

Sent to account on 30/10/2012

Purchase Order



Dispatch via Print

Tanzania

6th Floor
International House
Shaaban Robert St./Garden Avenue
P.O.Box 9182
Dar es Salaam
Tanzania
Tel: 22 2112576
Fax: 22 21111668

Vendor: 0000007260
FRANCIS XAVIER MKANDA
C/O NATIONAL PARKS AND WILDLIFE
P O BOX 498
MZUZU
Malawi

| | | | |
|--|----------------------------|--------------------|-----------|
| PO Number TZA10-0000012297 | Date 21/09/2012 | Revision | Page 1 |
| Payment Terms Immediate | Freight / INCOTERMS D&S | Ship Via Common | |
| Buyer Alphonse Kisesebe alphonse.kisesebe@undp.org | Phone Tel: Fax: | Currency USD | |
| Approver Philippe POINSOT | | | |

Ship To: 6th Floor
International House
Shaaban Robert St./Garden Avenue
P.O.Box 9182
Dar es Salaam
Tanzania

Tel: 22 2112576
Fax: 22 21111668

Bill To: 6th Floor
International House
Shaaban Robert St./Garden Avenue
P.O.Box 9182
Dar es Salaam
Tanzania
Tel: 22 2112576
Fax: 22 21111668

| Ln-Sch Item | Description | Quantity | UOM | Due Date | Unit Price | Line Total |
|---------------|---|----------|-----|------------|------------|------------|
| 1-1 80161902E | DSA and Travel Expenses upon arrival | 1.00 | EA | 21/09/2012 | 9,333.90 | 9,333.90 |
| 2-1 80161902E | Consultancy fee, end of September 2012 (7 working days) | 1.00 | EA | 21/09/2012 | 3,500.00 | 3,500.00 |
| 3-1 80161902E | Consultancy fee, end of October 2012 (21 working days) | 1.00 | EA | 21/09/2012 | 10,500.00 | 10,500.00 |
| 80161902E | Consultancy fee, end of November 2012 (21 working days) | 1.00 | EA | 21/09/2012 | 10,500.00 | 10,500.00 |
| 5-1 80161902E | Consultancy fee, end of December 2012 (21 working days) | 1.00 | EA | 21/09/2012 | 10,000.00 | 10,000.00 |
| 6-1 80161902E | Consultancy fee, end of January 2013 (21 working days) | 1.00 | EA | 21/09/2012 | 10,500.00 | 10,500.00 |

14879
14921

As per contract between UNDP and Francis Mkanda (cf. IC contract No.051/2012) dated 17 September 2012

Total PO Amount USD 54,333.90

This PO is subject to UNDP General terms and conditions.

Authorized Signature
This Purchase Order is Electronically Approved by Philippe POINSOT and does not require Signature.



Certification of Payment

1. For Personnel use only

Name: FRANCIS X. MKANDA Contract No.: 051/2012
 Project Number: 00074207 Fee: (per dlem)
 Project Title: Reducing Land Degradation In Kilimanjaro - SLM Duration: 5 months
 Starting Date: 20/09/2012 Expiry date: 31/01/2013 Expected number of work days per week: 5 days
 Nationality: Malawian Vendor No.: 00007260
 Allotment Number(s): Index no.:
 MOD Number(s):

2. To be completed by the subscriber

Please type or print and mail original and first and second copies, along with your travel claim upon completion of travel, to: United Nations Development Programme, One United Nations Plaza, New York, NY 10017:

Attention: (Finance Officer) Yohana Kibhole Room No.:

I certify that the dates indicated below are an accurate account of the services and duties performed under the terms of this contract.

| Countries visited | Dates worked | | No. of days worked | Total Payable |
|-------------------|--------------|--------------|--------------------|---------------|
| | From | To | | |
| Tanzania | 20 September | 30 September | 7 w/days | 3,500.0 |
| Tanzania | 1 October | 31 October | 23 w/days | 10,500 |
| | | | | |
| | | | | |
| | | | | |

Please note that payment will be made in the currency of the subscriber's usual residence, unless otherwise indicated in Article 3 of the Special Service Agreement, or paragraph 2 of the Reimbursable Loan Agreement. Payments in other than US dollars will be made at the UN operational rate of exchange in effect at the time payment is made. Bank charges related to payment will be borne by the subscriber.

