



ERITREA READINESS PROJECT

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

TERMS OF REFERENCE

RECRUITMENT OF AN INTERNATIONAL CONSULTING FIRM/ GROUP OF CONSULTANTS TO SUPPORT THE ENHANCEMENT OF THE INSTITUTIONAL, HUMAN AND TECHNICAL CAPACITY OF ERITREA SYSTEM FOR CLIMATE FINANCE

[CA/OSS/GCF-RS-Eritrea2_International Consulting Firm/Group of Consultants /100325-15]

March 2025

Background

Eritrea is among the most vulnerable countries in the Horn of Africa regarding climate change. The country's climate is diverse, situated between the Red Sea to the east and the highlands to the west. While the coastal regions experience hot and humid summers accompanied by mild winters, the highlands are characterized by cooler temperatures and increased rainfall during the wet season.

For numerous Eritreans, climate change is not simply a theoretical issue; it is a harsh truth they face every day. Approximately 80% of the population depends on small-scale farming, making the country especially vulnerable to the unpredictable impacts of climate change. Changing weather patterns, like long droughts and sudden floods, have become very common, hindering crop production and causing food insecurity for many families. Also, the harsh climate coupled with poor soil and limited access to water, makes it hard for farmers to grow enough food, putting their livelihoods at risk.

Considering these challenges, Eritrea is working to tackle climate through its partnership with the Green Climate Fund (GCF). This collaboration offers a great chance for the country to get to secure funding necessary to fulfill its commitments under the United Nations Framework Convention on Climate Change (UNFCCC). The initial readiness phase in 2019 was a preliminary project designed to help Eritrea establish a foundational understanding of Green Climate Fund (GCF) requirements and processes. This phase focused on building basic structures and capacities within Eritrea's National Designated Authority (NDA) and other relevant entities, enabling them to navigate and engage with the GCF more effectively. It was a foundational stage that gave the country a strong start helping to equip the country with the necessary framework to comprehend the processes and support systems essential for accessing GCF resources. Building on this groundwork, the current phase, which was proposed and approved by the GCF in 2024, is designed to deepen Eritrea's engagement and capacity in key areas.

The current mission aims to strengthen the capacities of Eritrea's National Designated Authority (NDA), which is the main body responsible for coordinating efforts with the GCF. By empowering the NDA, the goal is to improve teamwork and coordination among various stakeholders, ensuring that everyone can share their ideas in the fight against climate change.

Looking ahead, Eritrea aims to further strengthen its National Designated Authority (NDA) by establishing a permanent secretariat and improving its operational effectiveness. One key objective is to develop a national climate change strategy, which will serve as a clear plan for government action. This initiative is particularly crucial as the country seeks to enhance its existing Nationally Determined Contribution (NDC) to better steer its climate efforts. By creating a strong country program, Eritrea hopes to set the stage for bold ambitious climate action in the future.

The early implementation of the readiness project revealed a pressing need for a comprehensive national strategy on climate change, which could help shape policies across different sectors. Currently, Eritrea faces challenges related to coordination and collaboration among the various institutions involved in climate action. To address these gaps, Eritrea has sought additional support from the Green Climate Fund (GCF) to build on the successes of its previous initiatives.

The early stages of the readiness work showed that Eritrea urgently needs a clear national strategy on climate change to guide policies in different sectors. Right now, the country faces challenges in coordinating and working together across the various institutions involved in climate efforts. To overcome these issues, Eritrea has asked for more support from the GCF to build on its earlier successes.

The Eritrea Readiness project will focus on several key areas:

