
**Project number/
cost centre:**

**PN: 20.9055.3-
001.03**

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0. List of abbreviations

AVB	General Terms and Conditions of Contract (AVB) for supplying services and work 2022.
ToRs	Terms of reference

1. Context

Climate change brings a serious threat to more than 7 billion human beings and it can have a dramatic impact on our natural resources, economic activities, food security, health and physical infrastructure. India is one of the most highly vulnerable countries in the world due its diverse geographical landscape. According to the Global Climate Risk Index 2020 of the German think-tank Germanwatch, India is the 5th most affected country by climate change. More than 50 % of the Indian population is dependent on climate sensitive sectors such as agriculture, fisheries, natural ecosystems, and forestry for their livelihoods. Moreover, India is also witnessing severe water shortages, flooding and droughts, and these effects are threatening the country's development. Therefore, climate change adaptation remains as an integral component of the sustainable economic development of India.

In 2008, India launched its National Action Plan on Climate Change (NAPCC) which comprises 8 different missions, out of which 4 missions focus on adaptation and/or adaptation co-benefits such as the sectors of agriculture, water, forestry and Himalayan ecosystem. India's Nationally Determined Contribution (NDC) document identifies the country's adaptation goal as *"to better adapt to climate change by enhancing investments in development programmes in sectors vulnerable to climate change, particularly agriculture, water resources, Himalayan region, coastal regions, health and disaster management."* The Government of India (GoI) has been implementing various measures to reduce the risk faced by vulnerable communities in the country and to improve their resilience against external, uncontrollable risks through schemes and flagship programmes. It is also observed that there are numerous positive climate co-benefits (mitigation and adaptation) of the adaptation measures undertaken by the Government of India.

GIZ, has partnered with the Ministry of Environment, Forest & Climate Change (MoEFCC) in implementing Indo-German Technical Cooperation projects on climate change in India. In this context, Climate Adaptation and Finance in Rural India (CAFRI) and the Indo-German support project for Climate Action in India supports the MoEFCC to address untapped potentials of Indian policies and programs to strengthen Indian NDC implementation through a climate co-benefits approach. The projects jointly aim to achieve the objective to measure climate co-benefits of selected government schemes in 3 sectors aligning with adaptation i.e., **Agriculture, Water and Rural infrastructure** in 3 CAFRI states (Himachal Pradesh, Tamil Nadu and Uttar Pradesh)

Against this backdrop, GIZ invites proposals to study, develop a methodology, apply the methodology and measure climate co-benefits of selected government schemes in the above 3 mentioned sectors. Secondary research, desk reviews, expert consultations, etc. to be incorporated in the study. The study should engage a wide scope of methodologies and indicators/parameters to measure the climate co-benefits.

What is Climate Co-Benefit

Climate Co-Benefits refer to programs or actions that do not have a climate focus but target other areas, e.g., programs dedicated primarily to support resource efficiency, forest policies, agriculture, water security, the job market, etc. These programs do not assess and account their potential climate co-benefits contributing to climate change mitigation or climate change adaptation. The unmeasured climate impact has therefore no influence on the economic

efficiency of a measure and the concerned public/private actors are not expected to take it into account. As a result, there is a lack of information that jeopardizes the fulfillment of the climate goals and targets at state and national level. In some sectors, this connection is quite evident and measurable, e.g. investments in agriculture can also boost the resilience of farming communities to climate change if designed adequately. Sustainable transport activities can encourage low-carbon mobility with reductions in greenhouse gas emissions as a climate co-benefit¹. When it comes to the relevant metrics, however, most sectors lack the methodological basis to calculate concrete climate co-benefits and account respective climate mitigation or adaptation impacts.