Please make payment as indicated below:

Name of Bank: Account title:
 Address: Account number:
 Currency of Account: USD Social Security or Tax Identification No.: (If applicable)
 Signature: Date: 29/10/2012

3. To be completed by Area/Requesting Officer

Please check appropriate box Final report accepted Assessment sheet attached:
 Final report not accepted Second Assessment to be added:

I certify that the work was satisfactorily performed during the above mentioned dates.

Signature: [Signature]
 Name:

Date: 30/10/2012

4. To be completed by the Certifying Officer

Please process the payment of _____ to the subscriber in accordance with the payment instructions given above.
 Travel Claim received

Certifying Officer _____ Certifying Bureau/Division _____ Date _____



Certification of Payment

1. For Personnel use only

Name: Francis X Mkanda Contract No.: 051/2012
 Project Number: 00074207 Fee: (per diem)
 Project Title: Reducing Land Degradation in Kilimanjaro Duration: 5 months
 Starting Date: 01 September 2012 Expiry date: 31 January 2013 Expected number of work days per week: 5
 Nationality: Malawian Vendor No.: 7260
 Allotment Number(s): Index no.:
 MOD Number(s):

2. To be completed by the subscriber

Please type or print and mail original and first and second copies, along with your travel claim upon completion of travel, to: United Nations Development Programme, One United Nations Plaza, New York, NY 10017.

Attention: (Finance Officer) Yohana Kibhole Room No.:

I certify that the dates indicated below are an accurate account of the services and duties performed under the terms of this contract.

| Countries visited | Dates worked | | No. of days worked | Total Payable |
|-------------------|--------------|-------------|--------------------|---------------|
| | From | To | | |
| Tanzania | December 1 | December 31 | 22 | \$1500 |
| | | | | |
| | | | | |
| | | | | |

Please note that payment will be made in the currency of the subscriber's usual residence, unless otherwise indicated in Article 3 of the Special Service Agreement, or paragraph 2 of the Reimbursable Loan Agreement. Payments in other than US dollars will be made at the UN operational rate of exchange in effect at the time payment is made. Bank charges related to payment will be borne by the subscriber.

Please make payment as indicated below:

Name of Bank: Account title:
 Address: Account number:
 Currency of Account: USD Social Security or Tax Identification No.: (if applicable) NA
 Signature: Date: 4th January 2013

3. To be completed by Area/Requesting Officer

Please check appropriate box Final report accepted Assessment sheet attached:
 Final report not accepted Second Assessment to be added:

I certify that the work was satisfactorily performed during the above mentioned dates.

Signature: Amnon Manyama
 Name: Amnon Manyama

Date: 04/01/2013

4. To be completed by the Certifying Officer

Please process the payment of _____ to the subscriber in accordance with the payment instructions given above.
 Travel Claim received

Certifying Officer

Certifying Bureau/Division

Date



Certification of Payment

1. For Personnel use only

Name: FRANCIS X. MKANDA Contract No.: 051/2012
 Project Number: 00074207 Fee: (per diem)
 Project Title: Reducing Land Degradation in Kilimanjaro - SLM Duration: 5 months
 Starting Date: 09/2012 Expiry date: 31/01/2013 Expected number of work days per week: 5 days
 Nationality: Malawian Vendor No.: 00007260
 Allotment Number(s): Index no.:
 MOD Number(s):

2. To be completed by the subscriber

Please type or print and mail original and first and second copies, along with your travel claim upon completion of travel, to: United Nations Development Programme, One United Nations Plaza, New York, NY 10017.

Attention: (Finance Officer) Yohana Kibhole Room No.:

I certify that the dates indicated below are an accurate account of the services and duties performed under the terms of this contract.

| Countries visited | Dates worked | | No. of days worked | Total Payable |
|-------------------|--------------|-------------|--------------------|---------------|
| | From | To | | |
| Tanzania | 01 November | 30 November | 23 w/days | 10,500.0 |
| | | | | |
| | | | | |
| | | | | |

Please note that payment will be made in the currency of the subscriber's usual residence, unless otherwise indicated in Article 3 of the Special Service Agreement, or paragraph 2 of the Reimbursable Loan Agreement. Payments in other than US dollars will be made at the UN operational rate of exchange in effect at the time payment is made. Bank charges related to payment will be borne by the subscriber.

