

## INVITATION TO TENDER

### *GEF 6 - Integrated Ecosystems Management and Restoration of Forests in the South East Coast Project*

#### INVITATION

The Government of Saint Lucia, through the Department of Sustainable Development (Ministry of Education, Innovation, Gender Relations and Sustainable Development), is inviting tenders for a consultant or consultancy team to **undertake a detailed socio-economic profile of the communities in the South East Coast to provide agribusiness support services.**

#### Project Location

Saint Lucia, with particular focus on the South East Coast, from Mandele Point in Dennery to Laborie.

#### TERMS OF REFERENCE

##### 1.0 BACKGROUND

1.1 Integrated Ecosystem Management and Restoration of Forests on the South East Coast of Saint Lucia project is aimed at developing ecosystems management systems and practices, restoring productive landscapes and enabling sustainable socio-economic development by creating avenues for sustainable livelihood in the communities in the South East Coast region of the island. The main problem that the project seeks to address is the lack of integrated protection hectares and sustainable management of ecosystems. This area encompasses some of the island's dry forest ecosystems, namely, the Mandele Dry Forest, which is critical to the continued survival of some of its threatened endemic species and sub-species such as the White-Breasted Thrasher, Saint Lucia Oriole, Saint Lucia Black Finch, the Saint Lucia Pewee, the Antillean Euphonia, Bridled quail dove, Grey Trembler, three hummingbird species and possibly the Rufous Nightjar (Bird Life International, 2018). Other non- bird biodiversity that can be found in this area are the agouti, the boa constrictor and the fer-de-lance. Point Sables, another key biodiversity area found in the South East Coast is approximately 774 hectares and is home to at least thirty-two bird species (cite Robert L Norton 1989), five endemic species of herpetofauna, two of which are only found in Saint Lucia; they are The Saint Lucia racer and the Saint Lucia whiptail.

1.2 Main threats to these existing ecosystems include natural disasters, charcoal production, mining, habitat modification and destruction. The island's vulnerability to natural disasters such as hurricanes and storms, may have catastrophic effects on the natural resources of the area. Charcoal production by the Aupicon Charcoal production Group contributes to increases in

emissions of greenhouse gases and the most commonly stated impact is deforestation.

1.3 Mining and quarrying activities result in the discharge of chemicals and industrial waste into the environment. Lastly, habitat change is occurring at a rapid rate and is expected to increase even further in the future with the projected increases in hotels, housing, infrastructure and other developments that may negatively impact dry forest areas.

1.4 The application and expansion of these interventions in the South East Coast, particularly with regard to long-term sustainability, have been impeded by inadequacies within the wider policy and institutional environments that do not adequately allow for mainstreaming of these interventions beyond the realm of “project-driven, site-specific” actions. Further, the mechanisms for the implementation of appropriate and “fit-to-purpose” sustainable land and water management, the use of renewable energy technologies and biodiversity conservation interventions, have remained outside of traditional government programmes and budgets and as a result, these remain some areas of key concern in the South East Coast:

1.4.1 Land Use Planning: Absence of planned, guided and managed development of all types (residential, agricultural, touristic and access) which takes into account ecosystems goods and services.

1.4.2 Continuity: Lack of follow up or financing for completed biodiversity assessment and priority setting exercises.

1.4.3 Sustainable replacements: Lack of sustainable options to reduce pressures on ecosystem services and goods.

1.5 Under its sixth replenishment funding cycle (GEF6), the Global Environment Facility provided funding to the Government of Saint Lucia, through the Department of Sustainable Development, as project Executing Agency, to implement a project entitled ‘Integrated Ecosystems Management and Restoration of Forests of the South East Coast’, which focuses on Land use planning; Safeguarding of key areas; Continuity and Sustainable replacements. The United Nations Environment Programme (UNEP) is the project Implementing Agency. The project aims to address these concerns in three distinct components with an accompanying overarching Project Management and Monitoring and Evaluation (M&E) system:

