1. **CONSULTANCY SUMMARY**

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| Job Title | | National Consulting Firm/CSO | |
| Division/Department | | Project: Enhancing the Resilience of Vulnerable Coastal Communities in Sinoe County, Liberia (ERVCCS) | |
| Program/Project Number/ **GEF Project ID number** | | 10376 | |
| Activity Result | | Restore 260 hectares(ha) of mangrove and forest in Sinoe | |
| Assignment | | To implement mangrove and forest restoration using indigenous seedlings | |
| Location | | Sinoe County | |
| Reports to | ERVCCS Project Manager under the supervision of the Energy & Environment (E&E) Coordinator | Consultancy Duration: | Over a period of two (2) years |

1. **PROJECT BACKGROUND**

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| The EPA is Liberia's principal authority for environmental management. It coordinates, monitors, supervises, and consults with relevant stakeholders and sector Ministries, Agencies, and Commissions (MACs) on all activities related to protecting the environment and sustainable use of its natural resources.  The Government of Liberia (GoL), through the EPA and the United Nations Development Program (UNDP), and with funding from the Global Environmental Facility (GEF), received funding for the project “Enhancing Resilience of Vulnerable Coastal Communities in Sinoe County of Liberia (ERVCCS).” EPA is the project's Executing Entity. It is financed by a GEF Trust Fund grant and co-financed by UNDP and the GoL.  The project aims to build on existing projects to strengthen the resilience of vulnerable coastal communities and their livelihoods to the impacts of climate change, focusing on women and youth. Specifically, project interventions include the following:  **Component 1**: Strengthening Institutional Capacity for Climate Change Adaptation Planning  **Component 2**: Supporting Innovative Technologies for Climate Information and Communication  Management  **Component 3**: Introducing Engineered Hybrid Adaptation Solutions  **Component 4**: Supporting Resilient Livelihood Diversification through Training and Improved  Access to Finance.  The majority of the above interventions will target all coastal counties in Liberia. In contrast, hybrid adaptation interventions will be explicitly implemented in Sinoe County, one of the country’s most vulnerable coastal counties.  The impacts of climate change, combined with non-climatic drivers, such as sand mining, the expansion of agricultural areas, unsustainable fishing, pollution, and inadequate drainage systems, compromise the resilience of Liberian communities' ecosystems along the coastline. Consequently, local communities and ecosystems are experiencing increased coastal flooding and erosion, saltwater intrusion into groundwater supplies, waterlogging of inland areas, and sedimentation of rivers and freshwater resources due to Sea Level Rise (SLR) and higher-intensity rainfall events. The vulnerability of communities and ecosystems occurs through I) inundation and consequent damage of coastal infrastructure, II) loss of fishery and agriculture-dependent livelihoods, III) decrease in stable income generation for coastal communities, IV) increase in conflict and competition over resources within communities, V) decrease in food and nutrition security, VI) increased risk of vector- and waterborne diseases through waterlogging, and VII) increased pressure on surrounding ecosystems to compensate for the reduced provision of services from coastal, wetland and mangrove ecosystems. In addition, the vulnerability of Liberia’s coastal communities and their resilience to climate change, particularly in Sinoe County, is exacerbated by the limited capacity of GoL to provide essential services and adequate support for, among other things, water and sanitation, healthcare, utility-scale energy, and road infrastructure.  As a result, coastal communities in Liberia are threatened by damaging floods and erosion, both of which are increasing due to sea level rise and other impacts of climate change, such as increasingly intense rainfall events and the current limited financial and technical capacity at the national and county levels to address these threats. |

