



OBSERVATOIRE
DU SAHARA
ET DU SAHEL



GREEN
CLIMATE
FUND

LIBYA READINESS II PROJECT

ENHANCING INSTITUTIONAL, HUMAN AND TECHNICAL CAPACITY
OF LIBYA SYSTEM FOR CLIMATE FINANCE

TERMS OF REFERENCE

RECRUITMENT OF A CONSULTANCY FIRM TO DEVELOP DECISION TOOLS FOR CLIMATE CHANGE POLICIES IN LIBYA TO ENHANCE GCF PROGRAMMING IN LOW-EMISSION INVESTMENTS

[CA/OSS/GCF-RS-LYB 2_CLIMATEPOLICY/170924-21]

SEPTEMBER2024

1-BACKGROUND

Climate change poses a substantial threat to Libya's economic development and sustainability, with climate variability likely to intensify the impacts of natural hazards on agricultural production. Libya, ranked 80th on the 2021 Global Climate Risk Index (GCRI), faces significant challenges due to climate change and water scarcity. With 95% of its territory comprising desert and only 2% receiving adequate rainfall for agriculture, agricultural productivity is severely hampered by harsh climatic conditions, poor soil quality, and limited renewable water resources. Furthermore, the country is susceptible to extreme weather events such as droughts, floods, sandstorms, and dust storms.

The southern region of Libya is particularly affected, suffering more than the coastal areas due to the construction of the Libyan Man-made River and more severe climate change effects compared to the Mediterranean shore. This exacerbates challenges in agriculture, water resources, and biodiversity, with droughts significantly impacting the Libyan ecosystem.

Libya's engagement with the Green Climate Fund (GCF) presents an opportunity to mobilize resources for fulfilling its national and international obligations as a Party to the United Nations Framework Convention on Climate Change (UNFCCC) and other conventions. The readiness project builds on Libya's previous efforts to strengthen its engagement with the GCF. In 2018, Libya benefited from GCF support in the first phase of readiness, preparing for climate finance. This proposal aims to enhance the capacities of the National Designated Authority (NDA) to fulfill its roles and responsibilities related to the GCF and to coordinate with various stakeholders. This initiative has led to the establishment of the NDA and a permanent NDA secretariat, the creation of a non-objection mechanism, the development of a communication strategy and a gender study, and efforts to fill capacity gaps and promote effective participation of relevant stakeholders from both the public and private sectors.

The Ministry of Environment, the high-level body responsible for setting environmental policies in Libya, oversees the management of climate change. Its primary mission involves developing plans and programs for the environment, considering economic and social development plans, and supervising the implementation of approved programs and plans related to the environment by other competent agencies and municipalities.

At the political level, climate change impacts is overseen by the National Committee of Climate Change (NCCC), established in 2021 by government decision No. 336. The NCCC's main mission is to address climate change impacts in the country, including supervising the national climate change strategy, preparing the national adaptation strategy, proposing national programs on greenhouse gas mitigation, and encouraging investment in sustainable energies. The NCCC is made of key sectors representatives, including the Minister of Environment as the president of the Committee and representatives from the Cabinet of the presidency and other sectoral ministries and key national companies.

Despite signing the United Nations Framework Convention on Climate Change in 2015 and ratifying the Paris Climate Accord in 2021, Libya has yet to submit the requisite policies, plans, or reports, such as the Nationally Determined Contribution (NDC), National Adaptation Plans (NAP), or National Communications. Article 3 of the Paris Agreement recognizes the need for support for developing

country parties to achieve effective implementation. The Agreement prescribes obligations for support from developed countries, impacting developing countries like Libya.

The Ministry of Environment has led numerous initiatives contributing to the preparation of the first national communication and launching preparatory work for developing the first NDC with support from international partners. However, a comprehensive strategy or roadmap is needed to address all support options and coordinate their implementation. This strategic roadmap will enable Libya to:

- Identify steps required to meet international requirements of the Paris Agreement.
- Establish priorities and guidelines for climate action to inform future sectoral plans and strategies in adaptation and mitigation.
- Determine the most suitable financial instruments for each project.
- Identify national or international funding and implementing entities for each project.

The strategic roadmap will also allow national entities to coordinate their support requests, avoiding duplication and enhancing the climate proofing of economic and development projects, particularly in the current social and financial crisis context. Improved predictability and clarity on climate finance needs will result in a more targeted and transparent GCF Country Program.

To support this, the Sahara and Sahel Observatory (OSS) in collaboration with the NDA and the Ministry of Environment of Libya are recruiting a consultancy firm to develop decision making tools for climate change policies in Libya, enhancing GCF programming in low-emission investments.

