

CALL FOR PROPOSAL
(re-advertisement)

Request for an Implementing Partner to support the implementation of the project:
“Promoting Climate Action through an Inclusive, Integrated and Sustainable Metropolitan Mobility System in the Maputo Metropolitan Area” by developing a Sustainable Energy Access and Climate Action Plan (SEACAP) for Maputo Metropolitan Area

Size of grant: 269,000 USD

Purpose of CFP: Develop a full-fledged joint Sustainable Energy Access and Climate Action Plan (SEACAP) for the Maputo Metropolitan Area (MMA) with the involvement of local stakeholders and the community by building capacity of the involved Municipalities in planning for climate adaptation and mitigation

Please submit your proposal either in English or in Portuguese to: unhabitat-moz@un.org

Submission Start Date: 25/08/2021

Submission Deadline Date and time: 1/09/2021

Project Key Information

- UN-Habitat Project title : Promoting Climate Action through an Inclusive, Integrated and Sustainable Metropolitan Mobility System in the Maputo Metropolitan Area
- Locations
 - Town/City: Maputo Metropolitan Area (Municipalities of Maputo, Matola and Boane)
 - Country: Mozambique
- Anticipated start date: **as soon as possible**
- Estimated duration of project in calendar months: **10 months (up to 30th May 2021)**
- Maximum proposed value in US\$: **269,000 USD**
- Lead Organization Unit: Regional Office for Africa (ROAf) through Mozambique Country Office, UN-Habitat

Brief Background of the Project

For the first time, the world has more people in cities than in rural areas; more than 55% of the world population live in cities and urban settlements today and this figure will grow up to 70% by 2050. Metropolitan areas are hosting 41% of the urban population.

Urbanization and demographic trends around the world are reflected in the growth of bigger cities that are becoming spatially, functionally and economically interdependent with their surrounding settlements and rural areas, conforming metropolitan areas with common economy and labor market

as well as built and natural environment; communities share mutual interests and benefits of joint actions in various sectors.

In Sub-Saharan Africa, in particular, the conurbation trend is even more evident due to the increasing levels of both urbanization and population growth in metropolitan areas. The Mozambican context is no exception, with the city of Maputo forming a conurbation with the municipalities of Boane and Matola and the District of Marracuene.

The unsustainable land-use in the Maputo Metropolitan Area leads to several challenges for urban dwellers and policy makers. Long trips from home to work, limited access to services and infrastructure, increased vulnerability to the effects of climate change, lack of proper housing opportunities, road safety and the mobility needs of women and other vulnerable groups are just some of the main concerns in these urban areas.

At the same time, in Maputo Metropolitan Area, the environmental, social and economic interrelations among the City of Maputo and the surrounding municipalities and districts require a joint and integrated management.

In this context, the overall objective of the project is to foster Local Authorities commitment towards climate action by supporting the creation of a Sustainable Urban Mobility System in the Maputo Metropolitan Area within a strengthened metropolitan governance framework.

In this framework, the proposed project is part of the multi-stakeholder Programme '*Climate Change Mitigation through an Inclusive and Sustainable Mobility Model in the Maputo Metropolitan Area*' managed by AECID (Spanish Agency for International Development Cooperation) and funded by EU, under the Sub-Saharan Covenant of Mayors Initiative, where the cities of Maputo Metropolitan Area are signatory of the Covenant of Mayors commitment. Through this action these cities state that Climate Change is already happening and is one of the greatest global and local challenges of our time. By joining the CoM SSA initiative, the signatories commit to elaborate and implement a Sustainable Energy Access and Climate Action Plan (SEACAP), that tackle three pillars, namely access to energy, climate mitigation and climate adaptation.

