



ISLAMIC DEVELOPMENT BANK

**Nationally Determined Contribution (NDC) Partnership Climate
Action Enhancement Package (CAEP) - Palestine**

**Terms of Reference for Consultancy Services to Develop NDC
Implementation Action Plans in Five Sectors (Health, Water, Solid
Waste, Transport and Gender), and Provision of Policy
Recommendation to Guide the Implementation of the Action Plans**

April 2020

Terms of Reference

1. BACKGROUND

The State of Palestine became a party to UNFCCC on 17th March 2016 and it was among the first who signed and ratified Paris Agreement for Climate Change (PA) on 22nd April 2017 and became a party to it on 4th November of the same year. The State of Palestine submitted to UNFCCC its Initial National Communication Report (INCR) and National Adaptation Plan (NAP) on 11 November 2016, while its Nationally Determined Contributions (NDC) was submitted on 21 August 2017. This is an indication of the government's commitment to achieve the objectives of the convention and its PA.

In 2020, Palestine will be submitting its revised Nationally Determined Contribution (NDC) to the United Nations Framework Convention on Climate Change (UNFCCC). As part of the activities towards revising the NDC, Palestine aim to develop the NDC implementation action plans in five sectors/themes: (Health, Water, Solid waste, Transport and Gender), and policy recommendation to guide the action plans In this context, Palestine through the Environment Quality Authority (EQA) applied to NDC Partnership for its NDC revision support through the Climate Action Enhancement Package (CAEP).

The Islamic Development Bank (IsDB) is an Implementing Partner to the NDC Partnership, and IsDB will be supporting Palestine in developing the NDC implementation action plans in the above five sectors/themes, as well as providing policy recommendation to guide the action plans. The project will support the Palestinian Government represented by: Environment Quality Authority (EQA), Ministry of Health (MOH), Palestinian Water Authority (PWA), Ministry of Local Government (MOLG), Ministry of Transport (MOT) and Ministry of Women's Affairs (MOWA) in implementing Palestine's NDC by developing an action plan for the implementation of conditional actions included in Palestine's NDC in the following five sectors: Health, Water, Solid waste, Transport and Gender and providing input for policy recommendations, institutional arrangements as well as mapping of potential donors aiming at enhancing the implementation of developed action plans.

Each NDC implementation plan should be built on previous work that underpins the NDC, most notably:

- The INCR including:
 - Green House Gas (GHG) inventory for Palestine.
 - Assessment of the mitigation potential of sources and sinks across all Intergovernmental Panel on Climate Change (IPCC) sectors.

- The National Adaptation Plan (NAP), including systematic identification of vulnerabilities and adaptation options across 12 sectors.
- Palestine's NDC and its annexes.

The plans should also take due account of recently concluded projects namely: Development of NDC Implementation Plans for the Agriculture and Energy Sectors, Green Climate Fund's NDA Readiness and Preparatory Support Programme and Technology Road Map for the Implementation of Climate Action Plans in Palestine.

For each target sector, a number of NDC implementation plans to address groups of priority conditional actions to be developed. However, while each plan will be a standalone document, they will also need to address the nexus between plans within and across sectors as well.

2. OBJECTIVES

The Islamic Development Bank would like to engage the services of a reputable Consultancy Firm for the development of constituent documentation and activities (collectively referred to as consultancy service) that will support the development of Palestine's Nationally Determined Contribution (NDC) implementation action plans in five sectors: Health, Water, Solid waste, Transport and Gender, and provision of policy recommendation to guide the action plans.

The objectives of the consultancy service are to:

- Develop Implementation Action Plans for Priority Actions in the Five sectors and Identify the enabling environment and barriers to the implementation of the identified adaptation and mitigation actions, and assessment and mapping of potential financial resources to enhance NDC implementation in the selected sectors.
- Appraise policy options to deliver the identified mitigation and adaptation actions and design policy briefs for each of the priority actions / sectors to provide a concise summary of mitigation and adaptation actions, and recommendations that would include implementation arrangements.

