

Request for Proposals

South Africa: Development of Climate Change Mitigation-focused Guidelines for sub-national governments (provincial and municipal governments) for the administration of the newly enacted Climate Change Act 22 of 2024 to support South Africa's implementation of its NDC under the Paris Agreement

September 2024

ABOUT THE NDC PARTNERSHIP

The NDC Partnership is a global coalition of countries and institutions working to mobilize support and achieve ambitious climate goals while enhancing sustainable development. Through the Partnership, country members leverage their resources and expertise to provide countries with the tools they need to implement their NDCs and combat climate change to build a better future. Hosted by WRI, the UNFCCC Secretariat, and the UN Office for Project Services, the NDC Partnership has members in all regions of the world, with staff in Washington DC and Bonn, Germany.

BACKGROUND

South Africa is a developing country and aims to develop its economy in order to deal with its triple challenges (i.e., poverty, unemployment, and inequality). Climate Change (CC) poses considerable risks and is a critical constraint to inclusive and sustainable economic growth for South Africa. South Africa's climate is known to have a high degree of variability at all timescales and is highly susceptible to climate risks. The current economy in South Africa is dominated by large-scale, energy-intensive mining and minerals beneficiation industries as well as a heavy reliance on fossil fuels for electricity generation along with significant levels of liquid-fuel consumption. As such, the energy and mining (Energy) and industrial processes and product use (IPPU) sectors are primary contributors to the South African economy, GDP growth and jobs. An estimated 93% of South Africa's electricity produced within the energy sector currently comes from coal combustion that contributes to greenhouse gas (GHG) emissions. This over-reliance on coal presents significant transition and climate risks.

South Africa's sub-national government is constituted of nine provinces. Each province has a legislature made up of 30 to 90 members of the Provincial Legislature (MPLs). Some provincial laws are approved by Legislatures. The Legislature also passes a provincial budget every year. Legislatures are elected in provincial elections that are held with national elections every five years. The Climate Change Bill, under Chapter 3, mandates the establishment of provincial and municipal forums on climate change to coordinate sub-national climate change response, and to report to local authorities and to the President Coordinating Council on climate change issues. The project provides capacity support to provinces on the monitoring and evaluation tools necessary to comply with the provisions of the Bill.

The Republic of South Africa ratified the United Nations Framework Convention on Climate Change (UNFCCC) in 1997 and ratified the Paris Agreement on 22 April 2016. South Africa's National Development Plan (Vision 2030) and the National Climate Response Policy (2011) articulate combating climate change as a national priority and commits the country to make a "fair share" to the global effort to mitigate the impacts of climate change. The national climate policy seeks to decarbonize the country's economy and transition the country towards a lower carbon economy and climate resilient society. The stipulated country's vision will be achieved through sector specific, provincial, and local level climate change response policies and strategies (NCCRP, 2011). Several government departments and municipalities have started mainstreaming climate change into their government strategies, policies and Integrated Development Plans (IDPs).

South Africa's latest National Greenhouse Gas Inventory Report (2022) indicates that the country's GHG emissions excl. LULUCF were 489 748 Gg CO₂e in 2000 and these decreased by 2.2% by 2022. Emissions (excl. LULUCF) in 2022 were estimated at 478 888 Gg CO₂e. The overall emissions (incl. LULUCF) were 435 828 Gg CO₂e in 2022. South Africa's GHG emissions (incl. LULUCF) were 462 205 Gg CO₂e in 2000 and these decreased by 5.5% by 2022. In 2022 the Energy sector was the largest contributor to the overall emissions (excl. LULUCF) in 2022, comprising 78% of total emissions. In 2022 the IPPU sector contributed 6.4% (excl. LULUCF). In 2022 the agriculture sector contributed 11% (excl. LULUCF). Overall, the LULUCF sector increased its sink by 56.3% since 2000 and by 17.9% since 2020. The waste sector contributed 4% overall.

