakeholder Engagement in SAP Development

- In consultation with the PMU, and Member States institutions and other national/regional project partners, plan and organise the detailed steps for the development of the SAP.
- Plan and provide guidance and/or facilitation to the various steps for the national and regional stakeholder workshops, i.e., SAP methodology, work plan and outlines.
- Present and facilitate the approval of the SAP by the Member States.

5.3.3. Ensuring Policy and Institutional Alignment:

- Analyse existing and future national and regional development objectives (from national and regional policies, legislation, development plans etc.) for integration with the SAP.
- Support the harmonization of national policies with transboundary cooperation mechanisms.

6. Reporting and Dissemination

The International consultant will ensure that findings and recommendations are effectively communicated to stakeholders, decision-makers, and the broader public. Key activities include:

6.1. Producing High-Quality Reports and Documentation:

- Develop comprehensive technical reports summarizing methodologies, data analysis, and key findings.
- Ensure clarity and accessibility in presenting complex information to both technical and non-technical audiences.

6.2. Developing Communication Materials:

- Prepare technical briefs, presentations, and infographics to support stakeholder engagement and policy advocacy.
- Contribute to the development of knowledge-sharing products, including newsletters and online resources.

6.3. Supporting Knowledge Exchange and Capacity Building:

- Organise information-sharing sessions with water managers, policymakers, and development partners.
- Facilitate peer-to-peer learning with other river basin organisations in the region.

7. Deliverables and Timeline

7.1. Inception Report

- Outlining methodology, work plan, and timeline
- Workplan and Budget
- Methodology for data collection and analysis
- Terms of Reference (TOR) for Thematic Experts
- Capacity Building Plan (including Gender Equality and Social Inclusion (GESI) requirements)
- Table of Contents for the TDA Synthesis Report

7.2. Data Collection and Stakeholder Consultation Report

- Summary of collected data on hydrology, hydrogeology, socio-economic, environmental, and governance aspects of Cuvelai and Kunene Basins
- Identification and prioritization of transboundary water management challenges
- Documentation of stakeholder engagement and consultation outcomes

7.3. Draft Transboundary Diagnostic Analysis (TDA) Report

- Scientifically robust analysis of transboundary water issues in the Cuvelai and Kunene Basins
- Application of Causal Chain Analysis (CCA) to identify root causes and systemic factors of water resource challenges
- Thematic reports covering:
 - Hydrology
 - Hydrogeology
 - Water Quality and Pollution
 - Flood and Drought Risk Assessment
 - Ecosystem and Biodiversity
 - Socio-Economic and Livelihoods
 - Governance and Institutional Framework

- Stakeholder Engagement and Gender Inclusion
- Causal Chain Analysis and Root Cause Identification

7.4. Final Transboundary Diagnostic Analysis (TDA) Report

- Incorporation of feedback from stakeholders, technical experts, and project partners
- Finalised document approved at the technical level.

7.5. SAP Technical Inputs and Stakeholder Consultation Report

- Strategic Action Programme (SAP) framework developed, translating TDA findings into actionable policy recommendations
- Proposed investment strategies, funding mechanisms, and institutional responsibilities
- Stakeholder engagement report detailing participatory decision-making processes

7.6. Final Report Incorporating Feedback and Recommendations

- Revised SAP document incorporating all stakeholder feedback
- Presentation and facilitation of SAP approval at Ministerial level
- Final set of recommendations for implementation, including monitoring and evaluation strategies.

8. Expected Outputs of The Consultancy

- 8.1. Comprehensive Transboundary Diagnostic Analysis (TDA) report approved at the technical level
- 8.2. Strategic Action Programme (SAP) document approved at the Ministerial level
- 8.3. Facilitation of National Action Plans (NAPs) Development with validation at national levels in Angola and Namibia
- 8.4. Knowledge Products and Communication Materials, including policy briefs, presentations, and capacity-building tools
- 8.5. Training and Capacity Building Reports detailing knowledge transfer activities for local experts and institutions

9. Qualifications and Experience

- The International Consultant should meet the following criteria:

- Advanced degree (Master's or PhD) in Water Resources Management, Environmental Science, Hydrology, or a related field.
- At least 10 years of experience in transboundary water resources management and GEF TDA/SAP processes development.
- Demonstrated expertise in CCA, policy analysis, and stakeholder engagement.
- Experience working in the Southern African region, particularly in Angola and Namibia. Knowledge of transboundary issues in the Cuvelai and Kunene Transboundary basins is a distinct advantage.
- Strong analytical, research, and report-writing skills.
- Fluency in English is required; knowledge of Portuguese is an advantage.

10. Duration and Location

The consultancy will be for a period of **18 months from June 2025 to December 2026**, with travel to Angola and Namibia as required for stakeholder consultations and data collection. Remote work arrangements may be considered for portions of the assignment.

11. Reporting and Supervision

The consultant will report to the PMU subsequent to the CUVECOM /PJTC Secretariat and will work closely with relevant national and regional stakeholders. Regular progress updates will be required.

12. Application Process

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: “Professional consultancy services for a Transboundary Diagnostic Analysis (TDA) expert to gather, analyse and consolidate information for TDA and Strategic Action Programme (SAP) development in the Cuvelai and Kunene basins” through

email to gwpsaprocedure@gwp.org with a copy to silvanus.uunona@gwpsaf.org by no later than 20 July 2025.

13. Technical Evaluation Criteria – TDA Lead Expert (Individual Consultant)

Weight of Technical Proposal: 80%

Minimum Technical Threshold to Qualify for Financial Evaluation: 70%

Evaluation Category	Criteria Description	Weight	Max. Points
1. Expertise of the Individual Consultant		30%	30
1.1 Relevant Academic Qualifications	- Master's degree or PhD in Water Resources Management, Environmental Science, Hydrology, or a related field.		10
1.2 Demonstrated Experience in TDA/SAP Development	- At least 10 years of experience in transboundary water resources management and GEF TDA/SAP processes.		10
1.3 Regional Experience & Basin Knowledge. Proven Experience in Stakeholder Engagement & CCA	- Work experience in the SADC region, particularly in Angola and Namibia. - Understanding of Cuvelai/Kunene basins is an advantage. - Strong record in stakeholder facilitation, participatory processes, and causal chain analysis.		10
Subtotal			30
2. Proposed Methodology, Approach & Implementation Plan		40%	40
2.1 Understanding of the TDA/SAP Process and Methodological Soundness	- Clear demonstration of understanding of the GEF TDA/SAP methodology, regional dynamics, and project objectives. - Relevance and suitability of the proposed data collection and analysis approaches (e.g., thematic integration, CCA, stakeholder input).		20
2.2 Implementation Plan and Feasibility	- Coherent workplan, realistic timeframe, clear outputs aligned with deliverables in ToRs.		20
Subtotal			40
3. Management Capacity and Key Competencies		30%	30
3.1 Technical Leadership and Coordination	- Demonstrated capacity to lead and coordinate multi-disciplinary thematic experts and regional stakeholders.		15
3.2 Analytical, Writing and Communication Skills, including Knowledge Product Development	- Quality of past publications, ability to synthesize technical content, and produce high-quality TDA/SAP reports.		15

	- Experience preparing technical briefs, infographics, presentations, and reports for policy audiences.		
Subtotal			30
TOTAL TECHNICAL SCORE		100%	100