

Terms of reference (ToRs) for the procurement of services above the EU threshold

CONFIDENTIAL

Project title:	Processing number/cost centre:
Mitigation of Human - Wildlife Conflicts in Tanzania II	G-012522-001
Country:	Internal order:
Tanzania	12522030000 (50%)
Subject of the tender procedure:	12522040000 (50%)
Land Use planning, outreach, awareness raising and environmental education	Tender number:
	10020688

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0. List of abbreviations

CAP	Community Action Plan
CCRO	Certificate of Customary Rights of Occupancy
FA	Financing Agreements
GTC	General Terms and Conditions of Contract for supplying services and work on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
HWC	Human Wildlife Conflicts
KOMP	Cost per output monitoring and forecast
LoI	Letter of intent
LUP	Land Use Planning
MNRT	Ministry for Natural Resources and Tourism
MoU	Memorandum of Understanding
NHWCMS	National Human Wildlife Conflict Management Strategy
RMO	Risk Management Office
TANAPA	Tanzania National Parks Authority
TAWA	Tanzania Wildlife Management Authority
TFS	Tanzania Forest Service
ToRs	Terms of reference
TOT	Training of Trainers
VGS	Village Game Scouts
WD	Wildlife Division of the MNRT

1. Context

Module title	Mitigation of human-wildlife conflicts in Tanzania
Core problem	Responsible key stakeholders are not sufficiently capable of successfully implementing the management of human-wildlife conflicts in a holistic manner in accordance with the national strategy.
Module objective	Tanzania's national strategy for managing human-wildlife conflicts is implemented holistically by key actors in selected districts and villages in the Ruvuma region.
Target group	Rural population of the districts of Liwale, Namtumbo, and Tunduru; specialists and managers from nature conservation authorities and district administrations
Political partner	Ministry of Natural Resources and Tourism (MNRT)
Key Outputs	Strengthening the coordination capacities of the wildlife department, the ability to respond to wildlife conflicts, the ability of village populations to implement Human Wildlife Conflict (HWC) management in a gender-sensitive manner, and HWC-related awareness-raising measures by relevant institutions.
Duration	07/2025 to 06/2028 (3 years)

The Tanzanian Government launched a National Human Wildlife Conflict Management Strategy (NHWCMS, 2020-2024) to alleviate human/wildlife conflicts. Among other things, the strategy outlines the methods to minimize HWC and increase the social acceptance and coexistence between humans and wildlife. In 2025 the strategy was updated (NHWCMS 2025 – 2035) highlighting the importance of the agricultural and livestock sector as crucial for an improved HWC management.

To achieve significant positive results in the implementation of the National Human Wildlife Conflict Management Strategy (NHWCMS), the MNRT and sub-institutions responsible for implementing the strategy must be equipped with the necessary capacities. HWC management is a cross-sectoral issue, capacity development must be extended to other relevant sector ministries. Villages that are human-wildlife conflict hotspots must be identified and their inhabitants' capacities strengthened to manage conflicts, reduce their vulnerability to HWC impacts and enable coexistence.

The joint Tanzanian- German cooperation project “**Mitigation of Human - Wildlife Conflicts in Tanzania II**” aims to improve the management of Human Wildlife Conflict by key actors in Tanzania. The project's main geographical scope is the Ruvuma Landscape/ including 42 villages of the Districts of Liwale, Namtumbo, and Tunduru. The project also aims to

strengthen the capacity for steering and coordination of the Wildlife Division of the MNRT, and the institutions involved in managing HWC, including the Tanzania Wildlife Management Authority (TAWA), Tanzania National Parks (TANAPA), Tanzania Forest Services Agency (TFS), Districts councils and Hotspot Villages.

In line with Tanzania's National Human-Wildlife Conflict Management Strategy 2025-2035, the HWC project aims to **(i)** improve the coordination capacities of the wildlife department of the Ministry of Natural Resources and Tourism for the implementation of the national strategy for the management of human-wildlife conflicts, **(ii)** increase inter-institutional responsiveness to imminent and acute human-wildlife conflicts, **(iii)** improve the capacity of village communities to manage human-wildlife conflicts in a gender-sensitive manner at the village level, and **(iv)** strengthen the capacity of relevant institutions to implement HWC-related awareness-raising measures at the national and district levels.

Initial situation in the intervention area: Tanzania has designated around 33% of its land area as protected areas. These protect some of the world's largest and most important ecosystems.

However, with a rapidly growing population, demand for land and natural resources for livestock farming, agriculture, and infrastructure is also increasing. This is leading to an expansion of economic activities along the boundaries of protected areas and in wildlife corridors, bringing humans and wildlife closer together.

Particularly in the periphery of protected areas, there has been a -significant increase in human death, personal injury and property damage caused by wildlife... The consolation payments made by the government are in the order of EUR 500,000 per year, with a strong upward trend. Digitalized early warning systems (*elephant collaring*) have the potential to reduce damage and thus consolation payments.

Although there is hardly any gender-differentiated evaluations of the risks to health and property, it can be assumed that women and men are affected to different degrees by human-wildlife conflicts: Men are particularly at risk when they are out early in the morning or at night guarding fields and livestock or warding off wild animals. Women, on the other hand, are victims of animal attacks, e.g., by crocodiles, when fetching water or washing at rivers and lakes. As they are responsible for feeding their families, they also bear the consequences of crop losses caused by wild animals.

There are many reasons for the escalation of HWC, including population growth which lead to expansion of human settlements, farmland and grazing areas, and inadequate land use planning that fails to reconcile economic development interests with nature conservation efforts. Other factors include the intrusion of livestock farmers and their herds into protected areas or migration corridors of wild animals, and the cultivation of crops that are palatable to elephants (e.g., corn, cashews) in the vicinity of protected areas or in their migration corridors. Climate change exacerbates competition for resources and conflicts through droughts, heat waves, or floods and the associated adjustments in land use by humans and wildlife (e.g., through changing migration routes). Finally, socioeconomic factors have a negative impact on the population's tolerance of wildlife damage: poverty and food insecurity are high in the communities surrounding protected areas. The population, which is already affected by poverty, bears the economic disadvantages and dangers of living on the periphery and shoulders the direct costs of crop failures. In addition, there is limited tourism activities in the project region from which the population could benefit. As a result, the

protection of natural resources and wildlife populations at the local level is predominantly perceived by the population as a restriction on their development opportunities, and acceptance of the protected areas and the responsible state actors, in particular District Wildlife Officers, TAWA and TANAPA, is declining.

In view of the high pressure of problems countrywide, the Tanzanian government published a national strategy for the management of human-wildlife conflicts (*National Human Wildlife Conflict Management Strategy*, NHCMS 2020-2024) in October 2020. Its goal is to improve the coexistence of humans and wildlife and to reconcile the right of communities to development and well-being with nature conservation. The strategy focuses on participation and improved governance at the local level to prevent HWC and on more transparent and efficient procedures for recording damage and consolation payments.

In view of the escalation described above, the MNRT is giving high priority to the implementation of the NHCMS.

Derivation of the module objective: The NHCMS has proven itself as a framework for improvements in HWC management. Successful short-term approaches to mitigating acute human-wildlife conflicts, such as HWC intervention teams and chili fences to deter elephants, are well known and are being implemented, mostly with the support of NGOs. However, longer-term holistic solutions such as monitoring and early warning systems, land use planning, and improving the resilience of the population have not yet been sufficiently tested. The key actors responsible (nature conservation authorities, district administrations, village communities) in particularly affected regions are now better coordinated, but still insufficiently qualified to implement holistic, longer-term solutions. In addition, they are understaffed and underfunded, both in terms of personnel and materials. They are therefore not sufficiently able to implement the management of human-wildlife conflicts in a holistic manner in accordance with the national strategy (core problem). The module objective is therefore: Tanzania's national strategy for the management of human-wildlife conflicts is implemented holistically by key actors in selected districts and villages in the Ruvuma landscape.

Causes and assessment of changeability: To implement the NHCMS and the associated legal regulations efficiently and broadly, the Wildlife Division (WD) of the MNRT lacks, above all, the capacity and instruments for intersectoral coordination with other relevant sectors, such as agriculture and livestock farming, at the national and subnational levels. This can be changed within the framework of Technical Cooperation (TC) through organizational and technical advice (Output 1). At the subnational level, there is also a lack of capacity for efficient (fast, reliable, competent) intervention by state actors when HWC occurs. This can also be changed through TC advice and the provision of basic equipment (Output 2). The public and affected village communities lack knowledge about the (intersectoral) causes and the options and methods for preventing and mitigating conflicts with wild animals, especially about integrated approaches in the context of land use planning. This can be changed by implementing village land-use plans (Output 3). In addition, the village population has insufficient (financial) reserves to prevent property damage from developing into existential crises. This can be changed through HWC-safe income generating measures (Output 3) and awareness-raising measures (Output 4).

