



REQUEST FOR EXPRESSIONS OF INTEREST (EOI)

**NATIONAL CONSULTANT TO DEVELOP A NATIONAL
DISASTER RISK REDUCTION STRATEGY AND ACTION
PLAN (2022 – 2030) FOR NIGERIA**

PROCUREMENT NUMBER: AUC/SEBE/C/001



SECTION I: LETTER OF INVITATION

28th July 2022

Dear Applicants,

Request for Expressions of Interest for Consultancy Services to Develop A National Disaster Risk Reduction Strategy and Action Plan (2022 – 2030) For Nigeria.

1. The Nigerian Government through NEMA and under the support of African Union Commission (AUC) and United Nations Development Programme (UNDP) is seeking to recruit the expertise of a national DRR Strategy Plan Development specialist to provide a technical support and facilitate the comprehensive development of a “National DRR Strategy and Action Plan (2022 -2030) for Nigeria” that will strengthen Disaster Risk Reduction/Management system in Nigeria to effectively prevent, mitigate, prepare for, respond to and recover from disasters in Nigeria, toward enhancing community resilience in Nigeria.
2. The AUC now invites interested and eligible individual consultants to submit CVs, technical and financial proposals for the assignment as per attached Terms of Reference (TORS). AUC policy requires consultants to provide professional, objective, and impartial advice, and at all times hold the Client’s interests paramount, without any consideration for future work, and strictly avoid conflicts with other assignments or their own interests.
3. The Consultant will be selected under the Least Cost Based Selection Method.
4. CVs, technical proposals and financial proposals must be submitted in separate files by e-mail to Tender@africa-union.org Cc hawib@africa-union.org. Financial Proposal should be separately encrypted, or password protected, After receiving the results of the technical proposal, consultants scoring at least the minimum qualifying technical score required (i.e. 70%) to pass technical evaluation will be asked (via email) to provide their password for the financial proposals.
5. The title of the Procurement and procurement number must appear as subject of e-mail submissions.
6. The Deadline for submission is **12th August 2022 at 15:00 hours Addis Ababa Time**. Late applications will not be considered.
7. This REOI comprise of the following:
 - Section I – This Letter of Invitation
 - Section II - Terms of Reference

SECTION II: TERMS OF REFERENCE

NATIONAL CONSULTANT TO DEVELOP A NATIONAL DISASTER RISK REDUCTION STRATEGY AND ACTION PLAN (2022 – 2030) FOR NIGERIA

Background

Nigeria as country has a total land area of about 923,768 square kilometres (356,669 square miles). The disaster risk landscape is characterized by flooding, epidemics, extreme weather and related issues, building collapse, desertification, terrorism, conflicts, insecurity, oil pipeline vandalization, road crashes, fire outbreaks and the new emerging risks like the COVID-19 pandemic amongst others. As a developing country with weak economy, low gross domestic product, low per capita income and high level of household poverty, individual and community resilience to disasters is weak. This therefore translates into the population being highly vulnerable to disaster risks. Consequently, there are threats to life, livelihood, economic, physical, social, cultural and environmental assets. Coordinated disaster risk management in the country has not been effective as the sub national authorities and institutions do not have clear understanding of disaster risk coupled with absence of a national disaster risk management plan. There is also non-availability of guidance for long term disaster risk reduction approach; ineffective and efficient preparedness, response and sustainable recovery that can promote disaster risk reduction across sectors. This lacuna has impeded the implementation of Sendai Framework for DRR 2015-2030 in Nigeria. It therefore, behooves on the Nigerian Government to develop a National Strategy and Action Plan 2022-2030 to facilitate the implementation of SFDRR 2015-2030.

Given the nature of the project, the Nigerian Government through NEMA and under the support of African Union Commission (AUC) and United Nations Development Programme (UNDP) is seeking to recruit the expertise of a national DRR Strategy Plan Development specialist to provide a technical support and facilitate the comprehensive development of a “National DRR Strategy and Action Plan (2022 -2030) for Nigeria” that will strengthen Disaster Risk Reduction/Management system in Nigeria to effectively prevent, mitigate, prepare for, respond to and recover from disasters in Nigeria, toward enhancing community resilience in Nigeria.

1.1. Aim and Objectives of the Project

The aim of this project is to support the Government of Nigeria to develop a robust National Disaster Risk Reduction Strategy and Action Plan 2022-2030 that will align with the Programme of Action of the African Union Commission and Sendai Framework for DRR 2015-2030 for use by Nigerian stakeholders under the coordination of the National Emergency Management Agency (NEMA).