Please make payment as indicated below:

Name of Bank:

Account title:

Address:

Account number:

Currency of Account: USD

Social Security or Tax Identification No.: (if applicable)

Signature: _____

Date: 27/11/2012

3. To be completed by Area/Requesting Officer

Please check appropriate box

Final report accepted

Assessment sheet attached:

Final report not accepted

Second Assessment to be added:

I certify that the work was satisfactorily performed during the above mentioned dates.

Signature: Yohana Kibhole

Date: 28/11/2012

Name: _____

4. To be completed by the Certifying Officer

Please process the payment of

to the subscriber in accordance with the payment instructions given above.

Travel Claim received

Certifying Officer

Certifying Bureau/Division

Date



Certification of Payment

1. For Personnel use only

Name: FRANCIS X. MKANDA Contract No.: 051/2012
 Project Number: 00074207 Fee: (per diem)
 Project Title: Reducing Land Degradation in Kilimanjaro - SLM Duration: 5 months
 Starting Date: 20/09/2012 Expiry date: 31/01/2013 Expected number of work days per week: 5 days
 Nationality: Malawian Vendor No.: 00007260
 Allotment Number(s): Index no.:
 MOD Number(s):

2. To be completed by the subscriber

Please type or print and mail original and first and second copies, along with your travel claim upon completion of travel, to: United Nations Development Programme, One United Nations Plaza, New York, NY 10017:

Attention: (Finance Officer) Yohana Kibhole Room No.:

I certify that the dates indicated below are an accurate account of the services and duties performed under the terms of this contract.

| Countries visited | Dates worked | | No. of days worked | Total Payable |
|-------------------|--------------|--------------|--------------------|---------------|
| | From | To | | |
| Tanzania | 20 September | 30 September | 7 w/days | 3,500.0 |
| Tanzania | 1 October | 31 October | 23 w/days | 10,500 |
| | | | | |
| | | | | |
| | | | | |

Please note that payment will be made in the currency of the subscriber's usual residence, unless otherwise indicated in Article 3 of the Special Service Agreement, or paragraph 2 of the Reimbursable Loan Agreement. Payments in other than US dollars will be made at the UN operational rate of exchange in effect at the time payment is made. Bank charges related to payment will be borne by the subscriber.

Please make payment as indicated below:

Name of Bank: Account title:
 Address: Account number:
 Currency of Account: USD Social Security or Tax Identification No.: (if applicable)
 Signature: Date: 29/10/2012

3. To be completed by Area/Requesting Officer

Please check appropriate box Final report accepted Assessment sheet attached:
 Final report not-accepted Second Assessment to be added:

I certify that the work was satisfactorily performed during the above mentioned dates.

Signature: [Signature] Date: 30/10/2012
 Name:

4. To be completed by the Certifying Officer

Please process the payment of _____ to the subscriber in accordance with the payment instructions given above.
 Travel Claim received

Certifying Officer _____ Certifying Bureau/Division _____ Date _____

UNITED NATIONS DEVELOPMENT PROGRAMME



No. 051/2012

Contract for the services of an Individual Contractor
Technical Advisor for Sustainable Land Management Project in
Kilimanjaro, Tanzania (initial 3 months recruitment).

This Contract is entered into on 17 September 2012 between the United Nations Development Programme (hereinafter referred to as "UNDP") and Dr. Francis Mkanda (hereinafter referred to as "the Individual Contractor") whose address is:

C/O Department of National Parks and Wildlife
P.O.Box 498, Mzuzu, Malawi
Tel: +265 994 753 287; Email: mkandafrancis@yahoo.ca

WHEREAS UNDP desires to engage the services of the Individual Contractor on the terms and conditions hereinafter set forth, and:

WHEREAS the Individual Contractor is ready and willing to accept this Contract with UNDP on the said terms and conditions,

NOW, THEREFORE, the Parties hereby agree as follows:

1. Nature of services

The Individual Contractor shall perform the services as described in the Terms of References which form an integral part of this Contract and are attached hereto as Annex I in the following Duty Station(s): Kilimanjaro

2. Duration

This Individual Contract shall commence on 20 September 2012, and shall expire upon satisfactory completion of the services described in the Terms of Reference mentioned above, but not later than 31 January 2013, (including travel days) unless sooner terminated in accordance with the terms of this Contract. This Contract is subject to the General Conditions of Contract for Individual contractors which are available on UNDP website at www.undp.org/procurement and are attached hereto as Annex II.