**III. SCOPE OF WORK**

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| Under component three of the project, it is required to restore 260 hectares of mangroves and forest in the six project-affected communities in Sinoe. The task requires the growing of indigenous seedlings; hence, mangrove and coconut species found in the degraded areas will be restored. The mangrove restoration intervention will be implemented in three communities, including Bafu Bay, Downtown Mississippi, and Seebeh, while forest, specifically coconut trees, will be restored in Tournata, Pungbor, and Nanakru. The objective of the task spans the provision of technical and operational expertise, including conducting site assessment for the implementation of the nature-based solutions, selection and procurement of indigenous seedlings, where necessary, to implementing the mangrove and forest restoration activities. The restoration of mangrove and forest will enhance the resilience of the affected communities against flooding, improve groundwater quality, promote conservation activities, and provide habitat and breeding ground for aquatic species. Additionally, the intervention will improve carbon sequestration, reduce land degradation, and encourage emission reduction. The firm will be required to source at least 80% of its workforce from the affected communities, with at least 50% of that number being youth, women, and people living with disabilities (PWD). Considering that the Project Partner, Conservation International (CI), has implemented similar projects across the country, the firm will be required to liaise with CI and local partners to draw lessons learnt from the implementation of nature-based solutions, highlighting the methodology deployed during their intervention.   * **Downtown Mississippi**   It is required that 52 hectares of mangroves be restored in the Downtown Community on Mississippi Street in Sinoe. A Land use and land cover (LULC) study shows that mangroves in the area have been degraded by 88.15% from 2014 to 2023. Therefore, the conservation organization will conduct a rigorous site assessment for the identification of degradation hotspots and the restoration of those sites with indigenous mangrove species. In addition, new sites will be identified, considering feasibility, for the expansion of mangroves.   * **Seebeh**   Separated from Downtown Mississippi by the Sinoe River is Seebeh. The community is located in Greenville City, and its mangroves are under threat. Results from the LULC report show that about 27.34 hectares of mangroves have been degraded between 2014 and 2023. However, the project is making an effort to restore 16 hectares. The consultant will assess the intervention area, advise on the site-specific selection for mangrove restoration, and implement the intervention.   * **Nanakru**   The high rate of erosion is uprooting coconut trees on the coastline of Nanakru, thereby degrading the land and alleviating reducing the carbon sequestered in these trees. The vulnerability report shows that the forest along the coastline has degraded by 33.19% since 2014. To balance the number, the consultant will restore 16 hectares of coconut trees along the coastline. Doing so entails the evaluation of the restoration area in addition to implementing the intervention and offering site-specific recommendations for mangrove restoration.   * **Pungbor**   Forest degradation statistics from Pungbor reports a decrease of 14.46% between 2014 and 2023. The project seeks to restore 3 hectares of coconut trees along the beach.   * **Tournata**   The accelerating rate of inundation on the coastline of Tournata is dislocating vegetation in the area, especially coconut trees on the berm of the beach. The LULC report shows that the forest has been degraded by 13.71%. This degradation includes the coconut tree species found along the coast. The consultant will be required to restore 162 hectares of indigenous coconut species found along the coast.   * **Bafu Bay**   Bafu Bay is separated from Tournata by the Sanquin River in the Sanquin District. The area boasts 327.06 hectares of mangroves as of 2014 and has experienced an increase of 26.04 hectares by 2023, according to a vulnerability study conducted by the project in 2023. Despite this increase in the area of mangroves, the project aims to enhance this growth further to solidify the community's resilience to flooding and extreme weather events. Hence, 11 hectares of mangroves will be planted in the area, following recommendations from the multicriteria analysis study carried out by the project.  **Roles and Responsibilities**   * Analyze existing data from the Vulnerability Reports, High-Resolution Multicriteria Analysis, etc., done by previous consultants and develop a report based on the same, i.e., gap analysis. * Based on the gaps identified, conduct baseline surveys, including ecological, hydrological, and socio-economic assessments of the identified areas * Develop a comprehensive restoration work plan and methodology incorporating best practices, relevant environmental standards, and risk mitigation measures. * Implement reforestation activities through direct planting, assisted natural regeneration, or other scientifically justified techniques. * Collaborate with local communities to incorporate indigenous knowledge and ensure participation in restoration activities. * Establish protective measures (e.g., physical barriers, community watch programs) to deter potential destructive activities during restoration. * Develop and implement a robust monitoring and evaluation framework including baseline indicators, restoration milestones, and performance metrics. * Consistent with mangrove and forests restoration activity, provide technical support for the implementation of a community-based monitoring program, aligned with the participatory design outlined in the CAPs, under the ongoing contract for Activity 3.2.3. * Ensure sustainability by assisting the PMU in procuring monitoring equipment consistent with mangrove restoration efforts, under the ongoing contract for Activity 3.2.3. * Provide regular progress reports, photographic documentation (with date and time stamp), and final reporting on ecological outcomes and project impacts. * Develop adaptive management measures and longer-term monitoring strategies post-project completion. * Attend meetings with the Project Management Unit (PMU), CI, UNDP, EPA, Forestry Development Authority, County Authority etc, and record minutes * Travel to Sinoe to conduct a preliminary site-specific assessment in all locations to determine the baseline data before beginning intervention. * Use the information acquired to develop a participatory-based Site Specific Participatory Based Management Plan * Engage the local environmental groups (especially women's groups) and the community to be part of the restoration process. * Conduct a 4–5-day technical training for implementers (workforce) on restoration work for other environmental groups * Develop a guide for the monitoring of indicator species * Host stakeholder meetings about the plans and the role of the communities in monitoring the intervention |

**IV. KEY EXPECTED OUTPUT**

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| 1. Site-Specific selection report for each community 2. Technical training report for the workforce 3. Periodic Progress Reports (monthly or quarterly, as agreed) and photographic documentation of restoration milestones. 4. Final report for restoration of 260 hectares of mangroves and forest in Sinoe County, Liberia   **NB:** The final report should include photogenic documentation such as pictures, and should be very clear with dates and time stamps on it. In addition, a documentary should be placed on a hard drive detailing the beginning and the end of project activities, such as videos of how these places were prior to and after the time of restoration. The documentary can also display people planting these vegetations. |