Why is accounting for Climate Co-benefit important

- Climate policy co-benefits in well-researched fields such as air quality, health are large, often equalling or exceeding mitigation costs.
- Despite their significance, co-benefits are seldom considered in decision-making, leading to biased policies and goal failures.
- In several areas, such as water efficiency, sustainable agriculture and energy security, co-benefits are sparsely researched, but emerging evidence points to high values.
- More research is needed, including on how to describe the total value of different co-benefits.
- Improved processes, documentation requirements and criteria in decision-making are needed, in order to ensure that policy makers consider climate co-benefits.

1.1 Assignment Objective: with the above background and context the specific objectives of this assignment are as follows:

- To design a framework cum methodology to identify, measure, assess and evaluate the indicators for the 3 sectors that can account climate co-benefits with a focus on adaptation i.e., **Agriculture, Water and Rural infrastructure**.
- Apply climate lens, develop climate co-benefits methodology and calculate adaptation co-benefits of schemes related to
 - Women farmers empowerment or similar livelihood empowerment programmes/ schemes such as “**Mahila Kisan Sashaktikaran Pariyojana**” (MKSP) with a focus on gender mainstreaming.
 - Rural roads/ infrastructure related programmes/ schemes/ missions
 - Improving irrigation/ water management such as **Pradhan Mantri Krishi Sinchayee Yojana (PMKSY)**

These schemes will be assessed in 3 CAFRI partner states (Himachal Pradesh, Tamil Nadu and Uttar Pradesh). Exact schemes might change in the 3 states after initial consultation with

¹ <https://www.worldbank.org/en/news/feature/2021/03/10/what-you-need-to-know-about-climate-co-benefits>

state governments. The scale of accounting for climate co-benefits will be at state level with relevant data being used from secondary sources.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services

The following tasks have been identified to achieve the assignment objectives:

Work Package 1: Inception & Workplan

Activities:

1. Conducting an inception meeting with GIZ project managers to understand the scope and details of the work under this assignment.
2. Creating and delivering a detailed workplan for the entire assignment
 - a. Developing an understanding on the tasks, scope and details of the assignment based on the inputs from the inception meeting.
 - b. Preparing a detailed workplan for the entire assignment
 - c. Conducting a second meeting with GIZ to discuss the detailed workplan and the assignment.

Outputs:

1. One Inception meeting with GIZ project managers to agree upon the scope and details of the works under the assignment.
2. **Deliver one detailed workplan** for this entire assignment to be discussed in a second meeting with GIZ project managers (5 pages DIN A4)

Work Package 2: Conducting a baseline study and stakeholder consultation for 3 CAFRI states (Uttar Pradesh, Tamil Nadu and Himachal Pradesh)

Tasks:

1. Study the current situation of sectors: Agriculture, Rural Infrastructure and water in the CAFRI States
2. Assess the current priorities in the adaptation space aligning with the SAPCC and SDGs, priorities
3. Study the existing and potential implementation mechanism, framework for adaptation measures in the above-mentioned sectors and states.
4. Study the state and national policies and strategies active in the region vis a vis adaptation measures keeping a focus on the sectors as mentioned above.
5. Stakeholder consultation with nodal departments, NGOs, private sector and other relevant stakeholders to map the key gaps in the implementation at grassroot level (1 in each state)
6. Study the relevant climate co-benefits approaches which could be implemented in the CAFRI states.
7. Review existing Institutional setup and mechanism that delivers and support the activities related to Agriculture, Rural Infrastructure and Water.

8. Identify key indicators/ parameters to measure the climate co-benefits in the sectors: Agriculture, Water and Rural Infrastructure.

Outputs:

1. Brief report on the adaptation priorities in CAFRI states and the sectors.
2. A brief paper on the findings of the consultation and baseline study.
3. Prepare a brief literature review on the climate co-benefit methodologies in the past not limiting to the Indian context.
4. Outline the climate co-benefit methodology, work plan and timeline of the complete assignment.
5. Brief on all the schemes (central sector schemes and state sector schemes) identified for the study in the sectors.

Note: Secondary research, expert consultations to be incorporated in the tasks.