3. SCOPE OF CONSULTANCY SERVICE

The consultancy service will cover the following:

- 3.1. Development of Implementation Action Plans for Priority Actions in the Five sectors and identification of enabling environment and barriers to implementation of the

identified adaptation and mitigation actions, and assessment of potential financial resources to enhance NDC implementation in the selected sectors:

- a) Analysis of barriers for each priority mitigation and adaptation action.
- b) Assessment of the enabling environment for each priority mitigation and adaptation action.
- c) Assessment of the mix of financial and non-financial measures required to successfully implement each priority mitigation and adaptation action.
- d) This task will be accomplished in coordination with Environment Quality Authority (EQA) and the respective stakeholders

3.2. Appraise policy options to deliver the mitigation and adaptation actions, and prepare policy briefs for each of the priority sectors to provide a concise summary of mitigation and adaptation actions, and some recommendations:

- a) Undertake an initial review of policies options for delivering the mitigation and adaptation actions
- b) Consider any actions that may be needed outside of each sector to support the achievement of sectoral targets.
- c) Develop the most appropriate policy recommendation for delivering the identified including the proper arrangements for implementation
- d) This task will be accomplished in coordination with Environment Quality Authority (EQA) and the respective stakeholders

4. CONSULTANT PROFILE

4.1. The Firm should demonstrate that it has experience in undertaking this type of work and has a highly qualified team that have expertise in the fields of climate change long-term strategies, country climate plan formulation and implementation, climate finance and development of reports and policies on climate change and relevant sectors. Proven skills and experience in the following areas are essential:

- a) Policies, strategies and operational documents of state and national government especially those related to climate change;
- b) Methodology and practice of Climate Change Mitigation and Adaptation project design, and Climate finance and mainstreaming principles;
- c) Sector specific climate action, long-term strategies, implementation framework and plans;
- d) Good knowledge of Palestine's climate change policies and the Nationally Determined Contribution (NDC) under the Paris agreement.
- e) Experience working with a cross-section of stakeholders, including senior government officials at various level;
- f) United Nations' Climate Agencies such as the United Nations Framework Convention on Climate Change (UNFCCC) policies and activities;

- g) Green financing, such as green bonds, private sector resource mobilisation and climate finance;
- h) Excellent verbal and written skills in **English and Arabic**.
- i) Computer skills in word processing, data analysis and presentations.

- 4.2. **Experience and Education:** The team leader must have at least 15 years of relevant experience in policy development, international development, and climate change, experience of leading the development of reports and policies on climate change, experience working with government agencies at national and sub-national levels.
- 4.3. Minimum of a MA/MSc. or equivalent in, International Development Studies, Geography, Environment Studies, Climate Change, Economics, Public Policy or relevant Finance background.
- 4.4. The consultancy team shall also include a policy expert/specialist with experience in developing national and sub-national policies.
- 4.5. The consultancy firm must demonstrate good understanding of the Palestinian context and have track records working in Palestine.

5. IMPLEMENTATION ARRANGEMENTS AND DELIVERABLES

a) Reporting:

- The consultancy firm will report to the appointed Task Leaders (TLs) from the Islamic Development Bank and relevant partner.
- Bi-weekly calls will be organised by the consultancy firm, involving the TL, the Environment Quality Authority (EQA) and other concerned parties to the Task. The objective of the calls is to monitor progress, discuss pending issues and next steps.
- Additional meetings could be called by the TLs if this is deemed necessary.

b) Trips / in country missions:

- Trips / in country missions will be arranged in coordination with EQA. In principle, three in country missions are requested:
 1. **Launch and Kick off** including collecting inputs on priority actions for the five sectors and any inputs on update of the NDC if any,
 2. **Presentation of draft implementation plans and draft updated NDC,**
 3. **Presentation of final implementation action plans and final updated NDC.**
- The consultancy firm will lead the consultation in coordination with EQA

c) Timeline:

It is envisaged that the assignment will run for **five months** after the signature of the contract. First deliverable (“inception report”) should be submitted **three (3) weeks** upon signing of contract.