Component 1: Ecosystem Management

Component 2: Rehabilitated Landscapes

Component 3: Sustainable Livelihoods

Under the sustainable livelihoods component, one of the areas of intervention is that of providing Renewable Energy technologies to groups involved in agro processing to increase efficiency in the production process. Thus, a comprehensive and detailed gender responsive socio-economic profile for south east coast communities, to assist with the identification and selection of projects where

Renewable Energy technologies will be utilized, is required. These profiles will also be utilized to identify other groups and agri-businesses that can be selected for other initiatives under the project in the Sustainable Livelihoods component, including women, marginalized and vulnerable groups.

1.6 Overall, the GEF intervention will build on existing legal framework to develop appropriate supporting regulations and guidelines, which integrate environmental sensitivities, priorities and sustainable management options in forest, coastal and marine ecosystems. Agro-processing is a nascent industry in the South East Coast. Energy use for drying and electricity is incumbent in cocoa, broom making and sea moss initiatives. However, the cost of energy is one of the limiting factors in the development of the industry, and existing technologies that use hydrocarbons to generate electricity and heat contribute to increasing carbon emissions. Charcoal farming and broom making, as currently practiced, are extractive industries that degrade lands and habitat for rare and endangered species and other biodiversity. Transforming these industries from extractive to sustainable (e.g., fuel wood and tree crop planting and management) and thereby improving practices associated with this livelihood, is important in combating land degradation. Without the GEF intervention, the high biodiversity, priority forest, and marine areas of the South East Coast would continue to be degraded and imperiled by development initiatives, which, fail to take into account local, national, and global environment considerations.

## **2.0 OBJECTIVE, PURPOSE & EXPECTED RESULTS OF CONSULTANCY**

2.1 The overall objective of this consultancy is to develop socio-economic profiles for South East Coast communities within the project area, to assist with the selection process for project initiatives involving sustainable livelihoods.

2.2 The purpose is to identify agro-processors and agribusiness enterprises that are adequately positioned and have capability to effectively utilize Renewable Energy technologies to enhance product production, improve business operations, participate in capacity building initiatives and take advantage of sustainable livelihood opportunities in the South East Coast provided by the project.

2.3 Expected Results to be achieved include:

2.3.1 Detailed Socio-economic profiles of the communities in the South East Coast developed using a gender-sensitive approach.

2.3.2 Evaluation and recommendation of appropriate Renewable Energy technologies that can support existing and potential agribusiness (micro, small and medium sized) and agro-processing enterprises in the project-area communities

2.3 A concise but specific scoping study undertaken, informing of potential sustainable livelihood opportunities and requirements (e.g., Ecosystem-based Adaptation, Economic Recovery through Nature-Based Solutions, Green, Blue and Orange Economy enterprises, Climate Smart Agriculture and others) for their development in the project-area communities, and in keeping with project objectives

2.3.4 Identification and prioritisation of a list of market ready agro-businesses (existing and or potential) that would be the focus for technical and resource mobilisation support for sustainable livelihood interventions identified for the South East Coast.

### **3.0 METHODOLOGY**

3.1 The Consultant will employ a participatory approach at all phases of the assignment, to derive wherever possible, the necessary synergies from tasks/activities, activities including completed and ongoing initiatives that will allow for all the stakeholders and beneficiaries to be involved in the formulation and description of the document.

3.2 The Consultant will undertake focus group discussions (FGDs), one-on-one meetings/interviews with stakeholders, as determined, for information gathering in the preparation, completion, validation and finalization of the Project Reports and other related documents.

