Term of Reference for the Preparation of Local Disaster and Climate Resilience Framework

1 Background

Nepal, due to its weak mountainous topography, steep terrain, heavy rainfall and adverse weather conditions and climate change, is at high risk of multi-catastrophic disasters. Although it has a negligible role in total greenhouse gas emissions, Nepal is one of the countries with the highest risk of adverse effects of climate change. Rapid and haphazard settlement and urbanization, poverty, low literacy levels, inequality and increasing dependence on natural resources, socio-economic factors have led to high levels of vulnerability. Climate change has adversely affected agriculture, food, water resources, biodiversity, health, energy, irrigation, tourism, housing and infrastructure. Due to natural and non-natural disasters, human losses and displacements, economic losses, destruction of physical infrastructure, psycho-social problems and livelihoods are also affected.

Aligning with the provisions in the Constitution of Nepal, there are so many instruments for the implementation of disaster and climate related activities such as National Disaster Risk Reduction Policy 2075, National Climate Change Policy 2076, Disaster Risk Reduction and Management Act 2074, Local Government Operation Act 2074, Environmental Protection Act 2076, National Adaptation Plan (2021 -2050), Disaster Risk Reduction National Strategic Action Plan (2018-2030), Fifteenth Periodic Plan (2019/20-2023/24), Disaster Preparedness and Response Plan Formulation Guidelines 2076, Local Disaster and Climate Resilience Plan Formulation Guidelines 2074, Local Adaptation Action Plan Template 2076, Second National Determined Contribution Year 2020 (NDC), and other legal provisions.

To implement the different laws and guidelines as indicated above, various plans, such as the Local Disaster and Climate Resilient Plan (LDCRP), Disaster Preparedness and Response Plan (DPRP), Local Adaptation Plan of Action (LAPA), and Integrated Urban Development Plan (IUDP), have been developed at the local level. Despite these efforts, challenges persist, particularly in enhancing local-level capacity for disaster risk reduction. Therefore, Local Disaster and Climate Resilience Framework of Tokha Municipality is being prepared in coherence with the LDCRF Preparation Guideline 2081. This framework will integrate local-level plans and act as an integrated strategic action plan to mainstream disaster and climate change resilience into development plans.

Furthermore, the Local Disaster and Climate Resilience Framework (LDCRF) is primarily a localization of the National Disaster Risk Reduction Strategic Plan of Action (2018-2030) built upon the Sendai Framework for Disaster Risk Reduction (SFDRR), Sustainable Development Goal (SDG), Paris Climate Agreement, and Green, Resilient, and Inclusive Development (GRID) framework.

Therefore, Tokha Municipality plans to hire a consulting firm to develop the LDCRF. to enhance its resilience to disasters and climate change, hence, contribute to the national goal of a disaster-resilient Nepal by 2030.

2 Objectives of the Service

The main objective of LDCRF is to understand the local risks, develop a plan, and

implement the projects by mainstreaming it in the periodic and annual development programs of the municipality aiming to achieve resilient and sustainable society against possible disaster and climate risk.

The other objectives of the service are:

a) To develop initiatives for mitigating disaster risks and enhancing climate resilience at the local level,
b) To support the integration of disaster risk reduction and management into planning and development processes and promote climate resilient processes,
c) To facilitate inclusive participation from all sectors and societal groups in municipal-level disaster planning,
d) To assist in contributing to building disaster and climate resilient communities.