Main activities and outputs

The Implementing Partner will be undertaking main activities as follows (but not limited to):

- (i) **Activity 1: Develop inception arrangements and define a baseline for a joint SEACAP.** Inception agreements and workshops will be realized by the Implementing Partner responsible for the SEACAP development with the target local municipalities and other partners involved. A set of baseline indicators and assessments will be realized by the IP to set the basis of the SEACAP document development, in particular:
 - A recent greenhouse gas *Baseline Emission Inventory (BEI)* to quantify emissions sources in Maputo Metropolitan Area and then to prioritize action, setting goals and targets, and measuring progress on reducing emissions

- The *Access to Energy Assessment (AEA)*, developed as a dashboard of multiple indicators, that will help to present a clear picture of the current energy access condition of Maputo Metropolitan Area
- The *Climate Change Risk and Vulnerability Assessment (RVA)* enables local authorities to identify their exposure to current and future climate hazards, vulnerabilities, risks and potential climate change impacts. The RVA will define the basis for setting the priorities of adaptation action and investments and monitoring the effectiveness of implemented adaptation measures for the Maputo Metropolitan Area.

During this inception phase, the consultant will be responsible to assess all the existing documents and plans in the area, especially on climate adaptation and mitigation to see how these could complement (but not substitute) the SEACAP Adaptation and Mitigation Plans.

The Implementing Partner will have to coordinate with the three Municipal Focal Points for SEACAP development to ensure political endorsement and technical support for efficient implementation.

- (ii) **Activity 2: Elaborate a joint SEACAP Plan**, at metropolitan scale of Maputo, Matola and Boane, based on the previous activity. Since these cities are considered as a Metropolitan Area, a joint SEACAP document will be produced.
- (iii) **Activity 3: Validate the joint SEACAP and conduct the Monitoring and Reporting Workshop.** The final product will be presented and validated to the target municipalities and main stakeholders; a workshop will be organized to build capacity of the Municipal Focal Points to learn how to monitor and report on the SEACAP for the following two years.

Risk Analysis

Risk Description (include what can trigger risk)	Likelihood of risk	Impact Risk	Risk Mitigation Strategy
Partners			
Inadequate cooperation of different levels of government and lack of commitment and coordination between involved partners	Medium	Medium	Coordination with all levels of government will take place in all the activities of this project as well as periodical coordination meetings between involved partners
Operational			
COVID-19 restrictions hinder implementation and other processes	Medium	High	Activities that could be easily be affected will be designed taking into account this eventuality (e.g. webinars instead of seminars in person etc.)

Availability of data and lack of technical and financial capacity of public administrations in using online platforms/tools	High	Medium	Specific guidance and trainings will be given when needed and when the occasion occurs, especially through the project Municipal FPs and engagement of local partners involved in the project
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Eligibility Criteria

Criteria	Submission Details/ Documents Required
Legal Status	<ul style="list-style-type: none"> • Certificate of registration/incorporation i.e., • Proof of registration in Country of Origin. • Proof of registration of Country of operation • Proof of country operational presence
Organization profile and details	<ul style="list-style-type: none"> • Clear organization profile and structure of the organization indicating: <ul style="list-style-type: none"> ○ Organization’s vision, mission and objectives ○ Management structure ○ Members of the Governing Board and their Designations duly certified by the Corporate Secretary, or its equivalent document ○ Proof of membership to professional associations if any.
Financial Capacity	<ul style="list-style-type: none"> • Audited company financial statements (balance sheet and income statement) and auditors report for the last two years
Exclusive bank account	<ul style="list-style-type: none"> • Is the organization willing and able to have a separate bank account for the funds provided by UN-Habitat?
Integrity and Governance	<ul style="list-style-type: none"> • The organization should complete and submit a signed Partner Declaration Form • Provide the profiles of the Chairperson of the Board of Directors, Head of the Organization and Chief of Finance