### **4.0 SCOPE OF THE WORK**

4.1 The Consultant, working in conjunction with the technical personnel in the Department of Sustainable Development, Ministry of Social Equity, Central Statistics Office, Department of Economic Development, Department of Physical Development, Department of Agriculture, other counterpart divisions/departments in government and other partner agencies such as IICA, Export Saint Lucia, Agricultural Co-operatives will:

(1) Generate a detailed profile of the communities in the project area inclusive of existing and potential sustainable livelihood opportunities of relevance to the project;

(2) Identify and prioritise the agribusiness/agro-processor and other community initiatives to receive Renewable Energy technologies to improve production efficiency;

(3) Undertake a scoping exercise to inform of potential sustainable livelihood opportunities and requirements for development in the project area which includes, but is not limited to Green, Blue and Orange Economy enterprises, economic recovery through nature-based solutions, Ecosystem based Adaptation; Climate Smart Agriculture and others.

(4) Identify and prioritise a list of market ready agro-businesses (existing and or potential) that would be the focus for technical and resource mobilisation support for sustainable livelihood interventions identified for the South East Coast.

## 4.2 Specific responsibilities

4.2.1 The Consultant will be responsible for the following:

a. Consolidate electronically, any documents that will serve to enhance the baseline knowledge base for the project Component 3 preparation and implementation.

b. In consultation with staff from the Ministry of Social Equity, the Department of Agriculture, the Ministry of Commerce, the Department of Sustainable Development relevant counterpart government divisions, organize and lead consultations with stakeholders resulting in the detailed development of the following activities:

### 4.3.1 Task 1: Prepare the Work Plan and Inception Report

- i. Conduct inception meetings with the Contracting Authority and partners upon commencement of the project to (i) review the process for conducting all activities within the project, (ii) determine roles and responsibilities, (iii) discuss the basis on which this work will be implemented, and (iv) finalize the work plan and timetable. A draft work plan and report on the outcome of the inception meeting will be prepared by the Consultant and submitted to the client.
- ii. The Contracting Authority and partners will prepare and submit comments on the *Draft Inception Report and Work Plan submitted by the Consultants*
- iii. The Consultants will submit the Final Inception Report with comments included to the Contracting Authority after receiving comments from the Contracting Authority.

#### **4.3.2 Task 2: Develop detailed gender-sensitive socio-economic profiles for South East Coast Communities and environs to assist with the selection of project initiatives such as solar PV, dryers, incubators - Component 3: Sustainable Livelihoods**

1. In consultation with the Department of Agriculture, the Ministry of Social Equity, the Central Statistics Department, the Department of Sustainable Development, the Ministry of Commerce, Agricultural Co-operatives, Export Saint Lucia, community organisations, producer organisations in the project area, and other appropriate agencies and relevant stakeholders<sup>1</sup>, collect baseline data on socio-economic situation of local communities (data disaggregated by community where possible) within the boundaries identified for the South East Coast and environs. The data should include, but not be limited to, the following:
  - Population demographics (age, sex, ethnic and marital status,
  - Occupations
  - Economic Activity in the area (employment, occupations, industries)
  - Race and ethnicity
  - Educational levels
2. Conduct a focused scoping study of potential sustainable livelihood options in the project-area communities (*inter-alia* Green, Blue and Orange economy, Economic Recovery through Nature Based Solutions, Climate Smart Agriculture and others) that would inform interventions to enhance livelihoods and build sustainability linkages.
3. Identify existing infrastructure that could be better leveraged to support sustainable livelihoods in the target communities and in keeping with the project objectives.

#### **4.3.3 Task 3: Recommend agro-processor groups and other community initiatives in the project area to receive Renewable Energy systems to improve productive efficiency – Component 3 : Sustainable Livelihoods.**

- Identify and prioritise the agro-processing enterprises (rural women’s groups, sea moss farmers groups, cocoa farmers, broom makers, etc.)<sup>1</sup> as well as other community initiatives in the project area involved in agribusiness activities and other agricultural enterprises, where Renewable Energy technologies can contribute to increased economic activity, productivity/profitability, and/or enhanced livelihoods.
- In consultation with the agro-processors, agribusiness enterprises and community initiatives identified, develop a business profile to inform enterprise support/enhanced livelihood interventions which includes, but not limited to: organisational structure, number of employers, length of time in operation, status of financing for the enterprise, and the benefits/impact of the utilisation of the Renewable Energy systems.

