

TENDER INVITATION

*Evaluation of Water, Climate and Development Programme in Africa
(WACDEP Africa 2011-2016)*

GLOBAL WATER PARTNERSHIP ORGANISATION

STOCKHOLM

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1. Background

In November 2010, during the 3rd Africa Water Week, the extra-ordinary session of the African Ministers' Council on Water (AMCOW) adopted a decision recommending that the Global Water Partnership (GWP) and partners operationalise the Water, Climate and Development Programme (WACDEP). The programme was developed as response to the January 2009 AMCOW request for GWP to support the implementation of the 2008 African Union Sharm el-Sheikh Declaration on Water and Sanitation expressed by African Heads of State.

The WACDEP aims to integrate water security and climate resilience in development planning processes, build climate resilience and support countries to adapt to a new climate regime through increased investments in water security. By building climate resilience, the initiative will contribute to peace building and conflict prevention, support Pan-African integration and help safeguard investments in economic development and poverty reduction.

The WACDEP supports the implementation of AMCOW's work programmes (2010-2013 and 2014-2016) and in particular the Theme 4 focusing on Climate change, water and disaster risk reduction of AMCOW's programme. The WACDEP targets initially eight countries: Cameroon, Ghana, Burkina Faso, Mozambique, Zimbabwe, Burundi, Rwanda and Tunisia; four river basins: Volta Basin, Lake Chad, Lake Victoria-Kagera and Limpopo Basin; and one Transboundary aquifer: The North-Western Sahara Aquifer System.

The goal of the programme is to promote water as a key part of sustainable regional and national development and contribute to climate change adaptation for economic growth and human security.

The overall objective is to support integration of water security and climate resilience in development planning and decision making processes, through enhanced technical and institutional capacity and predictable financing and investments in water security and climate change adaptation. **The expected results** are:

- Water security and climate resilience integrated in development planning and decision-making processes;
- Capacities of partnerships, institutions and stakeholders enhanced to integrate water security and climate resilience in development planning and decision-making processes;
- "No regrets" investment and financing strategies for water security, climate resilience and development formulated and governments begin to implement them. In addition, fundable projects (infrastructure-related) for water security, climate resilience and development defined and shared with development banks.

WACDEP was launched at the 2011 Stockholm World Water Week. The WACDEP implementation began in July 2011 with an inception phase to introduce the programme at regional and country level and also define key actors and priority activities for detailed implementation from 2012 onwards. Acknowledging achievements from WACDEP implementation in regions and countries so far, AMCOW EXCO issued a resolution to expand from 2016 to 2019 the programme to 10 new countries in Africa.

The implementation of the WACDEP is embedded in GWP Global Regional and national management teams within the 5 target regions and target countries. A GWP-WACDEP Africa Coordination Unit (GWP-WACDEP Africa CU) has been established within the GWP Southern Africa region in Pretoria, South Africa.

The work plan for the transition year 2016 towards WACDEP 2017 – 2019 foresees the evaluation of the programme pilot phase 2011-2016. The findings from this evaluation will contribute to the operationalisation of the WACDEP 2017 – 2019 at different levels, building on lessons learnt and recommendations issued from the implementation of WACDEP 2011-2016.

2. Objective

The overall objective of the assignment is to evaluate the WACDEP performance and deliverables including outputs, outcomes and impact of the WACDEP Africa interventions carried out at different levels from 2011 to 2016.

To achieve the overarching objective, the following specific objectives should be met:

- To assess the progress and achievements of the programme in relation to the initial objectives as well as the planned outputs and activities, and their contribution to the programme expected (and unanticipated) outcomes/impact;
- To evaluate the partnerships developed with institutions and communities to implement programme interventions;
- To assess project implementation strategies, including the identification of issues and challenges faced and lessons learned;
- To ascertain the level of ownership and the abilities of partners/beneficiaries to sustain the achievements of the project;
- To inform the further development of WACDEP as well as GWP's overall learning agenda in the context of network relevance and development.

The evaluation will focus on the initial phase of WACDEP Africa from 2011-2016. It will propose recommendations/amendments (if any) required in programme design, implementation arrangements and institutional linkages to pave the way for improved programme delivery and ensure sustainability of programme interventions moving forward.

