

PROJECT Samvardhan सम्बर्धन

CSO actions for a resilient ecosystem and community.

Call for Consultancy Services To Consultant for Development of Educational Manual/Module on Forests, Biodiversity, and Environment Topics for Samvardhan Project

Project Overview:

The Samvardhan (CSOs Actions for Resilience Ecosystem and Community) Project is funded by European Union and Austrian Development Cooperation (ADC) through ADRA Austria and implemented by ADRA Nepal in partnership with ANSAB Nepal, FECOFUN and BEE Group. The project is implemented in Kohalpur Municipality, Rapti-Sonari Rural Municipality of Banke District & Thakurbaba Municipality and Madhuban Municipality of Bardia District respectively. The Project is a comprehensive initiative focused on enhancing biodiversity conservation, implementing sustainable forest management and promoting sustainable agricultural practices.

The project aims to improve practices amongst forest user's groups, farmer groups, civil societies and public and private stakeholders in conservation, sustainable utilization, and restoration of biodiversity and ecosystems in Banke and Bardia districts of Lumbini Province.

FECOFUN is seeking a qualified consultant to develop educational contents for school students of grade 7, 8, and 9, focusing on the following topics related to forests, biodiversity, and environmental sustainability:

- Forest and Biodiversity (Introduction, Importance, Threats, and Sustainable management and conservation Measures)
- Forest Fire: Its Causes, impacts and Prevention
- Climate Change: Introduction, Causes, Mitigation Actions and Adaptation focusing on Community-based Adaptation Plan
- Community Forest: Introduction, Significance and contribution of community forests
- Human-Wildlife Conflict and Measures for Coexistence including relief mechanisms
- Solid Waste Management and Segregation

The manual will be used as a resource for both students and educators, contributing to raising awareness and promoting sustainable environmental practices.

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Objectives:

The consultant is expected to:

- Develop comprehensive, age-appropriate content for students in grade 7, 8, and 9-secondary and presecondary schools.
- Ensure the content aligns with the curriculum and is relevant to the current biodiversity and environmental issues in Nepal.
- Prepare a well-structured manual, complete with illustrations, case studies, drawings or pictures and practical examples to enhance learning.
- Develop content that fosters critical thinking, community oriented and active participation in discussions on forest management, biodiversity conservation, Human Wildlife Conflict mitigation and environmental protection.

Scope of Work:

The consultant will carry out the following tasks:

I. Research and Content Development:

- Conduct a thorough review of relevant literature and best practices related to each of the topics: forests, biodiversity, climate change, community forestry, human-wildlife conflict, and solid waste management.
- Develop content on the importance of forests and biodiversity, including the threats they face and the conservation or control measures that can be implemented.
- Provide an in-depth understanding of forest fires, their causes, impacts, prevention, and management strategies.
- Prepare content on climate change and the practical mitigation and adaptation measures that can be adopted by communities and individuals.
- Discuss the role and significance of community forests and the benefits they bring to local communities.
- Develop content on human-wildlife conflict, highlighting causes, and presenting strategies and relief for peaceful coexistence.
- Create engaging content on solid waste management and segregation, focusing on waste reduction, recycling, and community participation.

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2. Manual Development:

- Prepare the educational manual with well-organized chapters, clear explanations, session plan and appropriate language for students of grade 7-9.
- Ensure the inclusion of interactive components such as questions, activities, and quizzes to enhance engagement and facilitate understanding.
- Incorporate visuals (e.g., diagrams, charts, illustrations, pictures) to support key concepts and make the content more relatable.

3. Consultation and Feedback:

- Regularly liaise with relevant stakeholders (Samvardhan team, subject matter experts, teachers) for feedback and validation of the contents.
- Incorporate suggestions and revise the manual/module as necessary to ensure it is comprehensive, accurate, and pedagogically sound.

4. Final Review and Presentation:

- Present the final draft of the manual for approval by Samvardhan project team and other relevant authorities.
- Revise the content based on final feedback, if applicable.

Deliverables:

- Draft Manual: A draft version of the manual covering all the specified topics, must be submitted within one month from the contract date.
- Final Manual: The final version of the manual (including original raw files of pictures, animations and any other supporting docs) incorporating feedback from stakeholders, to be delivered by Consultant.

Note: The timeline will be agreed upon between FECOFUN and the consultant after discussion of scope and resources.

Supporting Materials:

Any supplementary materials such as worksheets, quizzes, and visual aids that support the manual's content.

Report:

A brief report summarizing the methodology used, sources of information, and the process of content development.

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Remuneration:

The indicative budget for this consultancy work will be NRs 250,000 including tax. It includes consultants' fee including questionnaire preparation, data collection, travel, consultation, report preparation and submission in final form. The reimbursement will be on actual expense. 20% of the total budget will be released in advance upon signing of the contract; the other 40% and 40% budget will be released after submitting inception report and final report respectively.

Qualifications and Experience:

- The team leader should have a postgraduate degree in a relevant field
- Proven experience in curriculum development, particularly in Biodiversity, Human Wildlife Conflict and environmental education including working on development partner's same nature of work.
- Strong understanding of the topics mentioned (forests, biodiversity, climate change, community forestry, solid waste management practices etc.).
- Experience in creating content that is age-appropriate and engaging for secondary and presecondary school students (grades 7-9).
- Ability to work on different relevant drawings, pictures and charts during manual development.
- Ability to work independently and meet deadlines.
- Fluency in Nepali and English language with excellent writing and communication skills.
- Experience in the use of educational tools, resources, and multimedia (optional but preferred).

Evaluation of the proposal:

The proposals will be screened for their eligibility against the minimum requirements, defined in the section: Required qualifications and experience of the consultant. Proposals successfully fulfilling the eligibility assessment will undergo a qualitative assessment scored on the basis of the criteria in the following table:

Evaluation criteria	Percentage point
Understanding of the ToR	10
Approach and Methodology	20
Specific Experience of the Consultant in carrying out similar assignments	40
Financial Proposal	30

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Application Procedure:

Interested professionals/ institutions are requested to submit a brief proposal (including technical & financial details) outlining how you plan to achieve the objectives as stated in the TOR within the given budget limit along with a recent CV of the consultant. The indicative format of the proposal is presented in Annex I.

Qualified candidates may apply for this service by **not later than 5 pm Nepali time, February 12, 2025** by submitting the proposal along with a cover letter with the subject line as **“Application for the consultancy service – Development of Educational Manual/Module on Forests, Biodiversity, and Environment Topics”** to info@fecofun.org.np. Short-listed organizations/candidates will be informed for further processing.

Annex I: Indicative format for the proposal

Technical details:

- Understanding of the ToR (1 page)
- Proposed Approach and Methodology (2 pages)
- Description of Activities and Timeline (1 page)
- Brief CV of the team leader highlighting the relevant experience

Financial details:

The budget should include all the budget items including tax and other associated costs, as appropriate.

S.N.	Particulars	Estimated man days /unit rate	Rate	Amount
1	Consultant fee			
2	Consultations/meeting expenses			
3	Printing and Designing			
4	Communication and stationery			
5	Others if any (specify)			
	Tax (if any)			
	Total			