Work Package 3: Develop criteria for indicators to be used in the detailed methodology. Criteria to be finalized through expert consultation jointly with GIZ. Identifying intermediary organizations/ institutions that may be relevant to the study.

Tasks:

1. Develop and present different criteria and scenarios for indicators/ parameters for the usage of methodology.
2. Identify key areas / region / target groups to test the indicators/ parameters for a pilot study with prioritization on replication in other regions.

Output:

1. Outline the roadmap for the integration/usage of methodology in other national schemes and programmes in the 3 sectors.
2. Brief on identified areas/ regions/ sector and target group(s)

Work Package 4: Develop and Pilot one climate co-benefit methodology in the focus areas of Agriculture, Water and Rural Infrastructure each.

Tasks:

1. Scoping of existing methodologies and models to assess climate co-benefits of Agriculture, Water and Rural Infrastructure. The studies should identify the advantage, disadvantages, gaps and applicability of the available methodologies.
2. Development of a methodology with the focus on Agriculture, Water and Rural Infrastructure.
3. Consultations with national, international agencies, private sector players that are working on calculating mitigation and adaptation benefits of policies, programme, initiatives, schemes etc. These consultations would include presentation of findings of the scoping studies to these agencies and their inputs on the development of this methodology.

4. Identification of key characteristics of the methodology to be developed based on the baselines and key conclusions from the assessment framework. For example: relevance in the Indian context, scalability, robustness (prevent double counting), ownership, synergistic (able to accommodate multiple approaches), availability of data, disaggregation levels and data assimilation capacities, ease of use by government and private sector stakeholders.
Methodology must be prepared for the initiatives, policies, programmes identified during consultations with relevant stakeholders (for example carbon markets for the private sector)
5. Identification of the key characteristics of the methodology based on the project objectives: applicability to sectors identified in the project, integration with national schemes and programmes, access and applicability in national trainings for PSEs and private sector enterprises.
6. Identification of data sources.
7. Based on the gaps in the existing methodologies the contractor either develops new modelling approaches or reconfigures existing methodologies relevant to the initiatives and policies in the focus areas.
8. Stakeholder meetings to promote potentials to quantify climate co-benefits.
9. Finalization of the methodology
10. Pilot the methodology in one policy/programmes to be selected through joint consultation in the focus area of Agriculture, Water and Rural Infrastructure to showcase the use of climate co-benefit accounting.

Output:

1. One scoping study for climate co-benefit approaches/methodologies applied in policies/schemes/initiatives/programmes.
2. One consultation with national, state, international agencies, private sector players that are working on calculating climate benefits of policies aligning with schemes related to Agriculture, Water, Rural Infrastructure.
3. One Report on consultations with national, international agencies working on calculating mitigation and adaptation benefits of Agriculture, Water and Rural Infrastructure policies and schemes.
4. Three Consultations with relevant government stakeholders, PSEs, private sector stakeholders to present advantages of climate co-benefit methodologies and collect feedback in the 3 states.
5. One report on final methodology for sectors as mentioned in the work package, along with the approach and process of finalisation of methodology.
6. Pilot demonstration by applying the methodology decided by MoEFCC and one report on outcomes with evidence.

Work Package 5: Develop roadmaps for using climate co-benefit methodologies for impacts of national schemes and programmes including sector guidelines on how to calculate climate co-benefits.

Tasks:

1. Develop one draft roadmap including draft sector guidelines on how to calculate climate co-benefits for selected schemes / initiatives / policies / programmes identified in Work Package 2 and 3, using the developed methodology for sectors identified.
2. Finalization of the roadmap and sector guidelines for focus areas after one consultation in Delhi with MoEFCC, PSEs and private sector organizations.
3. Support adoption and institutionalising the roadmap and sector guideline in the selected government institutions, PSEs and private sector organizations.

Outputs:

1. Draft one roadmap including draft sector guidelines for three focus areas.
2. One consultation with MoEFCC and other relevant actors for finalization of the roadmap including sector guidelines. (Minutes of feedback)
3. Final roadmap including feedback.
4. One suggestion paper to support adoption and institutionalising the roadmap and sector guidelines.

