



Government of Nepal
Ministry of Environment
Technology Needs Assessment Project



Terms of Reference for the Adaptation Technologies

1. Introduction

During the preparation of the Initial National Communication (INC) in 2004, the Government of Nepal developed a proposal on the *Expedited Financing of Climate Change Enabling Activities Part II: Expedited Financing for (Interim) Measures for Capacity Building in Priority Areas*, known as the Technology Needs Assessment (TNA) Project. The Government of Nepal (GoN) and United Nations Environment Programme (UNEP) as Global Environment Facility Implementing Agency (GEFIA) agreed to implement the project in September 2004. However, its implementation was delayed due to unavoidable circumstances including with a view to incorporate recent progresses on assessing the climate technology needs.

The Global TNA project, deriving from window of the Strategic Program on Technology Transfer, is designed to support 35 to 45 countries to carry out improved Technology Needs Assessments within the framework of the United Nations Framework Convention on Climate Change (UNFCCC). The Project is being implemented in two rounds, with 15 countries engaged in the first round and the remaining 20 to 30 countries to be included in the second round. Nepal belongs to the second round countries.

The main purpose of the TNA project is to identify and analyze priority technology needs, which can form the basis for a portfolio of environmentally sound technology (EST) projects and programmes to facilitate the transfer of, and access to, the ESTs and know-how in the implementation of Article 4.5 of the UNFCCC. Hence TNAs are central to the work of Parties to the Convention on technology development and transfer and present an opportunity to track an evolving need for new equipment, techniques, practical knowledge and skills, which are necessary to mitigate GHG emissions and/or reduce the vulnerability of sectors and livelihoods to the adverse impacts of climate change.

The main objectives of the Project are:

- To identify and prioritize technologies that can contribute to mitigation and adaptation goals of the participants countries;
- To identify barriers hindering the acquisition, deployment, and diffusion of prioritized technologies; and

- To develop Technology Action Plans (TAP) specifying activities and enabling frameworks to overcome the barriers and facilitate the transfer, adoption and diffusion of selected technologies in the participant countries.

2. Deliverables

The study consultant/consultant firm/organization/company has to prepare the portfolio of the technologies for adaptation and barrier analysis report as well as Technology Action Plans (TAPs) for the prioritized technologies.

3. Scope of the Study

The overall task of the consultant/consulting firm/organization/company is to support the entire TNA process (for the adaptation part) – from the identification of priority technology needs to the development of adaptation component of the Technology Action Plans. The consultant/consulting firm/organization/company will be responsible for providing the process-related and methodological/technical advisory services needed for conducting TNAs and developing Technology Action Plans (TAPs). The role of the consultant/consulting firm/organization/company will undertake activities such as research, analysis and synthesis in support of the TNA exercise. The consultant/consulting firm/organization/company will conduct study applying a participatory approach to the TNA process, involving a wide range of stakeholders while ensuring a multi-sector and multi-disciplinary scope.

The consultant/consulting firm/organization/company will:

- 1) Follow the TNA Handbook (2010) prepared by UNFCCC and UNDP.
- 2) Provide support to the identification and categorization of the country's priority sectors, and identification and prioritization of technologies for adaptation through a participatory process with a broad involvement of relevant stakeholders;
- 3) Analyze with the stakeholder groups how the prioritized technologies can be implemented and how implementation circumstances could be improved by addressing the barriers and developing an enabling framework;
- 4) Review the existing document such as NAPA, National communications, PRSPs etc;
- 5) Support and facilitate:
 - The constitution of working groups comprising of technical experts and practitioners within each of these sectors based on the selected sectors;
 - The identification of relevant technologies through a participatory process; and
 - The prioritization of the selected technologies based on a multi-criteria analysis.
- 6) Prepare the detail portfolio of technologies for climate adaptation;
- 7) Prepare the report on priority technology on climate adaptation;
- 8) Conduct the barrier analysis of the prioritized technologies on climate adaptation; and
- 9) Prepare TAP report with climate adaptation component.

4. Budget

The Project has allocated a total of maximum of US\$ 18,500/ to complete above tasks. However, this budget will be revisited taking into consideration the relevant works already carried out related to this study, before inviting for technical and financial proposals. The budget contains the consultation cost as well.

5. Duration of the Study and Submission of the reports

The total duration of this assignment is five months from its date of commencement and/or as to be mentioned in the agreement. The consultant should submit five copies of the draft report within four months from the date of agreement. The Project will organise a consultation programme to seek inputs on the draft report, and the consultant shall provide necessary copies of the executive summary (about 10 pages) for distribution to the participants in advance during the consultation programme. The consultant shall finalise and submit this report on within twenty (20) days from the written comments and suggestions issued after the date of consultation organized by the Project.

6. Mode of Payment

The TNA Project will provide payment equivalent of 20 percent of the total agreed amount immediately after the agreement to start the work upon bank guarantee of equal amount for the project period. The Project will provide payment equivalent of 40 percent after the submission and approval of the draft report and the remaining 40 percent will be paid after approval of the final report or as per the agreement made between the Project and consultant/consulting firm/organization/company. The tax will be deducted at source based on the existing laws of Nepal.

7. Language of the Report

The final report and other reports should be prepared and submitted in English. The executive summary of the draft and final report should also be prepared in Nepali language.

8. Key Outputs

The key output of this study will be a final activity report on adaptation for TNA. The outputs include: (i) draft report; (ii) final report; and (iii) adaptation component of the TAP. The consultant shall submit an electronic copy of both draft and final reports.

9. Competencies

The Consultant should have the following competencies:

- a. Extensive knowledge of - and experience with - climate change adaptation policies, strategies and development, deployment and transfer of technologies.
- b. Familiar with national development objectives and sector policies, along with insights in climate change science, and potential climate change impacts, as well as adaptation technology needs for the country;

- c. Possession of good coordination and facilitation skills, and possess proven analytical capabilities, as well as excellent writing skills.
- d. Excellent communication skill, good working relationship with the government and other organisations, and ability to collect and analyse data and information;
- e. Excellent ability to quickly grasp and synthesize inputs from a range of disciplines related to climate change adaptation technologies; and
- f. Familiarity with TNA Handbook, guidelines and procedures related to this work, NAPA and national communication reports and other initiatives to the UNFCCC, and previous works carried out related to this study.

10. Qualifications

The consultant/consulting firm/organization/company should provide lists of qualified human resources with proven track records. The study team should comprise of specialist and/or knowledge-based human resources required to carry out the works as included in the scope of this study. Familiarity with the TNA Handbook of UNFCCC and UNDP for technical guidelines is equally necessary. The consultant(s) should have preferably over 5 years of working experience in the field related to this study. However, specialists having relevant academic qualification and/or scientific publications for the assigned task might not require 5 or above years of working experience. S/he should have fluent written and oral communication in English.

11. EoI Evaluation

Submitted document from the interested consultant/consulting firm/organization/company shall be evaluated based on the criteria of the Public Procurement Act, 2063 (2007), and its Regulation, 2064 (2007) as mention in the EoI publication.

12. Other matters

The TNA Project retains its right to accept or reject the proposals without any reasons, and cancel the procurement service of this study, if it deems so. The consultant/consulting firm/organization should have proven track records for conducting this study.