2-SCOPE OF WORK, OUTPUTS AND DELIVERABLES

These Terms of Reference (ToRs) delineate the development of an extensive country Programme aimed at identifying Libya's climate change priorities and potential projects concept notes eligible for Green Climate Fund (GCF) financing. The consultancy firm, will undertake a detailed assessment to formulate a budgeted strategic roadmap. This strategic roadmap will guide the Libyan government in identifying and securing the necessary resources to effectively address the impacts of climate change.

The specific objectives include;

- Identify strategic priority projects to be submitted to the GCF, through a transparent, inclusive and consultative process;
- Prepare a country Programme with strategic climate projects and ideas that outline immediate, medium and long-term priorities in line with national climate change policies and plans;
- Prepare Framework and mechanisms to monitor and evaluate GCF's projects; and
- Prepare two concepts note for public sector project to be submitted for GCF.

3-CONSULTANTS TASKS

The identified firm shall provide Expert Advisory Support services to engage the different stakeholders in the relevant sectors related in climate finance, and leverage their capacity to implement programming priorities, including identifying partnerships, conducting workshops, and build on the established public-private partnerships. This includes:

- Comprehensive Study and Data-Gathering: Conduct in-depth studies, modeling, and data collection to develop a robust climate profile for Libya, laying the foundation for identifying key climate vulnerabilities and opportunities for GHG emissions reduction.
- Identification and shortlist of potential Direct Access Entities (DAEs): Use the gathered data to shortlist and assess potential DAEs for GCF accreditation, ensuring they meet the necessary capacity requirements.

- Development of a Budgeted Strategic Roadmap: Create an ambitious and budgeted strategic roadmap to guide Libya toward increased climate ambitions and low-carbon development pathways.
- Development of Libya's GCF Country Program: Formulate a comprehensive country Programme that defines national climate priorities, outlines a project pipeline, and sets the strategic direction for GCF engagement.
- Development of 2 high quality CNs for public sector to be submitted to GCF: Develop two GCF concept notes focused on public sector projects, aligning with the strategic goals identified in the country Programme to enhance Libya's climate action.
- Monitoring & Evaluation (M&E) Framework: Establish a detailed M&E framework, supported by capacity-building workshops, to track the progress of climate projects and ensure effective implementation.
- Communication and Awareness Tools: Develop targeted communication tools to raise awareness and support the implementation of national climate interventions, ensuring broad engagement across various platforms.

The following methodological aspects should to be taken into consideration:

- Consider the results of recent work carried out in the framework of the readiness phase 1 project, and the achievements/outputs of phase 2.
- Include the list of private sector priority projects that have been identified within the country priorities.
- Identify and update the stakeholder mapping process and their relevance towards climate finance.
- Undertake broad consultation with all stakeholders for the realization of all the tasks of the mission.

More specifically, the consultancy firm is required to:

1) UNDERTAKE THE NECESSARY STUDY, MODELLING EFFORTS, AND OTHER DATA-GATHERING EFFORTS IN ORDER TO DEVELOP AN AMBITIOUS CLIMATE CHANGE STRATEGIC ROADMAP, INCLUDING LONG-TERM ORIENTATIONS TO ACHIEVE NET-ZERO EMISSIONS:

The development of the budgeted Strategic roadmap should provide the country with a decision support tool that will enable decision-makers to move towards an increase in the country's climate ambitions and gradually shift towards very low-carbon development. This approach will have to include the following stages and analyses, bearing in mind that the consultancy firm will be allowed to propose other approaches, on condition that this is subject to consultation and validation by the OSS and the parties involved in Libya.

The development of this roadmap should be initiated by the determination of the country's climate profile by identifying the climate change-related vulnerabilities and the potential opportunities to reduce greenhouse gas (GHG) emissions in comparison to the current GHG emission standards. This analysis would build on existing policy and planning as available in determining the mitigation and adaptation profile, in addition it will:

- Identify available information on GHG emissions profiles, including from existing GHG inventories;
- Identify key drivers for emissions at sectoral and aggregate national level;
- Review existing mechanisms and policies for reducing emissions and supporting low-emission growth;
- Identify available information on climate change impacts, vulnerabilities and adaptation plans, and assess gaps and needs that must be eliminated to create an enabling environment for adaptation processes (i.e. to promote changes in processes, practices, and structures to moderate potential damages);

- Draw up an inventory of policies, studies, strategies and plans relating to climate change in Libya and analyze existing gaps;
- Assess potential climate scenarios and related vulnerabilities (i.e. climate drivers, risks, impacts and key vulnerabilities, including sectors, systems, ecosystems and populations at risk); and
- Identify concrete opportunities within sectoral thematic areas for adaptation interventions with mitigation co-benefits.