Work Package 6: Define regular Monitoring and Evaluation process of climate co-benefits methodology.

Tasks:

1. Identify key M&E methodologies and data sources in the agriculture, water and rural infrastructure sectors.
2. Develop a study on evaluation of indicators incorporated in the climate co-benefits methodologies.

Outputs:

1. Draft one M&E document clearly defining the roadmap for the steps to be taken in M&E framework and highlighting the time periods for the evaluation.
2. Draft one document on the results of the M&E framework as per the time frame agreed by GIZ and other stakeholders.

Note: All, final and binding milestones are to be decided on basis of discussion with GIZ and contract partner.

Certain tentative milestones, as laid out in the table below, are to be achieved by certain dates during the contract term:

Milestone	Date (No. of days)
Inception Report and work plan	Start of May 2023 (5)

<ol style="list-style-type: none"> 1. Brief report on the adaptation priorities in CAFRI states and the sectors. 2. A brief paper on the findings of the consultation and baseline study. 3. Prepare a brief literature on the climate co-benefit methodologies in the past not limiting to the Indian context. 4. Outline the climate co-benefit methodology, work plan and timeline of the complete assignment. 5. Brief on all the schemes (central sector schemes and state sector schemes) identified for the study in the sectors. 	June 2023 (15)
<ol style="list-style-type: none"> 1. Outline the roadmap for the integration/usage of methodology in other national schemes and programmes in the 3 sectors. 2. Brief on identified areas/ regions/ sector and target group(s) 3. Brief on the stakeholder consultation and criteria developed. 	Start of June 2023 (12)
<ol style="list-style-type: none"> 1. One scoping study for climate co-benefit approaches/methodologies applied in policies/schemes/initiatives/programmes. 2. Three consultations with national, state, international agencies, private sector players that are working on calculating climate benefits of policies aligning with schemes related to Agriculture, Water, Rural Infrastructure. 3. One Report on consultations with national, international agencies working on calculating mitigation and adaptation benefits of Agriculture, Water and Rural Infrastructure policies and schemes. 4. Three Consultations with relevant government stakeholders, PSEs, private sector stakeholders to present advantages of climate co-benefit methodologies and collect feedback 5. One report on final methodology for sectors as mentioned in the work package, along with the approach and process of finalisation of methodology. 6. Pilot demonstration by applying the methodology decided by MoEFCC and one report on outcomes with evidence. 	November 2023 (45)
<ol style="list-style-type: none"> 1. Draft one roadmap including draft sector guidelines for three focus areas. 2. One consultation with MoEFCC and other stakeholders for finalization of the roadmap including sector guidelines. (minutes of feedback) 3. Final roadmap including feedback. 4. One suggestion paper to support adoption and institutionalising the roadmap and sector guidelines. 	Dec 2023 (12)
M&E concept	March 2024 (6)
Final Report Submission <ul style="list-style-type: none"> • Project Report 	May 2024 (5)

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- A policy brief (maximum 2 pages)
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Note: *Prior consent of the respondents to the survey should be taken in writing by the contractor

Period of assignment: From July 2023, until July 2024.

Final Report of the Assignment

The consultants will submit a comprehensive report and a policy brief that includes description of vulnerable target groups, regions and sectors; mapping of relevant state and centrally funded schemes and departments/ institutions vis-à-vis identified vulnerable sectors and target groups with keeping climate risk as the central theme for the identified target groups and associated intermediary institutions/ organisations. This report is to be complemented with a summary in the form of slides i.e., PPT, which can be presented within GIZ and to the partner organisations. The contractor is required all the first-hand open copies of the knowledge products and assignment outputs created.

3. Concept

In the bid, the bidder is required to show how the objectives defined in Chapter 2 are to be achieved.