3 Project Area Description

Tokha Municipality was established on Magh 16, 2071 B.S. by incorporating parts of Kathmandu District Constituencies No. 5 and 6, including the former VDCs of Jhor Mahankal, Tokha Chandeshwari, Tokha Saraswati, Dhapasi, and Gongabu. The municipality is bordered by Budhanilkantha Municipality to the east, Tarkeshwar Municipality to the west, Nuwakot District to the north, and Kathmandu Metropolitan City Wards No. 3 and 26 to the south. Comprising 11 wards, Tokha municipality extends from 27°43′19″ to 27°48′50″ north latitude and 85°20′09″ to 85°23′28″ east longitude and spreads over an area of 17.11 square kilometers. The total population of the municipality is 133,755, including 66,532 males and 67,223 females. The municipality has 9 community schools, 81 institutional (private) schools, 3 alternative schools, and 3 community learning centers, along with institutions ranging from childcare centers to colleges offering higher education. In terms of health infrastructure, the municipality has 1 provincial hospital, 4 health posts, 6 basic health service centers, and 1 urban health center. Tokha Municipality is a disaster-risk-prone municipality, primarily exposed to flood, inundation, riverbank erosion, landslide, and earthquake hazards. Major rivers flowing through the municipality—Bishnumati, Sapanatirtha, Samakhushi, and Sangle Khola—have increased disaster risk across all wards (1–11). Historical analysis indicates that flood-related disasters occur annually, causing damage to agriculture, livestock, settlements, roads, and public infrastructure, particularly during the monsoon season. Increased river discharge and upstream flash floods result in waterlogging, debris flow, house inundation, crop loss, and riverbank erosion. In addition, landslides and soil erosion affect several vulnerable settlements across different wards, further exacerbating disaster risk and impacts on livelihoods. Moreover, many wards including ward 9 had witnessed enormous loss during 2072 Gorkha earthquake.

4 Scope of the Work

The consultant is required to prepare Local Disaster and Climate Resilience Framework in compliance with the LDCRF Preparation Guideline 2081.

The scope of work is described as below:

a) Reviewing DRRM and Climate Change related laws, byelaws, guidelines, local provisions such as disaster management fund guidelines, rules active in the local levels, including budgetary provision.
b) Reviewing existing DRRM and Climate Change related plans and policies at the

municipal, provincial and national level.

c) Assessing municipal capacity: human resources, technical staffing to conduct local disaster and climate resilience activities.

d) Collection of information regarding past incidents caused by disaster and climate change and municipality's damage and loss information at least for last decade or more.

e) Assessing the municipal vulnerability consultations on Gender Equality Disability and, Social Inclusion (GEDSI), socio-economic situation and perspective with local stakeholders.

f) Collecting data on hazard exposure, vulnerability and capacity for identification of priority areas of intervention and designing appropriate resilience strategies.

g) Collecting data on infrastructure development by national, provincial and other agencies having potential disaster risk to identify critical infrastructures.

h) Analyzing residual risk on the basis of collected data to understand remaining vulnerabilities and potential gaps in existing resilience measures.

i) Preparation of Local Disaster and Climate Resilience Framework of the municipality comprising strategic plan of action (short-, medium- and long-term action) and implementation strategy based on the comprehensive risks review, detailed consultation and analysis. The implementation strategy should include phases, tasks, responsible parties, resource requirements, and dependencies for implementing the LDCRF.

5 Study Methodology

The work should be undertaken on a phase-wise basis. The envisioned time frame of the completion of work is within four (4) months from the beginning of the project. The consultant can review and re-schedule the implementation strategy of activities (if any) that need to be submitted with the inception report not exceeding the time duration.

5.1 First Phase: Preliminary Preparedness and Coordination Meeting

i. Coordination and cooperation with local disaster risk reduction and management committee, disaster and climate change section, other relevant sectors and organization working in the municipality, local communities especially vulnerable groups (women, children, elderly, people with disabilities as well as third gender) at local level (1 day Consultation Meeting).

ii. Capacity development workshops for the stakeholder shall be carried out on following topics:
    a. fundamental concepts and policies related to disaster and climate change,
    b. concepts and policies on disaster and climate change,
    c. methods for collecting data regarding disaster and climate risk,
    d. identify capacity, exposure, vulnerability of the local level,
    e. disaster and climate resilient planning,
    f. mainstreaming local disaster and climate resilient framework into the local level annual and periodic plan and budget,
    g. on-site activities for better understanding of methods and planning process.