This first analysis of the country profile shall be completed by an additional analysis of the climate finance landscape of the country including the current and expected public, private and other financing (domestic and international) to address the country low-emission, climate-resilient development needs and priorities.

It will include the country's climate financing priorities over a ten-year period associated with the NDC cycles, as well as with its ACs, NAPs, TNAs, TPs and long-term national strategies, as well as more immediate resilient recovery strategies.

Such information may include the following:

- Profile of climate finance needs for adaptation and mitigation across key priority sectors and the availability of climate finance from different public, private and other sources, domestic and international;
- Capacity of the financial system of the country where private sector financing is being mobilized from local financial markets or through foreign investments to address climate change; and
- Where concessional and risk-taking climate finance from the GCF as well as other climate, environment or similar funds will be used in a complementary manner to address barriers, catalyze innovations and mobilize public and private investments towards low-emission, climate-resilient development.

Deliverable 1:

A well-developed climate change budgeted Strategic roadmap:

The Strategic roadmap should include the following components:

- **GHG Emissions Profiles:** Collate and analyze available data on greenhouse gas emissions at both sectoral and national levels.
- **Key Emission Drivers:** Determine the primary factors contributing to emissions across different sectors and at the national aggregate.
- **Climate Change Impacts and vulnerability:** Assess existing information on climate change impacts, vulnerabilities, and adaptation plans. Identify gaps and needs for fostering an enabling environment for adaptation processes, including necessary changes in practices, processes, and structures to mitigate potential damages.
- **Adaptation/mitigation Opportunities:** Identify concrete opportunities within sectoral thematic areas for adaptation interventions that also offer mitigation co-benefits.
- **Inventory and Gap Analysis:** Compile an exhaustive inventory of policies, studies, strategies, and plans related to climate change in Libya. Perform a detailed analysis to identify existing gaps and areas needing attention.
- **Climate Scenario Assessment:** Evaluate potential climate scenarios and their associated vulnerabilities, including climate drivers, risks, impacts, and key vulnerabilities. This assessment should cover sectors, systems, ecosystems, and populations at risk.
- **Budget:** Develop a detailed budget that outlines all necessary resources required to successfully implement the proposed interventions/actions in the roadmap.
- **Workshop report and materials to be presented including capacity evaluations (before and after).**

2) SHORTLIST THE POTENTIAL DIRECT ACCESS APPLICANTS AND ACCREDITED ENTITIES (DAES) AND UNDERTAKE CAPACITY NEEDS ASSESSMENT TO IDENTIFY THE GAPS TO MEET AND MAINTAIN THE GCF'S ACCREDITATION STANDARDS:

Libya has not yet designated a national institution for accreditation. The awareness-raising and experience-sharing workshops held during the first readiness project did not allow the NDA to assess and shortlist applicants for accreditation. To address this need, reports will be drafted, and a workshop session will be held to achieve this goal, as outlined below:

- (i) Map national entities including both public and private sectors in the country that can meet the GCF's accreditation requirement. A workshop session to identify and short list the national entities that wish to be accredited to the GCF will be organized.
- (ii) Elaborate an initial process for the nomination of Direct Access Entities (DAEs) seeking accreditation to the GCF.
 - In consultation with the NDA, identify concrete criteria to be used to evaluate potential DAE applicants
 - Outline a draft procedure for nominating prospective DAEs, including a listing of supporting documentation to be provided by each applicant
 - Address comments and submit final DAE nomination procedure
- (iii) Assess capacity gaps, develop a road map to build the capacity of each of the two selected direct access entities, in areas such as ESS, the GCF gender policy and action plan, and monitoring, reporting and evaluation, as appropriate. The road map will describe the steps to fill the accreditation gaps (information, documentation, capacities for project development etc.)

Deliverable 2:

A potential DAEs shortlist and capacity Assessment Report

Contents of Deliverable 2: the reports should cover the following:

- An initial process for the nomination of potential Direct Access Entities (DAEs) seeking accreditation to the GCF.
- A map of national entities that meet the GCF's accreditation requirement and the report of the workshop session identifying and shortlisting those wishing to be accredited to the Fund.
- A capacity gap assessment and a roadmap for building capacity at each of the two selected DAEs, outlining the steps to be taken to address the identified accreditation gaps.
- Workshop report and materials to be presented including capacity evaluations (before and after).