Technical-methodological concept

Strategy: The bidder is required to consider the tasks to be performed with reference to the objectives of the services put out to tender. Following this, the bidder presents and justifies the strategy with which it intends to provide the services for which it is responsible (see Chapter 2). (Point 1.1.- Technical Assessment Grid)

The bidder is required to present the actors relevant for the services for which it is responsible and describe the **cooperation** with them. (Point 1.2 – Technical Assessment Grid)

The bidder is required to present and explain its approach to **steering** the measures with the project partners and its contribution to the results-based monitoring system. (Point 1.3 – Technical Assessment Grid)

The bidder is required to describe the key **processes** for the services for which it is responsible and create a schedule that describes how the services according to Chapter 2 are to be provided. In particular, the bidder is required to describe the necessary work steps and, if applicable, take account of the milestones and contributions of other actors in accordance with Chapter 2. (Point 1.4 – Technical Assessment Grid)

The bidder is required to describe its contribution to knowledge management for the partner and GIZ and promote scaling-up effects (**learning and innovation**) (Point 1.5 – Technical Assessment Grid)

Other specific requirements

Project management of the contractor (Point 1.6 – Technical Assessment Grid).

The bidder is required to explain its approach for coordination with the GIZ project.

- The contractor is responsible for selecting, preparing, training, and steering the experts (international and national, short and long term) assigned to perform the advisory tasks.
- The contractor makes available equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
- The contractor reports regularly to GIZ in accordance with the AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH from 2022

The bidder is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the bid; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule.

The bidder is required to describe its backstopping concept. The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the bid:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between GIZ and field staff
- Contractor's responsibility for seconded personnel
- Process-oriented technical-conceptual steering of the consultancy inputs
- Securing the administrative conclusion of the project
- Ensuring compliance with reporting requirements
- Providing specialist support for the on-site team by staff at company headquarters
- Sharing the lessons learned by the contractor and leveraging the value of lessons learned on site

4. Criteria for Eligibility of firms

Bidders must submit the documentary evidence (as per Annex A of Bidding conditions) for the criteria's specified below.

- Agency must be registered as a national organization or entity.
- In case of bidding consortia: Declaration by consortium

- Average annual turnover for the last three financial years should be at least 95,000 Euros
- The agency should have minimum 10 employees as on previous year.
- The agency should have at least 2 reference projects in field of developing EPR based mechanisms for waste management in the last three years with a minimum commission value of 20,000 Euros.
- The agency must have 8 years of experience and technical expertise in climate change adaptation in rural areas and evaluating climate adaptation projects and activities
- The agency should have at least 5 years of experience on working with rural development and water/agriculture related- PMKSY, MKSP and others
- The agency should have 3 previous projects on impact evaluation for NRM based projects.
- The agency should have regional experience in providing consulting services / implementation of projects for government, bi-lateral agencies and others and excellent track record of completion of tasks according to timelines.
- The agency should have experience in other ODA financed development projects.

5. Personnel concept and Required Qualification

The bidder is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points.

Team leader – 2.1 of Technical Assessment Grid

Tasks of the team leader

- Project Management, overall project communication with GIZ.
- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, in particular identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and international short-term experts
- Regular reporting in accordance with deadlines

Qualifications of the team leader

- Education/training (2.1.1): PhD or Post Graduate Degree in Agriculture Sciences / Economics / Natural Resource Management / Management / Engineering / Hydrological Sciences / Geological Sciences / Climate Sciences / Environmental Sciences

- Language (2.1.2): Good business language skills in English and Hindi
- General professional experience (2.1.3): 15 years of professional experience in the Climate change adaptation and mitigation/ agricultural or rural development
- Specific professional experience (2.1.4): 10 years in conducting feasibility studies for adaptation policies and measures/ writing analytical reports on agricultural, water science and rural development research.
- Leadership/management experience (2.1.5): 7 years of management/leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 7 years of experience in projects in India in the identified states
- Development Cooperation (DC) experience (2.1.7): 5 years of experience in DC projects

Expert 1 (Climate Change Adaptation Expert) – 2.2 of Technical Assessment Grid.