iii. Conduct stocktaking, including multi-hazard mapping using secondary available information with scientific data, GIS maps, geo morphology, river morphology (as required) and information of hazard wise risks over eight priority area identified.

iv. Collect and review of the situation of DRRM and CCA implementation in the local levels; institutional setup, the past efforts done (laws, bye laws, plans, policies, training, budget, etc.) and their successes and challenges in building capacity for the implementation.

v. Conduct first level orientation and consultation meeting (one day); which should include presentation of the overall methodology, work schedule for the preparation of LDCRF, its expected outputs and the results of detailed review of secondary information as mentioned above.

5.2 Second Phase: Information Collection, Analysis and Profile Preparation

i. Collect general characteristics of the municipality for the preparation of general municipal profile which includes but not limited to the following aspects:
   a. Physical Condition
      - Topographic and Geological.
      - Land use.
      - Condition of Forest, Environment and Climate Change,
      - Status of Physical Development
   b. Social Condition
      - Demography (Ward level Population, Household size and Population Density),
      - Status of Water Supply and Sanitation,
      - Status of Women, Children and Social Inclusion,
      - Ecological Impact on Livelihood, etc.

ii. Collect hazard information
   a. Collection of historical disaster events along with their frequency and impact and selection of target hazards for the preparation of LDCRF.
   b. Collection of available data on local hazard using hazard maps and hazard assessment results. In case of data unavailability, conduct simple hazard mapping as per the LDCRF guideline.

iii. Collect existing risk assessment results and maps for each of the target hazards. to understand local disaster risks. Conduct simple risk assessments by collecting data on exposure, vulnerability and hazard if necessary.

iv. Collect information of planning reports (urban development plan, risk sensitive land use and zoning plan, future population projection report and so on) to be implemented in the future so as to understand the changes in exposure and vulnerability after the implementation of plans.

v. Conduct detailed surveys, consultation meetings, and in-depth analysis of both data, evidence, cases and results from the series of consultation meetings with stakeholders

along with field verification of collected information.

5.3 Third phase: Preparation of Integrated Plan

i. Identify stakeholders (local, provincial and federal level) involved in disaster risk reduction and climate change adaptation works with their roles, responsibilities, plans and projects within the municipality.
ii. Identify residual risks (risks during the implementation and risks that remain after the implementation of the projects) on a timeline.
iii. Formulate vision, mission and strategies on the basis of residual risks to create DRR and CCA plans.
iv. Enlist DRR and CCA measures best corresponding to residual risks stating the implementing agencies.
v. Prioritize the enlisted measures based on some criteria (scale, time, cost, efficiency, etc.) and prepare list of prioritized measures.
vi. Including the responsibilities of concerned organizations, positions and stakeholders with the perspective of disaster as a matter of concern for all, whole of the society in the LDCRF.
vii. Include action plan for short term (2 years), mid-term (5 years) and long term (by 2030) for effective implementation of LDCRF activities incorporating emerging situation of climate change risk.

5.4 Fourth Phase: Budgeting, Integration in the development plans and Approval

i. Coordinate with stakeholders to financing disaster and climate resilience.
ii. Develop a mechanism to secure budget for DRR and CCA measures from different stakeholders.
iii. Plan for integration and mainstreaming of proposed disaster and climate resilient activities proposed in the local periodic and annual plans.
iv. Plan for management and efficient use of Local Disaster Management Fund.

5.5 Fifth Phase: Implementation, Monitoring and Evaluation

i. Prepare a monitoring and evaluation plan.
ii. Prepare draft LDCRF compiling the information collected and prepared plans.
iii. Prepare and present the draft LDCRF to the municipal executive committee and proceed for approval. The presentation should include the findings and overall architecture of LDCRF with road map plan to the municipality officials for both orientation, dissemination and obtain feedback (2-day workshop).
iv. Finalize the LDCRF incorporating all the relevant comments and feedback obtained from the workshop, formal, informal meetings and conversations with the local government officials and stakeholders.