Article 4 of the Paris Agreement sets out Nationally Determined Contributions (NDCs) as the instrument that countries must develop to present their part of the global effort to reduce greenhouse gas emissions and to limit the temperature increase to 1.5°C above pre-industrial levels. To help ensure that the Parties national contributions jointly achieve the collective goal, the Article further states that "Parties should strive to formulate and communicate long-term low greenhouse gas emission development strategies, mindful of Article 2 taking into account their common but differentiated responsibilities and respective capabilities, in the light of different national circumstances."

South Africa through its updated NDC has committed to an emissions range between 350 and 420 Mt CO₂-eq by 2030. To achieve its updated NDC goals, South Africa aims to regulate climate change responses through the enactment of the National Climate Change Act 22 of 2024, with mitigation elements included in chapter 5 of the Act. These include instruments such as sectoral emissions, carbon budgets and greenhouse gas mitigation plans. The carbon budgets prescribe the maximum amount of GHG emissions that companies may emit over a 5-year period (also known as assigned amount of emissions), sectoral emissions targets are previously known as Desired Emission Reduction Outcomes contained in the National Climate Change Response Policy). SETs are either quantitative or qualitative

greenhouse gas emission targets or aspirations assigned to an emitting sector or sub-sector, over a defined time period. The Climate Change Bill further acknowledges the significant role of the provincial and municipal spheres in the SETs taking into account the Intergovernmental Relations Framework Act, 2005 (Act No. 13 of 2005). As reported in 5th Biennial Update Report to the United Nations Framework Convention on Climate Change (BUR5) South Africa needs technical and financial support to support the three tiers of governance; national, provincial & local government level to enhance its NDC implementation readiness.

In July 2024 South Africa achieved historic milestone its efforts to catalyze national efforts to combat climate change through the enactment of the Climate Change Act 22 of 2024. The Act is a key step towards a coordinated, integrated national response to climate change and a just transition to a low-carbon economy. The Act sets out the institutional arrangements to ensure harmonization of climate-related policies, plans, programmes, and decision-making processes. Implementation takes center stage, with provincial and municipal governments required to establish Climate Change Needs and Response Assessments to serve as blueprints for climate action. One of the most significant features of the Bill is the determination of SA's GHG emissions trajectory. This provides emissions reduction targets, which align policy with SA's international obligations, including sector-specific targets to guide the economic transition. It is imperative that sub-national governments (provinces) adopt their targets to assess their level contribution in achieving national targets.

The Act aims to enable South Africa to meet its emissions reduction commitments under the Paris climate agreement. The Act provides for a legal framework for the climate change adaptation and mitigation response. With respect to mitigation, the Act provides for future review and determination of the national greenhouse gas emissions trajectory; determination of sectoral emissions targets for emitting sectors and subsectors; and allocation of carbon budgets. Additionally, the Act makes provision for the development of plans to phase down or phase out the use of synthetic greenhouse gases in line with the Kigali Amendments to the Montreal Protocol. In order to implement the provisions of the Climate Change Act and to achieve the country's NDC commitments under the Paris Agreement South Africa is developing the climate change mitigation system, the elements of which will be regulated through the Act. The objective of the climate change mitigation system is to reduce greenhouse gas emissions across the economy to achieve the Nationally Determined Contribution (NDC). The key instruments of the national greenhouse emissions reduction system are the Sectoral Emission Targets (SETs) (previously known as Desired Emission Reduction Outcomes in the National Climate Change Response Policy), the GHG emission targets which defines national mitigation goals and the Carbon Budgets allocated to companies that conduct listed activities and meet regulated thresholds.

In addition to policies and measures that are being implemented by national government to support the implementation of the SETs, sub-national (provincial and local) government departments are mandated to undertake climate change response measures that contribute to the national mitigation, adaptation and resilience goals. In this regard, the Climate Change Act makes provision for the provincial and local government spheres to conduct climate change needs and response assessment, and based on this, develop and implement climate change response implementation plan(s) as a component of and/or in conjunction with provincial, metropolitan or district municipality's planning instruments policies and programmes. This should allow for the provincial and local governments to also contribute to the SETs process, and not just the national sector departments to the overall achievement of the country's NDC commitment.

