

FORVAC

– Forestry and Value Chains Development Programme – Tanzania – Finland Cooperation

Ministry of Natural Resources & Tourism (MNRT), P. O. BOX 1351 – 40472 Dodoma
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Call for Proposals

for

Facilitating Village Land Use Planning in 15 Villages in Total in the Areas of Lindi Cluster and Ruvuma Cluster

(Terms of Reference, ToR)

Project number and title	P34809P001 / Forestry and Value Chains Development Programme (FORVAC)			
1. Location	Support to Village Land Use Planning will take place in the following villages:			
	Cluster/Region	District	Village	
	Lindi Cluster Land Use Planning (LUP) in <u>7 villages</u>	Liwale	Luwele	
			Lilombe	
			Chigugu	
		Ruungwa	Nahanga	
			Mchichili	
		Nachingwea	Majengo	
			Matekwe	
		Ruvuma Cluster Land Use Planning (LUP) in <u>8 villages</u>	Mbinga	Barabara
			Namtumbo	Chengena
	Kilangalanga			
	Masuguru			
Njalamatata				
Songea	Matimila A			
Nyasa	Mkali B			
Tunduru	Misechela			
Total number of villagers covered		15		
Additionally, part of the assignment takes place in the offices of the National Land Use Planning Commission (NLUPC) in Dar es Salaam and Dodoma and at the FORVAC HQ in Dodoma.				
2. Duration	9 November 2020 – 28 February 2021, with an option for extension.			
3. Background	<p>Forestry and Value Chains Development (FORVAC) aims to contribute in increasing economic, social, and environmental benefits from forests and woodlands while reducing deforestation. The expected outcome of FORVAC is “<i>Improved forest-based income, livelihoods and environmental benefits</i>”. The outcome will be achieved through the following outputs:</p> <p>Output 1: Improved Value Chains and increased Private Sector Involvement in the forest sector. Key interventions:</p> <p>1.1 Establishment and Mobilization of Village Land Forest Reserves (VLFR); and</p> <p>1.2 Support to value chains development</p> <p>Output 2: Stakeholder capacity to implement and promote forestry value chain development enhanced. Key interventions:</p> <p>2.1 Improved institutional and management capacities of Village Councils and VNRC to implement CBFM and develop forest value chains;</p> <p>2.2 Improved capacities to support and monitor CBFM/forest and related value chains and incorporating HRBA</p>			

aspects; and

2.3 Forest products value chains/market system and business development skills incorporated in curricula of relevant training institutes.

Output 3. Functional extension, communication, monitoring systems; and Management Information System (MIS) in place. Key interventions:

3.1 Enhanced extension and communication services; and

3.2 Monitoring and Management Information System (MIS) established.

Output 4. Supportive legal and policy frameworks to forest value chain and sustainable forest management developed. Key interventions:

4.1 Improved policy and regulatory framework for forest value chain development; and

4.2 Support to development of forest law enforcement, forest governance and trade of legally sources timber

The implementing agency of the programme is the Forest and Beekeeping Division (FBD) of the Ministry for Natural Resources and Tourism (MNRT), in close cooperation with Tanzania Forest Service (TFS) and the President's Office Regional Administration and Local Government (PO-RALG).

The FORVAC Intervention 1.1 under Output 1 "Establishment and mobilization of Village Land Forest Reserves (VLFR)" is a starting point for CBFM and related value chains development in the context of FORVAC. The VLFR establishment also covers land use planning to secure ownership over forest products, such as timber, NWFP/NTFP and charcoal, for local communities. Moreover, establishment and mobilization of VLFRs and in this context production of Village Land Use Plans (VLUP) belong to the main activities of the FORVAC Annual Workplan for the period from July 2020 to June 2021.

4. Objectives

In cooperation with District Participatory Land Use Management (PLUM) teams and Village Land Use Management (VLUM) teams and together with local communities, develop Village Land Use Plans (VLUPS) to support sustainable land use, natural resource management and establishment and operation of Village Land Forest Reserves.

5. Scope

i) Facilitate, coordinate and monitor implementation of the Land Use Planning (LUP) process, conducted in accordance with the Guidelines for Participatory Village Land Use Management in Tanzania and applying Participatory Land Use Planning Methodologies and Participatory Mapping and Planning Tools Developed for Village Land Use Planning Practice in the following fifteen (15) villages.

Cluster/Region	District	Village	Expected forest area, ha
Lindi Cluster Land Use Planning (LUP) in <u>7</u> villages	Liwale	Luwele	4,617
		Lilombe	4,558
		Chigugu	4,500
	Ruungwa	Nahanga	4,897
		Mchichili	2,130
	Nachingwea	Majengo	5,000
Matekwe		5,891	
Ruvuma Cluster Land Use Planning (LUP) in <u>8</u> villages	Mbinga	Barabara	To be determined when conducting VLUP
	Namtumbo	Chengena	26,000
		Kilangalanga	
		Masuguru	
	Njalamatata	Njalamatata	Determined in connection with the LUP process
		Songea	Matimila A
Nyasa	Mkali B	Teak planting area connectivity, forest area determined in connection with the LUP process	
Tunduru	Misechela	Determined in connection with the LUP process	
Total number of villagers covered:		15	

ii) In cooperation with FORVAC and the National Land Use Planning Commission (NLUPC), organize training for District PLUM teams and VLUM teams as seen necessary for the implementation of the LUP Process.