Note: Consultants are requested to refer to the Local Disaster and Climate Resilience Framework Preparation Guideline 2081.

6 Human Resources

The required expertise will cover a wide range of disciplines, including DRR/M Planning, project management, urban planning, civil engineering, urban infrastructure design, geologists, hydrologist etc. In general, the study team will compose the following personnel for the study. However, consultants can add more experts if required.

Key Experts

S. N.	Description	Person/ Quantity	Unit	Man-months
1	Team Leader	1	No.	3.5
2	Infrastructure/Planning/ Urban Planner Expert	1	No.	2.5
3	Geotechnical Engineer /Engineering Geologist	1	No.	2.5
4	Civil Engineer	1	No.	2.5
5	Climate Change Expert	1	No.	2
6	Socio-Economics Expert	1	No.	2
7	Hydrologist	1	No.	2
8	GIS Expert	1	No.	2.5
9	Supporting Staff	2	No.	2

The professional personnel's qualifications and major tasks to be undertaken by the individual are as follows:

Personnel/Qualifying criteria	**Major task to be undertaken by the individual expert (not limiting the following)**
Team Leader: DRR/M Expert, Civil Engineer/ Urban Planner/ Sociologist The Team Leader shall have minimum master's degree in DRR/M, Urban Planning Civil Engineering, or other relevant subjects. H/She must be an expert in Climate Change and DRRM and working knowledge with local governments. The Team Leader should have at least 5 years' experience in disaster and climate resilient planning.	• Lead the team to implement the assignment, prepare reports, deliver the outputs, and achieve the outcome. • Mobilize the team members, overall planning, and programming, coordination, monitoring and supervising team member works. • Work on methodologies and assist the survey team in carrying out surveys and compiling data. • Develop municipal framework incorporating multi-hazards specific to local governments. • Review DRR/M policy, capacity assessment, gap identification and design activities to respond to the need of the municipal governments. • Conduct meetings as per needed. • Submit report timely based on ToR.
Infrastructure cum Planning Expert/ Urban Planner The infrastructure cum planning expert shall have minimum master's degree in urban planning, Civil Engineering, or relevant subjects. H/She should have minimum 5 years' experience in urban and infrastructure planning of local level, DRR and CCA Planning, DRR/M training programs related to DRR/M policy delivering at the local level. He/she should also have knowledge in working in GEDSI.	• Support Team Leader for the preparation • of framework. • Collect data on hazard, exposure, vulnerability and capacity, disaster risk assessment information, existing structure assessment, local consultation.

Personnel/Qualifying criteria	Major task to be undertaken by the individual expert (not limiting the following)
Geotechnical Engineer / Engineering Geologist The Geotechnical Engineer/Engineering Geologist shall have minimum master's degree in Geotech, Engineering geology or relevant subject. H/She should have minimum 3 years of general experience.	• The expert is responsible for collecting disaster risk assessment information of geotechnical hazard, existing topography and framework preparation.
Civil Engineer The civil engineer shall have minimum bachelor's degree in civil engineering or relevant field. H/She should have minimum 3 years of general experience	• The expert is responsible for recommending various disaster management infrastructures.
Socio Economic Expert The socio-economic experts shall have minimum bachelors' degree in Sociology, Economics, Finance or relevant subjects. H/She should have minimum 3 years of general experience, demonstrate the proven expertise of DRR/M and socio-economic development of the local level.	• The expert shall work in liaise with infrastructure and planning experts to identify the socio and economic conditions in the municipality including socio-economic assessment. • The socio-economic expert will collate • available human vulnerability information including the information from local profile, e-Profile of the municipality. • Review and assess the status of local level in DRR/M, study the existing DRR/M laws, bylaws, local provisions, rules active in the Local levels, including budgetary allocation for DRR/M
Climate Change Expert The climate change expert shall have minimum master's degree in Climate Change Studies, Environment Science or any other relevant subjects. H/She should have minimum 3 years' general experience.	• Support team leader in delivering training and educating local stakeholders in the implementation of the local level DRR and CCA plans based on the framework. • Review and assess the current status of impact of Climate Change and Adaptation Measures in the municipality. • Support team leader for the formulation of climate change adaptation measures to develop • climate resilience.
Hydrologist The hydrologist shall have minimum master's degree in hydrology, water resource, civil engineering or relevant field.	• The Hydrologist shall collect the information, hydro-meteorological data and climate trends related to