**V. DELIVERABLES AND PAYMENT SCHEDULE FOR YEAR (1) ONE**

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| **No.** | **Output** | **Payment Plan** |
| **1.** | **Inception Report** | **20%** |
| **2.** | **(a) Submission and approval of the following:**   1. **Preliminary Site Assessment Report** 2. **Site Management Plan** 3. **Environmental and Social Management Plan**   (b) Upon setting up and verification of the nurseries for the restoration of 60 ha of mangroves and forest in Tournata, Pungbor, and Bafu Bay | **30%** |
| **3.** | **Submission and approval of an evidence-based report for the restoration of 20 hectares of forest (coconut trees) in Tournata following technical verification** | **20%** |
| **4.** | **Submission and approval of an evidence-based report for the restoration of 20 hectares of mangroves and forest (including 11 ha in Bafu Bay, 3 ha in Pungbor, and 6 ha in Tournata) following technical verification** | **15%** |
| **5.** | **Submission and approval of an evidence-based report for the restoration of 20 hectares of forest (coconut trees) in Tournata following technical verification** | **15%** |

**VI. DELIVERABLES AND PAYMENT SCHEDULE FOR YEAR (2) TWO**

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| **No.** | **Output** | **Payment Plan** |
| **1.** | **Submission and approval of an evidence-based report for the restoration of 100 hectares of mangroves and forest following technical verification** | **30%** |
| **2** | **Submission and approval of an evidence-based report for the restoration of 100 hectares of mangroves and forest following technical verification** | **30%** |
| **3** | **Submission and approval of the final implementation report** | **40%** |

**VII. QUALIFICATIONS & EXPERIENCE**

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| 1. All members of the firm team should hold a minimum of a Master’s degree in a related field, including Environmental Science, Natural Resource Management, Conservation Biology, Botany, or a related field. 2. The team leader having a PhD in any of the relevant fields is an advantage. 3. The team lead must have a minimum of five (5) years of related proven experience working in the project area and an extensive understanding of Liberia’s coastal ecosystems. 4. Familiarity with mangrove and forest in a similar region of Sub-Saharan Africa. Experience working in Liberia is an advantage. 5. Familiarity with the priority conservation of indigenous species in Sinoe.   Ability to work in multi-cultural and resource-constrained settings with strong project management skills  vi Evidence of adherence to international environmental and social safeguard standards   1. Experience in Community Engagement and proven ability to work with other government and private entities, stakeholders, and local communities 2. Possess strong analytical, communication, writing, and reporting skills and exhibit excellent organizational skills 3. Possess the ability to work across disciplines 4. Effective time management skills and the ability to work within deadlines |

**VIII. CONTRACT & REPORTING**

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| The consultant shall report directly to the Project Manager under the supervision of the Energy and Environment Program Coordinator of the Environmental Protection Agency. Regular updates and meetings shall be held for effective collaboration and supervision.  The consultant shall be recruited for two (2) year’s period under a Service Contractual Agreement with the issuance of year 1 contract in 2025. The EPA reserves the right to rescind the contract during that period should the performance of the firm not meet its requirements. |

**IX. SUBMISSION OF APPLICATION**

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| Interested National Conservation Organization or Firm should submit their Technical and Financial Proposal including, a one-page cover letter, Business Registration & Tax Clearance, Past Performance record in implementing forest and mangrove restoration activities, Article of Incorporation, CVs of all personnel, to the below address, and by email at [maldonakarway1@gmail.com](mailto:maldonakarway1@gmail.com) and CC: [princessblango@gmail.com](mailto:princessblango@gmail.com) indicating in the subject area **“National Conservation Organization to Implement Mangrove and Forest Restoration in Sinoe County”**  All interested firms are to address their applications to the following address:  **Maldona K. Karway**  **Procurement Officer**  **Project Management Unit**  **Enhancing the Resilience of Vulnerable Coastal Communities in the Sinoe County Project**  **Environmental Protection Agency**  **302-A Bright Building,**  **Old CID-Road, Mamba Point**  **1000 Monrovia, 10 Liberia**  A hard copy of your Proposal should be delivered to the Procurement Officer of the Sinoe Coastal Project at the EPA head office in Mamba Point.The closing date for the submission of proposals is **4:00 PM**, **August 26, 2025.** Any submission coming/received after this deadline will not be given consideration. Only submissions meeting the requirements/criteria in the RFP will be considered for evaluation.  **NOTE:** This information is posted on <https://www.emansion.gov.lr>, <https://www.epa.gov.lr>, <https://www.undp.org>, and can be found in the News Newspaper. |