

**ANTIGUA AND BARBUDA**

**Department of Environment**

**Request for Expression of Interest (RFEOI)**

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| **Request for Services** | Consultant to Develop an Adaptation Plan for the Wholesale and Retail Sector |
| **Contracting Authority** | Department of Environment, Ministry of Health and the Environment, Antigua and Barbuda |
| **Date of Issue** | September 28th 2020 |
| **Deadline** | October 19th 2020 |
| **Duration of consultancy** | 6 months |
| **To Apply** | Individual consultants and/or firms are invited to apply for this opportunity. Please email the Procurement Officer at [DOE@ab.gov.ag](mailto:DOE@ab.gov.ag), copied to [antiguaenvironmentdivision@gmail.com](mailto:antiguaenvironmentdivision@gmail.com) the following:   1. Cover letter or proposal inclusive of (max 5 pages):  * Title of EOI * Background consultant or firm * Curriculum Vitae - Experience and qualification of consultant or firm * Experience on similar projects * Testimonials and/or three (3) references   Please include in the email subject line: “Request for EOI for Adaptation Plan for the Wholesale and Retail Sector” |
| **EQUAL EMPLOYMENT OPPORTUNITY (EEO)** | The Department of Environment (DoE) provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The DoE also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs. |

**REQUEST FOR EXPRESSIONS OF INTEREST (RFEOI)**

**SECTORAL ADAPTATION PLAN- WHOLESALE & RETAIL SECTOR**

1. **ABOUT THE DEPARTMENT OF ENVIRONMENT (DOE)**

The Department of Environment is a Government agency within the Ministry of Health, Wellness and the Environment in the Government of Antigua and Barbuda. Its overall mission is to provide technical advice on the environment and to design and implement projects on behalf of the Government and the people of Antigua and Barbuda. These interventions are designed to protect and enhance the environment, as well as seek common solutions to national, regional and global environmental challenges.

The Department of Environment accomplishes its mission through:

* An integrated environmental planning and management system that prioritizes public participation and interagency collaboration,
* Efficient implementation of programmes, projects and technical services,
* Providing accurate council on environmental management as well as effective and consistent enforcement of environmental laws and regulations, and
* Disseminating information and providing the public with easily accessible data on the environment.

To achieve its mission, the Department of Environment (DOE) manages projects within four main Programmes, aligned with national legislation and international environmental agreements. These are:

* 1. Climate Change Programme (Adaptation, Mitigation, and Capacity Building)
  2. Biodiversity Programme
  3. Pollution Programme
  4. Monitoring, Evaluation and Data Management Programme

The Project Management Unit (PMU) is the project implementation arm of the DOE. The PMU is staffed with short- and long-term consultants, seconded staff from Government agencies, interns and volunteers. The PMU is designed to achieve efficiency and coordination in the management of a range of projects from a variety of donors with specialized reporting and management requirements.

The DOE is focused on designing high-impact, transformational projects that maximize funding directly available to the public, private and civil society actors in order to meet an ambitious environmental agenda. The DOE has an active portfolio of more than 14 projects, with project sizes ranging from US$50,000 to US$15 million, with an additional 16 projects under development. Partners of the DOE include UN Environment, UNDP, IUCN, Caribbean Development Bank, Government of Italy, Global Environment Facility, Green Climate Fund, and the Adaptation Fund, among others. The DOE was accredited as a direct access entity to the Adaptation Fund in 2015 and to the Green Climate Fund in 2017.

To learn more about the Department of Environment, please visit: <https://environment.gov.ag/en/>

1. **BACKGROUND**

In 2017, DOE was accredited as a direct access entity to Green Climate Fund (GCF) a multilateral climate change fund for developing countries. Since then, the DOE has received financial support from the GCF’s Readiness and Preparatory Support Programme - USD 3 million for *inter alia* ‘[National Adaptation Planning in Antigua and Barbuda](https://www.greenclimate.fund/sites/default/files/document/readiness-proposals-antigua-and-barbuda-ministry-health-and-environment-adaptation-planning.pdf)’ (*effective from 17th April 2018*). The Delivery Partners (DP) and the Executing Entity (EE) for this project is the DOE. The duration of this project is three (3) years.

The DOE has consequently created a national Adaptation Planning Sub-Programme within its national GCF Readiness Programme given the number of projects focusing on adaption planning. This National GCF Readiness Programme also has the ‘Country Programming & Strengthening and Access to Finance, sub-Programme that focuses on all other types of Readiness Support which enhances country ownership and access to the GCF.

Antigua and Barbuda submitted its Nationally Determined Contribution (NDC) to the UNFCCC in October 2015 and ratified the Paris Agreement in September 2016. The NDC identified developing a NAP as a priority for implementation, and identified the SIRF Fund as a key mechanism for achieving NDC goals in a manner that is inclusive, equitable and respects gender and social concerns as outlined within the Paris Agreement and the policies of the Green Climate Fund.