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<sup>1</sup> The following associations have indicated a willingness to provide the platforms from which to incrementally build on: Saint Lucia Network of Rural Women Producers, Superior Broom Producers, Youth Agricultural Entrepreneurship Programme (YAEP), St Lucia Koudmen Sent Lisi, St Lucia Holistic Opportunities for Personal Empowerment (HOPE), St Lucia, and The James Belgrave Micro Enterprise Development Fund (BELFUND).

**4.3.4 Task 4: Recommend market ready agro businesses (existing and or potential) that would require technical and resource mobilisation support for sustainable livelihood interventions identified for the South East Coast- Component 3- Sustainable Livelihood**

- Identify the current and potential agro-business in the project area
- Conduct an assessment to determine market readiness and whether technical and resource mobilisation support is required for sustainable livelihood interventions in the South East Coast
- Recommend and prioritise the existing and potential agro-business in the South East Coast that would require technical and resource mobilisation support

**4.3.5 RECOMMENDATIONS**

1. The selected Consultant will be required to advise on the final scope of works and deliverables to ensure that the consultancy meets the objectives of the project and its components.
2. The Consultant will be expected to comment on the Terms of Reference and recommend potential refinements where necessary, including making such recommendations as deemed appropriate to enhance the quality of the assignment and outputs

**5.0 DELIVERABLES**

5.1 The proposed consultancy will have the following deliverables:

<b>Deliverables</b>	<b>Due Date after Contract Signing</b>
<b><i>Task 1: Inception Report and Work Plan:</i></b>	
Draft Inception Report and a detailed Work Plan	2 weeks  Comments in response, by Contracting Authority and partners, should reach the Consultant no later than ten (10) working days after receipt of Report

<b>Deliverables</b>	<b>Due Date after Contract Signing</b>
Final Inception Report which will incorporate comments from Contracting Authority and relevant partners.	5 weeks
<b><i>Task 2. Develop detailed socio-economic profiles of Communities in the South East Coast</i></b>	
Submit 1 <sup>st</sup> draft Report on socio-economic profiles	17 weeks
Submit Final Report on socio economic profiles	20 weeks
<b><i>Task 3. Identify and prioritise agroprocessor groups in the project area to receive renewable energy systems to improve productive efficiency</i></b>	
Submit 1 <sup>st</sup> draft Report -Identifying and prioritizing agro processing groups to receive RE Systems with specifications identified	13 weeks
Submit Final Report - Identifying and prioritizing agro processing groups to receive RE Systems with specifications identified	16 weeks
<b><i>Task 4. Recommend market-ready_agro-businesses (existing and or potential) that would require technical and resource mobilisation support for sustainable livelihood interventions identified for the South East Coast</i></b>	
Submit 1 <sup>st</sup> Draft - <b>Recommend market-ready_agro - businesses (existing and or potential) that would require technical and resource mobilisation support for sustainable livelihood interventions identified for the South East Coast</b>	18 weeks
Submit Final Report - <b>Recommend market-ready agro-businesses (existing and or potential) that would require technical and resource mobilisation support for sustainable livelihood interventions identified for the South East Coast</b>	21 weeks



<b>Deliverables</b>	<b>Due Date after Contract Signing</b>
<i>Task 5: Closeout Report</i>	<b>24 weeks</b>

**6.0 CONSULTANCY MANAGEMENT**

**6.1 Project Execution and Administration**

6.1.1 The Consultant will report to the National Project Coordinator, who will provide the necessary linkages and backstopping along with the Project Steering Committee (PSC) comprising representatives of key agencies.

6.1.2 All communications will be between the Consultant and the National Project Coordinator or his/her designee for the assigned work.

6.1.3 The Consultant will manage his/her time and responsibilities to ensure timely delivery of outputs required under this Terms of Reference.