3. Instruction to Tenderers

3.1 Procurement Procedure

This is an open competitive procurement procedure. Bidders will submit a tender offer and GWPO will subsequently enter into detailed discussions with one or more of the bidders. One supplier only may be awarded the assignment. It is of the utmost importance that all terms and conditions contained in the tender invitation are fully followed.

NOTE: GWPO as an inter-governmental organisation is not bound by the Swedish procurement act (SFS 2007:1091) but may undertake procurement anyway. This tender invitation does not obligate GWP to contract for the supply of any products or services.

3.2 Content of Tender Offers

Bidders should offer services for the complete assignment as defined in the Specification of Requirements. Each requirement in the specification is to be addressed separately, with clear reference to the requirements. For evaluation purposes, the tender offer should follow the same disposition as the Specification of Requirements. The offer will include a technical and financial proposal for the delivery of the following tasks and deliverables:

- Inception report
- Data collection and report drafting
- Draft report
- Final report

All costs must be included in the tender offer. The costs are to be specified in Euro, including VAT and other taxes as applicable.

3.3 Submission of Tender Offers

The tender offer is to:

- ⇒ Be submitted in English in one (1) electronic version
- ⇒ Include all relevant individual/company names, address, contact persons and e-mail address, VAT-number (or other relevant tax registration number)
- ⇒ Be signed electronically by an authorised representative of the bidder
- ⇒ Be submitted as a PDF file by email with the subject “Tender for Evaluation of Water, Climate and Development Programme in Africa (WACDEP Africa 2011-2016)” to the following address: procurement@gwp.org
- ⇒ Be marked as confidential
- ⇒ Specify an e-mail address of the supplier to which clarifications may be sent

By submitting a tender the bidder confirms that the company:

- has not been convicted of any criminal offence and is, if requested, able to produce an extract from a legal register, or in the absence of such a register, a certificate issued by an authorized legal or administrative authority in the country of origin or in the country where the supplier is based, as means of proof.
- is not in debt with either the tax authority or the enforcement service regarding the payment of any required taxes and/or social security contributions (certificate(s) may be requested by the Buyer where appropriate). VAT-number, if any, should be stated.
- is, if requested, able to present adequate papers proving that they have not been convicted of any crime concerning the exercising of a profession, been the subject of a legal verdict or been found guilty of gross misconduct whilst providing a professional service.
- is not bankrupt or currently the subject of bankruptcy proceeding, compulsory liquidation, compulsory management arrangement or accord. The bidder also

confirms that they have not cancelled payments or been made the subject of a trading ban or any other similar arrangement.

The bidder also confirms that the individual/company has the financial capacity, as well as the technical, quality assurance, research and development capacities and abilities for the assignment/fulfilment of the bidder's contractual obligations.

Certificates and other proof as stated above may be requested by the GWPO where appropriate. Note that certificates should only be supplied upon separate request from GWPO. Bidders failing to produce proof if requested by GWPO may be disqualified.

To verify that the exclusion and qualification criteria are fulfilled, GWPO may acquire information from a credit-reporting bureau.

3.3.1 Closing Date for Submission of Tenders

Final date for receipt of tenders is **11 May 2017**. GWPO may extend the final date for submission of tenders for any reason including requests from invited bidders to do so.

Tenders received after the final date of receipt of tenders will be disregarded.

3.3.2 Cost of Tender

Costs for the preparation of tenders will not be reimbursed.

3.3.3 Period of Validity of Tender

The offer outlined in the tender is to be valid for a minimum period of 90 calendar days after the closing date. If necessary, GWPO may ask for the bidder's agreement to an extension of the period of validity (preferably in writing).

3.3.4 Withdrawal of Tenders

A bidder may withdraw its tender at any time prior to the closing date, provided that notice of the withdrawal is received by GWPO prior to the closing date. Notice of withdrawal is to be sent by an authorized representative in an email to procurement@gwp.org and marked "Tender for Evaluation of Water, Climate and Development Programme in Africa (WACDEP Africa 2011-2016)".