Effects achieved so far: The preliminary evaluation of the NHCMS clearly demonstrates the increase in capacity among key actors to implement the NHCMS: the WD of the MNRT has a digital monitoring system for wildlife damage and problem animals (*Problem Animal Information System*, PAIS), which is linked to the national government payment system and

enable faster consolation payments. Awareness among decision-makers and the public of the intersectoral complexity of the causes of HWC has grown. At the decentralized level, a jointly developed cross-sectoral integrated action plan for the Ruvuma region is being implemented, including more efficient interventions by local HWC intervention teams to protect the human population. The average response time in the project region has fallen from around 14 hours to around 7 hours. In 30 villages, around 5,000 residents (one-third of whom were women) took part in project activities. On the one hand, knowledge about local selective protection measures was expanded, and on the other hand, 93 savings and credit associations, in which 1,886 women and 793 men participate, created the opportunity to build financial resilience to wildlife damage.

Module objective:

Tanzania's national strategy for managing human-wildlife conflicts is implemented holistically by key actors in selected districts and villages in the Ruvuma Landscape.

Indicators

1. Number of cross-sectoral measures of the National Human-Wildlife Conflict Management Strategy (NHWCMS) implemented in selected districts in the Ruvuma Landscape.

Baseline: 0 of 49 cross-sectoral measures of the NHWCMS (no cross-sectoral measures implemented to date) (July 2025) Target: 30 of 49 cross-sectoral measures of the NHWCMS (June 2028)

2. Percentage of preventive operations carried out by HWC intervention teams in a pilot district in relation to the total number of operations carried out by HWC intervention teams in a pilot district.

Baseline: 1% preventive interventions by HWC intervention teams in the Ruvuma region (12/2024). Target value: 10% preventive interventions by HWC intervention teams in the pilot district (06/2028).

3. Number of 150 representatives from 30 severely affected target villages who perceive HWC management to be good or very good.

Baseline value: very good management: 5; good management: 12; average management: 69; poor management: 37; very poor management: 27 (2/2024). Target value: very good management: 15; good management: 35; average management: 60; poor management: 25; very poor management: 15 (5/2028).

The project's target group is the rural population in 30 village communities, some of which are still to be identified, in the vicinity of protected areas that are particularly affected by human-wildlife conflicts and that have not designated their own wildlife conservation areas and have therefore not yet received support from other projects (see chapters 2.1 and 2.2). Women make up most of the population (55%) in the region's villages. At the sub-national level, the project focuses on villages in the southern fringes of Nyerere National Park and Selous Game Reserve in three districts of the Ruvuma landscape: Liwale (Lindi Region) and Namtumbo and Tunduru (Ruvuma Region). The Ruvuma landscape, which flanks the Ruvuma River in southern Tanzania and northern Mozambique, is home to one of Africa's largest elephant populations in its miombo woodland. Conflicts between humans and

elephants are therefore particularly high here. According to the latest national census in 2022, approximately 820,000 people live in the three districts, with a slight surplus of women. The districts are among the poorest in the country (according to the 2012 poverty report, Tunduru belongs to the category with the highest incidence of poverty, while the other two belong to the category with the second highest incidence). The target group consists mainly of small farmers who primarily practice subsistence agriculture and shifting cultivation using slash-and-burn techniques and grow some cash crops such as cashew nuts, sesame, rice, and corn for sale (project surveys, 2024). In the past 10 years, pastoralists have migrated from other parts of the country to Ruvuma Landscape creating more pressure on land for grazing and influencing socio-cultural setup of the community in the landscape. The above-mentioned target group is reached through participating intermediaries, primarily specialists and managers from the MNRT, subordinate nature conservation authorities, district administrations, teachers from training institutions, and journalists. Indirectly, the measures for capacity development at the national authorities and for training and public relations also benefit the population affected by human-wildlife conflicts in other regions of Tanzania.

Impact hypotheses:

Output 1 aims to improve the coordination capacities of the Wildlife Department of the Ministry of Natural Resources and Tourism for the implementation of the national strategy for the management of human-wildlife conflicts. The impact hypothesis is that the WD of the MNRT will consistently and successfully use expanded capacities and available instruments for the efficient implementation of the NHCMS, thereby achieving progress in curbing the problem. This is confirmed by the results from the evaluation report of the implementation of the 2020–2024 strategy. The assumption here is that the new edition of the strategy (2025–2035) will be completed during the first year of the module, that it will confirm the current holistic cross-sectoral approach, as currently appears to be the case, and that the measures of the current strategy will continue to be implemented as before until the new NHCMS is adopted.

Output 2 aims to increase inter-institutional responsiveness to imminent and acute human-wildlife conflicts. The impact hypothesis here is that it is possible to massively reduce HWC, i.e., that preventive measures and better-equipped HWC intervention teams will lead to faster and more efficient responsiveness by government agencies to human-wildlife interactions, which will promote the implementation of the strategy. This is supported by the experience of the previous module. The assumption is that the subordinate nature conservation authorities and districts will mobilize sufficient personnel and that the research institutions will be prepared to pass on information about elephant movements to the decentralized authorities in a timely manner, despite the associated risk of misuse of the data for poaching.

Output 3 aims to improve the capacity of village communities to manage human-wildlife conflicts in a gender-sensitive manner at the village level. The impact hypothesis is that adapted participatory land use planning (spatial concentration of cultivated areas, safety distance to protected areas and corridors, choice of crops, rangeland management) and coordinated, selective village-based infrastructure measures (wildlife-proof barriers) can significantly reduce HWC, which in turn contributes to the implementation of the strategy. The development and implementation of local development plans (*community action plans*, CAP) within the framework of the LUP promotes the willingness of the population to implement the local regulations developed in the LUP. Village Savings and Loan Associations (VSLA) increase the resilience of the population to wildlife damage. This is evidenced by the experiences of the previous module the corresponding analyses in the

appendix to the NHCMS (*Supplement to the National Human-Wildlife Conflict Management Strategy, 2020–2024*), the project's own analysis of HWC in the project zone (*Preliminary Report on the Human-Wildlife Conflicts, Situational Analysis, June 2024*) and the extensive documentation by CARE International on VSLA in Kenya and other regions of Tanzania. The assumption is that MNRT remains interested in securing sustainable funding for knowledge carriers at the village level including Village Game Scouts (VGSs).

Output 4 aims to strengthen the capacities of relevant institutions to implement HWC-related awareness-raising measures at the national and district levels. The impact hypothesis is that the relevant institutions will use the newly developed capacities and the revival of the Malihai environmental clubs to improve their public relations and awareness-raising work. As a result, knowledge of solutions for preventing or reducing human-wildlife conflicts and political support for the approaches will be anchored in the long term at the government level, in the relevant institutions, among the general public (locally, regionally, nationally), and among the children and young people directly affected in the periphery of the protected areas, which will contribute to the implementation of the strategy. (*Jacobsen SK, McDuff MD, Monroe MC. (2006). Conservation education and outreach techniques: a handbook of techniques. Oxford: Oxford University Press. 480p.*)

Strategy: The module's *capacity development* (CD) strategy encompasses all three levels of a CD strategy. Strategic capacity development is aimed at MNRT specialists and managers. This essentially involves improved intersectoral and interministerial coordination and cooperation at national, regional and local level, improved and HWC management sensitive outreach work at Districts and village level improved monitoring of all aspects of HWC management, and the sustainable nationwide revival of environmental clubs (Malihai Clubs) in schools and colleges. At the organizational level, protected area authorities and district administrations are empowered to make HWC management more efficient on the basis of the revised strategy, including through digitization (PAIS- Problem Animal Information System), the expansion of the network of HWC intervention teams (response), the creation of an overarching framework for District and village land use planning, improved outreach work and improved public relations. Village communities will be empowered to develop an integrated approach to reducing HWC and increasing their resilience to damage through participatory, gender-sensitive land use planning that addresses aspects of climate change and HWC. Compared to the previous module, individual defensive measures are no longer disseminated in isolation; instead, the individual measures are embedded in an overall concept through land use planning.

A “*do no harm*” approach is pursued in all outputs, and training in non-violent communication accompanies the activities. Women are specifically promoted in the context of land use planning and through the expansion of savings and credit associations, of which they are the main users. In the savings and credit associations, emphasis is also placed on strengthening digital skills to enable access to the formal banking sector. All activities are planned in a gender-sensitive manner. Context- and conflict-sensitive monitoring is being set up, particularly in the transition from unregulated use of natural resources to sustainable, HWC-sensitive regulated use by local actors within the framework of village land use and development plans. The participatory planning and development approaches increase transparency regarding government interventions, thereby reducing the risk of corruption based on ignorance.