- Strengthen the NDA and the GCF Team of Eritrea in term of organizational capacities to effectively and efficiently plan for, access, manage, deploy and monitor climate financing through the GCF, including through an enhanced coordination mechanism (CM) to support the planning, programming, and implementation of GCF-funded activities, a GCF Framework and mechanisms for monitoring and evaluation of the Fund's projects/programs.
- Enhance the capacity of all stakeholders in a frame of a coordination mechanism, which will enhance the level of ownership in the implementation of GCF-funded activities so that adequate capacity structures and networks can support the planning, programming, and implementation of GCF-funded activities, including drafting a gender-sensitive engagement plan to guide future consultative processes on climate change and GCF.
- Identify entities suitable for GCF accreditation and developing a clear action plan for the accreditation of the direct access applicants an accredited entity including timeline for addressing the different gaps.
- Develop a GCF Country Programme and related monitoring and evaluation for tracking internal and external climate finance flows that are aligned with Eritrea's Nationally Determined Contribution (NDC), based on GCF investment criteria and approval process and that identifies strategic priorities for engagement with the GCF and other partners, including high-impact and transformational investment areas.
- Enhance project development capacity and develop and submit two quality concept notes to GCF - one for mitigation and the other for adaptation - that are based on emissions scenarios and/or vulnerability and impact assessments.
- Set a knowledge management framework through the design of communication tools and facilitate the exchange of information and practices among stakeholders.
- Develop knowledge products containing information on low emission and climate resilient development (LECRD), methodologies, lessons learned or best practices extracted from within the country and from other countries (South-South cooperation).
- Developing a national climate change strategy and a country program under NAP Readiness;

- Enhance project development capacity by formulating two high-priority concept notes, one focused on adaptation and the other on mitigation, that are strategically aligned with the national climate strategy and the country program;
- Set a knowledge management framework through the design of communication tools and facilitate the exchange of information and practices among stakeholders.

To turn these plans into action, the Sahara and Sahel Observatory (OSS) and the Ministry of Land, Water and Environment of Eritrea are planning to recruit a consulting firm or group of consultants to ensure capacity building of key Eritrean actors involved in the fight against climate change.

1. Objectives of the consultancy

The main objectives of this consultancy is to strengthen the NDA and the GCF Team of Eritrea in term of organizational capacities to effectively and efficiently plan for, access, manage, deploy and monitor climate financing through the GCF, including through an enhanced Coordination Mechanism (CM) to support the planning, programming, and implementation of GCF-funded activities, a GCF Framework and mechanisms for monitoring and evaluation of the Fund's projects/programs.

By enhancing their skills and knowledge, these stakeholders will be better equipped to mobilize the necessary funding for implementing national climate action plans. This initiative is vital for ensuring that Eritrea secures the financial resources required to implement its climate action plans.

The objective for the consulting firm/group of consultants' scope will be building the technical capacities and training services for representatives of ministries and agencies related to climate change matters, particularly members of the NDA. This consultancy will also serve to provide support for the establishment of coordination mechanism for projects and activities funded by the GCF.

To this end, the scope of the consultancy will focus on the following key areas:

- Fundamentals of climate change, as well as the processes, issues and opportunities related to international negotiations on the matter;
- Basic concepts, issues and technical approach of the NDC, MRV processes, etc.;
- Defining and operationalizing decision-making processes at the NDA level for issuing No-Objection Letters;
- Establishing or strengthening NDA mechanisms for inter-institutional coordination, including engagement with the GCF and other climate funds;
- Training NDA members on topics related to GCF objectives and oversight of GCF activities;
- Identifying and nominating candidate entities for direct access to the GCF.

In addition, the consultancy will support the establishment of a coordination mechanism with the necessary capacity to support the planning, programming and implementation of GCF-funded activities.

2. CONSULTANT ENTITY TASKS

In order to achieve the objectives of the assignment, the consulting firm or the group of consultants will undertake the following aspects:

I. Legal, Policy, and Operational Guidelines

The consulting firm/consulting group will assist in developing the legal and policy guidelines required to formally establish the Secretariat within the NDA's governance structure. This process will ensure that the Secretariat's operations align with national climate policies and international agreements, strengthening its role in advancing climate action initiatives. Once established, the NDA Secretariat will require comprehensive operational procedures for efficient daily functioning. This includes:

- Developing clear, structured guidelines for decision-making, project management, and stakeholder engagement.
- Establishing robust mechanisms to facilitate coordination between the Secretariat, relevant ministries, and climate finance organizations.
- Promoting collaboration among NDA members and external partners to ensure seamless information sharing and expertise exchange.

To support continuous improvement, the consulting firm/consulting group will implement a monitoring system with key performance indicators (KPIs) to assess the Secretariat's effectiveness.

In parallel, the consulting firm/consulting group, with the support of the NDA Secretariat and under the supervision of the GCF focal point, will identify key stakeholders representing their institutions within the NDA and the National Climate Change Steering Committee. Members and institutions will be mapped, followed by a proposal for an appropriate institutional framework. Terms of Reference (ToR) will be developed to guide the NDA's operations, accompanied by training on the GCF, including members' roles and responsibilities.