d) Main Deliverables:

The main deliverables of the consultancy service expected from the consultancy firm of this assignment are:

- i. An **Inception Report** structured into Introduction, Objective, Scope and expected outcomes, Proposed methodology, Key activities, Inputs and sources of data /information, timeline for deliverables).
- ii. **1st intermediate Delivery**
Report on the enabling environment and barriers to implementation of the identified adaptation and mitigation priority actions, and assessment of potential financial resources to enhance NDC implementation in the selected sectors. The report should clearly show the methodology used.
- iii. **2nd intermediate Delivery**
Detailed implementation action plan for priority actions of the 5 sectors of the Nationally Determined Contribution (NDC): (Health, Water, Solid waste, Transport and Gender). The actions for NDC implementation should be prioritized with related key performance indicators, targets and milestones and with the full coordination of lead agencies.
- iv. **3rd intermediate Delivery**
Report on policy options to deliver the mitigation and adaptation actions and policy briefs for each of the priority sectors to provide a concise summary of mitigation and adaptation actions, and some recommendations. The report should clearly show the methodology used.
- v. **Synthesis Report:**
 - A synthesis of the findings and outcomes drawn in the context of the intermediate reports. The intermediate reports should be attached as appendix to the synthesis report.
 - A power point presentation on the task and the outcomes should be submitted.
- vi. All deliverables shall be prepared in English and data and information gathered in the course of this exercise, and scanned versions of hardcopy documents are to be submitted in soft version to the TL.

6. BUDGET AND REMUNERATION

The contract budget involves the following parts:

- i. Consultancy fees for the assignment are fixed with a Lump Sum Amount of USD (150,000) for the consultancy firm.
- ii. No additional per-diem is envisaged. The consultancy firm is responsible for covering the costs of her/his stay during any missions/trips.
- iii. The quality of the design of the reports is tantamount to the quality of the delivery and the consultancy firm is expected to use the services of qualified communication consultancy firm to produce high-quality outputs in line with international standards.
- iv. The terms and conditions of the payment shall be based according to deliverables:

Deliverable	Payment Plan
Inception Report	15%
1 st Intermediate Report	25%
2 nd and 3 rd Intermediate Report	35%
Synthesis Report	25%

- v. The following should be taken into consideration by the consultancy firm while submitting the proposals:
 - The Environment Quality Authority (EQA) will provide in-country support to the firm.
 - The Environment Quality Authority (EQA) will provide a letter of introduction to obtain the necessary permit and access to information from the government stakeholders in Palestine.

7. INSTRUCTIONS TO CONSULTANTS AND SELECTION CRITERIA

7.1. Consultancy firm(s) are invited to submit technical (and financial) proposals no later than 4:00 p.m., Jeddah time, **20 May 2020**, including team's detailed curriculum vitae. All proposals should be sent to Bbadmos@isdb.org, DNdiaye@isdb.org and RAIKhouli@isdb.org. The proposal shall remain valid for one (1) months after the above deadline.

7.2. IsDB reserves the right to the following:

- i) Reject any, and all proposals, and to waive minor irregularities in any proposal.
- ii) Request the clarification of information submitted.
- iii) Request additional information from any proposer.

- iv) Grant the contract to the next most qualified consultancy firm, if the selected firm does not start the job within fifteen (15) days after the granting of the proposal.
- 7.3. IsDB shall not be responsible for any costs incurred by the consultancy firm in preparing, submitting, or presenting its response to the RFP.
- 7.4. The evaluation will be based on a Quality-Based-Selection (QBS). The technical criteria include the firm's qualification and experience, methodology and work program proposed, and qualifications of key personnel. Evaluation of key personnel will be based on educational background, their experience with similar tasks, and their experience as stated in section 4 of this Terms of Reference.
- 7.5. You may address any technical clarifications needed or general information inquiries to the Bank to Bbadmos@isdb.org; DNdiaye@isdb.org and RAIKhouli@isdb.org.