



Province Government, Lumbini
Ministry of Forests, Environment and Soil Conservation

Terms of Reference (ToR) for

अर्घाखाँची जिल्लामा विगतको वृक्षारोपणको अवस्था अध्ययन र प्रकाशन

Case Study and status of Arghakhachi Plantation Initiative with reference to Sandhikarkharka

1. Introduction

The Ministry of Forests, Environment and Soil Conservation (MOFESC), Lumbini Province, Nepal was 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 of biodiversity within the jurisdiction of the province in collaboration with federal and local governments.

The MOFESC is playing a crucial role and is responsible 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 on 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 areas is also to be ensured for sustainable use of the resources. Enabling environment development and maintaining government in the forestry sector is another achievement in this field.

The Lumbini province predominantly covers a vast stretch of lowland in western Nepal, including mid-mountains in the north, consisting of highly diverse landscapes in terms of physiography, geology, climate and communities living in 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 the province. These two protected areas cover lowland areas, 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, and knowledge generation in the various sectors. Meanwhile, several tasks and works have been conceptualized to support the forestry sector development and management of the forests.

MOFESC hereby invites expressions of interest with proposal, organization profile and budget from firms/organizations having experience in case study and knowledge materials production.

2. Objectives

This assignment has been designed for the following objectives:

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- To prepare knowledge or IEC materials related to 'Sandhikharka Plantation Initiative'
- To identify stories of changes from the field, document and share it digitally and prepare a learning document

3. Methods

- **Secondary Information Review**

The consulting agency will do the necessary secondary information review with the project team.

- **Primary Information Collection and Documentation**

The consulting agency will lead on collecting primary information and visit project sites as and when needed. Also, the agency will be responsible for digital mapping and documenting change stories from the field.

4. Coordination

The agency needs to coordinate with the different agencies for the effectiveness of the assignment as follows;

- Focal person for the assignment
- Provincial Ministries and Directorates if needed.
- Division and Subdivision Forest Offices of the concern task areas
- Other relevant offices in the concern area
- Other forestry sector related networking organizations and civil society organizations working in the field of Climate change and Sustainable Natural Resource Management and Development.
- Local Municipality and their wards.

- **Interaction with local municipality**

- To find out the relationship of local government with the management of local forest resource management.

- **Interaction with beneficiary CBOs/Committee**

- Interaction on the management responsibilities and obliged accountability of the local institutions such as user committee and other relevant institutions if applicable.
- Capacity assessment for the future management of the resources.

5. Deliverables

The key deliverables of this assignment are listed below:

- Compendium of good practices, success stories in a book form with high quality photographs
- Short video documentary highlighting the key lessons learned from the project/initiative
- Digital presentation of the stories with mapping, video and photographs

5. Requirement of Agency interested in assignment:

- Registered with validity



- Registered in VAT
- Tax clearance
- Experience in the relevant assignments and profiling
- Experienced human resources

6. Mode of Payment and Timeframe

Contracted amount will be transferred/deposited in the bank account of the agency by the project on a 3-installment basis by deducting 1.5% social security tax on the basis of VAT receipt submitted by the agency.

First installment: After contract made between MOFESC and the Agency as per the government prevailing rules up to 20 % of the agreement.

Second installment: After completion of field work (mid-term report)-30%

Third/Final installment: After the completion of the assignment accepted by MOFESC (Final Report) -50%

7. Timeframe

The assignment should be carried out from February 2022 and accomplished by the end of June 2022. It will be as per agreement.

8. Team Members

S. N.	Team	Qualification & Experience	Working Days
1	Team Leader	Master's degree with more than 10 years experience in Knowledge Management and Communication field	25
2	Local Guide Expert	Bachelor's degree in any discipline, with working experience in media, journalism and publication	15
3	Map Maker with equipment	10+2 in any discipline with working experience in mapping and ICT	15
4	Video Storyteller	Bachelor's degree in any discipline, with working experience as a photographer, storyteller or filmmaker.	15

Other equipments will be used for the data collection and processing.