**6.2 Place of work:**

6.2.1 The Consultant will be based in his/her personal offices, but will be accommodated at the offices of the Department of Sustainable Development when necessary.

**6.3 Travel:**

6.3.1 The assignment will not require travel outside of Saint Lucia; however, travel to the target communities and project areas will be necessary.

**6.4 Reporting:**

6.4.1 All reports will be issued in Word format and will each take the form of one hard copy and one electronic copy, submitted to the National Project Coordinator.

**7.0. QUALIFICATION AND COMPETENCIES**

**7.1 General Qualification**

- i. Postgraduate degree in Economics, Sociology, Agricultural Economics or related field, with at least 3 years’ experience in undertaking research of a similar nature.

## Or

- ii. Bachelor's degree in Economics, Sociology, Agricultural Economics or related field, with at least 6 years' experience in undertaking research of a similar nature.

### **7.2 Experience and ability**

- i. Have sound knowledge and wide experience in the development and use of participatory approaches in natural resources management.
- ii. Working knowledge, experience and proficient in the use of Microsoft Office including Word, Excel, and PowerPoint.
- iii. Ability to conduct research and analysis with strong synthesis skills
- iv. Highly developed interpersonal, negotiation and teamwork skills, and a networking aptitude.
- v. Ability to work in complex, multi-stake-holder project environments.
- vi. Track record of involvement in similar exercises using participatory and consultative processes in the development of sustainable management plans and demonstrated expertise in the areas of environmental management.
- vii. Must also have knowledge or experience working with agro-processors in Saint Lucia
- viii. Local and regional experience in undertaking a similar assignment
- ix. A knowledge of or familiarity of Renewable Energy technologies

### **7.3 Timeframe for consultancy**

7.3.1 The Consultant will be contracted for a period of 6 months.

## **8.0 SUBMISSION**

8.1 A complete proposal consisting of separate technical and financial proposals should be contained in individual sealed envelopes and should be placed inside a sealed outer envelope. The sealed outer envelope containing submissions should be marked "**CONFIDENTIAL**" "**Proposal - Consultancy Services to undertake a detailed socio-economic profile of the communities in the South East Coast to provide agribusiness support services.**" The envelope should not contain company logos or the consultant's name.

8.2 The envelope containing the technical proposals should be marked "**TECHNICAL PROPOSAL- Consultancy Services to undertake a detailed socio-economic profile of the communities in the South East Coast to provide agribusiness support services.**"

8.3 The envelope containing the financial proposals should be marked "**FINANCIAL PROPOSAL- Consultancy Services to undertake a detailed socio-economic profile of the communities in the South East Coast to provide agribusiness support services.**"

**Hard copies must be submitted to the following address by 4:00 p.m. on Tuesday June 22, 2021.**

The Secretary  
Central Tenders Board  
Office of Director of Finance  
Ministry of Finance, Economic Growth, Job Creation,  
External Affairs and Public Service  
2<sup>nd</sup> Floor  
Finance Administrative Centre  
Pointe Seraphine,  
Castries  
SAINT LUCIA

**AND / OR must be emailed to [saintluciactbprocurement@govt.lc](mailto:saintluciactbprocurement@govt.lc) by 4:00 p.m. on Tuesday June 22, 2021.**

All information must be submitted in English. If the consultant chooses to submit hardcopies, 2 hard copies of the Submission must be received.

8.1 All queries or questions on the TORs should be e-mailed to Mr. John Calixte at e-mail address [jcalixtejr28@gmail.com](mailto:jcalixtejr28@gmail.com) and Ms. Rochelle Alcee at e-mail address [ralcee@sde.gmail.com](mailto:ralcee@sde.gmail.com)

8.2 All queries and questions should be submitted by Friday June 11, 2021.

8.3 The Lead Consultant will be allowed to work with a team of consultants whose CVs must be included in the tender dossier being submitted.