3) NATIONAL PRIORITIES ELABORATED THROUGH THE DEVELOPMENT AND IMPLEMENTATION OF THE GCF COUNTRY PROGRAMME:

Libya's GCF Country Programme will be a living document that sets out the country's climate change priorities and engagement strategy with the Fund, and will include a pipeline of strong projects that the country intends to develop with the GCF. The Consulting Firm will be responsible for undertaking the following tasks and sub-activities:

- (i) Assess Libya's climate vulnerabilities, greenhouse gas (GHG) emissions, needs for adaptation and existing policies and establish a Climate Profile Analysis. This includes:
 - Identifying GHG emissions profiles and key emission drivers.
 - Reviewing current mechanisms for emissions reduction and adaptation plans.
 - Analyzing climate change impacts, vulnerabilities, and adaptation needs.
 - Developing a roadmap to achieve net-zero emissions with sectoral thematic areas for adaptation and mitigation co-benefits.

- (ii) Define National Adaptation and Mitigation Focus Areas and prioritize adaptation and mitigation activities through an inclusive stakeholder consultation process;
- (iii) Evaluate current and expected climate finance sources, including domestic and international funding, and identify gaps and opportunities for mobilizing resources;
- (iv) Develop a Country Programme, including a prioritized pipeline agreed with stakeholders, and at least two (2) Concept Notes. This will be achieved through the following sub-activities:
 - Draft an overview of the strategic role and positioning of the NDA within the national legal and planning structure and institutional set up;
 - Take stock of existing national coordination mechanisms for multilateral and bilateral funding and GCF;
 - Identify national participation in terms of: climate negotiation groups, regional sectoral approaches;
 - Identify key stakeholder groups and consultations to be carried out (or recently carried out) with regards to determining climate priorities for the country and GCF engagement
- (v) Develop a Stakeholder Engagement Plan for guiding consultations on Libya’s GCF Country Programme. This will be achieved through the following sub-activities:
 - Mapping of the current practices on stakeholder engagement processes for climate change related policies and strategies including gaps with recommendations for improvement endorsed by the NDA.
 - Prepare a stakeholder engagement scoping study report and Standard Operating Procedure (SOP) guideline for conducting stakeholder engagements.
 - Design a Stakeholder Engagement Plan through an inclusive and participatory process (2-day consultation with approximately 50 participants including the private sector, civil society, academic, Government etc.) with the list of key stakeholders and contact information; what is and/or could be their role/influence in the country programming process, which resources they may bring in, what type of organization they are etc.
 - Prepare consultation reports including capacity evaluations (before and after).

Deliverable 3:

Libya GCF Country Programme document:

Contents of Deliverable 3: the document shall include:

- Libya's climate vulnerabilities assessment, greenhouse gas (GHG) emissions, and existing policies and establish a Climate Profile Analysis.
- A definition of National Adaptation and Mitigation Focus Areas and prioritize adaptation and mitigation activities through an inclusive stakeholder consultation process.
- An evaluation of the current and the expected climate finance sources, including domestic and international funding, and identify gaps and opportunities for mobilizing resources.
- A Country Program, including a prioritized pipeline agreed upon with stakeholders, and at least two (2) Concept Notes.
- A Stakeholder Engagement Plan for guiding consultations on Libya’s GCF Country Program.
- Workshop report and materials to be presented including capacity evaluations (before and after).

4) DEVELOP 2 HIGH PRIORITY CONCEPT NOTES FOR PUBLIC SECTOR:

Based on the results and recommendations of the previous activities of this mission, The Consulting Firm will propose and develop two (02) project Concept Notes that aims to respond to the priorities identified in the strategy but also the country Programme to be submitted to the GCF in order to further support Libya in enhancing its climate action.

The service provider will use its expertise on the subject, knowledge and experience of the Libyan context, GCF knowledge, relationship management skills, and demonstrated experience leading complex programme development processes to drive the theory of change and write up two concept notes on behalf of the Libyan government. The service provider will coordinate and lead the work to write the two public project concept notes for GCF and will work closely with the technical team from OSS and the Libyan NDA and GCF focal point.

The role would involve working closely with counterparts in the Ministry of environment housing the NDA, alongside with the other Ministries to:

- Lead data collection for the concept note, including collating reading materials for desk review, accessing relevant data from relevant government information systems, including on the Local Adaptation Plans framework and District Development Planning revised framework in line with the country Programme and strategic guidance.
- Provide technical support and conduct the writing and quality assurance of background analysis, intervention logic, monitoring and reporting on climate change adaptation concept notes.
- Where possible, co-facilitate consultation workshops and key informant interviews with relevant stakeholders.
- Lead the writing of the concept note (CN) document with technical oversight from OSS.
- Facilitate necessary Government endorsements including the inputs from bodies such as the NDA and outputs from the validation workshop.

