

TERMS OF REFERENCE

Programme Title: Ending Drought Emergencies: Support to Resilience for Sustainable Livelihoods

- **Lot 1 Project Title:** Community Resilience Building in Livelihood and Disaster Risk Management (REBUILD)
- **Lot 2 Project Title:** Building Drought Resilience in Isiolo County through sustainable Livelihoods (DRIC)

Location: Tana River County and Isiolo County (Kenya)

Duration: February 2021 to December 2023

Reports to: Project Managers of CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS

Objective: Climatology Consultancy to support the co-design of the Climate Service Data System and deliver reliable and easy to understand information to community members for Disaster Risk Reduction in Tana River and Isiolo Counties.

1. Background

CISP – Comitato Internazionale per lo Sviluppo dei Popoli (International Committee for the Development of Peoples) is a rights-based international NGO established in 1983 in Rome. CISP implements humanitarian, rehabilitation and development projects through its cooperation with public and private local actors in over 30 countries globally. Since 1997 CISP has been working in Kenya to carry out projects in areas of development by supporting national and county authorities to provide quality, equitable, transparent and accountable services in various sectors. Over the past 23 years CISP Kenya has expanded its activities across more than 12 Counties in both rural and urban areas in various sectors of intervention, including Agriculture and Food Security, Conservation, Livelihoods, Health and Nutrition, Protection (children, refugees, GBV), Education (early childhood, university), Governance, and Arts and Culture.

Amref Health Africa–Comitato Collaborazione Medica ONLUS is a Participatory Foundation as a nonprofit nongovernmental organization born on 10 December 2020, from the merger by incorporation of the "Comitato Collaborazione Medica" Association (CCM) into the "Amref Health Africa Onlus" Participatory Foundation. When the DRIC project started, in January 2020, CCM was the organization partnering with VSF Suisse-Kenya (lead agency), WeWorld-GVC (WW-GVC), E4IMPACT Foundation (E4I) and Social Ministry Research Network Centre (SOMIRENEC). It had been working in Kenya since the early 1970s, mainly supporting the primary and secondary public healthcare system in Marsabit and Isiolo Counties. Since 2005, CCM had explored and adopted the concept of One Health (OH) as a sustainable approach to enhance the health of pastoral communities and their livestock and promote their resilience in the environment.

CISP is the lead agency of a consortium of partners (CISP, GROOTS Kenya, Nature Kenya and Procasur) implementing a multi-year EU-funded project on resilience building and food security in Tana Delta and Galole sub-Counties of Tana River County. The project is an integrated, multi-sectoral response to food security and sustainable livelihood challenges faced by agro-pastoralist and pastoralist communities, including drought and other effects of climate change. The project aims to enhance resilience of these communities through improving food and nutrition security of vulnerable households, especially for women and children, generating sustainable livelihoods and protecting productive assets.

Amref Health Africa–Comitato Collaborazione Medica ONLUS is in a consortium with other four organizations: VSF Suisse-Kenya (lead agency), WeWorld-GVC (WW-GVC), E4IMPACT Foundation (E4I) and Social Ministry Research Network Centre (SOMIRENEC) to implement a 48-month project funded by the EU –started in January 2020- to support both pastoralists and agro-pastoralists in Isiolo County. The project titled “Building Drought Resilience in Isiolo County through Sustainable Livelihoods” (DRIC) is being implemented in seven selected Wards in Isiolo County, namely Oldonyiro, Ngaremara, Chari, Cherab, Kinna, Sericho and Garbatulla. The Consortium undertakes activities that targets to enhance livestock productivity and management, Nutrition, One Health, Agriculture, Food Security and Livelihood, entrepreneurship, Advocacy, Water and Sanitation as well as Peacebuilding. Amref Health Africa–Comitato Collaborazione Medica ONLUS in particular is implementing One Health-related activities which include training community volunteers, promoting use of climate services, support on community sanitation, ensuring collaboration and coordination of related Ministries, complemented by nutrition screening and referrals.