Output 1 aims to improve the coordination capacities of the Wildlife Department of the Ministry of Natural Resources and Tourism for the implementation of the national strategy for

the management of human-wildlife conflicts. Key elements here are: process consulting for the completion of the revised strategy, organizational consulting for better and more binding involvement of all key sectors and ministries, including the provision of timely data and analyses on HWC through an efficient monitoring system, including spatial data for decision making (MNRT GIS Lab), and consulting on concept development for nationwide stabilization of funding for the implementation of the NHCMS, in particular for Village Game Scouts and the operating costs of HWC intervention team field offices through sustainable financing concepts.

Output 2 aims to increase inter-institutional responsiveness to imminent and acute human-wildlife conflicts. This will be achieved through financial and material support for the expansion of the network of HWC intervention team field offices (in conjunction with the Financial Cooperation modules, among others). It is through degressive subsidization of the HWC intervention teams' running costs, accompanied by advice on ensuring their medium-term sustainable financing through the establishment of a corresponding budget line at the district level. In addition, process and organizational consulting is provided for the pilot development of a digital proactive early warning system in one district (the HWC intervention teams are mobilized as soon as real-time digital spatial tracking of elephant herds shows that they are approaching village use zones). This is complemented by financial and technical support for the protected area authorities in the training and further education of state and Village Game Scouts involved in HWC intervention teams.

Output 3 aims to improve the capacity of village communities to implement gender-sensitive human-wildlife conflict management at the village level. Gender-sensitive means that, within the framework of land use planning at the village level, the specific risks and needs of women are identified and considered in planning, particularly in the community action plans of the land use plans. The starting point is consultation during the development of a district framework plan. In Tanzania, development of village Community Action Plan (CAP) is specified through the development of land use planning process that prioritize socio-economic village projects. Village land use planning is moderated by state-accredited mediators. Approaches to protection against wild animals at the village level (physical or odor barriers, selection of crops, use of Village Game Scouts) are integrated into a holistic concept and – in addition to previous individual measures – the designation of communal use zones and the development of rules of use (distance to protected areas and corridors, village rules on the choice of crops) are advised. As an incentive to implement the HWC-relevant measures of the land use plans, the project will finance selected socio-economic village projects, provided that an evaluation one year after the adoption of the land use plan shows that the rules have actually been and are being implemented. This approach will be accompanied by advice on setting up savings and credit associations, which will enable the target group to invest in HWC management and be more resilient in the event of damage.

Output 4 aims to strengthen the capacities of the relevant institutions to implement HWC-related awareness-raising measures at national and district level. Key starting points for this are: Organizational consulting (institutional anchoring and financing of the clubs) and technical support (development of an educational concept adapted to the NHCMS) from the MNRT to revive environmental clubs in schools and colleges (*Malihai Club*); Financing, organization, and conceptualization of journalist and media training in line with the NHCMS through intermediaries; and Financing, organizational, and conceptual consulting for the outreach programs of the protected area authorities.

2. Tasks to be performed by the contractor

2.1 Term

The expected term of the contract for services must be specified in the 'Special terms and conditions of contract'. The definitive term and service delivery period are set out in the contract award notification.

2.2 Objectives, indicators, work packages, milestones

The contractor is responsible for achieving the objectives and indicators described in this document.

The contractor will be responsible for the implementation of one District land use plan, 15 village land use planning (LUP) and community action plans (CAP, Output 3), developing the organisational structure, curricula and materials, as well as piloting 30 clubs, for the revival of the Malihai Club (environmental conservation clubs in schools and colleges, Output 4) and strengthening the outreach programs of TAWA and TANAPA (concept development, materials and support to implementation of pilot in 30 villages) of the institutions involved in wildlife management. The consultancy contributes to the implementation of the NHCWMS action plan in the Ruvuma landscape (Output 1).

The contractor contributes to Module indicators 1 and 3 by supporting the implementation of the NHCWMS in selected Districts of the Ruvuma Landscape and introducing LUP and CAP as core elements of HWC-management and by informing the youth and community in villages about the rationale of HWC-management and environmental protection.

Module objective: Tanzania's national strategy for managing human-wildlife conflicts is implemented holistically by key actors in selected districts and villages in the Ruvuma Landscape.

Module indicator 1: Number of cross-sectoral measures of the National Human-Wildlife Conflict Management Strategy (NHCWMS) implemented in selected districts in the Ruvuma Landscape. Baseline: 0 of 49 cross-sectoral measures of the NHCWMS (no cross-sectoral measures implemented to date) (July 2025). Target: 30 of 49 cross-sectoral measures of the NHCWMS (June 2028).

Module indicator 3: Number of 150 representatives from 30 severely affected target villages who perceive good and very good HWC management.

Baseline value: very good management: 5; good management: 12; average management: 69; poor management: 37; very poor management: 27 (2/2024). Target value: very good management: 15; good management: 35; average management: 60; poor management: 25; very poor management: 15 (6/ 2028).

The contractor contributes to Output 1: the coordination capacities of the MNRT for the implementation of the NHCWMS is strengthened. During the LUP process at District level with the sectoral departments, they are sensitized towards the implementation of the NHCWMS.

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With land use planning the contractor contributes to the Output 3: The ability of communities to implement gender-sensitive human-wildlife conflict management at village level is improved.

The contractor is responsible for the **Output indicator 3.1**. (Work Package (WP) 1): Number of villages with gender-sensitive implementation of HWC-oriented land use plans (LUP), including community action plans (CAP).

Baseline: 12 villages in Wildlife Management Areas (WMA) have land use plans with no implementation of CAP (12/2024).

Target: 27 villages, of which 15 in implementation both within and outside of WMAs (01/2028).

The contractor contributes to the Output 4 (WP 2): The capacities of relevant institutions to implement HWC-related awareness-raising measures at the national and district levels have been strengthened.

The contractor is responsible for the **Output indicator 4.1**: Number of revitalized *Malihai Clubs* with HWC activities in the pilot villages.

Baseline: 0 (By 2020, TAWA (*or selected institution*) had supported Malihai Clubs in most of the outlying villages of protected areas nationwide, but due to institutional differences between TAWA and MNRT, these clubs ceased their activities due to a lack of support (12/2024). Target value: 30 Malihai Clubs with HWC activities (06/2027).

The contractor contributes for the **Output indicator 4.2**: Number of successful training events on the topic of HWC management strategies for key intermediaries. Key intermediaries: TAWA, TANAPA, TFS, VGS, teachers, journalists' associations

Baseline value: 10 training events for intermediaries between 12/2023 and 12/2024. Target value: 30 training events (06/2028).

The consultant is expected to directly contribute with data for the monitoring of the indicators. The contractor is responsible for providing the following work packages and for achieving the corresponding milestones:

Work package 1: (part of Output 3) LUP and CAP development and implementation at village level

LUP and CAP must take into consideration HWC and all aspects of land use and development (grazing areas, irrigation schemes, mining, development plans of the region and districts, private sector, movement pattern of problem animals, etc.). A strong gender-sensitive approach is needed. The consultant is expected to liaise with the National Land Use Planning Commission in all stages of the LUP and strongly recommend engaging the LUP and GIS experts of the National Land Use Planning Commission.

LUP: to be implemented for all stages, including the monitoring of CCRO (certificate of customary rights of occupancy). Strong capacity building at all relevant levels is a must, especially on HWC. Including capacity building on ward and village authorities, in relevant aspects for a full implementation of the LUPs developed

CAP: The activities facilitated under the CAP shall reflect the cross-sector activities of the NHCMS. The CAP implementation on 15 villages is to be done with focus on HWC management activities (block farming, grazing lands, entrepreneurship, livelihood diversification, barrier mitigation, etc.)