Personnel/Qualifying criteria	Major task to be undertaken by the individual expert (not limiting the following)
H/She should have minimum 3 years' general experience.	hydrological and climate risk assessments, recommend appropriate risk reduction and resilience measures and provide technical input required for the LDCRF.
GIS Expert The GIS expert shall have minimum bachelor's degree in engineering faculty or equivalent. H/She should have minimum 3 years' general experience.	• Support team leader in delivering training and educating local stakeholders in the implementation of the local level DRR and CCA plans based on the framework. • Prepare GIS database of Risk and Hazard information along with necessary maps with standard color • codes and specifications.

7 Preparation and Submission of Reports

The following deliverables are proposed after signing:

7.1 Inception Report

The inception report should outline the initial planning and preparatory works of the assignment. It should include clear understating of objectives and scope of the assignment including the following:

- Basic description of the entire assignment
- Approach and methodology of the entire assignment
- Identification and breakdown of the tasks to be accomplished
- Detailed schedule of the identified tasks
- Identification and General description of the field visit projects and sites
- Proposed Key personnel and their assigned obligation

Three (3) hard copies of Inception Report shall be submitted. The Inception Report shall be submitted within one (1) month after signing the contract.

7.2 Monthly Report

The monthly report should be submitted within first week of each month. It should provide a clear and concise overview of the progress and activities related to the assignment during the previous month. The overall report should contain Basic information, summary of activities, progress overview, Updated work plan, Issues and challenges, Future plan and other as required.

7.3 Draft LDCRF

The Draft report covers the compact and comprehensive framework as defined, covering the entire scope of work, including the road map for effective implementation of the LDCRF, as agreed in the inception report.

Three (3) hard copies of Draft Report shall be submitted. The Draft Report shall be submitted within three (3) months after signing the contract.

7.4 Final LDCRF report with Detailed Plan of Actions

The consultant shall submit the final report incorporating all comments on draft report. The LDCRF in **Nepali and English** language which incorporates feedback from relevant stakeholders. Final report five (5) hard copies and an electronic-copy shall be submitted. Main volume and Annex Volume shall be submitted separately in a manageable form and size. The Final Report shall be submitted within four (4) months after signing the contract.

8 Mode of Payment

The consulting firm shall be paid as per following mode of payment:

S.N.	Description	Mode of Payment
1	After completion of first consultation workshop	20% of the contract Amount
2	Submission and Approval of Draft Report	40% of Contract Amount
3	Submission and Approval of Final Report	40% of the Contract Amount

All payments by Municipality shall be made in the account of the consultant and payments will be made in Nepali Rupees. All payable amount as per the contract shall be taxable as per the rules of the Government of Nepal.

Evaluation Criteria for Technical Evaluation of Procurement of Consulting Service for Preparation of Local Disaster and Climate Resilient Framework

