



Terms of Reference

Assessing Status of Wetlands and Developing Category for Their Conservation in Lumbini Province

1. INTRODUCTION

The Ministry of Forests, Environment and Soil Conservation (MOFESC), Lumbini Province, Nepal is established on March 14, 2018 and entrusted to focus on eco-tourism, forest and environment. The ministry is mandated to develop policies and programs for conservation and sustainable utilization biodiversity within the jurisdiction of province in collaboration with federal and local governments.

The MOFESC is playing a crucial role and the responsibly for the development and management of the forest area of Lumbini Province. Forests cover about 45 percent of the total land area of the state. The responsibility of this ministry is to manage the forests in the territory of 12 districts and to promote the biodiversity of that area. Similarly, participation of community and local levels in the development of forest area is also to be ensured for sustainable use of the resources. Enabling environment development and maintaining government in the forestry sector is another achievement area in this field.

The Lumbini province predominately covers a vast stretch of lowland in western Nepal, including mid-mountains in the north, consisting of highly diverse landscape in term of physiography, geology, climate and communities living these landscapes. The province is the third largest and fourth most populous province in Nepal and borders Gandaki and Lumbini Provinces to the north, Sudurpaschim to the west and India to the south. Lumbini Province is one of the most important provinces in Nepal for biodiversity conservation due to its large size and elevational gradient. Currently, two national parks—Bardiya National Park and Banke National Park—are situated within province. These two protected areas cover lowland area, implying biases in existing conservation. In addition, Krishnasar Conservation area is also located in the province.

To achieve the objective of this province, the ministry is struggling to create an enabling environment through various means such as governance system preparation in the forestry sector, information management system development, knowledge generation in the various sectors. Meantime, several tasks and works have been conceptualized to support in the forestry sector development and management of the forests.

The main objective of this activity is to assess status of natural wetlands and examine their threatened status in Lumbini Province. The province is very rich in the wetland resources and its wise use have to be captured for the ecotourism and the maintaining of the ecosystem as well. Therefore, such kind of study is necessary in the province to formulate a guideline for the long term planning and to understand the status of the wetlands.

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2. OBJECTIVES OF THE STUDY

The main objective of this activity is to assess status of natural wetlands and examine their threatened status in Lumbini Province. The specific objectives are as below:

1. Document and map the status of wetlands based on various aspects (e.g., physical, ecological etc);
2. Assess threatened status of wetlands
3. Prioritize wetlands in term of their conservation/restoration needs.

3. SCOPE OF SERVICES

The study will use multipronged approach in collecting both primary and secondary data to assess status of wetlands, which include, among others, geographic information system, expert consultation, focus group discussion. Evaluating wetland loss and degradation ultimately requires repeatable and standardised techniques. The consultant may adopt various indices, commonly used to assess status and health of wetlands in other regions. The Red List of Ecosystems (RLE) developed by the International Union for Conservation of Nature (IUCN) is one of the such approach, useful for such assessments.

4. METHODOLOGY

This assignment mostly relies on exhaustive mining of spatial data. The ecosystem description of the study area needs to follow IUCN RLE, which may be supplemented/complemented by other indicators. The consultants are expected to suggest appropriate approaches, methodologies and tools to conduct wetland assessment.

5. EXPECTED OUTPUT

Based on the scope of work above, the consultant is expected to ensure the delivery of the following deliverables:

- a. Preparation of a synopsis of wetland status in Lumbini province;
- b. Assessment of threatened status of wetlands;
- c. A protocol for conducting such assessments in province.

The consultant is expected to submit ~~3 sets~~ ^{2 sets} of final report in the text and one digital copy in Pen drive or CD or in any digital storage.