Expected Results are:

1. 01 District Framework Land Use Master plan for 1 District (probably Liwale) developed, validated, approved and registered by the National Land Use Planning Commission
2. 15 villages LUPs (with clear HWC mitigation, SMART Agriculture and gender sensitivity) developed, validated, approved and registered by the National Land Use Planning Commission
3. 15 CAPs HWC related measures developed and implemented, including CCRO

Expected Deliverables are:

- Reports of trainings sessions (sensitization and capacity building) including agenda and participants lists
- Minutes of workshops and technical meetings, village meetings, including participants lists with formal approvals of relevant LUPs documents (by laws, agreement of land use papers, joint villages land uses agreement, community maps, zonation, etc)
- Documentation of district pre- approved 1 District Land use framework, and 15 approved village LUPs at village and District level to be submitted to the National Land Use Planning Commission
- Documentation of 15 village CAPs
- Documentation of agreed CAP measure to be facilitated by consulting
- CCROs documentation
- Reports of 15 CAPs developed and implemented

The following activities are part of the WP 1:

- Facilitate the development of District Framework plan, Villages LUPs, maps and reports according to the *GUIDELINES FOR INTEGRATED AND PARTICIPATORY VILLAGE LAND USE PLANNING, MANAGEMENT AND ADMINISTRATION IN TANZANIA, Third Edition, November 2020*
 - o E.g.: Facilitate and coordinate with district LUP Team to develop the District Master plan process and villages LUPs: workshops and meeting with technical units, facilitate field visit for mapping natural resources, infrastructures and services areas, identification of priority development areas (zonation), etc. Facilitate situation analysis, review of existing plans, assessment of current land uses, including identification of conflict areas, potential and constraints, and integrate priorities of different sectors, during development of plans in line with HWC and gender

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- Sensitization and training sessions of decision makers at Regional and District level, and village level towards the implementation of the NHCMS before / during the LUP at District level with regional sectoral departments (sensitization and technical capacity building on HWC management, in line with NHCMS, SMART agriculture, and sectoral interventions aligned with HWC).
- Coordinate and facilitate approval of relevant documents

Milestones for work package 1 / Output 3	Delivery period
District administration sensitized on LUP	5 months after the start of the contract
Development of the district framework plan	6 months after the start of the contract
Development of (1) land use plans in pilot villages	10 months after the start of the contract
Financing of initial (10) socio-economic projects	12 months after the start of the contract
Achievement of output indicator 3.1 10 villages implementing HWC and gender-sensitive land use plans (LUP), including community action plans (CAP)	14 months after the start of the contract

Work package 2 (part of Output 4): Malihai Clubs (WP 2.1) and Outreach Programs (WP 2.2)

The contractor is responsible for developing the approach and supporting the implementing agency to implement all tasks necessary for the Malihai Club revitalization, including piloting 30 Malihai clubs (in pilot villages in the 3 project Districts).

The contractor is responsible to support MNRT, TAWA and TANAPA to update their outreach programs (including the support to Malihai Clubs), to set them up institutionally, financially (through a concept for the sustainable financing of outreach activities at all levels) and organizationally in such a way that they can implement the new concepts in a sustainable manner. The Outreach program shall be piloted in 30 villages, to test the approach, in the 3 project Districts.

The contractor also shall liaise with Journalist Environment Association of Tanzania (JET) and Wild Africa to keep them informed and coordinate journalists activities, under output 4.

The contractor shall cooperate with Wild Africa to assure compatibility with the strategic conservation campaign at national and district level on HWC co-existence and to use the videos produced under Wild Africa in the outreach programmers and sensitization programs.

Expected Results are:

For the Malihai Clubs (WP 2.1):

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- 1 agreed concept for the revitalization of the Malihai Clubs, including sustainable financing, organizational structure, curricula and didactic materials, a model for Training of Trainer (ToT) approach and the integration of Malihai Clubs into the outreach program of the designated MNRT institution.
- 30 Malihai Clubs in 3 Districts piloted and operational

Expected Deliverables are:

- Documentation of the concept for the revitalization of Malihai Clubs
- Documentation of the agreed approach and program of TAWA (or designated institution) to support the Malihai Clubs in terms of revitalization and sustainable existence.
- Reports on ToT (strengthening of relevant capacities of TAWA or designated institution staff)
- Reports on the implementation of piloted Malihai clubs' program in 30 schools in 3 Districts

The following activities are part of the WP 2.1:

- In collaboration with the relevant departments of MNRT, TAWA (or designated institution), and the three pilot districts, analyze the experiences of the suspended Malihai Club movement and develop proposals for its revitalization.
- Develop/ design with TAWA (*or designated institution*) a Malihai Club revitalization program using gender sensitive approaches, safeguards, broken down to the level of operational plans, content, methodologies, and develop adapted didactic tools and materials
- Facilitate the integration of the Malihai Club program into the outreach program implemented by TAWA (or designated institution)
- Facilitate organizational development for the outreach unit in MNRT and TAWA (or designated institution) at national level, and facilitate pilots in 30 villages in 03 Districts
- Design and produce didactic materials
- Conceptualize, and facilitate the implementation of TOTs for Malihai clubs' implementers (Ruvuma Landscape)
- Facilitate the implementation, monitor, and elaborate documentation of the Malihai Club revitalization program conducted by TAWA (or designated institution) in the 3 project districts (pilot phase)

Milestones for work package 2.1 / Output 4	Delivery period
Concept for the revitalization of Malihai Clubs approved by GIZ	06 months after the start of the contract

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TOT for the implementation of the revitalization program executed	09 months after the start of the contract
Start of implementation of the concept in 30 pilot clubs	10 months after the start of the contract
Achievement of module indicator 4.1 Number of revitalized <i>Malihai Clubs</i> with HWC activities in the 30 pilot Malihai clubs.	15 months after the start of the contract

For the Outreach Program (**WP 2.2**):

- Agreed revised Outreach Programs for TAWA and TANAPA emphasizing awareness creation (TAWA) and community support (TANAPA) including the use of a Mobile Van (TAWA)
- Outreach units of MNRT, TAWA and TANAPA institutionally, financially (agreed concept for sustainable finance) and technically strengthened in view of the implementation of the revised outreach programs
- Updated outreach program piloted in 30 villages in 03 Districts
- Mobile Van operational: branded, equipped with audio- visual equipment, mobile generators, capable of screening videos and audio for public presentations (mobile cinema), lessons and content developed, SOPs for the operation

Expected Deliverables are:

- Documentation of the concept to strengthen the Outreach Units of MNRT, TAWA and TANAPA
- Documentation of the revised Outreach Program of TAWA and TANAPA, including the concept for the use of a Mobile Van (TAWA)
- Reports on ToT (strengthening of relevant capacities of TAWA and TANAPA staff)
- Reports on Pilot of Outreach program in 30 villages, 3 Districts

The following activities are part of the WP 2:

- Facilitate processes within MNRT, TAWA and TANAPA to strengthen the efficiency of the outreach units (organization development: including financial sustainability concept)
- Develop/ design with TAWA and TANAPA updated outreach programs using gender sensitive approaches, safeguards, broken down to the level of operational plans, content, methodologies, and develop adapted didactic tools and materials
- Develop/ design with TAWA the branding and corporate image for the mobile van

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- Facilitate the integration for the updated outreach manuals curricula into the program implementation by TAWA (more on awareness creation) and TANAPA (have focus on service community support)
- Facilitate organizational development for the outreach unit in MNRT, TAWA and TANAPA at national level, and facilitate pilot in 30 villages in 03 Districts for the implementation of the revised outreach programs (see above)
- Design and produce didactic materials
- Conceptualize, and facilitate implementation of TOTs for outreach officers (Ruvuma Landscape)
- Pilot the implementation and monitor the outreach program in 30 villages

Milestones for work package 2 / Output 3	Delivery period
Concepts (revised outreach program TAWA, TANAPA, organizational development) available	6 months after the start of the contract
TOT for the implementation of the Outreach program executed	8 months after the start of the contract
Start of implementation of the revised outreach programs (TAWA, TANAPA) including the use of the Mobile Van	10 months after the start of the contract
Partial achievement of output indicator 4.2 10 training events	15 months after the start of the contract

2.3 Project and knowledge management requirements

Requirements on the assignment of experts:

- The contractor is responsible for selecting, preparing, training and steering the experts assigned to carry out the advisory services.

Requirements on materials and equipment and operating costs:

- The contractor makes the required materials, equipment and consumables available and covers their operating and administrative costs.

Requirements on expenditure management and cost control:

- The contractor manages costs and expenditures, accounting processes and invoicing in line with GIZ requirements.

Monitoring and reporting requirements:

- The contractor plays an active role in the results-based monitoring of the project. Regular monitoring activities must cover at least the following areas:
 - Degree to which activities are implemented
 - Degree to which the objectives, indicators and milestones listed in section 2.2 of these ToRs have been achieved
 - Results that have occurred in the contractor's sphere of responsibility
 - Results that have occurred outside the contractor's direct sphere of responsibility

The contractor reports to GIZ as follows:

Instead of the reporting language stipulated in GIZ's General Terms and Conditions of Contract (German), the contractor provides the following reports in the following language: English

- Inception report: 10 pages, 3 months after the start of the contract
- Interim report: 15-20 pages (9 months after the start of the contract)
- Final report: 15-20 pages (17 months after the start of the contract)

The interim report(s) and the final report should provide information about the progress made towards objectives in each of the monitoring areas specified above.