Technical Evaluation Weightage: 80, Financial Evaluation Weightage: 20

Technical Evaluation Full Marks: 100
Technical Evaluation Pass Marks: 60

S.N.	Selected factor for evaluation	Max. Wght. / Rating
1	**General/ Specific experience of the consultants (as a firm)**	**20**
1.1	*General experience in engineering, urban planning, disaster management and climate change*	***5***
	more than 5 years	*5*
	3-5 years	*3*
1.2	*Specific experience in preparation of Local Disaster and Climate Resilient Framework at least one completed project*	***5***
1.3	*General experience in similar projetcs including disaster management, climate adaptation, urban management plans, policies, mapping etc. (Each completed project will get 2.5 marks, maximum 4 projects will be considered)*	***10***
2	**Adequacy of Approach, Methodology and work plan**	**25**
2.1	*Understanding of Objectives and TOR*	***5***
	1) Excellent (Significantly specific comments or suggestion)	*5*
	2) Good (Slightly specific comments or suggestion)	*3*
	3) Average (General comments or suggestion)	*2*
	4) Not Significant	*0*
2.2	*Quality of Methodology and Work Plan (Methodology and Work plan, Innovativeness, Project Related Study)*	***14***

2.2.1	*Description and review of relevant laws, regulation, guidelines, policies, international commitment, data, research, reports, local provisions etc relevant to the project*	*3*
	1) Excellent (Critical review)	*3*
	2)Good (Slightly critical review)	*2*
	3) Average (General Review)	*1*
	4) Not Significant	*0*
2.2.2	*Methodology to conduct multisectoral coordination and capacity building*	*3*
	1) Excellent (Clear and innovative methodology with flow charts)	*3*
	2) Good (Clear and innovative methodology without flow charts)	*2*
	3) Average (General Methodology)	*1*
	4) Not Significant	*0*
2.2.3	*Methodology of collection, interpretation and analysis of information and data from primary and secondary source and methdology to prepare profile*	*4*
	1) Excellent (Clear and innovative methodology with flow charts)	*4*
	2) Good (Clear and innovative methodology without flow charts)	*2*
	3) Average (General Methodology)	*1*
	4) Not Significant	*0*
2.2.4	*Methodology to prepare integrated LDCRF plan*	*4*
	1) Excellent (Clear and innovative methodology with flow charts)	*4*
	2) Good (Clear and innovative methodology without flow charts)	*2*
	3) Average (General Methodology)	*1*
	4) Not Significant	*0*
2.3	*Work Schedule, Balance in Team Composition, Task Assignment*	***6***
2.3.1	*Work Schedule with Description*	*3*
	1) Excellent (Highly relevant to proposed methodology)	*3*
	2) Good (Moderately justifies the proposed methodology)	*2*
	3) Average (Fairly justifies the proposed methodology)	*1*
	4) Not Significant	*0*
2.3.2	*Team composition, Task Assignment and Manning Schedule as per Work Schedule*	*3*
	1) Excellent (Highly relevant to proposed work schedule)	*3*
	2) Good (Moderately justifies the proposed work schedule)	*2*
	3) Average (Fairly justifies the proposed work schedule)	*1*
	4) Not Significant	*0*
3	**Qualification and Competence of Key Staff for the Assignment**	**50**
3.1	*Team Leader (DRRM Expert) -1*	***15***
	a) General Qualification	*5*
	1) PhD in DRRM/Urban Planning/ Civil Engineering or relevant field	*5*
	2) Masters in DRRM/Urban Planning/ Civil Engineering or relevant field	*3*
	b) General experience in climate change and DRRM sector	*5*
	1) more than 10 years	*5*
	2) 7-10 years	*3*
	3) 5-7 years	*2*
	c) Specific Experience in climate change and DRRM sector	*4*
	1) Experience in preparation of Local Disaster and Climate Resilient Framework (LDCRF) at least one completed project	*2*
	2) Experience in preparation of disaster and climate related plan, policy, mapping etc (Each completed project will get one mark, maxmimum two projects will be considered)	*2*
	d) Experience in Similar Terrain	*1*
	1) Experience in climate change and DRRM sector project in "municipality"	*1*
3.2	*Infrastructure/Planning/Urban Planner Expert -1*	***10***
	a) General Qualification	*3*