SCOPE OF WORK AND ACTIVITIES

Sub-national governments (Provinces and local governments) are integral to tackling the global challenge of climate change, as both a major source of greenhouse gas emissions, and a major source of innovative climate solutions. The Climate Change Act requires a nationally driven, coordinated and cooperative legal and administrative response that acknowledges the significant role of the provincial and municipal spheres taking into account the Intergovernmental Relations Framework Act, 2005 (Act No. 13 of 2005). Emitting sectors or sub-sectors would need to align, adjust, upscale and/or develop policies and measures (PAMs) to achieve their adopted SETs at sub-national levels. It is thus essential that sub-national entities are capacitated on the implementation of relevant clauses of the Act that affect their jurisdiction. As indicated in table 1 below the current project will cover work package 4, which is the development of the Guidelines to support Sub-National Governments conduct Climate Change Needs Assessment as well as develop the Climate Change Response Implementation Plan articulated by the Climate Change Act. As illustrated in table 1: below the Guidelines to be developed under this project will only cover guidance relating to climate change mitigation component. The adaptation component is being developed separately by the Chief Directorate Climate Change Adaption of the Department of Forestry, Fisheries and the Environment (DFFE).

The technical support provided to the country is expected to contribute to implementing key policy instruments of the national climate change mitigation system legislated under the newly promulgated Climate Change Act 22 of 2024. The scope of the project entails supporting sub-national governments comply with the provisions of the Climate Change Act that affects their jurisdictions. In particular the project will support the development of the Guidelines for Sub-National Governments to provide them with technical guidance on how to conduct Climate Needs Assessment and as well as Guidance on development and implementation of the Climate Change Response Implementation Plan with focus on Climate Change Mitigation. The core project outcome will be the sub-national governments' contribution towards the achievement of the national NDC commitment.

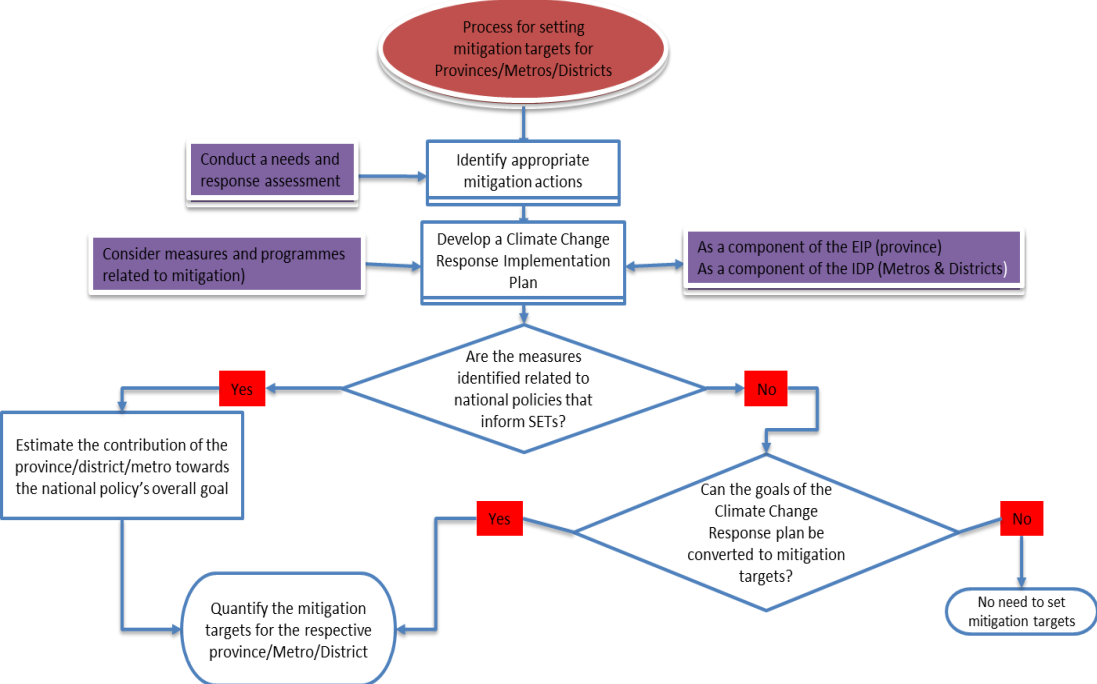
As part of their contribution in the attainment of the country's NDC targets, sub-national governments (provincial and local government's entities) are mandated to develop their own climate change mitigation targets in the form of Provincial Emission Targets (PETs) and local government emissions targets (LGETs) as well as conducting the climate change needs assessment and develop. Implement and report on their respective Climate Change Action. The provincial and local government emission targets are determined based on existing and planned policies and measures as informed by regional their respective sub- national Integrated Development Plan (IDPs) frameworks and strategies. The Act entails the undermentioned clauses that affect provincial and local government jurisdictions and support them to scale up action and building coherence as well mainstream climate change into regional development plans;