Additionally, the contractor is required to produce:

- Contributions to the report to GIZ's commissioning party 06/2027, 03/2028 (for BMZ reporting period 06/2028), 5 pages
- Brief quarterly reports on the implementation status of the project (5-7 pages)
- Weekly virtual "jours fixes" with team leader and monthly virtual meetings with the technical team.

Backstopping requirements:

The contractor ensures appropriate backstopping. The following services form part of the standard backstopping package. In accordance with GIZ's General Terms and Conditions for supplying services and work on behalf of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, these services – as well as the ancillary personnel costs – must be priced into the fee schedules of the staff listed in the tender:

- *The contractor's responsibility for its own staff*
- *Ensuring* the flow of information between GIZ and the contractor's field staff
- Process-oriented technical and conceptual steering of the consulting services
- Steering adaptations to changing framework conditions
- Performance monitoring
- Ensuring the administrative management of the project
- Ensuring compliance with reporting requirements
- Technical support by the contractor's staff for its personnel on the ground
- Making local use of and sharing the lessons learned by the contractor with the GIZ team

The following additional backstopping services should be offered:

- Virtual meeting with GIZ project management team every 2 months

2.4 Data protection and information security

DATA PROTECTION

The performance of the contract may be associated with the processing of personal data by the contractor, such as (but not limited to) names and contact information. In such cases, the contractor shall act as an independent DATA CONTROLLER and must alone comply with ALL applicable data protection obligations, including those stemming from regional and local laws. The contractor shall process personal data only when a given goal cannot be reasonably attained without such data. The data protection principles such as lawfulness, data minimization, accuracy, purpose limitation, storage limitation, transparency, integrity and confidentiality, and accountability, as well as the numerous rights of the data subject must be paid due attention. The GIZ is NOT in any way responsible for such processing.

Whenever the contractor executes the instructions of a partner to the GIZ with regard to such processing, the partner shall be the data controller, and the data processing shall be carried out in accordance with the partner's instructions as well as laws and standards to which it is subject.

If the contractor is not subject to the GDPR and the applicable laws do not contain any explanation on the data protection principles and rights mentioned here, the definitions and meanings provided by the GDPR (Regulation (EU) 2016/679) should be considered.

2.5 Other requirements

Safeguards and gender measures with specific reference to services:

To promote gender equality and avoid or mitigate possible unintended negative impacts in its area of responsibility, the contractor should implement the following measures:

- Gender equality:
Ensure active participation of women at village level in the development of LUP; promoting the interest of women in the development of the CAP; ensuring the participation of female students in Malihai Clubs
- Environmental protection and climate action (climate change mitigation/adaptation):
Ensure that environmental protection and climate change issues are considered when drafting up the LUP (District and village level)
- Conflict and context sensitivity:
Ensure that the interest of indigenous peoples is considered when drafting up the LUP; ensuring that the interests of livestock owners are adequately considered
- Human rights:

Ensure genuine participation of the village population at the village level when drafting up the LUP

- Security precautions:
Activities in the field must be coordinated with the Risk Management Office of the GIZ in TZ.

The contractor's staffing profile should be balanced in terms of gender and age.

3. Technical-methodological concept

In this section, the tenderer is required to reflect on the objectives and terms of reference of the tender at hand, describe the partner system and its processes in the area of responsibility and present the technical-methodological concept for completing the tasks listed in section 2 and achieving the set objectives. In addition, the tenderer must describe the design of the project management process.

3.1 Interpretation of objectives (section 1.1 of the assessment grid)

The tenderer is required to interpret the objectives for which it is responsible. Simple repetition of the objectives formulated in section 2 of the ToRs is not desired. Rather, the contractor is to describe and interpret the changes in the partner system that are to be directly achieved by the object of the tender procedure. The resulting positive impact on the partner system (section 1.1.1 of the assessment grid) should also be presented.

The contractor must undertake a critical examination of the ToRs (section 1.1.2 of the assessment grid), by:

- undertaking an assessment of the appropriateness of the personnel concept for implementing the scheduled tasks
- providing an assessment of the results hypotheses for achieving the objectives and possible risks in implementation
- making an assessment of the technical concept

3.2 Processes and actors in the partner system (section 1.2 of the assessment grid)

N/A

3.3 Strategy (section 1.3 of the assessment grid)

The strategy for delivering the services in the tender is the core element of the technical-methodological concept. It is composed of the following elements:

- Procedure for achieving the objectives stated in section 2.2 of these ToRs
- Approaches for leverage effects and measures for scaling-up

- Consideration of environmental and social compatibility requirements (including gender equality)

3.3.1 Strategic approach to achieving the objectives mentioned in the ToRs
(section 1.3.1 of the assessment grid)

The tenderer is required to describe and justify the approach it plans to adopt to achieve the milestones, objectives and results (see section 2) for which it is responsible.

3.3.2 Building partnerships with the relevant actors
(section 1.3.2 of the assessment grid)

N/A

3.3.3 Approaches for leverage effects and measures for scaling-up
(section 1.3.3 of the assessment grid)

Concerning the revitalization of the Malihai Clubs, the tenderer is required to discuss promising approaches for leverage effects beyond the measures mentioned in section 2 (for example through targeted measures in the field of 'knowledge management') and to describe them. In doing so, the tenderer is required to present and explain measures that promote both horizontal and vertical scaling-up. In particular, the tenderer must submit proposals on how innovations that have been developed in the context of implementation can be disseminated beyond the sphere of influence of the project.

3.3.4 Consideration of environmental and social compatibility requirements
(section 1.3.4 of the assessment grid)

Gender equality

The tenderer is required to outline in the tender how it can prevent negative impacts on gender equality in its area of responsibility and how it can contribute to improving gender equality through corresponding measures (see also relevant requirements in section 2.5).

Environmental protection and climate action (climate change mitigation/adaptation)

N/A

Conflict and context sensitivity

The tenderer is required to outline in the tender how it is planning its activities in the context of conflicts or violence and what specific measures it has adopted for conflict- and context-sensitive implementation (see also relevant requirements in section 2.5).

Human rights

The tenderer is required to outline in the tender how it can prevent negative impacts on the human rights situation in its area of responsibility and how it can contribute to improving the human rights situation through corresponding measures (see also relevant requirements in section 2.5).

Requirement: 'Gender equality':	4 points out of 10 (maximum)
Environmental protection and climate action	N/A
Requirement: 'Conflict and context sensitivity':	5 points out of 10 (maximum)
Requirement: 'Human rights':	1 points out of 10 (maximum)

3.4 Project management

(section 1.4 of the assessment grid)

In this section, the tenderer presents the operational plan for implementing the services in the tender, describes the procedure for coordination with GIZ or the project and the project partners, and explains its monitoring procedure.

3.4.1 Operational plan

(section 1.4.1 of the assessment grid)

The tenderer is required to draw up and explain an operational plan for implementing the strategy described in section 3.3, including a plan for the assignment of all the experts included in the tender. The operational plan must include the assignment times (periods and expert days) and assignment locations of the individual experts, the milestones as presented in section 2 and, in particular, describe all the necessary work stages in detail and in chronological order. The tenderer must define further milestones beyond those prescribed in section 2 and map them out in the plan of operations.

3.4.2 Coordination with GIZ or the commissioning project

(section 1.4.2 of the assessment grid)

In the tender, the tenderer is required to describe the procedure for coordinating with GIZ or with the commissioning project.

3.4.3 Steering or coordination of measures with the relevant implementing partner

(section 1.4.3 of the assessment grid)

N/A

3.4.4 Monitoring

(section 1.4.4 of the assessment grid)

In the tender, the tenderer is required to describe how it will regularly capture and document the status of completion of the tasks, the achievement of objectives, the results achieved and the risks in the area for which it is responsible in accordance with the specifications set out in section 2.

In the tender, the tenderer is required to describe how it can ensure that the requirements resulting from the monitoring system of the project or the partner are met (see section 2). In doing so, the tenderer is required to describe how the information that is relevant for monitoring is collected and in what form and at what intervals monitoring data are updated.

3.5 Further requirements

(section 1.5 of the assessment grid)

1. The tenderer is required to explain and, as far as possible, provide specific evidence of how it will make use of national resources (for example national institutions, network partners etc.) in the context of service delivery.
2. The tenderer is required to describe its backstopping strategy. A CV must be provided for the positions for technical and administrative backstopping.

Requirement 1: 4 points out 10 (max.)

Requirement 2: 6 points out 10 (max.)

4. Personnel

The tenderer is required to provide 'experts' for the positions referred to and described (scope of tasks and qualifications) in this section based on corresponding CVs. **The requirements on the format and content of the CVs are described in section 6.**

The qualifications mentioned below correspond to the requirements for achieving the highest number of points in the technical assessment.