The coordination mechanism will extend beyond the NDA team to include a broader range of stakeholders and institutions. To ensure alignment with the coordination mechanism's mission, the consultant will facilitate a validation workshop to review and refine the proposed institutional structure.

Additionally, a Non-Objection procedure will be developed to ensure alignment with Eritrea's climate strategies and plans, while organizing training on its implementation for the NDA members and relevant stakeholders. This includes the design of the national Non-Objection procedure through the development of Terms of Reference (ToR), outlining the roles and responsibilities of various stakeholders. The Non-Objection Letter templates and prioritization criteria will also be developed to ensure consistency with national climate strategies and plans, thereby enhancing the effectiveness of both public and private sectors.

II. Building the capacity of the NDA members, its secretariat in climate change and climate finance through

- a) **Needs assessment:** First, the consulting entity will conduct a capacity needs assessment (baseline of the NDA's capacity to fulfill its role and functions). This involves identifying what is needed for the NDA to work more effectively. By engaging with key stakeholders, the consulting entity will gather insights into their needs and expectations. This will help identify their needs related to climate finance and highlight concrete examples to illustrate these needs. This assessment will be crucial and timely as it will focus on the institutional, technical, and human capacity of the country and the relevant stakeholders, including engaging the local private and financial sectors during the diagnostic phase. The results of this assessment will serve as a solid foundation for all capacity-building actions related to the NDA, while also being an important source of input for the country programme and future integrated readiness programming under GCF-2. The goal is to ensure full understanding and compliance with GCF principles regarding country ownership, environmental and social safeguards, gender policy, procurement, project monitoring, accounting, supervision, and the process for evaluating, monitoring, and issuing no-objection procedures. The experts will work under the supervision of the NFP and will be responsible for monitoring activities and producing periodic reports for the NDA's members.
- b) **Design and Development of Training Modules on:**
- a. Introduction to key concepts related to climate change, definitions, commitments, and climate finance, with a focus on the GCF (in English);
 - b. Climate finance and portfolio development for GCF-eligible projects and programs, including a training kit with group worksheets (all in English);
 - c. Refinement and finalization of the training modules through a consultative process with national stakeholders;
 - d. Integration of GCF principles and Fiduciary Standards, including country ownership, environmental and social safeguards, gender policy, procurement procedures, project monitoring, accounting, budget planning and project monitoring, accounting and oversight supervision, and the procedures for evaluating, monitoring, and issuing no-objection procedures.
- c) **Facilitation of 4 training sessions on climate change, climate finance, GCF mechanism and portfolio development:** The sessions will be organized around the following topics:
- Key insights on the international climate regime and priority focus areas for Eritrea: overview of the international climate regime highlight key international commitments, goals, and timelines, ensuring alignment with Eritrea's national priorities. Eritrea's Mitigation and Adaptation Priorities. Addressing financing needs and transparency framework for implementation;
 - Provide an overview of key concepts, definitions, and commitments in Climate Finance with a special focus on the Green Climate Fund (GCF);
 - Present the GCF requirements for bankable project preparation: to achieve this, the consulting entity will outline the GCF requirements for developing bankable projects, as detailed in the forthcoming Operational Guide specially designated for this purpose;

- Outline the process and approaches for accessing the GCF Funding with concrete examples of eligible projects and actions;
- Prepare detailed workshop reports, highlighting key insights and providing focused, actionable recommendations.

The consulting entity/consulting group is expected to develop and prepare draft concept notes and agendas for the training workshops as the assignment progress, in full consultation with the national partners and OSS. The topics of each session and the content will be identified considering Eritrea's priorities, in close consultation with the National Focal Point. The consulting entity will also conduct Pre and post training survey of trainees for each training session. This survey will assess the impact of the training for each topic.

NB: The training workshops will be organized either in-person or online, depending on the project's capacity. All logistics and associated costs related to the training workshops will be covered by the project, and the invitations will be coordinated by NDA secretariat. In this regard, the financial proposal should not account for this aspect. The consulting entity/consulting group will cater for his own expenses.