Deliverable 4:

Two (2) high priority concept notes for public sector:

Contents of Deliverable 4: the 2 concept notes should include:

- An outline of the methodology used for data collection, including sources, tools and techniques.
- A detailed stakeholder engagement plan with documented consultations, findings, and recommendations.
- A data analysis reports summarizing the collected data and its implications for project design.
- Workshop report and materials to be presented

5) DEVELOP FRAMEWORK AND MECHANISMS FOR MONITORING AND EVALUATION OF THE FUND'S PROJECTS/PROGRAMS PROJECT ARE OPERATIONAL.

This activity starts with the development of the framework for M&E and related tools for the GCF projects/programs. The framework refers to project level monitoring and is associated with adaptation projects, but for this activities metrics for monitoring mitigation project will be also developed.

This activity consists of assessing of the needs of the NDA and relevant stakeholders in order to organize two workshops to provide a tailored capacity building on monitoring and evaluation of the Fund's projects/programs.

The following activities will be undertaken:

- Outline the capacity gaps and training requirements of the NDA and other stakeholders.
- Draft a comprehensive framework for monitoring and evaluating GCF projects, including indicators, data collection methods, and reporting mechanisms.
- Develop training manuals, presentations, and handouts for the capacity-building workshops.
- Draft workshop documentation.

Deliverable 5:

Framework and mechanisms to monitor and evaluate GCF's projects:

Contents of Deliverable 5: thy will include:

- A Needs Assessment Report.
- An M&E framework.
- Workshop Materials such as training manuals, presentations, etc.
- Workshop report including capacity evaluations (before and after).

6) DEVELOP COMMUNICATION TOOLS TO RAISE AWARENESS AND SUPPORT THE IMPLEMENTATION OF NATIONAL INTERVENTIONS ON CLIMATE CHANGE

This will be achieved through the following sub-activities:

- Prepare summaries and other communication-ready versions of key documents. These should be tailored for sharing on the NDA website, social media platforms, and other relevant channels.
- Create content that includes, but is not limited to, summaries for the NDA homepage, press releases, policy briefs, leaflets, flyers, brochures, audio interviews/podcasts, infographics, articles, and blogs, to ensure the information is accessible and engaging for a broad audience where applicable.

Deliverable 6:

Communication tools to raise awareness and support the implementation of national interventions on climate change:

Contents of Deliverable 6: the communication tools should include:

- Briefs including a summary of the documents produced under this consultancy adapted to be used for the production of Leaflets/flyers/brochures.
- Consultation meetings documentation such as minutes or summaries of consultation meetings with stakeholders.

The service provider should:

- Present a methodological approach at the start-up meeting, with a detailed work plan and schedule of activities to be carried out;
- Prepare and run the planned workshops with all the key stakeholders in order to confirm the methodology adopted and ensure subsequent ownership of its results;
- Hold consultation meetings with the stakeholders to discuss all the methodological components throughout the execution of all the tasks;

The Consulting Firm may select the most appropriate approach based on the type of information to be gathered and the expertise required. Participatory approaches may be used where appropriate. The Consulting team will collect data and information from the following sources:

- a. Desk reviews and relevant documented materials (Libya’s Readiness Proposal and GCF-related guidelines, templates and Board decisions)
- b. Interviews with relevant representatives including but not limited to the NDA, national institutions, government agencies, executing entities, NGOs, private sector, indigenous and women’s groups, etc.

Inclusive Approach: Use a participatory approach involving broad consultations with all relevant stakeholders.

Flexibility: Propose and adapt methodologies as needed, subject to consultation and validation by the OSS and Libyan parties.

Reporting: Prepare draft and final reports, ensuring clarity, coherence, and alignment with GCF requirements.

NB: The costs of organizing all the workshops to be conducted as part of the study will be taken in charge by the OSS and must not be included in the tenderer’s financial offer.

4-DELIVERABLES

The expected deliverables are:

Expected products	Estimated effort in man-days	deadlines
The methodological note updated after the start-up meeting of the mission with the planning of the workshops	3	5 days after signing the contract
Deliverable 1: A well-developed climate change budgeted strategic roadmap	40	60 days after signing the contract
Deliverable 2: A potential DAEs shortlist and capacity Assessment Report	15	80 days after signing the contract
Deliverable 3: Libya GCF Country Programme document:	50	120 days after signing the contract
Deliverable 4: Two (2) high priority concept notes for public sector	30	140 days after signing the contract
Deliverable 5: A framework and mechanisms to monitor and evaluate GCF’s projects	20	170 days after signing the contract
Deliverable 6: Communication tools to raise awareness and support the implementation of national interventions on climate change	7	180 days after signing the contract
Total	165	

NB: Delays for review and validation by OSS services will not be counted.