The specific objectives of the project include:



- a) Establish a vision, guiding principles and programming objectives for disaster risk reduction in Nigeria;
- b) Identify priority areas of action and their strategic implementation modalities for strengthening the legal, institutional, strategic and programmatic framework for DRR at the institutional and community levels in Nigeria;
- c) Propose strategies to improve cooperation mechanisms, inter-sectoral coordination, resource mobilization and identify technical capacities needed to strengthen prevention, preparedness and enhance resilience in institution and communities;
- d) Facilitate actions and programmes in maintaining DRR into national development process on multi-dimensional aspects for disaster management to address effective long term risk reduction, efficient and effective response and sustainable recovery; and,
- e) Serve as a milestone in providing complete and meaningful information on disaster risk reduction to identify priorities and actions for stakeholders working in disaster risk management.

2. Scope of Work, Responsibilities and Description of the proposed work

Principally, the work and responsibilities of the consultant will include but not limited to:

- a) Desktop review of other existing documents developed for DRR practices in Nigeria;
- b) Analysis of Strategy and Action Plans produced by other countries and international organizations for implementation of SFDRR;
- c) Producing a draft document for consideration by NEMA DRR, AUC and UNDP;
- d) Conducting stakeholders' workshop/forum at regional /zonal levels for more inputs to enrich the draft document;
- e) Liaising with NEMA DRR and conduct a mock /semi validation workshop consisting of Desk Officers from MDAs dealing with DRR at the National level for presentation of the strategy and action plan,
- f) Organizing final validation workshop at the National level.

Also, the National Consultants (NC) with the same TOR will be recruited and will work closely with the Director, Disaster Risk Reduction Department, the National Emergency Management Agency (NEMA). The NCs will perform the following task:

- i) Provide a detailed methodology and work plan for the development of the national DRR strategy and action plan 2022 – 2030 for Nigeria;

- ii) Assist and serve as liaison among the AUC, UNDP and government partners, and receive inputs to and review technical documents of the project preparation which will be part of the situational analysis of the full-size project to develop the national document.
- iii) With the support of the NEMA, UNDP officials, take the lead in conducting all the consultations in the project sites. Liaise directly with the line agencies in the government for stakeholder meeting, bilateral meeting/focused group discussions etc
- iv) In consultation with the NEMA and sectors, identify additional feasibility/baseline study (if applicable) required during the development of the national DRR strategy and action plan 2022 – 2030

3. Expected Outputs and deliverables

These outputs will include:

- a) Submission of a draft of the National DRR Strategy and Action Plan that align with African PoA and other international frameworks for implementation of SFDRR 2015-2030;
- b) Produced a Clear and implementable roadmap with priority activities for operationalizing the Strategy (principles, strategic directions, components, work streams, programming and financing windows, roles and responsibilities, budget, results, partnership, coordination and governance, M&E) and strengthening the implementation of ongoing DRM/DRR/CCA programs in Nigeria;
- c) Produced a National Strategy that reflects elements of integrity, professionalism, accountability, team work and inclusiveness; and.
- d) Presentation of a fully developed National Strategy and Action Plan for validation.

S/No.	Deliverables	Target Dates	Due	Review and Approvals Required	Payment Milestones/Percentages
i.	Inception report detailing the understanding/interpretation of the TOR; the methodology for carrying out the assignment, and a detailed schedule for all works.	Within 3 weeks from date of commencement of the contract		UNDP/AUC/NE MA	10% (payment after acceptance and approval of a quality output)
ii.	Establish a situational analysis: This involves evaluation of previous guiding documents used by government to	2 weeks		UNDP/AUC/NE MA	10% (payment after acceptance and approval of a quality output)



	address disaster risk with a view to assessing national capacities, institutional arrangements, and implementation requirements to be addressed in the proposed Strategy and Action Plan			
	Organization of consultation workshops			
iii.	Submission of First and Second Draft National DRR Strategy and Action Plan (2022 - 2030)	2 weeks	UNDP/AUC/NE MA	20% (payment after acceptance and approval of a quality output)
iv.	Delivery of a validation workshop of the National DRR Strategy and Action Plan	A Week	UNDP/AUC/NE MA	10% (payment after acceptance and approval of a quality output)
v.	Final report (technical and financial) consolidating all activities undertaken, documents produced including findings and recommendations for future actions in line with reporting requirements agreed upon with UNDP	A week	UNDP/AUC/NE MA	50% (payment after acceptance and approval of a quality output)

4. Institutional Arrangements

4.1 The consultant will be supervised by the Nigerian Government (through NEMA). Endorsements and acceptance from the Government of Nigeria (NEMA) will be sought at all times. The work done at each stage will also be forwarded to AUC and UNDP for scrutiny to achieve value for money. The overall validation workshop will be done by National stakeholders on DRR under the guidance of AUC and UNDP.