3. Consideration

As full consideration for the services performed by the Individual Contractor under the terms of this contract, including, unless otherwise specified, his/her travel to and from the duty station(s), any other travel required in the fulfillment of the Terms of Reference in Annex I, and living expenses in the Duty Station(s), UNDP shall pay the Individual Contractor a total of US\$ 54,333.90 in accordance with the table set forth below. The amount includes consultancy fee (US\$ 45,000), DSA (for 60 days = US\$ 6,300, for 30 days = US\$ 2,373.90) and air face plus terminal expenses (US\$ 660.00). Payments shall be made upon certification by Government/Ministry of Finance and UNDP that the services related to each deliverable, as described below, have been satisfactorily performed and the Deliverables have been achieved by or before the due dates specified below, if any.

| DELIVERABLE | AMOUNT IN US\$ |
|--|----------------|
| DSA + Travel Expenses - Upon arrival | 9,333.90 |
| Consultancy fee, end of Sept 2012 (7 working days) | 3,500.00 |
| Consultancy fee, end of Oct 2012 (21 working days) | 10,500.00 |
| Consultancy fee, end of Nov 2012 (21 working days) | 10,500.00 |

FXM

| | |
|---|------------------|
| Consultancy fee, end of Dec 2012 (20 working days) | 10,000.00 ✓ |
| Consultancy fee, end of Jan 2013 (21 working days) | 10,500.00 |
| Total | 54,333.90 |

If unforeseen travel outside the Duty Station not required by the Terms of Reference is requested by UNDP, and upon prior written agreement, such travel shall be at UNDP's expense and the Individual Contractor shall receive a *per diem* not to exceed United Nations daily subsistence allowance rate in such other location(s).

Where two currencies are involved, the rate of exchange shall be the official rate applied by the United Nations on the day the UNDP instructs its bank to effect the payment(s).

4. Rights and Obligations of the Individual contractor

The rights and obligations of the Individual Contractor are strictly limited to the terms and conditions of this Contract, including its Annexes. Accordingly, the Individual Contractor shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Contract. The Individual Contractor shall be solely liable for claims by third parties arising from the Individual Contractor's own acts or omissions in the course of performing this Contract, and under no circumstances shall UNDP be held liable for such claims by third parties.

5. Beneficiary

The Individual Contractor selects Mrs. Elube Thokozani Mkanda (wife) as beneficiary of any amounts owed under this Contract in the event of death of the Individual Contractor while performing services hereunder. This includes the payment of any service-incurred liability insurance attributable to the performance of the services for UNDP.

Mailing address, email address and phone number of beneficiary:

127-179 Allegheny Drive, Winnipeg Manitoba, Canada R3T 3A1.
Tel: +1204 269 2213. Cell: +1204 227 0093. Email: emkanda@yahoo.com

Mailing address, email address and phone number of emergency contact (if different from beneficiary): N/A

IN WITNESS WHEREOF, the Parties hereto have executed this Contract.

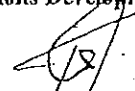
By signing below, I, the Individual Contractor, acknowledge and agree that I have read and accept the terms of this Contract, including the General Conditions of Contracts for Individual contractors available on UNDP website at www.undp.org/procurement and attached hereto in Annex II which form an integral part of this Contract, and that I have read and understood, and agree to abide by the standards of conduct set forth in the Secretary-General's bulletins ST/SGB/2003/13 of 9 October 2003, entitled "Special Measures for Protection from Sexual Exploitation and Sexual Abuse" and ST/SGB/2002/9 of 18 June 2002, entitled "Regulations Governing the Status, Basic Rights and Duties of Officials other than Secretariat Officials, and Experts on Mission".