5-EXPERTISE AND QUALIFICATIONS REQUIRED

The selected Consulting Firm will identify the team of consultants, including a designated team leader. The team leader should have demonstrated skills and at least 15 years' experience in leading a complex technical team and in the preparation and writing of technical science-based reports; demonstrated knowledge on the requirements and the most recent decisions of the Green Climate Fund on accreditation and project development; demonstrated experience on project development dealing with climate issues (adaptation and mitigation).

Other key experts must provide demonstrated skills and at least seven years of experience in their fields and must hold at least a university degree in the related field. Other specialists can be added to the team if required or as needed but will not be considered a key expert.

The service provider will need to demonstrate that it has sufficiently skilled staff to undertake all aspects of the assignment, with clear provisions for local and/or regional counterparts. Certificate of successful completion of similar missions is essential

The professional expertise and background of the consultant firm should well cover the requirements of tasks defined in this ToR. Adherence to ToRs specifications and related requirements: a clear understanding of required deliverables.

The team shall include at least four **(4) experts** in the following areas:

- (a) Legal, Institutional development and climate Policy specialist,
- (b) Climate Change Mitigation/Adaptation Specialist,
- (c) Social and Economic / Climate Finance Expert; and
- (d) Monitoring and Evaluation Specialist.

Qualifications of Key Personnel and Skills for the Mission

For this mission, the firm must propose a team composed of the following profiles:

Key expert 1 (Team leader) - Legal, Institutional development and climate Policy specialist:

Qualifications:

- Advanced degree (Master's or PhD) in Environmental Science, Climate Policy, Public Policy, or a related field.
- Minimum of 15 years of experience in developing and coordinating climate change policies at national or international levels.
- Proven track record of leading multidisciplinary teams and managing complex projects.
- Strong understanding of international climate agreements, national policies, and climate finance mechanisms.
- Ability to interpret and analyze financial models, particularly with regard to climate and environmental risks, costs and returns on investments;
- Proven experience necessary in pedagogy to build the capacity of senior managers of national institutions and actors from civil society and the private sector in the mobilization of financial resources dedicated to climate action;
- Proven experience in the elaboration, preparation and coordination of work related to project concept notes to be submitted to the fund;
- Proven knowledge on the requirements of the different climate funds and the most recent decisions of the Green Climate Fund on accreditation and project development;
- Proven knowledge on project development dealing with climate issues (adaptation and mitigation);
- Good knowledge of climate policies in North Africa and in Libya is an asset;
- Good knowledge in editing adaptation or mitigation projects is an asset;
- Excellent communication, negotiation, and stakeholder engagement skills.
- Excellent command of the Arabic and English languages.

Key expert 2: Climate Change Mitigation/Adaptation Specialist:

Qualifications:

- Advanced degree (Master's or PhD) in Environmental Science, Climate Change, Engineering, or a related discipline.
 - At least 7 years of experience in GHG emissions mitigation and climate change adaptation policies. In-depth knowledge of GHG emissions inventories, mitigation technologies, and adaptation strategies.
 - Experience with climate modeling, risk assessment, and resilience planning.
 - Ability to analyze complex data and translate findings into actionable policies and strategies.
 - Proven experience in the development of strategies and policies for GHG emissions reduction and climate resilience.
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- Experience in assessing climate change impacts, vulnerabilities, and adaptation needs, with the ability to identify gaps and opportunities.
 - Experience in contributing to the development of national climate change strategies and roadmaps.
 - Strong collaboration skills to work with stakeholders, ensuring alignment and integration of mitigation and adaptation measures.
 - Excellent command of the Arabic and English languages.

Key expert 3: Social and Economic / Climate Finance Expert:

Qualifications:

- Advanced degree (Master's or PhD) in Finance, Economics, Environmental Economics, or a related field.
- At least 7 years of experience in climate finance, including familiarity with the GCF and other international funding mechanisms.
- Strong understanding of financial instruments, investment strategies, and public-private partnerships in the context of climate finance.
- Experience in preparing and evaluating project concept notes and proposals for climate funding.
- Excellent analytical, financial modeling, and negotiation skills.
- Expertise in developing financial strategies to mobilize resources for climate projects, including leveraging public-private partnerships.
- Experience in providing expert advisory support for the development and submission of GCF project concept notes.
- Capability to identify and address financial barriers to low-emission, climate-resilient development.
- Strong engagement skills with financial institutions, investors, and other stakeholders to facilitate climate finance initiatives.
- Excellent command of the Arabic and English languages.