- **Climate Change Needs and Response Assessment:** Clause 15(1)(a) provides for local government entities to undertake a climate change needs and response assessment for the province, metropolitan or district municipality within one year of the promulgation of Act, which include both mitigation and adaptation needs assessments.
- **Climate Change Response Implementation Plan:** 15(1)(d) mandates sub-national to develop, implement and publish in the Gazette a climate change response implementation plan within two years of undertaking a CC needs and response assessment.

- **Climate Change Response Plan to include both Mitigation and Adaptation measure:** Clause 15 (3) (a) provides that climate changes response implementation plan must include measures or programmes relating to both adaptation and mitigation In line with constitutional mandate of the province, or the metropolitan or district municipality.
- **Provincial Environmental Implementation Plan:** Clause 15(4) provides for provincial climate change response implementation plan, to form a component of the province’s environmental implementation plan developed in terms of section 11(1) of the National Environmental Management Act.
- **Integrated Development Plan:** Under Clause 15(5) the metropolitan or district municipal climate change response implementation plan, contemplated in subsection (1)(d), must form a component of the relevant municipality’s integrated development plan adopted in terms of section 25 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000).

The above Climate Change Act clauses/regulations define policy instruments on mitigation and adaptation that are to be developed, implemented and reported on by sub-national governments’ entities to contribute towards the achievement of NDC commitments so as to enhance the country’s ambition under the Paris Agreement.

As the overall national executing agency on climate change the Department of Forestry, Fisheries and the Environment (DFFE) is mandated to play a central coordinating and policy-making role to foster policy coherence and mainstreaming of climate change across all tiers of government. The department is responsible for providing guidance and ensuring that there is a clear alignment of policies and international obligations as guided by the National Environmental Management Act (NEMA) (Act No. 39 of 2004), and the newly promulgated Climate Change Act 22 of 2024. In relation to supporting sub-national government in the development their climate change monitoring and evaluation frameworks the DFFE has rolled out implementation of the key four work packages indicated in table 1 below in the current fiscal year 2024/2025 as informed by capacity support needs of sub-national government entities. The current proposal seeks to address work package 4 under table 1 below.



Work Packages	Policy Instruments	Applicable Tool/Guidelines	Purpose of the Guidelines	Current status/Plan of action
Work Package 1:	Emission target setting	Guidelines on the development of emission targets for provinces and local government	The purpose of this Guideline is to communicate the role of provinces and local government in the national mitigation system, specifically in climate change mitigation emissions target setting. It also aims to clarify the relationship of provinces and local government with sectoral emission targets	In progress
Work Package 2:	GHG Inventory Compilation	Training of provincial officials on the Global Protocol for Community-Scale Greenhouse Gas Emission Inventories	Training of provincial and local government officials on GHG Inventory compilation	In progress
Work Package 3:	Sub-national government mitigation assessment	Initiative for Climate Action and Transparency (ICAT) Climate Action Aggregation Tool (CAAT)	The CAAT identifies, quantifies and aggregates the impact of non-state and subnational actions. As a result, they can be integrated into mitigation targets, projections and scenarios in support of policy development, policy evaluation and target-setting	In progress
Work Package 4:	Climate Change Needs and Response assessment	Guidelines for Sub-National Governments on the development of Climate Needs Assessment and the development of the Climate Change response Implementation Plan with focus on Climate Change Mitigation	To provide guidance to sub-national government entities to conduct climate change needs assessment and to provide guidance on how to develop the Climate Change Response Implementation Plan articulated by the Climate Change Act 22 of 2024. This work package will focus only on mitigation component of the two policy instruments applicable to sub-national governments; which are the (i) Climate Change Needs Assessment and (ii) Climate Change Response Assessment Implementation Plan	Planned activity covered under this project

