

Government of Nepal
Ministry of Forests and Soil Conservation
REDD Implementation Centre
Terms of Reference for
Consultant for Reviewing Reports

1. Background

Nepal is one of the countries selected by the Forest Carbon Partnership Facility (FCPF) for the REDD+ Readiness Fund and is now in the process of implementing REDD+ Readiness Preparation Proposal (R-PP). The Nepal REDD Readiness programme is a comprehensive multi-stakeholder effort to reach REDD readiness so that Nepal can benefit when a global REDD regime becomes a recognised and agreed instrument for climate change mitigation in the post-Kyoto context. The REDD Programme is led by the REDD Implementation Centre (REDD IC) in the Ministry of Forests and Soil Conservation. The REDD IC is directly responsible for the procurement and supervision of all actions financed during the Readiness phase, including the consultant services described in the RPP document. To procure consulting services explicit TORs are desirable. Along with procurement of consulting services, various studies are in progress as envisaged in RPP. The REDD IC receives variety of documents as an output of the studies. Critical review of the documents is essential to maintain their quality and are written in consistent with Nepal's REDD readiness endeavor. Taking into account these facts, the consultant is needed to review the documents submitted by different consulting individuals and firms.

2. Purpose

The purpose of this document review service is to provide expert review report on Consultant's reports.

3. Major Tasks

Provide expert's review reports: The Reviewer will study the reports and database and information system developed by consultants of REDD IC and provide timely comments on the report.

Study category: Information System

There are following studies that are currently in progress and require the consultant's review.

1. Develop national data base of basic attributes of all forest management regimes and develop national REDD+ information system or registry: (FCPF/REDD/S/QCBS-24)

The Reviewer will review the technical reports to prepare a review report that includes:

2. Assessment of coverage, functionality and applicability of database and information system developed by the Consultants.
3. Assessment of each report based on objectives and methods set in the contract, TOR and technical proposal.
4. Assessment of conclusions and recommendations based on consistency with national policies and regulations and international policies and practices.
5. Opinion on feasibility and implications of implementing recommendations.

4. Required skills, competencies and experience

The key required skills, competencies and experience are summarised as under:

- At least Master Degree or equivalent in information technology (including database management, information system and related topics)
- Minimum of 5 years of experience on database management and national information system. REDD and forestry database experience will be an added advantage
- Good publication record on relevant topic
- Understanding of Nepalese government's forest policies and regulations.

5. Contract duration

- One month

6. Expected Outputs

- Review reports on Consultant's submitted reports and database and information system. Reviewer's report should include aspects specified under Major Tasks.

7. Client's input to the consultant

The client will provide TOR, technical proposals and reports submitted by consultants.

8. Payment Schedule

The client will sign a Lump-sum contract with the Consultant and provide payment upon completion of review and submission of acceptable report/s.

9. Consultant's Selection Method

An individual consultant will be selected based on donor's standard procurement practice and input from REDD IC.