III. Identify two candidate entities for GCF accreditation.

This process will be conducted in cooperation with OSS, which is accredited by the GCF and has the experience and expertise necessary to support the accreditation process for national entities. The consulting entity will develop an evaluation grid based on the GCF accreditation criteria to assess the capacities of various institutions and identify those most eligible for accreditation. This grid will help pinpoint areas where each institution needs to improve its capabilities to meet GCF requirements. A detailed report will be prepared for each identified institution, outlining its strengths, capabilities, and the gaps to be addressed. Additionally, the consulting entity will design training modules specifically targeted at the two institutions with the highest performance scores, and who have demonstrated strong managerial commitment to pursue the accreditation process, preparing them to meet the GCF criteria and standards.

3. DELIVERABLES AND REMUNERATION

The expected deliverables are detailed in the following table:

Expected products	Estimated effort in man-days	Deadlines	Payment details
<p>The methodological note including recommendations from the start-up meeting and the planning of the workshops updated.</p>	2	10 days after receipt of the start-up meeting.	20%
<p>Stakeholder mapping: A stakeholders' map with a draft institutional framework adapted to the specificities of NDA.</p> <p>Needs Assessment Report: This document details the current state of the capacity of the NDA, including an analysis of institutional, technical and human resources. The report also presents a summary of capacity-building needs and a training plan to meet these needs.</p> <p>Development of training modules and kits on:</p> <ul style="list-style-type: none"> • Introduction to the key concepts of climate change and climate finance. • Development of GCF-eligible project portfolios, with training kit. • Integration of GCF fiduciary principles and standards, including national ownership, environmental and social safeguards, gender policy, procurement procedures, and monitoring and evaluation. <p>Training session agenda and concept notes: Development of the agenda and concept notes for each training session, aimed at structuring and guiding the sessions in a clear and coherent manner.</p> <p>Training session reports: Synthesis of key lessons, recommendations from the sessions, as well as feedback and comments from participants.</p> <p>Pre- and post-training survey results: Analysis of the impact of training on participants' knowledge, measured through pre- and post-training surveys.</p>	20	60 days after receipt of the methodological note updated	30%

Expected products	Estimated effort in man-days	Deadlines	Payment details
<p>Terms of Reference (ToRs): Terms of reference to guide the functioning of the NDA, defining the roles and responsibilities of each key player.</p> <p>Draft document to formalize the Secretariat's integration into the NDA's governance structure, with performance indicators to measure its effectiveness in carrying out its missions.</p> <p>Terms of reference for decision mechanisms: These will define decision-making processes, project management and stakeholder engagement. They will also specify the framework for coordination between the Secretariat, NDA members, relevant ministries and climate finance organizations. They will include clarification of stakeholders' roles and responsibilities, as well as the development of <u>model no-objection letters and prioritization criteria.</u></p> <p>Validation Workshop Report: A report of the validation workshop to refine the proposed institutional structure and implementation of the no-objection procedure for NDA members and relevant stakeholders.</p>	15	45 days after receipt of final versions of the deliverables linked to second payment	25%
<p>Preparation process for GCF accreditation:</p> <ul style="list-style-type: none"> • Development of a grid based on GCF accreditation criteria. • Identification of key indicators for assessing institutional capabilities. • Capacity analysis report on a selection of national institutions based on GCF criteria. • Design of training modules adapted to accreditation needs. 	15	45 days after receipt of final versions of the deliverables linked to third payment	25%
Total	52	160 days	100%

NB

The consultancy duration of 160 days excludes the review and validation time from OSS and the NDA. The payments of each tranche will only be made after submission and validation of each deliverable.

4. REQUIRED PROFILE

The consulting firm/consulting group should possess a strong combination of educational qualifications, relevant professional experience, technical skills, and interpersonal abilities. These attributes are essential for effectively promoting climate action initiatives and strengthening the capacity of the National Designated Authority (NDA).

1. Lead Climate Finance Specialist

Qualifications:

- Master's or PhD in Climate Change, Environmental Science, Finance, or related field.
- At least 10 years of experience in climate finance, including working with the Green Climate Fund (GCF) or similar international climate finance mechanisms.
- Extensive experience in designing and managing climate projects, particularly in developing countries in Africa or other regions vulnerable to climate change.
- Proven track record of creating strategies and frameworks for accessing and managing international climate finance.
- Expertise in developing and leading capacity-building programs for government institutions, particularly related to climate finance mechanisms.