	REBUILD Intervention Logic	DRIC Intervention Logic
Overall Project Objective	The aim of the project is to contribute towards increased resilience of communities in ASAL areas of Kenya to drought and other effects of climate change.	The Overall objective is to contribute towards increased resilience to droughts and other negative impact of climate change for vulnerable groups and reduce number of children under 5 years who are stunted in Isiolo County (WHA - Global Nutrition Target 1 for 2025).
Specific Project Objectives	<p>a) To enhance food and nutrition security of vulnerable households, especially for women and children.</p> <p>b) To generate sustainable livelihoods and protect productive assets.</p>	To enhance Food and Nutrition Security (FNS) for vulnerable Pastoralist and Agro-pastoralist Communities in Isiolo County, generating Sustainable livelihoods, protecting productive assets and improving climate smart County service delivery
Relevant Project Result Areas	<p>Result 1: Productive and climate resilient agriculture and livestock production strategies and measures are implemented in Tana River County.</p> <p>Result 2: Key productive household assets and community investments are sustainably protected and safeguarded against recurrent droughts and the effects of climate change & recovery capacities are strengthened.</p> <p>Result 3: County administrative services, cross-sectoral collaboration and local livelihood initiatives are strengthened.</p>	<p>Result 1: Improved drought resilient and nutrition-sensitive agriculture/livestock production, integrated with conflict resolution and peace building strategies</p> <p>Result 2: Key productive household (HH) assets and community investments are sustainably built and recovery capacities against recurrent droughts are strengthened, with a particular focus on women's economic empowerment:</p> <p>Result 3: Isiolo County is empowered to address FNS issues, improved data collection and cross-sectoral collaboration to facilitate local political commitment and awareness raising</p>
Relevant Project	R1A3. Climate Change Adaptation: tailored community knowledge development activities, controlled	R1A5. Promoting use of climate services, integrating scientific evidence and indigenous

<p>Activity Areas</p>	<p>herd size and breed type selection; diversification of income sources; processing, value addition, and marketing; implement innovative Community Managed Disaster Risk Reduction (CMDRR) strategies, community based natural resource management.</p>	<p><u>knowledge, for climate resilient decision making</u> This activity will cover three main components: (R1A5.a) Manual weather stations will be installed in selected health facilities and schools. Beneficiaries will be trained on the measurement of rainfall and temperature and supported in recording data both using hard copies and mobile applications. This approach will engage communities to bridge the gap between their knowledge and the complex information coming from institutions and validate existing weather models and early warning systems at the local scale (CCM) (R1A5.b) Use both open source technologies for data collection (e.g. ODK) and an innovative application for mobile, purposely conceived to engage communities in timely reporting geo-localized hazards related with human, animal and environmental health. A web GIS will be developed to manage collected data and integrate them with existing information (sensors, satellite imagery, weather/climate models) facilitating the risks assessment</p>
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2. Objective of the Assignment

CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS are seeking a climatology consultancy from a Service Provider to deliver on 2 Lots with the following objective: **to update and localize the Climate Service Data system and DRR procedures to make them accessible by the communities of Tana River (Lot 1) and Isiolo (Lot 2) Counties.** This consultancy aims at strengthening the information sharing and collaboration between the National Drought Management Authority (NDMA) and the community (with participation of women and youth groups) to synergize all efforts towards Ending Drought Emergency and food and nutrition insecurity, as well as strengthening local scale monitoring, recording, visualization and sharing of weather data, hazards and impacts information, among different actors and levels, by integrating science, technology and indigenous knowledge.

The consultancy should achieve (but not limited to) the following minimum common objectives in both Tana River and Isiolo Counties:

- a) **Conduct an analysis of climate service data system in the area of intervention,** including for instance analysis of existing secondary data (geography, climate, agricultures), assessment of existing Decision Support Systems (DSS) and Early Warning Systems (EWS), and calculation of the normal reference values for precipitation and temperature for the project area.