3.3.5 Opening of Tenders

GWPO will print the tenders after the closing date. Bidders will not be allowed to be present. The names of the tenders will be kept confidential until the contract with the successful bidder has been signed.

3.3.6 Communications During the Procurement Procedure

If the bidder has any questions regarding the invitation to tender, please contact Ralph Philip via email ralph.philip@gwp.org. GWPO will respond in writing (via email only) to any request for clarification of the tender invitation that it receives prior to the closing date of the tender.

GWPO's response to all questions (including an explanation of the query but without identifying the source of enquiry) will be posted to the GWP website.

3.4 Tender Evaluation

The evaluation of tenders will be carried out in two steps.

3.4.1 Exclusion and Qualification Criteria

GWPO will examine the tenders to determine whether they are complete, the documents have been properly signed, and the requirements have been addressed. A tender may be rejected if the tender is incomplete, not signed or fails to address the requirements.

3.4.2 Evaluation Criteria

The second stage consists of an evaluation of the tenders according to the evaluation criteria listed below.

Evaluation Criteria	Relative Importance
<i>Ability to meet the Requirements (Demonstrated experience in carrying out similar assessments)</i>	40%
<i>Understanding of the context and scope of the assignment (Water security and climate resilience in relation to development planning and investment in Africa)</i>	30%
<i>Cost</i>	30%

GWPO may in writing ask any bidder for clarification of any part of its proposal to assist in the examination and evaluation. GWPO may also invite any number of bidders to present or otherwise confirm the services, or parts thereof, followed by a question and answer session. The presentation will be held in Stockholm, Sweden, or by videoconference/internet.

3.4.3 Award of Assignment

GWPO will enter into detailed discussions with the bidder rated as having submitted the most advantageous bid to arrive at a contract for the assignment. In the event that such discussions are unsuccessful, GWPO may invite the second rated bidder for discussions.

GWPO will enter into a consultancy agreement with the chosen bidder which will set out all the conditions for providing the services, based on the agreement after the discussions.

Please note that GWPO is not bound to select any of the tender offers submitted.

4. Specification of Requirements

The recruited Consultant will be responsible for producing a final report assessing the Water, Climate and Development Programme in Africa (2011-2016) in accordance with the criteria described in Section 4.1 below. This will be done by engaging with key stakeholders (through electronic and other means as required), including:

- The Africa Ministers Council on Water (AMCOW)
- Regional and country institutions and partners supported by WACDEP
- WACDEP National and Regional Teams
- WACDEP Africa Coordination Unit
- WACDEP Reference Group
- GWPO Network Operations Unit

No international travel, workshops and other engagements are anticipated.

4.1 Assessment criteria

The assessment will examine standard criteria in relation to the 2011-2016 WACDEP implementation including relevance, efficiency, effectiveness, impact and sustainability guided as follows:

Relevance

- To determine the extent to which the programme objectives were valid in addressing climate resilience and water security in the context of MDG/SDG achievement and investment agendas at the national and river basin levels;
- To analyse whether the programme implementation approach was consistent with the needs and demands of the beneficiaries at Pan African, Regional, Transboundary, National and Subnational levels;
- To assess the extent to which the tools, instruments and inputs applied to implement the programme interventions at different levels were relevant for the attainment of the objectives;
- To assess the extent to which the support given to the targeted institutions and beneficiaries was relevant for the attainment of the objectives.

Effectiveness

- To review whether the programme has accomplished expected deliverables at the output level;
- To assess the performance of the programme (qualitatively and quantitatively) with regard to successfully fostering the intended governance change and influencing tangible outcome level results as defined by the programme results framework;
- To identify the major factors, internal and external, that played a key role in influencing the achievement or non-achievement of the planned results;
- To assess the programme's knowledge management strategy and outreach and communications to all partners;

- To review the governance arrangements of the project and how these supported and/or hindered the achievement of results.

Efficiency

- To assess whether the programme was carried out in a cost-efficient manner;
- To review the factors and constraints that affected the programme and consider the cost versus achievement implications of these;
- To review the planning and reporting mechanisms utilised by the programme;
- To examine the synergies and potential overlap between the programme and relevant initiatives at the implementation level as well as propose strategy to enhance complementarities going forward;
- To consider the extent to which project partners and stakeholders contributed to the programme through the use of their own resources in all aspects of planning and implementation;
- To consider whether the WACDEP approach was an efficient way of achieving programme objectives compared to alternative approaches.