Tasks of Expert 1

- Contributing to overall assignment deliverables and project communication with GIZ.
- Joint responsibility with Expert 2 for work package 1, 2 3 and 4: to study the current situation of sectors: Agriculture, Rural Infrastructure and water in the CAFRI States
- Assess the current priorities in the adaptation space aligning with the SAPCC and SDGs, priorities
- Study the existing and potential implementation mechanism, framework for adaptation measures in the above-mentioned sectors and states.
- Study the state and national policies and strategies active in the region vis a vis adaptation measures keeping a focus on the sectors as mentioned above.
- Stakeholder consultation with nodal departments, NGOs, private sector and other relevant stakeholders to map the key gaps in the implementation at grassroot level (1 in each state)
- Study the relevant climate co-benefits approaches which could be implemented in the CAFRI states.
- Review existing Institutional setup and mechanism that delivers and support the activities related to Agriculture, Rural Infrastructure and Water.
- Identify key indicators/ parameters to measure the climate co-benefits in the sectors: Agriculture, Water and Rural Infrastructure.

Qualifications of the expert 1

- Education/training (2.2.1): Post Graduate degree Climate Change studies/ Natural Resource Management / Environmental Engineering / Hydrological Sciences / Geological Sciences / relevant subject
- Language (2.2.2): Good business language skills in English and Hindi
- General professional experience (2.2.3): 8 years of professional experience in the Climate Change / agricultural, water, rural infrastructure and allied sectors, policy advocacy, data analysis and outreach.
- Specific professional experience (2.2.4): 6 years of professional experience in projects dealing with climate change. Work experience in data analysis and climate co-benefits is highly desirable

- Regional experience (2.2.6): 5 years of experience in projects in the identified states in project design and management
- Development cooperation (DC) experience (2.3.7): 5 years of working experience on DC projects

Expert 2 (Agriculture Expert) - 2.3 of Technical Assessment Grid

Tasks of Expert 2

- Contributing to overall assignment deliverables and project communication with GIZ.
- Joint responsibility with Expert 2 for work package 2, 3 and 4
- Contribute to work package 5 and 6

Qualifications of the Expert 2

- Education/training (2.3.1): Post Graduate degree Agricultural Sciences / Agricultural Economics/ relevant subject
- Language (2.3.2): Good business language skills in English and Hindi
- General professional experience (2.3.3): 12 years of professional experience in Agriculture and allied sectors/using qualitative and quantitative methods to assess benefits and impacts
- Specific professional experience (2.3.4): 8 years of experience of working in agriculture policies and programme implementation. Experience working in women empowerment in agriculture is desirable.
- Regional experience (2.3.6): 7 years of experience in projects in identified states
- Development cooperation (DC) experience (2.3.7): 5 years of working experience on DC projects

Expert 3 (Development Economics Expert) - 2.4 of Technical Assessment Grid

Task of expert 3

- Contributing to overall assignment deliverables and project communication with GIZ.
- Overall responsibility for work package 5 and 6 with the team leader and other experts
- Contribute to work package 1,2, 3 and 4

Qualifications of the team member

- Education/training (2.4.1): Post Graduate degree in Management / Economics / Finance / relevant subject
- Language (2.4.2): Good business language skills in English and Hindi
- General professional experience (2.4.3): 10 years of professional experience in the econometric modelling/ climate change/ relevant subject
- Specific professional experience (2.4.4): 8 years of experience of working with government stakeholders, policy analysis, report writing, econometric analysis and modelling.
- Regional experience (2.4.6): 3 years of experience in projects in given states

Short term expert pool 1: Data Analyst (2 numbers) – - 2.6 of Technical Assessment Grid

Tasks of expert

- Responsible to support development co-benefit methodology coordinate with team;
- Shall work on data compilation and coordinate
- Shall support literature review, quantification of the data collected,
- Shall use analytics tools to provide an understanding of issues which are coming up during the calls so that they can be addressed on priority
- Shall provide small reports on the analysis using infographics to ensure a compilation is formed for monitoring and compliance uses.