Responsibilities:

- Lead the development of strategies for enhancing the capacity of Eritrea's National Designated Authority (NDA) and its secretariat.
- Provide guidance on accessing climate finance, developing bankable projects, and ensuring GCF compliance.
- Support the drafting of legal and operational frameworks for the NDA secretariat and facilitate the implementation of the capacity-building activities.

2. Legal and Policy Expert

Qualifications:

- Master's or PhD in Law, Environmental Law, or related field.
- At least 7 years of experience in drafting legal frameworks for climate change policies and institutions, preferably in developing countries.
- Experience working with national governments to integrate climate finance mechanisms into legal and policy frameworks.
- Knowledge of international agreements related to climate change (UNFCCC, Paris Agreement) and their implications for national policy.

Responsibilities:

- Draft legal and policy frameworks for the establishment of a permanent NDA secretariat and ensure its integration into Eritrea's governance structure.
- Design operational procedures to ensure the smooth running of the NDA secretariat, including guidelines for decision-making, project management, and stakeholder collaboration.

3. Capacity Building and Training Expert

Qualifications:

- Master's degree in Education, Climate Change, or a related field.
- At least 5 years of experience in designing and delivering training programs on climate change, climate finance, and project development.
- Experience in working with government stakeholders to enhance knowledge and skills related to climate change adaptation and finance.

- Strong facilitation skills and the ability to engage diverse audiences in training and capacity-building activities.

Responsibilities:

- Conduct capacity needs assessments to determine the gaps in the NDA's skills and knowledge.
- Design and develop training modules on climate change, GCF, and climate finance portfolio development.
- Facilitate workshops and training sessions for Eritrean stakeholders on climate finance, GCF mechanisms, and project development.
- Evaluate the effectiveness of training programs through pre-and post-training surveys and feedback.

4. Stakeholder Engagement and Gender Expert

Qualifications:

- Bachelor's or Master's degree in Social Sciences, Gender Studies, or related field.
- At least 5 years of experience in stakeholder engagement, with a focus on gender-sensitive approaches in climate projects.
- Experience in promoting gender equality and ensuring that climate finance programs are inclusive.
- Proven ability to develop strategies for engaging diverse stakeholders in climate action.

Responsibilities:

- Stakeholder Engagement: Develop strategies for inclusive participation and facilitate consultations with key actors in climate projects.
- Gender Mainstreaming: Integrate gender considerations into climate finance projects and promote gender equality.
- Monitoring & Communication: Assess inclusivity efforts and create communication tools to raise awareness on gender equality and stakeholder engagement.

5. COMPOSITION OF THE SUBMISSION/OFFERS

5.1 Submission Requirements for Administrative Technical and Financial Proposals

All bids must include three independent separate files with clear names related to the administrative file, the technical proposal and the financial offer as part of their submission. The proposals should be organized as follows:

A. Administrative file

Candidates are required to provide the following administrative documents:

For Consulting Firms:

- A valid certificate regarding the tax situation, issued in accordance with the current legislation of the country of origin;
- A certificate of no bankruptcy, judicial restructuring, or any other equivalent document as stipulated by the legal framework of the country of origin;
- An official extract from the commercial register, or any other equivalent legal document, in compliance with the laws of the country of origin;
- A sworn declaration, fully completed and signed, in accordance with the form provided in Annex 1;

- A duly completed and signed registration form, as per the requirements outlined in Annex 2.

For groups of consultants:

- An agreement appointing one member as the lead consultant with the authority to represent the group, in accordance with Annex 3;
- A sworn declaration, fully completed and signed, as per the format provided in Annex 1.

B. Technical Proposal

1. **Methodological Note:** Provide a four-page document that outlines the key checkpoints of the mission and presents a comprehensive activity schedule. This note should clearly articulate the approach and methodology the consultant intends to use.
2. **Consultants Profile:** Include a detailed background of the consultants, highlighting relevant experience and areas of expertise related to the topics specified in the Terms of Reference (ToR).
3. **Curriculum Vitae:** Submit a comprehensive CV using the OSS-provided format, which can be downloaded from this link [\[OSS CV Model\]](#).
4. **Educational Qualifications:** Attach a copy of the latest diploma or relevant academic certification.
5. **References:** Provide any additional references that may support the consultant's qualifications or experience.