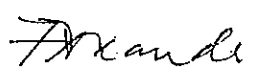
The Individual Contractor has submitted a Statement of Good Health and confirmation of immunization.

AUTHORIZING OFFICER:

INDIVIDUAL CONTRACTOR:

United Nations Development Programme (UNDP)


Mr. Tifus Osundina
Deputy Country Director (O)


Dr. Francis Mkanda
TA, SLM Project in Kilimanjaro

Date: 12/09/12

Date: 17/09/12

Project: 00074207 (AUTMIM I)

UNDP - 71305-T2A - 62009 - 38205 - 001499 - 10003
04050
00012
M/R
JCM
JSM

PO # 12297

Requisition

Ship To: 6th Floor
International House
Shaaban Robert St./Garden Avenue
P.O.Box 9182
Dar es Salaam
Tanzania

| | | |
|------------------------|------------------|---------------|
| Business Unit: TZA10 | | |
| Req ID: 0000010474 | Date: 09/21/2012 | Page: 1 |
| Requester: Gemma ALITI | | Currency: USD |
| Requester Signature | | |

| Line-Schd | Item | Description | Mfg ID | Quantity | UOM | Price | Extended Amt | Due Date |
|-----------|-----------|---|--------|----------|-----|--------------------|------------------|------------|
| 1-1 | 80161902E | E) Intl Consultants - Support | | 1.0000 | EA | 9,333.90 | 9,333.90 | 09/21/2012 |
| | | Buyer: Fina Masaro | | | | | | |
| | | << DSA and Travel Expenses >> | | | | | | |
| | | | | | | <u>Line Total:</u> | <u>9,333.90</u> | |
| 2-1 | 80161902E | E) Intl Consultants - Support | | 1.0000 | EA | 10,500.00 | 10,500.00 | 09/21/2012 |
| | | Buyer: Fina Masaro | | | | | | |
| | | << Consultancy fee 5th and final installment 21 working days - Jan, 2013 >> | | | | | | |
| | | | | | | <u>Line Total:</u> | <u>10,500.00</u> | |
| 3-1 | 80161902E | E) Intl Consultants - Support | | 1.0000 | EA | 3,500.00 | 3,500.00 | 09/21/2012 |
| | | Buyer: Fina Masaro | | | | | | |
| | | << Consultancy fee 1st installment - 7 working days >> | | | | | | |
| | | | | | | <u>Line Total:</u> | <u>3,500.00</u> | |
| 4-1 | 80161902E | E) Intl Consultants - Support | | 1.0000 | EA | 10,500.00 | 10,500.00 | 09/21/2012 |
| | | Buyer: Fina Masaro | | | | | | |
| | | << Consultancy fee 3rd installment - 21 working days >> | | | | | | |
| | | | | | | <u>Line Total:</u> | <u>10,500.00</u> | |
| 5-1 | 80161902E | E) Intl Consultants - Support | | 1.0000 | EA | 10,500.00 | 10,500.00 | 09/21/2012 |
| | | Buyer: Fina Masaro | | | | | | |
| | | << Consultancy fee 4th installment - 21 working days >> | | | | | | |
| | | | | | | <u>Line Total:</u> | <u>10,500.00</u> | |
| 6-1 | 80161902E | E) Intl | | 1.0000 | EA | 10,500.00 | 10,500.00 | 09/21/2012 |

| | | |
|--------------------|--------------------|--------------------|
| Approval Signature | Approval Signature | Approval Signature |
|--------------------|--------------------|--------------------|

Requisition

Ship To: 6th Floor
 International House
 Shaaban Robert St./Garden Avenue
 P.O.Box 9182
 Dar es Salaam
 Tanzania

| | | |
|-----------------------------|------------|----------|
| Business Unit: TZA10 | | |
| Req ID: | Date | Page |
| 0000010474 | 09/21/2012 | 2 |
| Requester | | Currency |
| Gemina ALITI | | USD |
| Requester Signature | | |

| Line-Schd | Item | Description | Mfg ID | Quantity | UOM | Price | Extended Amt | Due Date |
|-----------|------|-----------------------|--------|----------|-----|-------|--------------|----------|
| | | Consultants - Support | | | | | | |