Key expert 4: Monitoring and Evaluation Specialist:

Qualifications:

- Advanced degree (Master's or PhD) in Monitoring and Evaluation, Project Management, Environmental Science, or a related field.
- At least 7 years of experience in monitoring and evaluation of climate-related projects and programs.
- Expertise in designing M&E frameworks, developing indicators, and implementing evaluation methodologies.
- Strong understanding of GCF monitoring and reporting requirements.
- Excellent data analysis, report writing, and capacity-building skills.

- Ability to ensure that M&E processes align with GCF requirements and international best practices.
- Expertise in conducting capacity-building workshops for stakeholders on monitoring and evaluation practices
- Excellent command of the Arabic and English languages.

6-DURATION, DEADLINES AND REMUNERATION

To conduct the present service, the overall effort has been estimated at **165 man/day**, spread indicatively over 180 days.

Payment of the fee will be made by OSS to the account specified by the consultant upon validation by OSS of the work requested. For the Tunisians, the payment will be in Tunisian Dinar.

Payment to the consultant will be made as follows:

Expected products	deadlines	Payment details
The methodological note updated after the start-up meeting of the mission with the planning of the workshops	5 days after signing the contract	5% of the contract amount
Deliverable 1: A well-developed climate change budgeted strategic roadmap	60 days after signing the contract	20% of the contract amount
Deliverable 2: A potential DAEs shortlist and capacity Assessment Report	80 days after signing the contract	5% of the contract amount
Deliverable 3: Libya GCF Country Programme document:	120 days after signing the contract	30% of the contract amount
Deliverable 4: Two (2) high priority concept notes for public sector	140 days after signing the contract	20% of the contract amount
Deliverable 5: A framework and mechanisms to monitor and evaluate GCF's projects	170 days after signing the contract	10% of the contract amount
Deliverable 6: Communication tools to raise awareness and support the implementation of national interventions on climate change	180 days after signing the contract	10% of the contract amount

7-COMPOSITION OF THE SUBMISSION/OFFERS

The Tenderer is invited to submit his file containing the administrative file, the technical offer and the financial offer, which must be provided separately.

a) The administrative file:

- A recent extract from the trade register or any other equivalent document required by the law of the country of origin;
- The Consultant's reference form (according to the model attached in **(Annex 1)**).
- The Declaration on Honor (according to the model attached in **(Annex 2)**).

b) Technical offer

The technical offer should include:

1. No less than a **5**-page methodological note for the mission, detailing the approach and the main milestones with a proposed detailed schedule activities. This Note should also specify the Consultant's area of expertise, background and experience in relation to the mission topics.
2. A detailed curriculum vitae of the consultant; (use the standard OSS CV template downloadable at the following link: [\[OSS CV Model\]](#))
3. Relevant references demonstrating previous experience in similar activities relative to each of the abovementioned fields, justified by copies of certificates of good execution, indicating the date of realization of the services.;
4. Copy of academic qualification documents;
5. Other useful documents/references.

c) Financial offer

The consultant shall submit a financial offer in man-days, including all costs related to the execution of the mission. The financial offer should also include the additional costs related to possible travels and accommodation. The consultant must specify and take into consideration the number of trips required to Libya, including the consultation and validation workshop. This estimate must be justified by the methodology proposed by the expert.

OSS will be facilitating the logistic aspects to the participants of the workshops;

the consultancy firm shall assist their representatives including their logistical aspect to be present and animate the workshops. (The fees for attending the validation workshop shall be detailed within the financial offer as per the table below)

The financial offer should be presented in the following format:

Expected products	Estimated effort in man-days	Honorarium/day USD	Total costs
Daily fees of the team leader			
Daily fees of the consultant 1			
Daily fees of the consultant 2			
Logistics fees			
Transport			
Accommodation			
Total			

8-EVALUATION OF THE OFFER

The evaluation of the technical offer will be done as follows:

Criteria	Maximum point: 100 pts
Background and references of the firm (Eligibility criteria)	10
15 years' demonstrated experience with climate related policies, strategies, project development and dealing with climate issues (adaptation and mitigation).	5
Certificates of successful completion of similar missions	3
Excellent command of the Arabic and English languages	2
Key Personnel and Skills	90
Team leader: Legal, Institutional development and climate Policy specialist	30
Advanced degree (Master's or PhD) in Environmental Science, Climate Policy, Public Policy, or a related field.	5
Minimum of 15 years of experience in developing and coordinating climate change policies at national or international levels.	5
Proven experience necessary in pedagogy to build the capacity of senior managers of national institutions and actors from civil society and the private sector in the mobilization of financial resources dedicated to climate action;	7
Proven experience in the elaboration, preparation and coordination of work related to project concept notes to be submitted to the fund;	7
Proven knowledge on the requirements of the different climate funds and the most recent decisions of the Green Climate Fund on accreditation and project development;	3
Proven knowledge on project development dealing with climate issues (adaptation and mitigation);	3
Key expert 2: Climate Change Mitigation/Adaptation Specialist:	20
Advanced degree (Master's or PhD) in Environmental Science, Climate Change, Engineering, or a related discipline.	4
At least 7 years of experience in GHG emissions mitigation and climate change adaptation policies.	7
Experience with climate modeling, risk assessment, and resilience planning.	3
Experience in assessing climate change impacts, vulnerabilities, and adaptation needs, with the ability to identify gaps and opportunities.	3
Experience in contributing to the development of national climate change strategies and roadmaps.	3
Key expert 3: Social and Economic / Climate Finance Expert	20
Advanced degree (Master's or PhD) in Finance, Economics, Environmental Economics, or a related field.	4
At least 7 years of experience in climate finance, including familiarity with the GCF and other international funding mechanisms.	7
Experience in preparing and evaluating project concept notes and proposals for climate funding.	3

Criteria	Maximum point: 100 pts
Expertise in developing financial strategies to mobilize resources for climate projects, including leveraging public-private partnerships.	3
Experience in providing expert advisory support for the development and submission of GCF project concept notes.	3
Key expert 4: Monitoring and Evaluation Specialist:	20
Advanced degree (Master's or PhD) in Monitoring and Evaluation, Project Management, Environmental Science, or a related field.	5
At least 7 years of experience in monitoring and evaluation of climate-related projects and programs.	7
Expertise in designing M&E frameworks, developing indicators, and implementing evaluation methodologies.	4
Strong understanding of GCF monitoring and reporting requirements.	4

NB: The minimum technical score required for the consultant to be eligible for the financial evaluation is 70 points.

Evaluation method

The offers of the firm will be evaluated based on the combined scoring method:

- Technical qualifications (100 points max) weight: 70%
- Financial offer (100 points max) weight: weight 30%

A two-stage procedure will be used in evaluating the offers, with evaluation of the technical qualifications being completed prior to any financial bid being compared. Only the financial bids of applications who passed the minimum technical qualifications score of 70 points will be evaluated.

Financial Evaluation

The formula used to determine financial scores is as follows:

$$F_s = 100 \times F_m / F$$

where **F_s** is the financial score, **F_m** is the lowest bid proposal, and **F** is the price of the proposal being considered.

9-BID MODALITIES AND DEADLINE

Bids must be submitted electronically no later than October 6th, 2024 at 23:59 Tunis time at the following address: procurement@oss.org.tn indicating the reference « **Call for applications for the RECRUITMENT OF A WEB DEVELOPMENT FIRM [CA/OSS/GCF-RS-LYB 2_ClimatePolicy/170924-21]** » in the subject line.

Link for download the project Document:

<https://www.greencimate.fund/sites/default/files/document/20211203-libya.pdf>

ANNEX 1 - REFERENCING FORM

FIRM CONTACT INFORMATION

Company name:

Legal form: Tax ID number: Date of registration: Place of registration:	Tax number: Date of registration in the trade register:	
Capital:	Website:	
Name, first name, nationality and position of the legal representative:	Position:	E-mail:
Name, first name and nationality of the Contact Person:	Position:	E-mail:
Legal address in the country of activity:		
Zip code:	City:	Country:
Telephone:	Fax:	

PLEASE RETURN THIS DOCUMENT DULY COMPLETED AND SIGNED BY THE LEGAL REPRESENTATIVE.

Done at, on

Signature and stamp

ANNEX 2 - DECLARATION ON HONOR

Purpose of the call for tenders :

I, the undersigned (name and surname):

Nationality:

Acting in the capacity of:

Corporate name :

Address :

Registered in the trade register under the number.....onat

Fiscal number:

Declare on the honor that:

1. I have never been in receivership nor subject of any legal proceedings for any reason whatsoever,
2. I commit not to make use, by myself or through an intermediary, of practices that could be described as embezzlement, fraud or corruption in the various procedures for procurement, management and execution of this contract,
3. In the case that my offer is accepted, I commit to respect the procedures in force at OSS and the obligation of confidentiality and professional secrecy for all facts and/or information that I may have to know.

I certify the accuracy of the information given in this declaration and in the documents provided in my offer,

I certify that I am not related to any person receiving any remuneration from OSS,

I acknowledge that I am aware that any inaccuracy or error and any failure to comply with the conditions of participation in my offer will result in the rejection of my application.

Done at On.....

Signature and stamp