Qualifications of expert

- Education (2.6.1): master's degree in economics, statistics, public policy or related field;
- Language (2.6.2): Good business language command and interpersonal skills. Fluency over English.
- General professional experience (2.6.3): 3 years of professional experience in the field of data analysis and analytics with reputed organizations.
- Specific professional experience (2.6.4): 2 years in specific work related to analysis of data on for climate change policies and monitoring.

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Sociocultural competence
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

6. Costing requirements

Assignment of personnel

Sl. No	Expert	Days
2.1	Team Leader	20
2.2	Expert 1: Climate Change Adaptation Expert	30
2.3	Expert 2: Agriculture Expert	30
2.4	Expert 3: Development Economics Expert	30
2.6	Short Term Pool 1: Data analysts 2	60
Total Expert Days		170

Travel

The bidder is required to calculate the travel by the specified experts and the experts it has proposed based on the places of performance stipulated in Chapter 2 and list the expenses separately by daily allowance, accommodation expenses, flight costs and other travel expenses.

Name	Number of trips (flight/road/train) (indicative trips expert wise trips)
Team leader	12 round trips
Expert 1	12 round trips
Expert 2	12 round trips
Expert 3	12 round trips
Short term pool 1	12 round trips

Workshops, training

The contractor runs the following workshops/consultations/training courses:

Work Package 2- (Total 3):

1. Stakeholder consultation with nodal departments, NGOs, private sector and other relevant stakeholders to map the key gaps in the implementation at grassroot level (1 in each state)

Work Package 4- (Total 4):

1. One consultation with national, state, international agencies, private sector players that are working on calculating climate benefits of policies aligning with schemes related to Agriculture, Water, Rural Infrastructure.
2. Three Consultations with relevant government stakeholders, PSEs, private sector stakeholders to present advantages of climate co-benefit methodologies and collect feedback in the 3 states

Work Package 5 – (Total 1)

1. One national consultation with MoEFCC and other relevant actors for finalization of the roadmap including sector guidelines and results of the study to be organised in Delhi

The budget includes the following costs relating to the planning and running of workshops:

- Room hire
- Technical systems
- Catering
- Workshop materials
- Travel expenses
- Other costs relating to the workshops

The budget does not include the fees and travel expenses for the contractor's experts incurred in connection with the planning and running of the workshops. These are covered by the

corresponding number of expert days and travel expenses (sections 5.4 to 5.7 and 5.9 of the financial bid).

Please calculate your price bid based exactly on the aforementioned costing requirements. In the contract the contractor has no claim to fully exhaust the days/travel/workshops/ budgets. The number of days/travel/workshops and the budget amount shall be agreed in the contract as 'up to' amounts. The specifications for pricing are defined in the price schedule.

7. Inputs of GIZ or other actors

GIZ and/or other actors are expected to make the following available:

GIZ and/ or other actors are expected to make the following available:

- Introduce the agency to the government administration at the start of the project.
- Suggest additional participants for any meetings, trainings, and workshops.
- Any technical support required for the success of this initiative.
- Technical input for finalising the activity plan, mobilisation and training strategies and periodic review and reporting of progress.
- Inputs on branding, design of all communication materials and knowledge products
- Liasoning with state and national level and enabling upscaling and mainstreaming of activities beyond the project location.

8. Requirements on the format of the bid

The structure of the bid must correspond to the structure of the ToRs. In particular, the detailed structure of the concept (Chapter 3) is to be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). It must be legible (font size 11 or larger) clearly formulated and must be drawn up in English (language).

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages. The CVs must clearly show the position and job the proposed person held in the reference project and for how long. The CVs can also be submitted in English (language).