4.2 The Consultant will be required to submit technical and financial offer for his recruitment.

5. Payment Terms



Payment will be issued upon delivery of the National DRR Strategy and Action Plan (2022 - 2030) as per the above table.

6. Duration of the Work

The duration of the consultancy is proposed for 6-8 months from the date of getting a consultant and letter of offer.

7. Duty Station

The Consultant may not be based in Abuja and so he/she will plan the number of days and time to be in Abuja for meetings with NEMA and other critical stakeholders. It is expected that the expert will undertake mission travels outside Abuja to zonal/regional workshops for consultation with some officials from NEMA and UNDP for M & E.

8. Travel (This will be indicated in the consultant financial offer)

Internal travel (to different states within the country) will be required.

All related travel expenses (to and from Abuja) are to be included in the financial proposal, with the actual travel dates and arrangements to be approved by UNDP prior to commencing of any travel, local travel between Abuja and the respective states will be approved and cover by the UNDP through the budget allocated, and taking into account the first deliverable, i.e detailed roadmap and work plan to deliver the National DRR Strategy and Action Plan.

Daily Subsistence Allowance (DSA) should be identified in the financial proposal and approved by UNDP prior to travel.

The applicants are expected to reflect the cost of the above travel in their financial proposals.

9. Scope of Price Proposal and Schedule of Payments

The financial proposal must be all inclusive and must be expressed based on “a daily fee” in USD

Payment will be made upon submission of a certificate of payment request, indicating outputs achieved and days worked to be verified and cleared for payment by the supervisor.

10. Required Skills and Experience

a) Qualifications of the successful individual contractor

- Minimum 15 years’ experience in the field of disaster risk management, risk reduction, disaster recovery, climate change or closely related areas, providing technical advice for the development, implementation and review of policies and programmes in these thematic areas.



- Minimum of 15 years of demonstrable experience in disaster risk reduction, climate change adaptation and sustainable Development Goal policy and programming;
- Experience working with an international or regional organization or multilateral, including UN, providing regional policy advice, regional technical assistance and capacity development support to governments and development partners, and establishing coordination mechanisms related to disaster risk reduction;
- Have a good knowledge of the functioning and institutional framework of Nigeria;
- Extensive knowledge in disaster risk reduction, climate change adaptation, resilience building and experience in stakeholder engagement and management;
- Experience in strategy formulation is a prerequisite and candidates are required to submit copies of their previous work on strategy formulation with respect to disaster risk reduction/resilience building;
- - Have at least 2 years of professional experience in the field of gender; an additional degree or certification and participated in at least 2 consultancies on gender mainstreaming in policies or strategies;
- - OR hire the services of an assistant competent in the field for a period not exceeding 20 working days

b) Education:

- Master's degree or preferably a PhD in the related field, such as in Disaster Risk Reduction/Management, Environmental Management, Climate Change, Development Studies, Natural Resources Management, Geography, Development Studies or a Practitioner in related fields.
- A combination of the above qualifications will be an added advantage
- Specialized training in Disaster Risk Reduction is highly desirable.

c) Language:

Excellent written and oral communication skills in English is required.

11. EVALUATION CRITERIA

Candidates that meet the minimum level of education and relevant years of experience requirement will be considered for the offer based on the technical score requirement below:

Qualification10

Specific experience of the Consultant in relation to the Assignment20

Adequacy and quality of the proposed methodology, and work plan in responding to the Terms of Reference (TORs).....70

a) Technical approach and methodology (50)

b) Work plan (20)

Total points for the three criteria:100

The minimum technical score required to pass is **70** points.

12. RESPONSE TO THE CALL

Interested candidates are requested to submit the following documents for AUC's consideration as an attachment to the CVs:

- a) Technical Proposal on:
 - understanding and interpretation of the TOR
 - methodology to be used in undertaking the assignment
 - time and activity schedule
- b) Financial proposal
 - Consultant's daily rate in US\$
 - Other costs e.g. travel and Daily Subsistence Allowance
 - Total cost

Proposals must be submitted by e-mail to Tender@africa-union.org and Cc hawib@africa-union.org

The Deadline for submission is **12th August 2022 at 15:00 hours** Addis Ababa Time. Late applications will not be considered.

TOR Annex1: List of Documents to be reviewed by the International “National DRR Strategic Development” Specialist.

1. NEMA Act
2. National Disaster Management Framework
3. National Disaster Risk Reduction Policy
4. Sendai Framework for Disaster Risk Reduction (2015 - 2030)



5. Paris Agreement
6. African Programme of Action for DRR
7. ECOWAS DRR Plan of Action 2015 -2030
8. ECOWAS DRR Gender Strategy and Action Plan 2020 - 2030
9. SDG
10. Other related documents
11. Any other relevant documents to be shared by UNDP and AUC