- b) **Configuration of the tools for collection, visualization, sharing and analysis of data** for geo-localized weather observation, measurement, monitoring and reporting, in strong collaboration with community representatives and key stakeholders (i.e NDMA, Department of Meteorology), adapted to the project area and users' needs, including handover of project primary data to NDMA and other key stakeholders.
- c) **Conduct trainings in Tana River and Isiolo Counties to community representatives** on the concept of weather and climate, measurement of geo-localized weather parameters, participatory observation and data collection, reporting and analysis of data, including hazards/effects.
- d) **Provide recommendations** for documenting good DRR adaptation practices and publications that can contribute to future cross-County programming.

3. Scope of Services and 4.0 Deliverables for Lot 1 and Lot 2

The Consultancy will deliver the services for two separate lots of this assignment (Lot 1—Tana River and Lot 2—Isiolo County) for CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS respectively. The main expected services and deliverables from this assignment in each Lot are detailed in the tables below:

Lot 1 – REBUILD, Tana River County, CISP			
#	Scope of Services	Deliverables	Timeline**
a	Conduct an analysis of climate service data system in the area of intervention	<ul style="list-style-type: none"> 1. A technical proposal with a proposed framework and design of the DSS. 2. A detailed report on analysis of existing early warning system 	Quarter 1 2021
b	Design and set-up of a Cloud Database and data collection tool for observation, measurement, monitoring/reporting activities. Validation of data collected by the field-team and implementation of the final version of the cloud database. Handover of project primary data to NDMA and other key stakeholders.	<ul style="list-style-type: none"> 3. A comprehensive package of tools and templates for collecting and reporting on data and activities. 4. First draft of the Cloud Database 	Quarter 1, 2021
		<ul style="list-style-type: none"> 5. Final version of the cloud database 	Quarter 2, 2021
		<ul style="list-style-type: none"> 6. Continuous monthly data quality checks 	Throughout life of project.
		<ul style="list-style-type: none"> 7. Handover report 	Within 2023
c	In coordination with the project team, local stakeholders and beneficiaries, identify and validate appropriate sites then proceed with installation of manual weather stations.	<ul style="list-style-type: none"> 8. Location/site for the installation of manual weather stations identified 	Quarter 2 2021

		9. Manual weather stations are installed in appropriate locations	
d	Training on measurement of geo-localized weather parameters, participatory observation and data collection, reporting and analysis of data	10. A training plan outlining the content, schedule, participants, and materials/tools for the training sessions 11. Training of Trainer Manual development and dissemination 12. Training Report	Quarter 2 2021
e	Develop a web GIS application to manage, visualize and integrate data collected at local scale with existing geo-spatial information.	13. webGIS application developed and validated	Within 2021
f	Guide several review and reflection sessions with key stakeholders	14. Monitoring and Learning reports submitted	Throughout life of project.
	Follow-up of measurement, data collection, observation/monitoring/reporting activities, Management, and maintenance of the Web Viewer and of the Cloud DataBase to ensure real time monitoring and reporting	15. Monthly maintenance of the digital database	Throughout life of project.
g	Provide recommendations for documenting good DRR adaptation practices and publications.	16. Final report with recommendations for key stakeholders	Within 2022

Lot 2 – DRIC, Isiolo County, CCM			
#	Scope of Services	Deliverables	Timeline**
a	Conduct a climatological analysis to calculate the normal reference values for precipitation and temperature for the project area and in particular for the sites where the weather stations will be installed. The analysis will be conducted on the basis of the historical data acquired from the Kenya Meteorological Department (KMD), if available, or from satellite precipitation estimates.	1. Historical normal reference values for rainfall and temperature is developed/calculated	Within 2021 (2 nd project year)
b	Develop a digital survey forms weather data collection through mobile-application. Provide a web-application for the management, access, visualization and sharing of collected data; adapted to the project area and users' needs.	2. Digital survey forms for weather data collection and hazards is developed 3. Web-application for management, access,	Within 1 st semester of 2023