'One year of professional experience' is therefore defined as a cumulative 12 expert months with at least 18 expert days per month, provided no diverging definition is specified for individual qualifications.

The tenderer is required to provide 'experts' for the positions referred to and described (scope of tasks and qualifications) in this section based on corresponding CVs. **The requirements on the format and content of the CVs are described in section 6.**

When selecting personnel, the contractor must ensure that the team is well-balanced with respect to gender, age etc.

The qualifications mentioned below correspond to the requirements for achieving the highest number of points in the technical assessment.

'One year of professional experience' is therefore defined as a cumulative 12 expert months with at least 20 expert days per month, provided no diverging definition is specified for individual qualifications.

Expert 1: Team Leader with regional experience (section 2.1 of the assessment grid)

This position is a key expert.

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Tasks for Team Leader (all work packages)

- To be based in Ruvuma landscape (preferably Tunduru), Tanzania
- Overall responsibility for the advisory services, project management and implementation of work packages of the contractor
- Ensuring the coherence and complementarity of the contractor's services with other services delivered by the project at local and regional level
- Responsibility for taking cross-cutting themes into consideration (for example, gender equality, safeguards)
- Staff management, identifying the need for short-term assignments within the available budget, planning and managing the assignments and supporting local and international experts.
- Ensuring that monitoring procedures are carried out.
- Regular reporting to GIZ in accordance with deadlines
- Regular delivery of communication products in accordance with deadlines
- Responsible to implement all data protection requirements
- Responsibility for checking the appropriate use of funds and financial planning in consultation with the officer responsible for the commission at GIZ
- Supporting the officer responsible for the commission at GIZ in updating and/or adapting the project strategy, in evaluations and in preparing a follow-on phase
- Maintaining contact with other relevant stakeholders in the country of assignment
- Design, implementation, monitoring and evaluation of capacity development measures for local partners in the following areas: Land Use planning, Community Development, Outreach and awareness, human wildlife conflict management
- Support and follow-up of financial contracts for outreach TAWA, TANAPA

Qualifications of team leader

Education/training (section 2.1.1 of the assessment grid):	University degree (master's degree or equivalent) in either Economics, Rural development, Agricultural Sciences (with specialization in land management), regional planning, or Natural Resource Management
Language (section 2.1.2 of the assessment grid):	Knowledge of English, C1 level in the Common European Framework of Reference for Languages
General professional experience (section 2.1.3 of the assessment grid):	9 years of professional experience on international development projects in the field of Natural Resource Management
Specific professional experience (section 2.1.4 of the assessment grid):	3 years of professional experience in Organization Development in East Africa

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Leadership/management experience (section 2.1.5 of the assessment grid):	7 years of management experience in projects, companies, or other organizations with disciplinary leadership responsibility for 6 persons or more
International professional experience outside the country/region of assignment (section 2.1.6 of the assessment grid):	N/A
Professional experience in the country/ region of assignment (2.1.7 of the assessment grid):	3 years of professional experience in Tanzania.
Experience in the field of development cooperation (section 2.1.8 of the assessment grid):	N/A
Other (section 2.1.9 of the assessment grid):	Not applicable

Expert 2: Land Use planning Expert with national experience (section 2.2 of the assessment grid)

This position is a key expert.

Tasks of Expert 2: LUP (WP 1)

- To be based in Ruvuma landscape (Tunduru,), Tanzania
- Planning, management, and implementation of the activities related to LUP and CAP in the three Districts, under the supervision of the team leader.
- Implementation of the WP-1
- Regular reporting to GIZ in accordance with deadlines
- Regular delivery of communication products in accordance with deadlines
- Responsible to implement all data protection requirements
- Preparing and implementing **land use or spatial plans** at district and village levels.
 - Participatory rural planning and **community engagement**.
 - Working with **local governments**, traditional authorities, and/or civil society organizations.
 - Application of **GIS/remote sensing** tools for land use mapping and analysis.
- Steer and facilitate the 15 LUP processes, up to final registration and distribution to the communities and Districts
- Steer and facilitate the 15 CAPs based on the LUPs
- Facilitate 1 District framework LUP- Master plan for Liwale

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- Facilitate development, validation, approval and registration of 15 Villages LUPs
- Facilitate development of specific by laws after LUP processes for the implementation of 15 CAP (grazing management, water resources management, block farming, beekeeping, value addition, linking to private sector, value chain development, etc)
- Steer and coordinate with the Districts CAP implementation
- Facilitate capacity building for CAP measures
- Capacity building at village level for CAP implementation
- Facilitate community CCRoS processes

Qualifications of expert 2: Land Use Plan Expert with national experience

Education/training (section 2.2.1 of the assessment grid):	University degree (Master's or equivalent) in either Land Use Planning, Urban and Regional Planning, Environmental Planning, Geography, Natural Resource Management or Agriculture with land management focus.
Language (section 2.2.2 of the assessment grid):	Knowledge of English C1 (6 out of 10), C1 in Swahili (4 out of 10)
General professional experience (section 2.2.3 of the assessment grid):	7 years' experience in preparation and implementation of land use planning and management
Specific professional experience (section 2.2.4 of the assessment grid):	5 years' experience in developing and implementing land use plans and Community Action Plans (CAP) at district and/or village level (6 out of max. 10 points) 3 years of professional experience in use of one or more of the following: Stakeholder participation and community engagement, Integration of sustainability or climate resilience and HWC approaches (3 out of max 10 points) 2 years of professional experience in use of GIS/remote sensing tools (1 out of max 10 points)
Leadership/management experience (section 2.2.5 of the assessment grid):	3 years' experience leading or coordinating multidisciplinary planning teams or field-based participatory planning processes
International professional experience outside the country/region of assignment (section 2.2.6 of the assessment grid):	N/A

Professional experience in the country/ region of assignment (2.2.7 of the assessment grid):	9 years of professional experience in East Africa or Tanzania
Experience in the field of development cooperation (section 2.2.8 of the assessment grid):	N/A
Other (section 2.2.9 of the assessment grid):	3 years' experience working with either customary land tenure systems, advising local government institutions on land tenure, or working in conflict-sensitive land use contexts

Expert 3: Wildlife & Community Development Expert with national experience (section 2.3 of the assessment grid)

This position is a key expert.

Tasks of Expert 3: Wildlife & Community Development Expert (WP 1 and WP2)

- To be based in Ruvuma landscape (Tunduru), Tanzania
- Strengthen collaboration working closely with districts natural resource, and land use planning team to engage communities in participatory land use planning, ensure integration of key priority conservation area into district and village land use plans, and guide the demarcation of land adjacent to community and protected areas, ensuring the HWC aspects are deeply considered during the process and implementation.
- Provide technical advice on coexistence measures in farming and pastoral communities, districts and relevant authorities during the LUP and CAP processes and implementation
- Promote conservation-linked livelihoods through implementation of Community Action Plans (CAPs) with a focus on improving community livelihoods, linking conservation with income-generating activities
- Technical advice on HWC and biodiversity conservation, conservation issues, sustainable land use, and human-wildlife coexistence supporting the revitalization of Malihai Clubs and the outreach programs of TAWA and TANAPA, including content development, training ToTs, and facilitating pilot in selected schools to ensure long-term sustainability.

Qualifications of expert 3: Wildlife & Community Development Expert with national experience

Education/training (section 2.3.1 of the assessment grid):	University degree (e.g. master's or equivalent) in either wildlife biology or management, rural development, Community Development or Natural Resource management
Language (section 2.3.2 of the assessment grid):	Knowledge of English C1 (6 out of 10), C1 in Swahili (4 out of 10)
General professional experience (section 2.3.3 of the assessment grid):	- 3 years of professional experience on Wildlife and Natural resource conservation projects (6 out of 10) - 2 years of professional experience on Community development project in rural setting (4 out of 10)
Specific professional experience (section 2.3.4 of the assessment grid):	- 5 years of professional experience in human wildlife conflict management projects in Tanzania (4 out of 10) - 4 years of professional experience in community outreach or environmental awareness programs related to HWC and wildlife management (3 out of 10) - 2 years of professional experience on working with local governments, traditional authorities (3 out of 10). -
Leadership/management experience (section 2.3.5 of the assessment grid):	N/A
International professional experience outside the country/region of assignment (section 2.3.6 of the assessment grid):	N/A
Professional experience in the country/ region of assignment (2.3.7 of the assessment grid):	9 years of professional experience in Tanzania (5 out of 10 points) of which 5 years in rural communities in Tanzania (5 out of 10 points)
Experience in the field of development cooperation (section 2.3.8 of the assessment grid):	N/A
Other (section 2.3.9 of the assessment grid):	N/A

**Expert 4: Environmental Education and Communication Expert with national experience
(section 2.4 of the assessment grid)**

This position is a key expert.