Table 1:

Objective of the Assignment

South Africa needs institutional strengthening capacity to develop decision support tools to implement its NDC and to inform domestic policy and decision-making processes across tiers of government to enhance policy alignment build concerted action at scale.

The primary objective of this project is to develop Guidelines on Climate Change Needs Assessment, and the Development of the Climate Change Response Implementation Plan articulated by the newly promulgated Climate Change Act 22 of 2024 for Sub-national government entities (Provincial and Local Government) in South Africa and to capacitate officials from sub-national government entities on the application of the guidelines. The Guideline to be developed will only focus on Climate Change Mitigation component guidance. The project will also pilot the training of the Guidelines to capacitate

Objective 1: To develop Guidelines to support and guide sub-national governments to comply with the new provisions of the newly promulgated Climate Change Act 22 of 2024 which cover objectives 1.1 and 1.2 below;

- Guidance on how to conduct the Climate Change Needs Assessment and;
- Guidance to develop, implement and report on the Climate Change Response Implementation Plan as informed by the relevant provisions of the new Climate Change Act 22 of 2024.

Objective 2: To provide capacity support to sub-national entities on the application and the piloting of the Guidelines stipulated on objective 1 above.

The project will assist in enhancing the role of sub-national governments in contributing towards an integrated, vertical and horizontal action at scale for achievement of the NDC commitment. Furthermore, the project will support the bottom-up implementation of SETs in line with the National Climate Policy mandate. Additionally, the project will assist South Africa address constraints and gaps reported in the country's technical analysis of the Fourth Biennial Update Report to the UNFCCC in relation to enhancement of institutional arrangements and institutionalization of the MRV systems for the enhancement of transparency in reporting to the UNFCCC. The project will also provide the basis for the implementation of the newly enacted Climate Change Act 22 of 2024.

Activities

The project activities have been aligned to current national and provincial climate change monitoring and evaluation needs and priorities. This project's focus area has been ascertained in consultation with provincial departments and has been considered and recommended for implementation by the Working Group 9 (WG9). The latter is the South African intergovernmental climate governance body established to foster consultation and coherence on matters related to climate change across tiers of governance. The following activities are expected to be implemented under the project:

Activity 0: Inception Phase

Compile and present a work-plan at a project inception meeting with the Project Steering Committee to ensure that all parties share a common understanding of, among others: what work will be done; how that work will be done; the expected content and quality of the outputs; and the timing for the delivery of the outputs. As a deliverable from this output, the appointed service provider will compile an inception report that includes a revised work plan taking into account outcomes of the inception meeting.

1. Undertake a review of the newly promulgated Climate Change Act 22 of 2024 to identify relevant clauses/regulations that affect sub-national governments (provincial and local governments' entities).
2. Undertake a review of the current status quo on current tools and systems institutionalized by provincial and local government entities that could support them implement the new provisions of the Climate Change Act that affect their jurisdictional spheres.
3. Identify current Climate Change Monitoring and Evaluation gaps and constraints that need to be addressed by provinces and local government entities to comply with the new provisions of the Climate Change Act.
 - Develop the Climate Change Implementation Plan that details institutional capacity needs required by provincial and local governments entities to comply with the new provisions of the Climate Change Act 22 of 2024
 - Compile a Recommendation Report for Sub-national government entities on compliance requirements of the Climate Change Act
4. Present the scoping report and objectives of the project at the inception workshop.