	Develop appropriate tools for real-time sharing of collected data on weather and hazards/impacts and for dissemination of monthly feedbacks or summaries (monthly rainfall, number of reported hazards) to end-users; adapted to the needs and context. These may include, but not be limited to, Telegram chat-bot instant messages.	visualization and sharing data is developed 4. A real-time platform for sharing data is developed	
c	C.1. Conduct a training (also remotely, if case be) to the environmental focal point on (i) the concept of weather and climate, (ii) the importance of periodically observing, measuring and recording weather data together with crops/pasture and livestock information, (iii) the identification of normal and extreme weather conditions and (iv) the use of innovative and traditional tools to identify repeatable weather patterns that can be used at local scale. C.2. Conduct a training to the environmental focal point and selected CDRs/CHVs on (i) the concept of weather and climate, (ii) the importance of periodically observing, measuring and recording weather data together with crops/pasture and livestock information, (iii) the identification of normal and extreme weather conditions, (iv) the difference between weather monitoring and forecasting, (v) the collection of data using mobile technology, (vi) the use of the web application	5. Amref Health Africa – Comitato Collaborazione Medica ONLUS environmental Focal Point trained and continuously assisted and scientifically supervised over the years, through field missions or remotely 6. 10 CHVs/CDRs and 1 environmental focal point trained in bioclimatology of the area and data collection 7. 30 community members involved in the validation of local practices with science (pastoralist and agro-pastoralist)	Within 2021 Within 2021
d	In coordination with the local institutions, beneficiaries, environmental expert and partners to identify and validate appropriate location/site and installation of the manual weather stations.	8. 6 location/ site for the installation of manual weather stations identified 9. 6 manual weather stations are installed in appropriate locations	Within 2022
e	Development of appropriate tools for the analysis of scientific evidence (i.e. rainfall and temperature trends, rainfall and temperature extremes, comparison with previous years, climate scenarios) together with traditional indicators.	10. A tool for analyzing scientific evidence together with traditional indicators is developed	Within semester 1 of 2023
f	ICTs experts will provide a maintenance service on a monthly basis to guarantee the regular	11. Monthly maintenance of the digital database	Continuously

	functioning of the cloud server, cloud database, Web and mobile applications.		
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**The service provider should find synergies across both lots to optimize the timings, to be reflected in the proposals and workplan.

4. Consultancy timeframe

The consultancy assignment is expected to be undertaken between February 2021 to December 2023 (the end date of the projects) with preference made for a service provider that can optimize the timing and costs by finding synergies between the two lots. The engagement will be staggered to feature the various timelines of the deliverables as per the tables above. The Consultancy will deliver some services concurrently for both lots, while other services will be delivered consecutively, hence the overall duration of the consultancy will be determined based the technical design of the workplan as proposed by the service provider.

Before commencing the tasks, the Service Provider should develop and share plans and tools for each deliverable with CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS, which will coordinate the feedback of key stakeholders including NDMA and Department of meteorology for any comment/inputs in order to validate and authorize the plan.

5. Consultancy delivery methodology

The consultancy will be conducted through analysis and desk review/study, field missions, scientific mentorship and supervision, technical trainings, participatory discussions, consultative meetings, workshops, field support, and regular debriefings, both on the field and remotely. The partition between field missions and remote work shall depend on the nature of activities, health and security situation and indicated in the technical proposal (subject to the COVID-19 pandemic and other force majeure events).

The Service Provider will make its own logistic arrangements and cover all relevant expenses associated with the services, including data collection in the field, trainings and logistical expenses. CISP, Amref Health Africa–Comitato Collaborazione Medica ONLUS and their partners will assist in the provision of requisite background information and where possible will link up the Service Provider with field-based personnel. CISP, Amref Health Africa–Comitato Collaborazione Medica ONLUS and partners will facilitate contact with key stakeholders including national and county focal points from NDMA, the Department of meteorology and target community groups. CISP, Amref Health Africa–Comitato Collaborazione Medica ONLUS and partners may support the service provider’s local movement in Tana River and Isiolo Counties respectively.