C. Financial Proposal

The financial proposal must include a cost breakdown based on man-days, detailing all costs associated with the services offered. The proposal should be clearly organized using the following table format:

Expected products	Estimated effort in man-days	Honorarium/dayUSD	Total costs
Consultants' daily fees			
Logistics fees			
Air Tickets			
Accommodation			
Other related costs (to be approved)			
Total			

6. EVALUATION OF PROPOSALS

The technical proposal will be evaluated based on the criteria outlined in the following section.

Notes:

- Ensure that the financial proposal is transparent and clearly outlines all anticipated travel and logistical expenses, including accommodation costs.
- All submissions should comply with the guidelines set forth in the ToRs to be considered for evaluation.

<i>Criteria</i>	<i>Maximum point: 100pts</i>
<i>Background and references of the expert</i>	
1. Lead Climate Finance Specialist	<u>40</u>
Academic Qualifications (5 points) <ul style="list-style-type: none"> • 5 points: Master’s or PhD in Climate Change, Environmental Science, Finance, or a related field, with relevant specialization. • 3 points: Master’s in a related field without clear specialization. • 1 point: Bachelor’s degree in a related field. • 0 points: Non-relevant degree or no degree. 	5
Professional Experience in Climate Finance (10 points) <ul style="list-style-type: none"> • 10 points: 10+ years of experience in climate finance, including significant experience with the Green Climate Fund (GCF) or similar mechanisms. • 6 points: 7–9 years of experience in climate finance, with limited experience with the GCF or similar mechanisms. • 4 points: 5–6 years of experience in climate finance, without GCF experience. • 0 points: Less than 5 years of experience or non-relevant experience. 	10
Experience in Designing and Managing Climate Projects (10 points) <ul style="list-style-type: none"> • 10 points: Proven experience in designing and managing climate projects, particularly in developing countries vulnerable to climate change (Africa or other regions). • 6 points: Moderate experience in managing climate projects, but limited to less vulnerable regions. • 2 point: Limited or non-specific experience in managing climate projects. • 0 points: No relevant experience. 	10
Expertise in Climate Finance Strategies and Frameworks (10 points) <ul style="list-style-type: none"> • 10 points: Proven track record in creating strategies and frameworks for accessing and managing international climate finance. • 6 points: Moderate experience in creating strategies, but without concrete results. • 2 point: Limited or theoretical experience. • 0 points: No experience. 	10
Skills in Institutional Capacity Building (5 points) <ul style="list-style-type: none"> • 3 points: Proven experience in developing and leading capacity-building programs for government institutions, particularly related to climate finance mechanisms. • 2 points: Moderate experience in capacity building, but limited to non-governmental contexts. • 1 point: Limited or non-specific experience. • 0 points: No experience. 	5
2. Legal and Policy Expert	20

Criteria	Maximum point: 100pts
<p>Academic Qualifications (4 points)</p> <ul style="list-style-type: none"> • 4 points: Master’s or PhD in Law, Environmental Law, or a related field, with a focus on climate change or environmental policy. • 2 points: Master’s in a related field without a clear focus on climate change or environmental law. • 1 point: Bachelor’s degree in a related field. • 0 points: Non-relevant degree or no degree. 	4
<p>Experience in Drafting Legal Frameworks (4 points)</p> <ul style="list-style-type: none"> • 4 points: 7+ years of experience in drafting legal frameworks for climate change policies and institutions, preferably in developing countries. • 2 points: 5–6 years of experience in drafting legal frameworks, with limited focus on climate change or developing countries. • 1 points: 3–4 years of experience in drafting legal frameworks, but not specifically for climate change. • 0 points: Less than 3 years of experience or non-relevant experience. 	4
<p>Experience with National Governments (4 points)</p> <ul style="list-style-type: none"> • 4 points: Proven experience working with national governments to integrate climate finance mechanisms into legal and policy frameworks. • 2 points: Moderate experience working with governments, but limited to non-climate finance areas. • 1 point: Limited or non-specific experience working with governments. • 0 points: No relevant experience. 	4
<p>Knowledge of International Climate Agreements (4 points)</p> <ul style="list-style-type: none"> • 4 points: Strong knowledge of international climate agreements (UNFCCC, Paris Agreement) and their implications for national policy. • 2 points: Moderate knowledge of international climate agreements, but limited understanding of their national implications. • 1 point: Basic knowledge of international climate agreements. • 0 points: No knowledge of international climate agreements. 	4
<p>Fit with job responsibilities (4 points)</p> <ul style="list-style-type: none"> • 4 points: Experience and skills fully aligned with all key responsibilities (drafting legal and policy frameworks, designing operational procedures, ensuring integration into governance structures, etc.). • 2 points: Partially aligned experience, with gaps in some areas (e.g., limited experience in operational procedures or stakeholder collaboration). • 1 point: Limited alignment with responsibilities. • 0 points: Experience not aligned with responsibilities. 	4
3. Capacity Building and Training Expert	20
<p>Academic Qualifications (4 points)</p> <ul style="list-style-type: none"> • 4 points: Master’s degree in Education, Climate Change, or a related field, with a focus on training or capacity building. • 2 points: Master’s degree in a related field without a clear focus on training or capacity building. • 1 point: Bachelor’s degree in a related field. • 0 points: Non-relevant degree or no degree. 	4

