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General information

a. Brief information on the project

After the liberation from the so-called Islamic State in 2017, Iraq faces the challenge of political stabilization. Dissatisfaction due to insufficient service provision has been articulated in several pro-test movements since 2019. The administrative, political and fiscal decentralisation enshrined in the 2005 Constitution and Law 21 (Law on Governorates not Incorporated into a Region) establishes a gradual transfer of competences from seven sector ministries to the 15 provinces of Central Iraq. This should make the provision of services the responsibility of subnational authorities. To date, the provincial administrations are however not yet in a position to offer public services in an inclusive manner and to provide them efficiently. Processes between the national level and the provinces and districts are not clearly regulated nor standardized. There is a lack of approaches as to how service provision can be designed in a participatory and citizen-oriented manner. The 'Supporting inclusive Local Governance (iLG)' project advises directorates at provincial level on improving administrative processes and strengthening citizen orientation in service provision (for example within the sectors of water, health, education and municipality services). This is firstly done by improving the efficiency of selected administrative processes. By adapting administrative procedures, optimizing core processes and internal coordination, processes will be made more efficient and services can therefore be provided more quickly. Secondly, the project aims to make services more accessible for citizens. The aim is that the needs of marginalized groups (particularly women and people with special needs) are taken into account. For example, by granting opportunities for citizens to participate in the planning and implementation of services or by communicating reliable information about services. Different approaches to digital participatory governance will be tested. Thirdly, the horizontal and vertical coordination between administrative levels will be strengthened; exchange formats will be supported with the objective to promote mutual learning about implementation experiences drawn from improving the administrative processes and the orientation of citizens. Finally, the needs of the provinces in the efficient provision of services will be addressed in the implementation of Law 21.

b. Context

As part of the BMZ's new project "Strengthening inclusive Local Governance in Iraq (iLG)", it is planned to improve planning capacities at sub-national level and to increase demand orientation in the planning and implementation of service provision. The focus is on the inclusivity of processes at the subnational level. This approach shall be extended to include in the project design the adaptation to the consequences of climate change. To this end, the feasibility to expand the existing concept accordingly are to be determined. The following possible lines of intervention have been developed to guide the assessment process:

- Strengthening the capacities of subnational administrations in needs assessment to identify priority climate change adaptation measures
- Strengthening the capacities of subnational administrations in needs assessment to identify priority climate change adaptation measures
- Strengthening the planning capacities of subnational administrations to adapt investments to the challenges of climate change at the subnational level
- Raising awareness among local actors for the efficient use of technological innovations in adapting to the consequences of climate change
- Initiation and implementation of competition of proposals for the implementation of climate change adaptation measures at the local level
- In the future, with the experience gained, the field of intervention can be extended to the national level, in coordination with other donors.

c. GIZ shall hire the contractor for the anticipated contract term, from 10.08.2022 to 31.01.2023

d. The contractor shall provide the following service:

1. Product 1

Develop an **Actors Map** in the field of adapting to the consequences of climate change in Iraq. It shall be tailored to the needs of iLG on this topic. The actors map shall consist of:

- A **graph which visualizes actors** in a structured manner. It shall include features to track linkages and relations between actors, their level of influence etc.
- A list of relevant stakeholders (institutions and individual persons), which contains the following information: Institution, Actor type, Actor Name, Description of role, Description of area of influence, Level of influence, Description of position and core interest(s), other categories of interest, clarifications
- A list of relevant contact persons in the institutions with addresses, telephone numbers and e-mail addresses.

2. Product 2

Produce a compilation and summary of the main policy documents, international and national, on the topic of adapting to the consequences of climate change, which are relevant for Iraq. The compilation and summary document shall consist of:

- A graph that visualizes policy-making and planning processes. It shall include features to track linkages and relations between actors and policies and to visually display policy planning processes.
- A list of relevant policy processes and to track information on their status, implementation timeline, and impact (achieved and forecast). It shall contain: Policy name, responsible institution(s), Main and secondary policy objective, policy description, type of policy instrument, enforcement level, sectoral coverage, implementation status, date of the decision, the start date of implementation, the end date of implementation, level of impact, impact evaluation, impact indicator, source of documents link(s), other categories of interest, clarifications

3. Product 3

Produce a compilation and summary of the main ongoing projects in Iraq, on the topic of adapting to the consequences of climate change.