6. Contract Award Criteria

The contract will be awarded based on the following evaluation process in chronological order:

1. **Preliminary Evaluation:** Applications will be assessed against the application instructions (see below, section 8 “Service Provider Profile”). Non-compliance or lack of meeting any of the minimum requirements will result in automatic disqualification of the application. Applicants that comply with all the minimum requirements will pass on to the Technical Evaluation stage.
2. **Technical Evaluation:** Applications that pass the preliminary evaluation will be assessed only on their Technical Proposal. Only applications that obtain a score of 35 or higher on the Technical Evaluation will proceed to the Financial Evaluation.

3. **Financial Evaluation:** Applications that proceed to the Financial Evaluation stage will be assessed on their Financial Proposal against the application instructions. Non-compliance or lack of meeting any of the minimum requirements for the Financial Proposal will result in automatic disqualification of the application.

1) Preliminary Evaluation		
	Yes/No	Comments
Name/firm has been verified on EU website www.sanctionsmap.eu and certified it is not in the sanctions List		
Cover page is submitted		
Curriculum Vitae of all consultant(s) involved in the service provision are included in the application		
Two Letters of recommendations from Companies/Organizations served in the past three years are included in the application		
At least two samples of previous work are included in the application		
Proof of registration to the respective national chamber of commerce or equivalent		
At least two team members have a Master's degree or PhD in Environmental studies, Environmental/Civil Engineering, Meteorology, Climatology or related fields		
Lead consultant has a minimum of 4 years' experience in undertaking similar assignments, including implementation of community-based weather monitoring via manual weather stations and mobile applications.		
Demonstrated knowledge and experience in relevant database languages and development of mobile and web applications for weather/hazards data collection, analysis and management.		
Demonstrated knowledge and experience in managing and analysing meteorological, climatic and geospatial data (such as numerical weather prediction models, satellite rainfall estimates, NDVI) and in translating them for non-technical users.		
Demonstrated knowledge and experience in participatory design and generation of evidence-based decision support tools on hazards and impacts, including participatory discussion to support interpretation and use of weather and climatic data for decision-making at community level.		
Demonstrated experience in facilitating participatory workshops and trainings at community and institutional levels.		
Proven knowledge of the arid and semiarid lands (ASAL) in the Horn of Africa context and experience in working with the NDMA or equivalent.		
Demonstrated experience in collaborating with international NGOs in development projects.		

2) Technical Evaluation		
	Maximum Score	Comments

Adherence to ToR's specifications: a clear understanding of required deliverables and robust, appropriate proposed approach.	10	
Compliance with intended completion date and demonstrated optimization of the workplan/total number of days between the two lots.	10	
Demonstrates synergy and collaboration between the two lots and describes the combined/mutual impact and benefits of this synergy.	10	
Bidder has enough experienced and qualified personnel to perform all aspects of the assignment and deliver the services.	10	
Displays former delivery of similar high-quality work in the Kenyan context/or equivalent.	5	
Good communication, writing skills and language proficiency.	5	

3) Financial Evaluation		
	Yes/No	Comments
The Financial Proposals for both lots are inclusive of all costs required to render the services and achieve the deliverables of this TOR.		
The Financial Proposals are linked with output-based deliverables and key performance measures.		
The costs assigned with each output are sufficiently detailed and any financial risks must be highlighted.		
The currency used for the Financial Proposal are in Euros and should include all relevant taxes.		
The financial proposals for Lot 1 and Lot 2 are presented separately.		

7. Payment

Parties will agree on payment schedule with the successful bidder that will be based on achievement of set milestones.

8. Service Provider Profile

The profile of the Service Provider must meet the following minimum requirements:

- At least two team members have a Master's degree or PhD in Environmental studies, Environmental/Civil Engineering, Meteorology, Climatology or related fields
- Lead consultant has a minimum of 4 years' experience in undertaking similar assignments, including implementation of community-based weather monitoring via manual weather stations and mobile applications.
- Demonstrated knowledge and experience in relevant database languages and development of mobile and web applications for weather/hazards data collection, analysis and management.
- Demonstrated knowledge and experience in managing and analysing meteorological, climatic and geospatial data (such as numerical weather prediction models, satellite rainfall estimates, NDVI) and in translating them for non-technical users.
- Demonstrated knowledge and experience in participatory design and generation of evidence-based decision support tools on hazards and impacts, including participatory discussion to support interpretation and use of weather and climatic data for decision-making at community level.