Activity 1: Institutional arrangements for sub-national governments required for the implementation of the new provisions of the Climate Change Act 22 of 2024

- Assess the institutional, financial, and technical requirements for sub-national governments necessary to comply with the new provisions of the Climate Change Act.

Activity 2: Develop Zero Order draft of the Guidelines to support and guide sub-national governments on conducting Climate Change Needs Assessment and to develop, implement and report on the Climate Change Response Implementation Plan

1. Develop and propose the structure of the Guidelines to support and guide sub-national governments on conducting Climate Change Needs Assessment and to develop, implement and report on the Climate Change Response Implementation Plan and present to DFFE for review
2. Conduct a detailed review of existing technical guidelines that could support sub-national governments complying with the provisions of the Climate Change Act.
3. Review existing Climate Change Needs Assessment from sub-national governments and derive lessons learnt on how the needs assessment are derived;

This should incorporate the following elements:

4. Defining the role of provinces and local government in the implementation of the elements of the mitigation system
5. Document relevant stakeholders that should guide the Climate Change Needs Assessment for sub-national governments
6. Understand current institutional capacity for sub-national governments entities to comply with the new provisions of the Climate Change Act and determine existing gaps in organizational capacity
7. Identify existing institutional arrangements gaps and articulate strategies and interventions to strengthen relevant capacities of sub-national governments to comply with the provisions of the Act;
8. Unpack current Climate Change priorities and policies at sub-national levels that support the mitigation system
9. Detail the process and procedure for articulating the Climate Change Needs Assessments;
10. Stipulate all process requirements for developing climate change mitigation needs assessment for sub-national governments
11. Develop a template for reporting of the Climate Change Assessment by sub-national governments and incorporates inputs from sub-national governments on its appropriateness for reporting
12. A monitoring plan describing (1) the technical description of the monitoring, (2) a list of data and parameters to be collected, (3) overview of data collection procedures, (4) information on quality control and quality assurance, (5) data archiving and (6) organization and responsibilities of the parties involved in all the above;

Activity 3: Development of the Final Zero Order draft of the Guidelines

The appointed service provider will develop the final zero order draft of the guidelines with all comments and inputs from DFFE, provincial and local governments' entities incorporated and addressed. The service will ensure proper lay outing of the Guideline document in standard A4 size print format to be based on DFFE document template format. The layout should adhere to DFFE document publication template in terms of document colors and should bear logos of DFFE. The sample layout should be sent to DFFE for approval before finalization.

- Circulate the proposed Guidelines structure to DFFE for inputs and comments
 - Incorporate comments and inputs from DFFE on the structure of the Guidelines
 - Develop Zero Order Draft of the Guidelines mentioned in 1 Activity 2 above;
 - Circulate the ZOD to DFFE, provincial and local government entities for inputs and comments;
 - Incorporate comments and inputs into the draft Guidelines
1. Finalize the Zero Order Draft of the Guidelines

Activity 4: Document design and editing of the Guidelines

1. Perform proofreading, editing and lay outing of the Guideline document ***“Guidelines to support and guide sub-national governments on conducting Climate Change Needs Assessment and to develop, implement and report on the Climate Change Response Implementation Plan”*** in English language in Microsoft Word format. The service provider will ensure that the guideline is presented in a clear, concise and user-friendly manner and user to intended audiences. The editing should ensure that the entire document, the text, content, page numbering, figures, captions, tables and sources are clearly marked and correctly numbered in proper sequencing. The appointed service provider will conduct sentence sequencing checks, made appropriate corrections where appropriate including making grammatical corrections in the text to ensure that the document is print ready and clearly communicates messages to the intended target audiences. The edited text has to be delivered in MS Word. The service provider should ensure the accuracy and appropriateness of all editing including ensuring the quality of the entire document.