Criteria	Maximum point: 100pts
<p>Experience in Designing and Delivering Training Programs (4 points)</p> <ul style="list-style-type: none"> • 4 points: 5+ years of experience in designing and delivering training programs on climate change, climate finance, and project development. • 2 points: 3–4 years of experience in designing and delivering training programs, with limited focus on climate change or finance. • 1 point: 1–2 years of experience in designing and delivering training programs, but not specifically on climate change or finance. • 0 points: Less than 1 year of experience or non-relevant experience. 	4
<p>Experience with Government Stakeholders (4 points)</p> <ul style="list-style-type: none"> • 4 points: Proven experience working with government stakeholders to enhance knowledge and skills related to climate change adaptation and finance. • 2 points: Moderate experience working with government stakeholders, but limited to non-climate change areas. • 1 point: Limited or non-specific experience working with government stakeholders. • 0 points: No relevant experience. 	4
<p>Facilitation and Engagement Skills (4 points)</p> <ul style="list-style-type: none"> • 4 points: Strong facilitation skills and proven ability to engage diverse audiences in training and capacity-building activities. • 2 points: Moderate facilitation skills, with limited experience in engaging diverse audiences. • 1 point: Basic facilitation skills. • 0 points: No facilitation or engagement skills. 	4
<p>Fit with job responsibilities (4 points)</p> <ul style="list-style-type: none"> • 4 points: Experience and skills fully aligned with all key responsibilities (conducting capacity needs assessments, designing training modules, facilitating workshops, evaluating training effectiveness, etc.). • 2 points: Partially aligned experience, with gaps in some areas (e.g., limited experience in evaluating training effectiveness or designing modules). • 1 point: Limited alignment with responsibilities. 	4
4. Stakeholder Engagement and Gender Expert	20
<p>Academic Qualifications (4 points)</p> <ul style="list-style-type: none"> • 4 points: Bachelor’s or Master’s degree in Social Sciences, Gender Studies, or a related field, with a focus on gender and stakeholder engagement. • 2 points: Bachelor’s or Master’s degree in a related field without a clear focus on gender or stakeholder engagement. • 1 point: Degree in a non-related field. • 0 points: No degree. 	4
<p>Experience in Stakeholder Engagement (4 points)</p> <ul style="list-style-type: none"> • 4 points: 5+ years of experience in stakeholder engagement, with a strong focus on gender-sensitive approaches in climate projects. • 2 points: 3–4 years of experience in stakeholder engagement, with limited focus on gender-sensitive approaches. • 1 point: 1–2 years of experience in stakeholder engagement, but not specifically in climate projects or gender-sensitive approaches. • 0 points: Less than 1 year of experience or non-relevant experience. 	4
<p>Experience in Gender Equality and Inclusion (4 points)</p> <ul style="list-style-type: none"> • 4 points: Proven experience in promoting gender equality and ensuring climate finance programs are inclusive. • 2 points: Moderate experience in gender equality, but limited to non-climate finance programs. • 1 point: Limited or non-specific experience in gender equality. • 0 points: No relevant experience. 	4