	1) Masters in Infrastructure/Urban Planning/ Civil Engineering or relevant field	*3*
	b) General experience in climate change and DRRM sector	*3*
	1) 7-10 years	*3*
	2) 5-7 years	*2*
	c) Specific Experience in climate change and DRRM sector	*3*
	1) Experience in preparation of disaster, climate, urban planning related plan, policy, mapping etc (Each completed project will get 1.5 mark, maxmimum two projects will be considered)	*3*
	d) Experience in Similar Terrain	*1*
	1) Experience in climate change and DRRM sector project in "municipality"	*1*
3.3	*Geotechnical Engineer/ Engineering Geologist-1*	***5***
	a) General Qualification	*1.5*
	1) Masters in Geotechnical Engineer/ Engineering Geologist or relevant field	*1.5*
	b) General experience	*2*
	1) 5-7 years	*2*
	2) 3-5 years	*1*
	c) Specific Experience in climate change and DRRM sector	*1.5*
	1) Experience in preparation of disaster, climate, urban planning related plan, policy, mapping etc at least one completed project	*1.5*
3.4	*Civil Engineer-1*	***5***
	a) General Qualification	*1.5*
	1) Masters in Structure/civil engineering or relevant field	*1.5*
	2) Bachelors in civil engineering or relevant field	*1*
	b) General experience	*2*
	1) 5-7 years	*2*
	2) 3-5 years	*1*
	c) Specific Experience in climate change and DRRM sector	*1.5*
	1) Experience in preparation of disaster, climate, urban planning related plan, policy, mapping etc at least one completed project	*1.5*
3.5	*Socio-Economic Expert-1*	***3***
	a) General Qualification	*1*
	1)Master's degree in Sociology/ Economics/ Finance or relevant field	*1*
	2)Bachelor's degree in Sociology/ Economics/ Finance or relevant field	*0.5*
	b) General Experience	*1*
	1) 5-7 years	*1*
	2) 3-5 years	*0.5*
	c) Specific Experience in climate change and DRRM sector	*1*
	1) Experience in preparation of disaster, climate, urban planning related plan, policy, mapping etc at least one completed project	*1*
3.5	*Climate Change Expert-1*	***3***
	a) General Qualification	*1*
	1)Master's degree in climate change studies/ environment science or relevant field	*1*
	b) General Experience	*1*
	1) 5-7 years	*1*
	2) 3-5 years	*0.5*
	c) Specific Experience in climate change and DRRM sector	*1*
	1) Experience in preparation of disaster, climate, urban planning related plan, policy, mapping etc at least one completed project	*1*
3.6	*Engineering Hyrdologist-1*	***4***
	a) General Qualification	*2*
	1)Master's degree in hyrdology, water resource, civil engineering or relevant field	*2*

	b) General Experience	*1*
	1) 5-7 years	*1*
	2) 3-5 years	*0.5*
	c) Specific Experience in climate change and DRRM sector	*1*
	1) Experience in preparation of disaster, climate, urban planning related plan, policy, mapping etc at least one completed project	*1*
3.7	*GIS Expert-1*	***5***
	a) General Qualification	*1.5*
	1)Master's Degree in Engineering or relevant field	*1.5*
	2) Bachelor's Degree in Engineering or relevant field	*1*
	b) General Experience	*2*
	1) 5-7 years	*2*
	2) 3-5 years	*1*
	c) Specific Experience in climate change and DRRM sector	*1.5*
	1) Experience in preparation of local plan,/policy/strategy related to climate change and disaster in at least one completed project	*1.5*
4	**Suitability of the transfer of knowledge program or training**	**5**
4.1	*The idea of dissemination of knowledge and training to integrate LDCRF in development pland and annual budget proposed by the consultants*	***5***
	a) Excellent (Significant description with charts)	*5*
	b) Good (Moderate description)	*3*
	c) Average	*2*
	d) Not Significant	*0*
	Total	**100**

* *Updated and signed CVs must be submitted to substantiate proof of "years" of general experience. For specific experience in "project", an experience letter must be submitted.*

* *Character certificate and transcript must be submitted to substantiate proof of academic qualification.*