Activity 5: Stakeholder Engagement

With respect to presentation of results to stakeholders, DFFE proposes three stages of engagements as follows:

- Stage 1: After finalization of the first zero order draft of the Guidelines.
- Stage 2: After finalization of the final zero order draft of the Guidelines to develop an action plan to pilot and apply the Guidelines for the first reporting period in fiscal year 2024/2025 financial as guided by the Climate Change Act 22 of 2024.

For each stage two multi-stakeholder engagements are envisaged. The service provider is expected to participate in all engagements in person. These will be in a hybrid format and will take place in Gauteng Province, South Africa. The department shall be responsible for organizing the engagements including inviting participants and setting up online tools for participants who will join virtually.

In doing so, the service provider will undertake the following activities:

- Must prepare documentation for the engagements and be prepared to present during the proceedings including responding to technical questions where relevant;
- To provide meeting reports for all engagements.
- Must prepare a comments and response database.

Activity 6: Workshop the newly developed Guidelines to capacitate sub-national government officials on the application of the Guidelines

Capacity building of provinces on the application of the newly developed Guidelines.

1. Compile a report on lessons learnt. This could include recommendations for provinces with regards to different issues covered in the Guidelines
2. Hold a validation workshop. The lessons learnt and recommendations and suggestions can be presented at the project closing workshop.

Key Deliverables

Activities	Expected outputs
Output A: Inception Phase	<ul style="list-style-type: none"> ▪ Inception Report ▪ Scoping Report ▪ Climate Change Implementation Plan for subnational Governments to comply with the new Climate Change Act 22 of 2024 ▪ Recommendation Report
Output B: Institutional arrangements for sub-national governments required for the implementation of the new provisions of the Climate Change Act 222 of 2024	<ul style="list-style-type: none"> ▪ Report on Institutional Arrangements to support sub-national governments comply with the Climate Change Act
Output C1: Guidance on the development of Climate Change Needs Assessments and development of Report Template Output C2: Guidance on the development of the Climate Change Response Implementation Plan development of Reporting Template	<ul style="list-style-type: none"> ▪ Zero Order Draft of the Guidelines to support and guide sub-national governments on conducting Climate Change Needs Assessment and to develop, implement and report on the Climate Change Response Implementation Plan
Output D: Document lay outing and editing of the Guidelines	<ul style="list-style-type: none"> ▪ Final Order Draft of the Guidelines
Output E: Stakeholder Engagement	<ul style="list-style-type: none"> ▪ A Report on Stakeholder Engagement and recommendations
Output F: Workshop the newly developed Guidelines to capacitate sub-national government officials on the application of the Guidelines	<ul style="list-style-type: none"> ▪ Workshop on the newly developed Guidelines ▪ Recommendation Report and Plan for the piloting of the Guidelines for the financial year 2024/25 by Sub-national government entities

PROJECT MANAGEMENT

Reporting Line

This project will be managed by DFFE – Climate Change Mitigation and Specialist Monitoring Services Chief Directorate in coordination with the NDC Partnership Support Unit. The Project Manager will ensure that the planned activities and results are delivered on time and within budget.

TEAM OF EXPERT REQUIREMENTS

It is expected that a multidisciplinary team will be required to successfully undertake this work. The successful service provider will have but not necessarily limited to the following competencies:

- Very good understanding of climate change mitigation sectors (energy, industry, transport, waste, AFOLU) of the economy in South Africa;
- Country experience and very good knowledge of South African national development and sectoral policies, plans, legislation and strategies that have effects on greenhouse gas emissions. Experience in the development of strategies in the relevant fields and sectors will be an added advantage;
- Very good experience working with South Africa's sub-national governments entities
- Very good knowledge and experience of South Africa National Environment Management Act 107 of 1998
- Ability to interpret the provisions of the new Climate Change Act 22 of 2024
- Very good experience in emission reduction targets setting and proven expertise in understanding and planning of GHG emission reduction measures in the main sectors, as well as carbon pricing instruments;
- Very good understanding of the country's economic development policy;
- Experience and track record in conducting socio-economic impact assessment of climate change and related modelling skills;
- Very good project management skills;
- Proven knowledge of business process re-engineering;
- Good knowledge of research design;
- Very good skills in stakeholder engagement processes and data collection;
- Very good analysis, communication and report writing skills.
- A consortium with skills, experience and knowledge that cover this project is encouraged.