6. TIME SCHEDULE AND REPORTING REQUIREMENTS

The consultant should commence the work from the date of signing of the agreement. The assignment must be completed within 4 (Four) months started from the date of assignment. The consultant is expected to prepare and submit the Final Report with a summary in Nepali and details report prepared in English. Consultants need to present report in non-technical language, easily understandable to wider audiences. The Draft Final Report should be duly presented to the Ministry Industry, Tourism, Forest and Environment, Lumbini Province. Comments from officials and reviewers should be incorporated wherever applicable or necessary for its



finalization. The following table gives the indicative time period for the execution of the activities mentioned in the ToR:

S. N.	Reports	Duration	Minimum Contents of the Report
1	Inception Report (2 copies)	Within 2 weeks after of contract signing	Detailed work-plan, methodology and findings of desk study etc.
2	Preliminary Design Report (1 copies)	2 weeks after the submission of inception report	The consultant should submit the preliminary report 2 weeks after the submission of inception report. The preliminary report should consist of table of content of report, including key biodiversity highlights to be included in the report.
3	Draft Final Report (2 copies)	10 weeks after submission of Preliminary Report	The consultant should submit the draft final report within 3 weeks from the date of submission of preliminary design report. It should contain all the contents of inception report appending feedbacks and response to those feedbacks.
4	Final Report (2 hard copies and 1 digital soft copy)	2 weeks after submission of Draft Final Report	The final report should be submitted within a week from the date of receiving the comments officially. This report should incorporate feedbacks received on draft final report. Normally, comment will be given in written within 1 week after submission of the Draft final report. Final report and drawings shall also be submitted in soft copy (one digital copy in CD).

All relevant data, drawings/maps, photos should be duly included in the appendix. Up-to-date bibliography should also be included revealing the list of literatures, reports and other publications reviewed and referred. Name of the participants involved in report preparation, meetings and workshops should be duly acknowledged. Similarly, name of the officials and agencies met or interviewed should be duly compiled.

7. TEAM COMPOSITION

The team will be comprised of 3 consultants including an experienced conservation biologist who will function as the overall Team Leader, and two consultants (socio-economic expert and ecologist). For completing the assigned tasks, the consultant shall provide following personnel with academic qualifications and professional experiences.

7.1 Key Experts

SN	Position	Number	Months	Minimum Years of Experience	Academic Qualifications



1	Team Leader	1	3	5 years of relevant experiences	PhD in ecology/biodiversity and relevant subject with prior experience in similar works
2	GIS Expert	1	3	3 years of relevant experiences	Master's degree in any technical subject with experience with geographic information system
3	Data Analyst	1	2	1 years of relevant experiences	Master's degree in any technical disciplines with experience in data analysis
14	Ecologist	1	2	2 years of relevant Experiences	Master's degree in any technical subject majoring either plant or animal ecology and conservation

7.2 Supporting Staffs

SN	Description	No. of Persons	Man Months	Minimum Years of Experience	Academic Qualifications
1	Documentation expert	1	1	1 years of relevant Experiences	Masters' degree in English
2	Data computing assistants	1	2	6 months	Bachelor's degree in science

8. SELECTION OF SERVICE PROVIDERS

The consultant will be selected using Public Procurement Act 2063 and Regulations 2064. The selection of service providers will be based on quality and cost-based selection approach (GUNASTAR RA LAGAT BIDHI). The technical proposal will carry 80 % of the weight and rest 20 % allocated for financial proposal.

9. ELIGIBILITY OF SERVICE PROVIDERS

The service providers must meet following requirements:

Legally registered in Nepal with appropriate agency with a valid period. The service providers must possess experienced individuals with required relevant experiences to complete the assignment.

10. MODE OF PAYMENT

This is a lump sum contract for delivery of a defined set of outputs. Payments are made at percentages of the total contract value based on the consultant satisfactorily achieving the key



milestones stated below and after the approval from the office of Ministry Industry, Tourism, Forest and Environment, Lumbini Province, Nepal

- 20% of the contract amount after submission of Inception Report
- 60% of the contract amount after submission of Draft Report
- 20% of the contract amount upon acceptance of the Final Report

11. AOB

The consultants will not be provided any services facilities from the ministry except relevant policy and program related documents. All other logistics, equipment and facilities have to be managed by the consultant.