Buyer: Fina Masaro

<< Consultancy fee - 21 working days >>

Line Total: 10,500.00

Total Requisition Amount: 54,833.90

| | | |
|--------------------|--------------------|--------------------|
| Approval Signature | Approval Signature | Approval Signature |
|--------------------|--------------------|--------------------|

EVALUATION REPORT
Procurement Notice ref. IC/TZA/2012/UNDP-008



TECHNICAL ADVISOR FOR SUSTAINABLE LAND
MANAGEMENT PROJECT IN KILIMANJARO REGION

The evaluation of the offers received as a result of the above mentioned IC Procurement Notice took place in the premises of UNDP on Wednesday, 11 July 2012.

Evaluation Committee members:

- | | |
|--|---------------|
| - Ms. Louise Chamberlain, DCD (P) UNDP | - Chairperson |
| - Mr. Ralf Ernst, UNREDD Coordinator, UNDP | - Member |
| - Ms. Gertrude Lyatuu, Practice Specialist, UNDP | - Member |

Rapporteur:

- Deogratias Lukiko, Programme Associate, UNDP.

1. Preamble:

The Government of Tanzania with support from the Global Environment Facility (GEF) through UNDP is implementing a four year project aimed at reducing land degradation on the highlands of Kilimanjaro. The project is in response to the fact that despite its local and global significance, the Kilimanjaro ecosystem is experiencing extensive degradation and deforestation, driven by a set of complex and interrelated factors, such as rapid increase of a population, land use change, poor land management practices, unsustainable harvesting of natural resources, declining commodity prices and climate change. The project goal is to ensure "Sustainable Land Management provides the basis for economic development, food security and sustainable livelihoods while restoring the ecological integrity of the Kilimanjaro region's ecosystems". It aims to provide the local land users and managers with the enabling environment (policy, financial, institutional, capacity) necessary for the widespread adoption of sustainable land management practices (SLM). This will be achieved through three key outcomes i) The policy, regulatory and institutional environment support sustainable land management, PES and natural resource governance in the Kilimanjaro region and the country; ii) Markets support expansion of livelihood options in Kilimanjaro to reduce pressure on agriculture and natural resources and increase income; iii) Institutions with capacities and skills to undertake knowledge based land use planning and adopt methods and technologies for climate change resilient NR supported development. At the local level, the project will strengthen capacity and incentives for SLM through participatory planning processes involving the local institutions and knowledge systems. This will be complemented by a national level dialogue on SLM which will facilitate national level stakeholders to identify ways to adopt a systematic approach to SLM.

2. Scope of the Technical Advisory work:

Under the direct supervision of the RAS, UNDP CO and RCU; the Technical Advisor (TA) will be responsible for providing technical support to the implementation of activities and achievement of project results, in particular ensuring that all innovative activities are based on good science and draw on lessons from the country and the region, and that the results of testing these innovations in the Kilimanjaro region is captured, documented and shared widely (through technical publications). Working together with the technical officers from relevant ministries, the Technical Advisor will be responsible for the technical implementation as well as the technical quality control of project reports, especially the technical reports. The TA will therefore provide sound technical advice to the Project Management Unit and Regional Administrative Secretaries Office and teams as the basis for

implementing project components. In particular, the TA will ensure that the components on policy review and harmonization, energy switch and carbon credits, sustainable charcoal, rehabilitation of particularly degraded patches; and, improvement of opportunities for local economic development (markets, NTFPs) and the formulation and implementation of the participatory ecological monitoring and evaluation system are based on the best scientific evidence available, and generate lessons for up-scaling. The TA will therefore undertake extensive search for similar initiatives in the region and globally, and ensure that any emerging lessons are documented and best practices shared to inform the national Sustainable land management agenda. In this respect, the technical advisor will provide a link (on technical matters) between the project and the National SLM Program being developed at the National level under the supervision of the Environment department in the Vice-President's Office, with the support of UNDP and the Global Mechanism. The TA is expected to adopt an on-the-job capacity building approach targeting the district technical teams in the seven participating district councils.

