

Project name: Mekong Delta Climate Resilience Programme (MCRP)

PN number: 17.2076.2-001.00

Thematic team: Water

TERMS OF REFERENCE (TOR)

for:

Supporting the regionally - coordinated institutional frameworks for water and coastal zone management in the Mekong Delta

1. Background

1.1 General background

The Mekong Delta is home to 17 million people and is Viet Nam's most important agricultural region. Producing 55% of the country's rice, the Mekong Delta is the reason why a country that once suffered from food shortages is now the world's second largest exporter of rice. The Delta is also the country's third largest industrial region. But the Mekong Delta is facing existential threats. Climate change is leading to rising sea levels, and according to studies, up to 60% of the Mekong Delta could be underwater by the year 2100. The mangrove forests along the coast are in dramatic decline. At the same time, the frequency of flooding and storm surges will increase considerably and lead to saltwater intrusion in the country's interior. Inappropriate agricultural practices are leading to imbalances in the ecosystem and threaten the future of the entire Mekong Delta. The country's institutions do not have sufficient capacity to halt this trend. The core problem is that the governmental institutions at the national level and provincial level lack the planning, technical and financial capacity to enable the coastal ecosystems of the Mekong Delta to be developed in a manner that is resilient to climate change.

The Mekong Delta Climate Resilience Programme (MCRP) (2019-2021) is the development program that is funded by the governments of Viet Nam and Germany and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). Its objective is to support the Vietnamese authorities on their path for a sustainable development of the Mekong Delta through the climate-resilient management of natural resources along the coast. MCRP will focus on three working areas:

- (1) Governance support for national level and 13 Mekong Delta provinces: Support the establishment of an institutional framework for regional coordination in the Mekong Delta
- (2) Investment policy for national level and 13 Mekong Delta provinces: Support the improvement of investment planning and coordination for a climate-resilient and gender-sensitive land and water use management incl. coastal protection for the Mekong Delta
- (3) Technology and Solutions for seven coastal provinces and An Giang province of the Mekong Delta to intensify the use of innovative and climate-adapted technologies and solutions.

The project is hiring a consultant to support the establishment and strengthening of the regionally - coordinated institutional frameworks for water and coastal zone management in the Mekong Delta which are planned under Water management and Coastal Protection task team.

2. Objectives of the assignment

Overall objective: the consultancy is aimed to support the project team in strengthening the regionally - coordinated institutional frameworks for water and coastal zone management in the Mekong Delta.

Scope of the consultancy:

The consultant will support to facilitate the establishment and/or operation of the three following regional coordination mechanisms:

(1,2) Inter-provincial platforms on water management (in the form of Joint Technical Working Groups on Water Management) for the two sub-regions: Long Xuyen Quadrangle and Quan Lo Phung Hiep s

(3) Coordination mechanism among 7 Mekong Delta provinces in development of the master plan for integrated coastal zone management (Mekong Delta part)

3. Task & responsibilities of consultant(s)

The consultant(s) will be responsible for the following tasks:

(1,2) Inter-provincial platforms on water management (in the form of Joint Technical Working Groups- JTWG on Water Management) for the two sub-regions: Long Xuyen Quadrangle and Quan Lo Phung Hiep

- Provide quality assessment and recommendations (including proposing supplemental requirements if needed and solutions to emerging issues) on methodologies, progress and results during the implementation of the agreed joint activities under the JTWGs which are:
 - Updating the operational regulations of Long Xuyen Quadrangle
 - Developing the joint crop calendar and alternate water use plan in An Giang and Kien Giang
 - Developing integrated geographical information system (GIS) database for water management in Long Xuyen Quadrangle and Quan Lo – Phung Hiep sub-regions
 - Monitoring performance of installed water level gauges in An Giang and installing water level gauges in Kien Giang province
- Support the project team in the development of the capacity development plan for members of the 2 JTWGs (including conducting the capacity needs assessment and trainings contents and plan for the JTWGs)
- Coordinate with project team on the design and organization of quarterly and/or ad-hoc meetings, workshops and trainings of the JTWGs
- Preparing report/briefing of meetings, workshops and trainings of the JTWGs
- Proposing additional intervention measures to strengthen the operation and coordination of the JTWGs