4. Others

Support the iLG adviser on other tasks related to the topic, including the organization and facilitation of meetings with key partners and actors in Iraq (public, private, NGOs, and Development Agencies).

Support the technical preparation and facilitation of workshops, including the management of participants.

The preferred approach is to conduct face-to-face meetings and visits. Yet, the consultant is requested to consider that in case of meeting-traveling restrictions all or part of the services shall be provided using the online modality. It is up to GIZ to decide if this option is to be used.

Certain milestones, as laid out in the table below, are to be achieved by certain dates during the contract term, and at particular locations.

Tender requirements

1. Qualifications of proposed staff

1.1 Expert 1:

1.1.1 General qualifications

Education:

Advanced university degree (Master's or equivalent) in Environmental Sciences or a related field.

Professional experience:

Five (5) years' experience in Environmental and Governance related fields in Iraq.

The professional experience shall have a special focus on the area of adapting to climate change in Iraq. The involvement in the Iraqi participation on international conferences on climate change, seminars etc. is an asset, as well as the involvement in the development of strategies to adapt to climate change or its monitoring.

Experienced with complex assignments. Experience regarding Iraq and its conflicts and political sensibilities. Ability to maintain and participate in interdisciplinary working teams.

1.1.2 Experience in the region/knowledge of the country:

Iraq Citizenship. Very good knowledge of the actor's landscape in the area of adapting to climate change in Iraq. Demonstrated access to key actors in Iraq in the area of adapting to climate change. Good knowledge of the Iraqi development process and related actors map.

1.1.3 Language skills:

Fluency in Arabic and English language, both oral and written, is a prerequisite.

2. Appropriateness of proposed concept

Objective criteria which are to be used for an objective evaluation of the concept within the 'Assessment grid for the technical evaluation of tenders:

1. Interpretation of the ToR, critical examination of the task.
2. Description and justification of the contractor's strategy for delivering the services put out to tender.

The proposal document shall be submitted in a document of maximum 2 pages.

3. Specification of inputs

1 single expert for the following tasks:

Fee days	Number of days per expert	Timeframe/ Deadlines
Preparation/briefing meetings	1	August 2022
Product 1, 2, 3: Participation in meetings with partners and key actors	10	August and September 2022
Product 1: Analysis (desk study)	2	August 2022
Product 1: Presentation of draft Actors Map		Until 31.08.2022
Product 1: Analysis (desk study)	2	September 2022
Product 1: Presentation of final Actors Map		Until 08.09.2022
Product 2,3: Analysis (desk study)	8	August and September 2022
Product 2, 3: Presentation of draft compilation and summary of the main policy documents and draft compilation and summary of the main ongoing projects in Iraq		Until 15.09.2022
Product 2, 3: Analysis (desk study)	4	September 2022
Product 2, 3: Presentation of final compilation and summary of the main policy documents and final compilation and summary of the main ongoing projects in Iraq		Until 30.09.2022
4. Others.	32	October, November, December 2022 and January 2023
Final report.	1	Until 31.01.2023
Travel expenses	Number of days/nights per experts	Comments
• Per-diem allowance in the country of assignment	10	The expert is local and the country is Iraq. Cost will be applicable if travelling overnight out of Baghdad is required and approved in advance by the project.
• Overnight allowance in country of assignment	10	Cost will be applicable if travelling out of Baghdad is required and approved in advance by the project.
• Travel costs (train, private vehicle)	6	Travelling is on the Project. Cost will be applicable if travelling out of Baghdad is required and approved in advance by the project.
Flights	Number of flights per experts	Comments
• International flights	0	Not applicable
• Domestic flights	3	On the project
Other costs	Amount per experts	Comments
• Flexible remuneration	0	N.A.

The total working days will be up to 68 days in a period of 180 days.

All costs that are incurred as part of the assignment must be set out in the specification of inputs (costs-by-cause principle).

Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above. There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as maximum amounts. The regulations on pricing are contained in the price sheet.

Note:

If restrictions are introduced to combat coronavirus/COVID-19 (restrictions on air travel and travel in general, entry restrictions, quarantine measures, etc.), GIZ and the contractor are obliged to make adjustments to their contractual services to reflect the changed circumstances on the basis of good faith; this may involve changes to the service delivery period, the services to be delivered and, if necessary, to the remuneration.