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Desk Review Summary

Scaling up community resilience to climate variability and climate change in Northern Namibia, with special focus on women and children (Score Project)

Duration of Consultancy: 30 working days

Background

In accordance with the UNDP and GEF M&E policies and procedures, all full and medium-sized UNDP-supported, GEF-financed projects are required to undergo a terminal evaluation upon completion of implementation. These terms of reference (TOR) sets out the expectations for the UNDP-GEF Midterm Review (MTR) of the full-sized project titled "Scaling up community resilience to climate variability and climate change in Northern Namibia, with a special focus on women and children" (SCORE Project) (PIMS 4711) implemented through the Ministry of Environment and Tourism (MET) and the Ministry of Agriculture, Water and Forestry (MAWF), which is to be undertaken in 2017. The project started in March 2015 and is in its third year of implementation.

The Evaluation Panel

The panel comprises 2 sets of committees to do different activities at CO level as well as Regional and Government level.

- A. *Committee for longlisting and shortlisting process*
 1. Martha Naanda, Programme Specialist and EFP UNDP Namibia CO
 2. Chikako Miwa, Programme Analyst Monitoring & Evaluation, UNDP Namibia CO

- B. *Committee for technical and financial evaluation*
 1. Uazamo Kaura, National Project Manager, Ministry of Environment and Tourism
 2. Munini Teferra, Programme Associate, RSCA
 3. Benjamin Larroquette, International Consultant, RSCSA

Criteria for Selection

The selection criteria are:

1. Having the relevant educational back ground and
2. Demonstrated experience in relevant areas, as outlined below:

Education:

- A Master's degree in Biodiversity Management, Climate Change, Environmental Sciences, Natural Resources Management, Agriculture, Land Management, Water Resources Management or other closely related field;

Major Experiences:

- Recent experience with result-based management evaluation methodologies;
- Experience applying SMART indicators and reconstructing or validating baseline scenarios;
- Competence in adaptive management, as applied to Climate Change Adaptation;
- Experience working with the GEF or GEF-evaluations;
- Experience working in Africa;
- Work experience in relevant technical areas for at least 10 years;
- Demonstrated understanding of issues related to gender and Climate Change Adaptation; experience in gender sensitive evaluation and analysis;
- Excellent English communication skills;
- Demonstrable analytical skills;
- Project evaluation/review experiences within United Nations system will be considered an asset;

Methodology

The MTR's Terms of Reference (TOR) was advertised online and a total of 53 applications were received. An initial review of the applications was undertaken by the Committee at the CO whereby long-listing and short-listing process were finalized. After review based on the above-mentioned criteria, the following four (4) qualified applicants were short-listed.

1. MUKANYA, Ronald
2. MUTHUI, Veronica
3. MWEUTOTA, Mkwetu
4. SIBANDA, Henry

A technical review was carried-out by the Committee at the Regional Office and the Government focusing on the relevance of educational background and work experience for all shortlisted candidates. The weight given to the technical scores is a total of 200 points, which is later converted to 70%. Accordingly, the top 3 candidates scoring 140 points or above were identified and their final proposal was reviewed. Only the top 2 candidates submitted their financial proposals. Based on the offers, a financial analysis was conducted out of 30%. Finally, both technical and financial evaluation results were added up for each shortlisted candidate to select the top scored candidate. Details of the analysis and rating are stated below:

Results of Technical Review

As per the technical review result, the following 3 candidates scored an average point of 140 or greater:

1. MUKANYA, Ronald – 170 point
2. MUTHUI, Veronica – 172 point
3. MWEUTOTA, Mkwetu – 156 point

Results of Financial Evaluation

Based on the financial proposal submitted, the following percentages were scored:

1. MUKANYA, Ronald – 100%
2. MUTHUI, Veronica – 94%
3. MWEUTOTA, Mkwetu – 0%

Detailed Technical and Financial Analysis Summary Table

Qualification requirements (A)	Max Score	MUKANYA , Ronald	MUTHUI, Veronica	MWEUTOTA , Mkwetu	SIBANDA, Henry
Education					
· A Master ' s degree in Biodiversity Management, Climate Change, Environmental Sciences, Natural Resources Management, Agriculture, Land Management, Water Resources Management or other closely related field (10 points)	20	20	19	17	19
Experience					
· Recent experience with result-based management evaluation methodologies (10 points); · Experience applying SMART indicators and reconstructing or validating baseline scenarios (10 points); · Competence in adaptive management, as applied to Climate Change Adaptation (10 points); · Work experience in relevant technical areas for at least 10 years (10 points);	80	65	62	53	45
· Experience working with the GEF or GEF-evaluations (10 points); · Experience working in Africa (10 points);	40	32	38	32	20
· Demonstrated understanding of issues related to gender and Climate Change Adaptation; experience in gender sensitive evaluation and analysis (10 points); · Project evaluation/review experiences within United Nations system will be considered an asset (10 points);	40	33	33	33	23
· Excellent English communication skills (5 points); · Demonstrable analytical skills (5 points)	20	20	20	20	20
Total Score (MAX 200):	200	170	172	156	127

Is offeror technically qualified = above 140 points (Y/N)?		Y	Y	Y	N
Pricing					
Rate in US\$ (only Include technically qualified candidates)		22140	23491	Not Provided	N/A
Financial Score (100) $p = y (\mu/z)$	100	100	94		
		100%	94%	0%	0%
Total Combined Score (70:30)		89.5%	88.5%	54.5%	44.5%

Financial Evaluation

The weight given to technical and financial scores are 70:30 to calculate the total score for each candidate. The combined technical and financial scores for the shortlisted candidates are provided in the above table.

Final Recommendation

Based on the above results of the combined scored evaluation Mr. Ronald MUKANYA is recommended for this consultancy.

Signed by Panel:

- Uzamo Kaura, National Project Manager, Ministry of Environment and Tourism

Signature: [Signature] Date: 05/06/2017

- Munini Teferra, Programme ~~Assistant~~ Associate, CO/RSCSA

Signature: [Signature] Date: 05/06/2017

- Benjamin Larroquette, International Consultant, RSCSA

Signature: [Signature] Date: 03/06/2017

- Martha Naanda, Programme Specialist and EFP UNDP Namibia CO

Signature: MTNAANDA Date: 03/06/17

- Chikako Miwa, Programme Analyst Monitoring & Evaluation, UNDP Namibia CO

Signature: Chikako Miwa Date: 05/06/2017

Approved / Not Approved

Name: Kiki Anita Gbeho

Signature

Designation: UN Resident Coordinator/UNDP Resident Representative, Namibia CO

after a review of the file I have decided to move forward with the second candidate Ms Veronica Muthui. Given her demonstrated experience & first hand knowledge of the UN; and given that there is very

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