(3) Coordination mechanism among 7 Mekong Delta provinces in development of the master plan for integrated coastal zone management (Mekong Delta part)

- Support the communication with VASI and advise on GIZ's engagement in the development of the masterplan for integrated coastal zone management in coordination with Vietnam Administrative for Seas and Islands

- Scope partner's needs on expertise and know-how for development of the master plan for integrated coastal zone management and formulate scope of work, tasks and expertise requirements to recruit third parties
- Participating and providing evaluation in selection process of the third parties in coordination with GIZ staffs
- Provide quality assessment and recommendations (including proposing supplemental requirements if needed and solutions to emerging issues) on methodologies, progress and results during the development of the master plan
- Facilitate the establishment and operation/coordination among the planned working group (with representatives from DONRE/Sub-department of seas and island and DARD from 7 coastal MKD provinces) during the development of the masterplan
- Coordinate with project team and relevant partner (VASI) on the design and organization of meetings of the working group and consultation workshops for master plan
- Preparing report/briefing of meetings of the working group and consultation workshops for master plan

4. Methodology (if applicable)

The consultants will develop the methodology to conduct this consultancy in the proposal and propose it to GIZ/MRCP before implementation. The methodology needs to describe way/strategy to implement above mentioned tasks and responsibilities under this consultancy. The methods to be used can include:

- Desk review on existing materials which are relevant to the scope of work of this consultancy
- Field trips to the concerned provinces for consultation with partners
- The consultant will work closely with the GIZ project manager

5. Outputs and deliverables

The consultant shall deliver the following outputs:

Activities	Days	Output / deliverable
(1,2) Inter-provincial platforms on water management (in the form of Joint Technical Working Groups- JTWG on Water Management) for the two sub-regions: Long Xuyen Quadrangle and Quan Lo Phung Hiep	50	
Provide quality assessment and recommendations (including proposing supplemental requirements if needed and solutions to emerging issues) on methodologies, progress and results during the implementation of the agreed joint activities under the JTWGs		Documentation of inputs on quality assessment and recommendation on the methodologies, progress and results of the respective joint activity is reported to responsible GIZ programme manager
<ul style="list-style-type: none"> Updating the operational regulations of Long Xuyen Quadrangle 	5	
<ul style="list-style-type: none"> Developing the joint crop calendar and alternate water use plan in An Giang and Kien Giang 	5	
<ul style="list-style-type: none"> Developing integrated geographical information system (GIS) database for water management in Long Xuyen Quadrangle and Quan Lo – Phung Hiep sub-regions 	10	
<ul style="list-style-type: none"> Monitoring performance of installed water level gauges in An Giang and installing water level gauges in Kien Giang province 	3	

Support the project team in the development of the capacity development plan for members of the 2 JTWGs (including conducting the capacity needs assessment and trainings contents and plan for the JTWGs)	10	Capacity development plan including capacity needs assessment; training contents and plan for the JTWGs is available
Coordinate with project team on the design and organization of quarterly and/or ad-hoc meetings, workshops and trainings of the JTWGs	10	<p>The design of quarterly and/or ad-hoc meetings, workshops and trainings is approved by responsible GIZ programme manager</p> <p>Quarterly and/or ad-hoc meetings, workshops and trainings are successfully organized</p>
Prepare report/briefing of meetings, workshops and trainings of the JTWGs	5	Report/briefing of meetings, workshops and trainings of the JTWGs are available and approved by responsible GIZ programme manager
Propose additional intervention measures to strengthen the operation and coordination of the JTWGs	2	Proposed additional intervention measures to strengthen the operation and coordination of the JTWGs is approved by responsible GIZ programme manager and integrated into operation of JTWG