Selection Criteria

Criteria	Submission Details/ Documents Required	Weighting
1. Technical capacity		25%
<p>1.1 Does the organization have the relevant experience and proven track record in implementing activities in the areas of the project? Has it managed in the past projects of similar technical complexities and financial size? Is the project linked with the core business of the IP?</p>	<ul style="list-style-type: none"> • List of projects executed in the last 2 years (value, location, donors, nature of projects, execution stage – completed or ongoing). • Demonstrate how the experiences in past projects are relevant in the execution of the current proposal • References from past donors 	
<p>1.2 Does the organization have qualified technical staff with the experience and the technical skills required by the project? What is the staff size, type, qualification and education background?</p>	<ul style="list-style-type: none"> • CVs of key management staff, technical and non-technical staff that will be involved on the project • How many technical staff do you have in the concerned Country for implementing the project? Is there reasonable assurance that such technical staff required by the project will continue to be available as needed in the Project? 	
<p>1.3 Does the organization have a clear and strong link with an identifiable constituency relevant to the targeted population of the project? Does it have the ability to impact on the targeted population and on the issues? Does it have strong presence in the field and for how long? Does it have adequate capacity to work in key areas/regions where the proposed field activities will be implemented?</p>	<ul style="list-style-type: none"> • Demonstrate, describe and provide proof of local operational presence, including link and ability to impact the targeted population. 	
<p>1.4 Does the organization possess adequate physical facilities, office equipment, transport, etc. to implement the activities?</p>	<ul style="list-style-type: none"> • Provide location and list of office facilities, vehicles and office equipment locally available to implement the project. 	

<p>1.5 Does the organization have formal procedures to monitor project execution (e.g. milestones, outputs, expenditures...)</p>	<ul style="list-style-type: none"> • Provide formal project monitoring policies and procedures 	
<p>2. Financial and administrative capacity</p>		15%
<p>2.1 Has the organization been in operation over a period of at least 2 years to demonstrate its financial sustainability and relevance?</p>	<ul style="list-style-type: none"> • State the years of operation • Financial statements for the last 2 years 	
<p>2.2 Does the organization have qualified staff in Finance? Is the current accounting system computerized and does have the capacity to collect and provide separate financial reports on the activities executed under the Agreement of Cooperation? Does it have systems and practices to monitor and report whether the project deliverables and expenditures are within agreed time and budget? Does it have minimum segregation of duties in place (separation between project management, finance/accounting and executive office)</p>	<ul style="list-style-type: none"> • CVs of key finance and accounting staff • Description and key features and controls of the accounting system used • Organization structure/ Organogram 	
<p>2.3 Does the organization have the capacity to procure goods and services on a transparent and competitive basis? (if applicable) check for procurement unit with experienced staff</p>	<ul style="list-style-type: none"> • Copies of procurement policies and procedures. The procedures should show how you procure locally and internationally. 	
<p>2.4 Does the organization have formal procedures and controls to mitigate fraud such as multiple signature signatories on bank accounts, reporting and prosecution of incidences of fraud?</p>	<ul style="list-style-type: none"> • Describe anti-fraud controls and provide formal procedures 	
<p>2.5 Does the organization have capacity to provide in-kind, financial, personnel contribution as UN-Habitat Implementing Partner in this present project? Please give details of contribution nature and size.</p>	<ul style="list-style-type: none"> • Describe nature and value of contribution (in-kind or cash) 	
<p>3. Financial Proposal</p>		30%

<p>3.1 Is the budget for each component of the activity to be performed by the Implementing Partner</p> <p>(i) cost-effective (i.e. the cost should be economical and prudently estimated to avoid any under/over estimation)</p> <p>(ii) justifiable/well supported and</p> <p>(iii) accurate and complete</p>	<p>Budget Proposal <i><provide link></i></p> <ul style="list-style-type: none"> • BOQ (if applicable) • Other supporting documents 	
<p>4. Technical Proposal</p>		30%
<p>4.1 The technical proposal is sound and responds adequately to the specifications and requirements?</p>	<p>Technical Proposal document <i><provide link></i></p>	
<p>Cumulative score for ratios</p>		100%

Notes:

1. Interested Organizations must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc).
2. The CFP and accompanying documents must be received in accordance with instructions provided. CFP submitted to a different email address other than the specified one will not be considered.
3. CFP from applicants failing to provide the complete information to fulfill the basic eligibility criteria will be considered non-responsive.
4. CFP received after the above deadline will not be considered
5. Organizations will be selected in accordance with the procedure set out in the UN-Habitat IP Management policy and Standard Operating Procedures.
6. CFP from applicants failing to provide the requested information will be disregarded.
7. This CFP does not entail any commitment on the part of UN-Habitat, either financial or otherwise. UN-Habitat reserves the right to accept or reject any or all Proposals without incurring any obligation to inform the affected applicant(s) of the grounds.
8. All prices must be in USD