Team Leader

The project leader/principal specialist should have, in addition to the information above:

- At least a Master's degree in the field of engineering, environmental management, economics or equivalent
- At least 10 years of experience in the field of climate change
- Proven management skills of complex projects or programmes
- Country experience and knowledge of national policies, plans, legislation and strategies to address climate change in South Africa

Other Team Members

- The other experts should have, in addition to the information above:
- A Master's degree in the field of engineering, environmental management, economics or equivalent
- More than five years of experience in the field of climate change mitigation
- Proven expertise in the sectors of industry, energy, transport, waste, and AFOLU in relation to GHG mitigation measures.

The Service Provider/s must guarantee the presence of a senior technical person in charge throughout the duration of the contract. If the senior person has to leave the project, a period of at least a month is required, in which the senior person must work parallel with the next person (senior consultant with similar expertise and equal years of experience) appointed to be able to transfer skills and knowledge

The project team lead to determine the other team members in line with the competencies described above to be inclusive of a System/Web developer/Programmer.

CONTRACT TERMS

- Estimated start date: 15 October 2024
- Estimated end date: 15 December 2024

PROPOSAL REQUIREMENTS

Prospective vendors should submit:

- Description of proposed project management structure (lead team/project manager, sub-contracted organizations, local experts, etc.)
- CVs of team members
- Examples of and references for similar previous work (with URLs and contact details)
- Proposed implementation approach/project monitoring plan
- A proposed budget with a breakdown of costs sufficient to assess reasonableness and compliance with our funder requirements.
- A proposed schedule for deliverables
- Advanced degree in any discipline, preferably in climate science, programming, public policy (climate/environment), sustainable development, or a similar subject
- At least 10 years of experience in issues related to climate finance, climate/environment, sustainable development, project management, or monitoring in any of the NDC sectors.
- Demonstrable experience working in the field of climate change, database management, vulnerability assessments and risk profiling and climate change instruments (both mitigation and adaptation) in South Africa and/or sub-Saharan Africa.
 - Demonstrated skills in managing and aligning diverse stakeholder groups, including development agencies, non-state actors / civil society, financial institutions, the private sector, and others.
 - Excellent writing, editing, digital and oral communication skills.
 - Fluency in English.
 - Priority will be given to South Africa based entities.

EVALUATION AND SELECTION

Evaluation Criteria

The following elements will be the primary considerations in evaluating all proposals submitted in response to this RFP:

- Completion of all required elements;
- The extent to which the vendor's proposal fulfills WRI's stated requirements as set out in the RFP;
- Experience with similar projects;

- Overall cost of the vendor's proposal;
- Debarment and sanctions – WRI will not consider proposals from vendors that are presently debarred by the U.S. government or named on any restricted parties lists;
- Sustainability – WRI values sustainability and all other factors being equal, will favor a proposal to more sustainably perform the work.
- The bidder offering the best overall value will be selected.

The applicant offering the best overall value will be selected. For this procurement, the non-price aspect is considered of relatively more importance than the price aspect.

Selection Process

No proposal development costs shall be charged to WRI / all expenses are to be borne by the bidders. WRI may award to the bidder offering best value without discussion. However, WRI reserves the right to seek bidder clarifications and to negotiate with those bidders deemed to be within a competitive range.

PROPOSAL SUBMISSION

Please send your proposal documents to:

- Mr. Harrison Addo-Obiri, Country Engagement Specialist, NDC Partnership Support Unit
Harrison.Addo.5@ndcpartnership.org
- Ms. Christine Luttmer, Project Manager, NDC Partnership Support Unit
Christine.Luttmer@ndcpartnership.org

All proposals must be received **by 5:00pm EST on Friday, 11 October 2024** in electronic format to the contacts listed above.

WRI may, at its discretion and without explanation to the prospective vendors choose to discontinue this RFP without obligation to such prospective vendors or make multiple awards under this RFP.