- Demonstrated experience in facilitating participatory workshops and trainings at community and institutional levels.
- Proven knowledge of the arid and semiarid lands (ASAL) in the Horn of Africa context and experience in working with the NDMA or equivalent.
- Demonstrated experience in collaborating with international NGOs in development projects.

9. MODE OF APPLICATION

Applications should be submitted on or before **17:00 EAT February 1st, 2021** via email as follows:

TO: recruitment@cisp-ngo.org and recruitment@ccm-italia.org

CC: yorgan@cisp-nairobi.org and cr.kensom@ccm-italia.org

All applications must include **all of the following**:

1. **Cover letter (maximum 1 page)**
2. **Technical proposal (max 20 pages):** The technical proposal should include:
 - a. Profile of the Service provider with particular emphasis on previous experience in this kind of work in Kenya and in other countries if applicable and of working with NDMA or equivalent and of collaborating in development cooperation projects or equivalent;
 - b. Description of the proposed approach with clear justifications, understanding of the TOR and the tasks to be accomplished for Lot 1, highlighting the bidder has enough experienced and qualified personnel to perform all aspects of the assignment and deliver the services;
 - c. Proposed workplan for Lot 1;
 - d. Description of the proposed approach with clear justifications, understanding of the TOR and the tasks to be accomplished for Lot 2, highlighting the bidder has enough experienced and qualified personnel to perform all aspects of the assignment and deliver the services;
 - e. Proposed workplan for Lot 2;
 - f. Description of how COVID regulations, restrictions and guidelines will be considered and adhered to during the assignment.

The workplans for Lot 1 and Lot 2 should be presented separately, however synergies between the two Lots should be described in the technical approach.

3. **Financial Proposal:** The financial proposal should include:
 - a. (i) Financial proposal for Lot 1
 - b. (ii) Financial proposal for Lot 2

The Financial Proposals should be clear and effective to achieve output-based deliverables and key performance measures, while demonstrating Value for Money. The Financial Proposals for both lots should be inclusive of all costs required to render the services, should be VAT included, and achieve the deliverables of this TOR, including but not limited to: consultancy fees, accommodation and living costs, visas, insurances, air and ground transport, stationeries and supplies, and communication costs of the consultants. The financial proposal can exclude only the costs associated with the participation of stakeholders in trainings and meetings. The costs assigned with each output should be sufficiently detailed and any financial risks must be

highlighted. The currency used for the Financial Proposal shall be in Euros and should include all relevant taxes. The financial proposals for Lot 1 and Lot 2 should be presented separately.

4. Supporting Documents

- a. At least two samples of previous work for similar assignments.
- b. Curriculum Vitae of all consultant(s) involved in the service provision.
- c. At least 2 Letters of recommendations from Companies/Organizations served in the past three years.
- d. Business registration to the competent national Chambers of Commerce or equivalent

Prospective bidders requiring any clarification on Technical and Financial proposal matters may submit questions to CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS via the email addresses indicated above no later than **17:00 EAT January 27th, 2021**, which will be responded to by CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS if received before the deadline.

At the discretion of CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS, applicants may be invited to supply additional information on the contents of your proposal during the Evaluation and award process; this will be communicated via Email should need arise.

CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS are strongly committed to ending child abuse, all forms of sexual exploitation and abuse, and to building a work environment that is safe and welcoming for all, where sexual harassment does not take place. The desired candidate for any position should share and support this commitment in all aspects of their personal and professional behavior. Any history implicating that the applicant has a history of child abuse, sexual exploitation and abuse, or sexual harassment, is a reason for excluding him or her from employment with CISP and Amref Health Africa–Comitato Collaborazione Medica ONLUS.