(3) Coordination mechanism among 7 Mekong Delta provinces in development of the master plan for integrated coastal zone management (Mekong Delta part)	70	
Support the communication with VASI and advise on GIZ's engagement in the development of the masterplan for integrated coastal zone management in coordination with Vietnam Administrative for Seas and Islands	5	Detailed workplan is agreed upon between GIZ and partner
Scope partner's needs on expertise and know-how for development of the master plan for integrated coastal zone management and formulate scope of work, tasks and expertise requirements to recruit third parties	10	ToRs for the third parties are available
Participate and provide evaluation in selection process of the third parties in coordination with GIZ staffs	5	Most competent third parties are selected and contracted
Provide quality assessment and recommendations (including proposing supplemental requirements if needed and solutions to emerging issues) on methodologies, progress and results during the development of the master plan	25	Documentation of inputs on quality assessment and recommendation on the methodologies, progress and results during the development of the master plan is reported to responsible GIZ programme manager
Facilitate the establishment and operation/coordination among the planned working group (with representatives from DONRE/Sub-department of seas and island and DARD from 7 coastal MKD provinces) during the development of the masterplan	10	The working group of 7 coastal MKD provinces is established. Inputs from working group's meetings are documented and integrated into the master plan

Coordinate with project team and relevant partner (VASI) on the design and organization of meetings of the working group and consultation workshops for master plan	10	The design of meetings, workshops is approved by responsible GIZ programme manager Meetings, workshops are successfully organized
Prepare report/briefing of meetings of the working group and consultation workshops for master plan	5	Report/briefing of meetings of the working group and consultation workshops for master plan is documented
TOTAL	120	

With regards to reports, the consultant(s) will:

- hand over all graphic items (graphs, tables, photos, maps, GIS data etc.) used in the report also as separate files, both in the original format and in a format commonly used (PDF etc.). This is to enable the professional layout of the report at a later stage.
- state the sources of all graphic items (tables, maps, etc...) used in the report.
- use only photos that have an original size of at least 1MB each.
- use the report template provided by the client.

6. Timeframe & place(s) of assignment

- Duration: **6 months from 01 August to 31/01/2021** (the timeline is tentative and will be adjusted in later stage)
- Number of working days for the consultant is as following: up to 120 working days, total of up to 06 domestic trips; each 4 days 3 nights
- Travel dates and trips/destinations must be communicated and agreed with responsible MCRP staff(s).
- Place (s): based in Hanoi with travels to HCMC, An Giang, Kien Giang, Ca Mau, Bac Lieu, Soc Trang, Can Tho

7. Requirements of qualification of the consultant(s)

The consultant(s) should meet the following minimum requirements:

- Master degree in natural resources management or water management
- At least 3 years of experience in the field of water management
- Good experience in coordinating project activities, including with experts, local provincials & technical staffs
- Excellent experience in supervising/coordinating consultant teams
- Strong English skills, especially excellent English writing skill
- Knowledge of GIS and hydraulic modelling is an advantage
- Ability to travel frequently to the Mekong Delta

8. Responsibilities of MCRP

MCRP shall provide the consultant with the following support:

- Designate staff member as the key contact with overall responsibility for project supervision and coordination.
- Arrange logistics (e.g travel, accommodation out of consultants' area of resident) during consultancy term according to the agreed workplan (where applicable)
- Cover the cost of meetings and workshops as detailed in this TORs (where applicable)
- Review the draft report and provide the consultant with a concise set of comments in a timely manner.

9. Non-compliance

In case any problems occur that may put achieving the intended results (as expressed in objectives, outputs/deliverables, timeframe, etc.) at risk, the contractor will notify the client in writing immediately.

In case of non-compliance with the ToR (e.g. concerning quality and mutually agreed deadlines), the amount of the actual payment will be subject to the qualitative evaluation by the client (Senior Technical Advisor and Technical Advisor).

Interested candidate should send CVs and supporting documents to mcrp@giz.de before 03 August 2020

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