	<p>iii) Coordinate cooperation of District PLUM teams and VLUM teams and production of Village Land Use Plan (VLUP) reports for the villages covered.</p> <p>iv) In collaboration with District PLUM teams and VLUM teams, coordinate placement of signboards to the demarcated land uses.</p> <p>v) Conduct quality control of the LUP process and scrutinize the develop VLUPs before their submission to the District Councils for approval (if a separate VLUP scrutinizing workshop is held with NLUPC, FORVAC pay for the related cost separately).</p> <p>vi) Assist in preparations for gazettment of VLUPs approved by District Councils.</p> <p>vii) In the target areas, conduct financial management of the LUP process.</p> <p>The assignment also covers financial management of the LUP process which covers:</p> <ul style="list-style-type: none"> • Cost of the Service Provider’s Team (salaries/fees, per diem, travel costs, communication, required tools, equipment and materials, management, and administration); and • Costs of District PLUM team members and VLUM team members: payment of all the costs of producing of VLUP in the field including meeting allowances to VLUM, VC, Councilors, WEO and other relevant parties, potential travel costs and per diems and relevant material and meeting costs.
6. Expected deliverables	<ul style="list-style-type: none"> • Fifteen (15) Village Land Use Plans approved by Village Assembly meetings and by the relevant District Councils and prepared ready for printing and gazettment.
7. Timing	<p>9 November 2020 – 28 February 2021.</p> <ul style="list-style-type: none"> • LUP shall be completed in 8 villages by 31 December 2020. • LUP in remaining 7 villages completed by 28 February 2021. <p>Sequence by districts and villages shall be agreed upon negotiations and signature of the Service Contract.</p>
8. Mandate	<p>During the assignment, the partner agency is entitled and expected to collect necessary information to implement the agreed tasks and produce expected deliverables also including recommendations and proposals for further action by the programme, the donor agency and the MNRT. However, the partner agency is not authorized to represent or to make any commitments on behalf of the FORVAC programme.</p>
9. Budget and payments	<p>The assignment also covers financial management of the LUP process which covers:</p> <ul style="list-style-type: none"> • Cost of the Service Provider’s Team (salaries/fees, per diem, travel costs, communication, required tools, equipment and materials, management, and administration); and • Costs of District PLUM team members and VLUM team members: payment of all the costs of producing of VLUP in the field including meeting allowances to VLUM, VC, Councilors, WEO and other relevant parties, potential travel costs and per diems and relevant material and meeting costs. <p>A payment procedure (advance payments from FORVAC to the Service Provider, payments during implementation and after completion of the Service Contract) shall be agreed upon negotiations and signature of the Service Contract.</p>
10. Qualifications of the service provider	<p>The selected Service Provider should meet the following qualifications:</p> <ul style="list-style-type: none"> • Service Provider (Organization): Demonstrated experience in Village Land Use Planning and LUP in the context of VLFR. • Team Leader: MSc or BSc in land use planning, land management or NRM related discipline. • Other Team Members: at least BSc in land use planning, land management or NRM related discipline and experience in land use planning. • Continuous presence in the target districts/clusters during the LUP process is an asset.
11. Mode of selection/ selection criteria	<p>Quality/price based.</p> <p>Maximum scoring 100, divided by the selection criteria as follows:</p> <ul style="list-style-type: none"> • Technical proposal 1: proposed approach, methodology and workplan: max. 40 • Technical proposal 2: resources allocated, also including description of Involvement of District Participatory Land Use Management (PLUM) teams, Village Councils and Village Land Use Management (VLUM) teams, presence in the target districts/clusters during the LUP process: max. 15 in total. • Team member(s) (in total) – education, experience: max. 20. (Team Leader max. 5, other Team Members max. 15 in total) • Financial proposal (budget): max. 25.
12. Proposals	<p>Applications should cover the following subjects:</p> <p><u>Technical proposal</u></p>

	<ul style="list-style-type: none"> • Approach, methodology and tools to be used. • Consideration of gender equality and participation of local communities. • Proposal for resources to be used: <ul style="list-style-type: none"> - Expert(s), with comprehensive CVs and description of his/her/their role(s) in the process - Involvement of District Participatory Land Use Management (PLUM) teams and Village Land Use Management (VLUM) teams, cooperation with the National Land Use Planning Commission (NLUPC) - Service Provider’s presence in the target districts - Equipment / software to be used - Field transport <p><u>Financial proposal</u></p> <ul style="list-style-type: none"> • Budget breakdown: <ul style="list-style-type: none"> - Cost of the Service Provider’s Team (salaries/fees, per diem, travel costs, communication, required tools, equipment and materials, management and administration); and - Costs of District PLUM team members and VLUM team members: payment of all the costs of producing of VLUP in the field including meeting allowances to VLUM, VC, Councilors, WEO and other relevant parties, potential travel costs and per diems and relevant material and meeting costs. • Total price of the Service Provision to conduct LUP in the selected villages • Price per a village of the service provision. <p>Signed Technical and Financial Proposals should be sent electronically to the email address: procurement@forvac.or.tz by 2 November 2020.</p> <p>For further information, please contact:</p> <p>Juhani Härkönen, FORVAC CTA, e-mail: juhani.harkonen@forvac.or.tz ; tel. +255 624 855 759, or</p> <p>Alex Njahani, Forest Management Expert, e-mail: alex.njahani@forvac.or.tz ; tel. +255 713 226 795.</p>
Annexes	<ul style="list-style-type: none"> - FORVAC Programme Document (https://forvac.or.tz/wp-content/uploads/2019/12/FORVAC-Programme-Documents_FINAL.pdf) - Guidelines for Participatory Village Land Use Management in Tanzania (https://www.nlupc.go.tz/publications/guidelines) - Participatory Mapping and Planning Tools Developed for Village Land Use Planning Practice (http://www.privateforestry.or.tz/en/resources/view/participatory-mapping-and-planning-tools-developed-for-village-land-use-pla)