Tasks of Expert 4: Environmental Education and Communication Expert (WP 1 and WP2)

- To be based in - Morogoro, Tanzania
- Facilitate processes within MNRT, TAWA AND TANAPA to strengthen the efficiency of the outreach units (organization development: including financial sustainability concept)
- Develop/ design with TAWA and TANAPA updated outreach programs using gender sensitive approaches, broken down to the level of operational plans, content, methodologies, and develop adapted didactic tools and materials
- Facilitate the integration for the updated outreach manuals curricula into the program implementation by TAWA (more on awareness creation) and TANAPA (have focus on service community support)
- Facilitate organizational development for the outreach unit in MNRT, TAWA and TANAPA at national level, and facilitate pilot in 30 villages in 03 Districts for the implementation of the revised outreach programs (see above)
- Design and produce didactic materials
- Organize TOTs for outreach officers (Ruvuma Landscape)
- Facilitate the implementation, monitoring and evaluation of the outreach programs of TAWA and TANAPA in the 3 project districts (pilot phase)
- Facilitate the revitalization of the Malihai clubs into the MNRT, under TAWA structure
- Design the organization structure for the Malihai clubs in coordination with the MNRT: assess the status of Malihai Clubs, including institutional capacity (technical, financial and personnel), membership, partnerships, and challenges.
- Facilitate inclusive stakeholder consultations with government, schools, NGOs, and community representatives
- Develop a strategy and action plan that includes governance, financing, programming, and monitoring system for Malihai clubs and outreach programmes of TAWA and TANAPA
- Design syllabus and curricula, including content, materials and methodology including edutainment methods, participation and gender sensitivity
- Design mechanisms for sustainable funding and partnerships (e.g., TWPF, private sector, NGOs, CSR).
- Establish clear operational guidelines and capacity-building plans for zonal and school-level clubs and outreach programmes of TAWA and TANAPA
- Provide technical advice in the pilot phase and evaluation
- Design ToTs for relevant actors

Qualifications of expert 4: Environmental Education and Communication Expert with national experience

Education/training (section 2.4.1 of the assessment grid):	University degree (e.g., 'master's or equivalent) in conservation communication and environmental education, Edutainment, Community Development or Natural Resource management
Language (section 2.4.2 of the assessment grid):	Knowledge of English C1 (6 out of 10), C1 in Swahili (4 out of 10)
General professional experience (section 2.4.3 of the assessment grid):	- 5 years of professional experience in Environmental Education (5 out of 10 points) - 4 years of professional experience in Wildlife and Natural resources conservation projects (2 out of 10) - 2 years of professional experience in community development project in rural setting (2 out of 10) - 2 years of professional experience working with local governments, traditional authorities (1 out of 10)
Specific professional experience (section 2.4.4 of the assessment grid):	- 2 years of professional experience in conservation communication (2 out of 10) - 4 years of professional experience in edutainment (4 out of 10) - 2 years of professional experience in developing educational programs (2 out of 10) - 2 years of professional experience in monitoring of environmental education projects and programs (2 out of 10)
Leadership/management experience (section 2.4.5 of the assessment grid):	N/A
International professional experience outside the country/region of assignment (section 2.4.6 of the assessment grid):	N/A
Professional experience in the country/ region of assignment (2.4.7 of the assessment grid):	9 years of professional experience in Tanzania (5 out of 10 points) of which 5 years in rural communities in Tanzania (5 out of 10 points)
Experience in the field of development cooperation (section 2.4.8 of the assessment grid):	N/A

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Other (section 2.4.9 of the assessment grid):	N/A
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Expert 5: Short-Term Expert for communication, Edutainment and education (section 2.5 of the assessment grid)

Tasks of expert 5

- The expert will be responsible for supporting specific tasks in work packages related to conservation communication and environmental education, Edutainment over the period of the assignment.
- Design/developing and/or implementing concrete interventions in the country upon request from the long-term experts' 1, 2 and 3 or team leader, such as assessments, training, workshops, mentoring, among others, on the topic of conservation communication and environmental education, Edutainment
- Providing thematic background information and supporting the development of concrete interventions, products and services
- Organization and facilitation learning and exchange

Qualifications of the expert 5 Short-Term Expert for communication, Edutainment and education

Education/training (section 2.5.1 of the assessment grid):	University degree (e.g., 'master's or equivalent) Education or Communication or Journalism
Language (section 2.5.2 of the assessment grid):	Knowledge of English C1
General professional experience (section 2.5.3 of the assessment grid):	8 years of professional experience in the sector of biodiversity communication and/or environmental education
Specific professional experience (section 2.5.4 of the assessment grid):	5 years of professional experience in Biodiversity conservation communication and environmental education (4 out of 10), 4 years of professional experience in developing and implementing Edutainment (6 out of 10)
Leadership/management experience (section 2.5.5 of the assessment grid):	N/A
International professional experience outside the country/region of assignment	N/A

(section 2.5.6 of the assessment grid):	
Professional experience in the country/ region of assignment (2.5.7 of the assessment grid):	5 years of professional experience in East Africa
Experience in the field of development cooperation (section 2.5.8 of the assessment grid):	Not applicable
Other (section 2.5.9 of the assessment grid):	Not applicable

Expert 6: Expert Pool 1- Pool of 5 experts with national experience (section 2.6 of the assessment grid)

Each expert will be responsible for supporting specific tasks in work packages related to Output 1, 2, 3 and 4 over the period of the assignment.

A CV for each expert must be added to the tender.

The actual number of experts assigned from the pool may differ from the number of experts required in section 4 of the Terms of Reference. For experts not named in the tender, GIZ must confirm before the assignment that their qualifications are equivalent to those of the short-term experts proposed in the tender.

Tasks of the expert pool 1

- Designing/developing and/or implementing concrete interventions in the country upon request, such as assessments, training, workshops, facilitation, translation, mentoring on a specific topic
- Providing thematic background information during and supporting the development of concrete interventions, products and services in their field of expertise
- Advising on specific topics according to their expertise
- Organization and facilitation of national and regional learning and exchange on specific topics upon request.

Qualifications of the expert pool 1 with national experience

Education/training (section 2.6.1 of the assessment grid):	All experts with a master's degree (or equivalent) in Economics, natural resource management, human wildlife conflict, rangeland management, livestock, communication and environmental education, or any other relevant field of relevance to the human wildlife conflict management (proof in CV required, as to why other field is of relevance)
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Language (section 2.6.2 of the assessment grid):	All experts each with knowledge of Swahili C2 (6 out of 10) and knowledge of English, C1 (4 out of 10).
General professional experience (section 2.6.3 of the assessment grid):	All experts each with 9 years of professional experience in management of natural resources, environmental communication, rural economic development
Specific professional experience (section 2.6.4 of the assessment grid):	• 1 expert with 5 years of professional experience on small scale entrepreneurship (2 out of 10) • 1 expert with 5 years of professional experience in range land management (2 out of 10) • 1 expert with 5 years of professional experience Livestock Production, Breeding, and Animal Health (2 out of 10) • 1 Expert with 5 years of professional experience Organizational Development (2 out of 10) • 1 expert with 5 years of professional experience on design of didactic materials (2 out of 10)
Leadership/management experience (section 2.6.5 of the assessment grid):	Not applicable
International professional experience outside the country/region of assignment (section 2.6.6 of the assessment grid):	Not applicable
Professional experience in the country/ region of assignment (2.6.7 of the assessment grid):	4 experts (not the one for Design of Didactic Materials) each with 3 years of professional experience in Rural Tanzania
Experience in the field of development cooperation (section 2.6.8 of the assessment grid):	Not applicable
Other (section 2.6.9 of the assessment grid):	Not applicable

UN DESA regions are defined as East Africa, Central Africa, North Africa, Southern Africa, West Africa, South America, the Caribbean, Central America, North America, Central Asia, East Asia, South Asia, Southeast Asia, West Asia/Middle East, Eastern Europe, Northern Europe, Southern Europe, Western Europe, Australia, Melanesia, Micronesia and Polynesia; refer to USND methodology for country assignment.

The tenderer must assign all the proposed experts to the required qualifications and clearly present them in a separate table preceding the CVs. The summary presentation must mention only qualifications that are actually indicated in the CVs. Professional experience must be evidenced by meaningful references in the CVs. It is advisable to make explicit reference to each example of professional experience.

Soft skills of team members

In addition to their specialist qualifications, all team members are also expected to have the following qualifications:

- Team skills
- Initiative
- Communication skills
- Sociocultural and intercultural skills
- Efficient partner- and client-oriented working methods
- Interdisciplinary thinking

Soft skills are not evaluated.