1. **THE PURPOSE AND OBJECTIVE OF THE EOI**

The DOE is currently seeking applications from professionally experienced and expert Climate Change Specialists to develop a sector specific adaptation plan under the National Adaptation Plan (NAP) in order to enhance adaptive capacity, strengthen resilience and reduce vulnerability to the adverse effects of climate change in Antigua & Barbuda (Article 7.1). This project is in direct support of the *Paris Agreement 2015* adopted under the *United Nations Framework Convention on Climate Change.* The central aim of this Agreement is to strengthen the global response to the threat of climate change as well as the ability of countries to deal with its negative impacts. The project will achieve this goal by engaging in adaptation planning processes and supporting implementation by developing national climate assessments with climate resilient sector plans, synthesizing priority actions into a National Adaptation Plan (NAP), and conducting technical studies in preparation for implementation of new climate regulations.

This NAP will also seek to meet the provisions of Article 7.5 of the Paris Agreement, where “Parties acknowledge that adaptation action should follow a country-driven, gender-responsive, participatory and fully transparent approach, taking into consideration vulnerable groups, communities and ecosystems, and should be based on and guided by the best available science and, as appropriate, traditional knowledge, knowledge of indigenous peoples and local knowledge systems, with a view to integrating adaptation into relevant socioeconomic and environmental policies and actions, where appropriate”

This NAP is intended to cover the **finance, infrastructure and housing, and managed areas sectors**. The four (4) outcomes for this project are:

* Outcome 1: Adaptation baselines are established through data collection, compilation, and comprehensive climate change risk mapping
* Outcome 2: Stakeholders are engaged in consultative adaptation planning process
* Outcome 3: Vulnerability Risk Assessment and Adaptation Plans are developed for the Public Sector and Private Sectors using a learning by doing capacity building approach
* Outcome 4: Sustainable financing and workforce training strategies are developed to facilitate NAP implementation in the Public, NGO, and Private Sector

1. **ADAPTATION PLAN FOR WHOLESALE AND RETAIL**

The primary objective of this consultancy is to prepare an adaptation plan to address the wholesale and retail sector of Antigua & Barbuda, based on, but not limited to, the review of related policy and legislation, interviews with policy-makers and consultations with regional and national stakeholders. The plan is envisioned to help the development of an effective adaptation strategy and action plan designed to reduce vulnerability and enhance resilience of the sector to climate change.

The overarching objective of this consultancy is to provide consultancy services for the completion of a number of deliverables towards the completion of a strategy document to enhance resilience of tourism sector as a whole.

The consultancy will contribute to the achievement of the following:

* A comprehensive baseline of current climate and weather-related impacts and consequences for the sector through stocktaking exercise, including stakeholder consultations,
* Assessment of current climate trends, vulnerabilities and priorities for the specific sector
* Analysis of sector appropriate climate and development frameworks of Antigua & Barbuda in order to identify entry points for adaptation,
* Completion of a vulnerability assessment to identify key risks to the sector,
* A prioritised list of adaptation actions with detailed analysis of options —assess and prioritize adaptation actions based on trade-offs and defined criteria towards the final sector plan
* Finalized indicators as part of monitoring and evaluation plan

Adaptation planning for the sector should consider the range of actors and organizations that comprise the industry. The scope of services is understood to cover all activities necessary to accomplish the objectives of the consultancy. A participatory and consultative approach is encouraged in the conduct of the services. This Plan will provide strategic direction across organizations involved in wholesale and retail for integration of adaptation considerations in national development planning. The Consultant will coordinate the work with that being undertaken under the NAP sub-programme of the DOE.

This is a fixed price consultancy. The Consultant/Firm is expected to provide a proposed budget to support activities related to the consultancy.

1. **COMPETENCE REQUIRED**

**Expressions of Interest should:**

* Summarize technical qualifications and approaches to undertaking the assignment;
* Summarize areas of sectoral and climate change expertise;
* Summarize work across SIDs, Caribbean and/or Antigua & Barbuda ;
* Demonstrate knowledge of UNFCCC and GCF processes
* Outline an interdisciplinary approach to executing the consultancy

**Requirements**

* The Consultant must have an advanced university degree (Master's degree or equivalent) in

International & Domestic Trade; Supply Chain Management or closely related field.

* At least 5 years of experience in economic, policy and institutional analysis in the area of Environment **AND/OR** Climate Change
* At least five years’ experience in participatory approaches, gender analysis, and working with local communities and indigenous populations.
* Excellent knowledge of and working experience in climate change adaptation and the National Adaptation Plan process.
* Experience working in developing countries preferably Small Island Developing States (SIDS)
* Excellent knowledge of and working experience in how to integrate adaptation considerations into sectoral strategies.
* Excellent knowledge of and working experience in developing investment plans for sectoral strategies.
* Experience working in related field which includes research and analysing policies and policy development in the context of climate change risk and adaptation planning would be an asset
* Knowledge of the GCF and related UNFCCC processes would be an asset

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