3. Solicitation process:

The following four (4) Offerors were identified by the Requesting Unit in consultation with UNDP/GEF Regional technical Advisors as potentially suitable for the task due to relevant experience and/or past exposure in similar areas:

- 1) Dr. Francis Mkanda
- 2) Dr. Michael Green
- 3) Dr. Winifred Kiiru
- 4) Dr. Stuart Williams

On 15 June 2012 an Individual Contract Procurement Notice (IC PN) was sent to the four offerors asking them to provide their Proposals. The deadline was set on 22 June 2012 at 1200 noon local time. Dr. Michael Green acknowledged receipt of the ICPN, but informed that he would not be able to submit proposals. Dr. Stuart Williams neither responded nor provided his proposals. Two offerors, namely: Drs. Winifred Kiiru and Francis Mkanda submitted proposals.

4. Evaluation Process:

The offers received were evaluated on Wednesday 11 July 2012 based on the evaluation method ("*Cumulative analysis*") and evaluation criteria announced in the Procurement Notice.

4.1. Technical evaluation

The detailed scoring of the Offerors is indicated in the table below:

Table 1: Scores of technical evaluation:

| OFFERORS | | EVALUATION TEAM | | | Average (max = 70 points) |
|----------|----------------|-----------------------|------------|--------------------|------------------------------|
| | | Louise Chamberlain | Ralf Ernst | Gertrude Lyatuu | |
| 1. | Francis Mkanda | 54.00 | 58.00 | 62.00 | 58.00 |
| 2. | Winifred Kiiru | 43.00 | 45.00 | 45.00 | 44.33 |

Results:

Only one offeror (Dr. Francis Mkanda) passed the minimum threshold of 70% (49 points). He was Therefore, considered technically qualified for the task and eligible for further financial evaluation.

4.2. Evaluation of financial proposals

The evaluation of the financial proposal of the offeror who passed the minimum threshold of 70% was processed immediately upon completion of the technical evaluation on the same day. It is to be noted that the IC Procurement Notice invited the Offerors to submit financial proposals in the form of all inclusive lump sum based on an estimated duration of assignment of 259 working days (12 months).

A summary of the financial proposals received is provided in the Table 2 below:

Table 2: Financial proposals (in USD)

| | Dr. Francis Mkanda |
|--------------------------|--------------------|
| - No. of working days | 259 |
| Professional fee per Day | 500.00 |
| Total P/fees | 129,500.00 |
| DSA | |
| 199X8 days | 1,592.00 |
| 152X84 days | 12,768.00 |
| Total DSA | 14,360.00 |
| Travel costs | 13,600.00 |
| Others | 6,000.00 |
| TOTAL LUMP SUM | 163,460.00 |
| Financial score: | 30.00 |

4.3. Calculation of final combined scores:

| | Francis Mkanda |
|--|----------------|
| Technical score | 58.00 |
| Financial score | 30.00 |
| Total Cumulative/Combined score | 88.00 |
| Rank | 1.00 |

Outcome and narrative summary:

Dr. Francis Mkanda scored 88.00 points for both technical and financial evaluation. The offeror demonstrated strong qualifications and experience in the related technical issues, i.e. landscape/land use planning, and sustainable land management. His engagement with GEF/UNDP was evident, and the methodology/approach to undertake the assignment was well narrated and understood/convincing. The Evaluation Team also noted his good communication, advocacy and management skills that were among the critical requirements of consultancy.

5. Recommendation:

Dr. Mkanda was recommended as the only offeror who met the requirements of the consultancy work both technically and financially. Nevertheless, his financial proposal of US\$ 163,460.00 should be subjected to negotiation before procurement process could be concluded. It was observed that his financial proposal included elements/items that should not have been quoted for.

6. Certification of Evaluation Report:

This Evaluation Report has been certified correct and signed by the Evaluation Team.

Ms. Louise Chamberlain: _____ Date: _____

Mr. Ralf Ernst: _____ Date: _____

Ms. Gertrude Lyatuu _____ Date: _____

Rapporteur:

Mr. Deogratias Lukiko: _____ Date: _____

Cleared by:

Yonah Samo, Procurement Analyst.

Signature: _____ Date: _____

Approved by: Titus Osundina, Deputy Country Director (O)

Signature: _____ Date: _____

Comments (if any):