Criteria	Maximum point: 100pts
<p>Ability to Develop Engagement Strategies (4 points)</p> <ul style="list-style-type: none"> • 4 points: Proven ability to develop strategies for engaging diverse stakeholders in climate action. • 2 points: Moderate ability to develop engagement strategies, but with limited focus on climate action. • 1 point: Basic ability to develop engagement strategies. • 0 points: No ability to develop engagement strategies. 	4
<p>Fit with Job Responsibilities (4 points)</p> <ul style="list-style-type: none"> • 4 points: Experience and skills fully aligned with all key responsibilities (developing inclusive participation strategies, integrating gender considerations, assessing inclusivity efforts, creating communication tools, etc.). • 2 points: Partially aligned experience, with gaps in some areas (e.g., limited experience in gender mainstreaming or communication tools). • 1 point: Limited alignment with responsibilities. • 0 points: Experience not aligned with responsibilities. 	4

NB: The minimum technical score required for the consulting firm or group of consultants to be eligible for the financial evaluation is 70 points.

7. TERMS OF SUBMISSION AND DEADLINE

All requests must be sent to the following email address: procurement@oss.org.tn

Mention in the subject line:

« Call of tenders for an Individual Consultant: TO SUPPORT ENHANCING INSTITUTIONAL, HUMAN AND TECHNICAL CAPACITY OF THE ERITREAN SYSTEM FOR CLIMATE FINANCE [CA/OSS/GCF-RS-Eritrea2_International Consulting Firm/Group of Consultants /100325-15] ».

The deadline for receiving offers is Sunday, March 30 at 11:59 PM (Tunis time).

ANNEX 1 | SWORN STATEMENT TEMPLATE

Subject of the call for tenders:

I, the undersigned (full name):

Nationality:

Acting as:

Company name:

Address:

Registered in the trade register under number.....on.....at.....

Tax identification number:

• **Solemnly declare:**

1- Never having been in liquidation nor a legal proceedings for any reason whatsoever;

2- Not to resort, by myself or through a third-party, to practices that may be qualified as embezzlement, fraud or corruption in the different procurement, management and execution procedures of this contract;

3- Should my application be accepted, commit to observe the existing OSS procedures and the obligation of confidentiality and professional privacy for all facts and / or information that I may have to know;

- **Certify** the accuracy of the information hereinabove and in the documents provided in my application.
- **Certify** that I am not related to any person receiving any remuneration from the OSS.
- **Acknowledge** that I have understood that any inaccuracy or error and any breach in the content of my application as well as non-compliance with the conditions of participation, are causes of rejection of my application.

Done at.....on.....

Signature

ANNEX 2 | REFERENCING SHEET

<i>DETAILS OF THE DESIGN OFFICE</i>		
Company name:		
Legal status:	Tax registration number:	
Tax ID number:	Date of registration in the commercial register:	
Date of registration:		
Place of registration:		
Full name and nationality of the legal representative:	Position:	E-mail:
Full name and nationality of the contact person	Position:	E-mail:
Legal address in the country of activity:		
Zip Code:	City:	Country:
Phone:	Fax:	

Please return this document, duly completed and signed by the legal representative of the design office.

Annex 3 | Agreement

(Designating one of the group members as the lead and granting them the mandate)

The undersigned parties¹;

—
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—
—
—

Agree as follows:

Article 1

All members of the group are jointly and severally liable to the OSS for the execution of the contract and shall respect the conditions of the contract and ensure the proper execution of their respective parts of the services.

Article 2

The members of the group designate Mr./Ms. [Name] as the lead.

Payments made by the OSS for the services will be made to the bank account of the lead.

Bank Name	
Full Address of the Bank Branch	
Precise Identification of the Account Holder	
Complete Account Number including Bank Codes	
Bank Code	
Branch Code	
RIB Key	
IBAN Code	
SWIFT Code	

Article 3

The members of the group grant the lead all necessary powers to act on their behalf regarding the services.

This mandate includes the following tasks:

- a) The lead signs all contractual documents, including the framework contract, specific contracts, and their amendments, and establishes all invoices related to the services on behalf of the group members.
- b) The lead is the sole point of contact for the OSS regarding the services under the contract. They coordinate the provision of services by the group members to the OSS and ensure the proper execution of the contract.

Article 4

Any modification of this agreement/proxy expires when all contractual obligations of the group members to the OSS regarding the services to be provided under the contract have ceased to exist. The parties cannot terminate it before this date without the consent of the OSS.

Signed at..... on.....

Signature

Name

Position

Expertise