Impact

- To review the attribution of programme results with increased investment in climate resilience and water security, and socio-economic benefits among target populations;
- To test the programme hypothesis that the integration of water security and climate resilience in development planning processes leads to tangible benefits among the most vulnerable.

Sustainability

- To assess preliminary indications of the degree to which the programme results are likely to be sustainable beyond the programme's lifetime at supported institutions/beneficiaries levels, and provide recommendations for strengthening sustainability;
- To identify the major factors that influenced the achievement or non-achievement of programme sustainability.

Within this overall structure this review will also include:

- Conclusions and recommendations with respect to WACDEP moving forward and identify actions to enhance its further development and sustainability;
- Analysis of areas for improved programme planning, especially with respect to setting targets, relevance and capacity of institutions for programme decision making and delivery. In particular, examine the AMCOW-GWP value added based on the programme achievements;
- Suggestions for means of ensuring the efficient relationship of WACDEP with other relevant initiatives and international programmes;
- Recommendations on repositioning WACDEP within the context of recent global commitments such as the Paris Agreement on climate change, 2030 Agenda for the Sustainable Development, Sendai Framework on Disaster Risk Reduction and others;
- Examination of the relationship between WACDEP Africa and associated GWP water and climate programmes including the Integrated Drought Management Programme

(IDMP), WACDEP projects outside of Africa and the Associated Programme for Flood Management (APFM);

- A review and recommendations on institutional sustainability of WACDEP as a Pan-Africa programme.

4.2 Methodology

4.2.1 Review mechanisms

The evaluation team will adopt a consultative and participative approach based on the

- The review of secondary information sources already collected and accessible through GWP WACDEP Global, GWP WACDEP Africa Coordination Unit, GWP-WACDEP Regional/National Teams and partners;
- Consultative online and Skype meetings with AMCOW, GWPO, WACDEP Coordination Unit, GWP WACDEP Regional and National teams, the programme partners, groups directly involved in WACDEP activities and other relevant actors and partners.

4.2.2 Assignment implementation

The envisaged phases required to complete the assignment are described below.

- *Inception*: An initial period of approximately 1 week is suggested for the inception phase concluding with the submission of an “inception report”. The inception report will include a detailed account of how the review will be carried out, including a description of the baseline assumptions and the methodology that will be applied to achieve the review objectives.
- *Report drafting*: Data collection will be carried out remotely primarily through electronic means (telephone, Skype, email, etc.), in close collaboration with the WACDEP Africa Coordination Unit and GWPO.
- *Draft report*: A draft report will be submitted for review by the WACDEP Africa Coordination Unit, GWPO and partners. A period of 2 weeks is envisioned for this review.
- *Final report*: Comments and suggestions from the review of the draft report will be considered and where appropriate incorporated in the preparation of the final report. The report will be submitted to GWPO for final approval.

4.3 Timeline

The assessment will be carried out over a period of approximately 2 months, commencing in May 2017.

Phase	Week									
	1	2	3	4	5	6	7	8	9	10
Inception	◆									
Report drafting										
Draft report (incl. review)						○				
Final report										●

Deliverables: ◆ Inception report
○ Draft report
● Final Report

5. Expertise required

The selected Consultant will have professional qualifications in institutional development and water and/or related resources management and international development. In addition, the Consultant should have the following qualifications:

- High level of experience in water security and climate resilience development, related resources management, and development institutions;
- Excellent understanding of national planning, water and climate change sectors and related policies.
- Demonstrated experience (at least 10 years) in programme design, implementation and evaluation, including previous assignments of a similar nature;
- Knowledge of the workings of various international and national cooperating partners;
- Proven ability to operate in a multi-cultural environment and to interact positively with a wide range of stakeholders within an institutional context;
- Excellent report writing skills.

6. Estimated time allocation

The Consultant will be engaged over the full assessment period. It is estimated that approximately 45-55 man-days will be required to complete the assignment.