5. Costing requirements

In your tender, please do not deviate from the specification of quantities required in these ToRs (the number of experts and expert days, the budget specified in the price schedule). This is part of the competitive tender and is used to ensure that the tenders can be compared objectively. Please note only services that were commissioned by GIZ and rendered by the contractor will be remunerated. We would also like to point out that it may not be necessary to make use of the total number of proposed expert days.

5.1 Assignment of experts

The number of expert days corresponds to full working days.

Expert	Expert days in the country of residence /Remote	Availability of expert in the country of assignment* in expert days	Expert days in total	Consecutive stay > 3 months (see General Terms and Conditions, section 3.3.2)	Number of international flights	Number of national flights
Expert 1: Team leader		360	360	Yes	3	8

Expert 2: Land Use planning Expert		360	360	N/A		8
Expert 3 Wildlife & Community Development Expert		360	360	N/A		8
Expert 4: Environmental Education and Communication Expert		360	360	N/A		8
Expert 5: Short-Term Expert for communication, Edutainment and education	10	30	40	No	2	4
Expert 6: <i>Expert Pool</i>		300	300	N/A	0	14
Backstopping	Not applicable	Not applicable	Not applicable	N/A	2	0

5.2 National administrative staff

The following national administrative staff are needed:

2 Drivers for 18 months each

3 Support staff for 18 months each (2 security, 1 cleaning)

3 Office assistants for 18 months (1 office management, 2 financial management)

5.3 Travel expenses

5.3.1 Travel – sustainability considerations

GIZ would like to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, for example by selecting the lowest-emission booking class (economy) or using means of transport, airlines and flight routes that are more CO₂-efficient. For short distances, travel by train (second class) or e-mobility are the preferred options.

CO₂ emissions caused by air travel should be offset if they cannot be avoided. GIZ specifies a budget for this which enables carbon offsets to be settled against evidence.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The [Development and Climate Alliance](#) has published a [list of standards](#) (only in German available). GIZ recommends using the standards specified there.

5.3.2 Travel expense requirements

The travel expenses must be costed as follows by the contractor:

Travel expenses item	Quantity/budget
Total number of international flights	7
Total number of regional/national flights	50
CO ₂ offsets for flights	4260€ An unalterable budget for CO ₂ offsets for settlement against evidence is specified.
Transport costs (rail travel, car travel, public transport)	2000 EUR (unalterable budget)
Per-diem allowances international and regional experts	148
Per-diem allowances national experts	954
Accommodation allowances international and regional experts	148
Accommodation allowances	954
Other travel expenses (visa, project-related travel expenses outside the place of business etc.)	2 visa, for Expert 1 Team Leader and Expert 5

Per-diem allowances for international and regional experts (e.g. expert 1 and 5) are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (download at <https://www.bundesfinanzministerium.de>).

Per-diem allowance (=daily subsistence allowance) for national experts:

**Subject of the tender procedure: Land Use planning,
Outreach and Revitalisation of Malihai Clubs**

Tender number: 10020688

The Per-diem allowance for **national experts** is calculated based on the GIZ and Third Party (Non-Governmental Rates) guidelines for events within Tanzania, with effect of 01/07/2023. The Maximum Per-diem allowance rate is 25,00 EUR per day.

In addition, for the following items, reasonable costs can be settled against evidence up to the proposed amount.

- Flight costs
- Transport costs
- Other travel expenses

Notes on the settlement of accommodation allowances outside Germany:

For the country Tanzania, tenderers may offer accommodation allowances up to EUR 97,00 for international and regional experts. This is the maximum amount permissible under tax law as per the BMF circular on travel expense reimbursement.

- If the contractor offers accommodation allowances at up to 75% (EUR 72,75) of the maximum amounts permissible under tax law as per the BMF circular on travel expense reimbursement, the expenses will be reimbursed **on a lump-sum basis** in the contractually agreed amount.
- If the contractor offers accommodation allowances at between 75% and 100% (EUR 72,76 - EUR 97,00) of the maximum amounts permissible under tax law as per the BMF circular on travel expense reimbursement, the corresponding **evidenced expenses** will be reimbursed up to the contractually agreed amount.

The accommodation allowance for **national experts** is calculated based on the GIZ and Third Party (Non-Governmental Rates) guidelines for events within Tanzania, with effect of 01/07/2023. The Maximum Per-diem allowance rate is 25,00 EUR per day

All travel activities must be agreed in advance with the project manager. Travel expenses must be kept as low as possible.

5.4 Materials and equipment

Budget for materials and equipment: EUR 75,000 EUR

The fixed, unalterable budget above is earmarked for the procurement of the materials and equipment described in the table below (payment against evidence).

Made available free of charge by the project executing	Made available free of charge by GIZ for the duration of the contract.	Materials and equipment to be procured by the contractor in the financial bid.
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agency (local project partner) for the duration of the contract.		
		Office furniture (5.000 EUR) IT equipment (10.000 EUR) Education materials (60.000 EUR)

5.5 Operating costs in the country of assignment

The specified lump sums per month are the maximum amounts the tenderer can include in the tender. In other words, the tenderer can offer lower individual lump-sum amounts. The corresponding lump sums are to be entered into the price schedule by the tenderer. **Higher lump sums are not to be included in the tender.**

Lump-sums that are not specified are to be offered by the tenderer (with no upper limit).

	Months	Lump sum per month up to
Office Operation costs	18	800 EUR
Vehicle rental, 2 vehicles for 18 months each	36	1200 EUR

5.6 Workshops, education and training

The contractor runs the following workshops/study trips/training courses:

- District level sensitization (1)
- Environmental education (outreach) TAWA, TANAPA and Environmental Clubs (8)

Workshop budget: 45.000 EUR

The fixed, unalterable budget above is earmarked for workshops and entered in the price schedule. The budget includes the following costs relating to the planning and running of workshops:

- Room hire
- Technical systems
- Moderation services
- Translation/interpreting services
- Catering
- Workshop materials
- Travel expenses for partner experts (subsistence, accommodation, travel costs)

- Other costs relating to the workshops

The budget does not include the fees and travel expenses for the contractor's experts incurred in connection with the planning and running of the workshops. These are covered by the corresponding number of expert days and travel expenses (see sections 5.1 and 5.3 above).

5.7 Local contributions

– Not applicable –

5.8 Other costs

The step-by-step elaboration of the District Land Use Plan (DLUP) and the 15 Village Land Use Plans (VLUP) as well as the implementation of Environmental Club activities on the ground in 30 villages incur costs for involving the necessary stakeholders. Specifically, these costs need to facilitate the participation of the District technical team, representatives from the National Land Use Planning Commission, Village Council, Village Land Use Planning Committee and Village Land Council/ Tribunal and possibly others like TANAPA and TAWA, and may include food, accommodation, transportation allowances; travel tickets, car fuel; stationery and other related expenses such as educational materials etc.

The fixed, unalterable budgets below are earmarked for the services described in the table below (payment against evidence).

Description	Quantity	Fixed budgets
Facilitation costs for District Land Use Plan (DLUP) elaboration process (all steps); target 1 DLUP approved	1 district	50,000EUR; against evidence; signed payment sheet, tax receipt, travel tickets etc.
Facilitation costs for Village Land Use Plans (VLUP) elaboration processes (all steps); target 15 VLUP approved	15 villages	225,000EUR; against evidence; signed payment sheet, tax receipt, travel tickets etc.
Facilitation costs for implementation of the revitalization environmental education clubs (Mali Hai clubs), piloting activities in 30 environmental education clubs and wider Outreach activities on mitigating human-wildlife conflicts to inhabitants of 30 Villages	30 clubs/villages	100.000 EUR; against evidence; signed payment sheet, tax receipt, travel tickets etc.
As the result of Village Land Use Planning elaboration process, a Community Action Plan CAP will be approved. A total amount of up to 15.000 EUR per village for up to 15 villages will be available for financing costs related to the	15	EUR 225,000 EUR (max. 15,000 EUR per village) ; against evidence; signed payment sheet, tax

implementation of CAP activities. The costs will be reimbursed according to evidence.		receipt, travel tickets etc.
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5.9 Flexible remuneration item

Budget for flexible remuneration: EUR 100.000,00

The fixed, unalterable budget above is earmarked in the price schedule for flexible remuneration. Flexible remuneration is intended to facilitate the flexible management of the contract by the commission manager at GIZ. The contractor can make use of the funds in accordance with section 3.6.5.7 of the General Terms and Conditions.

6. Requirements on the format of the tender

The structure of the tender must correspond with the structure of the ToRs. It must be legible (for example Arial, font size 11 or larger) and clearly formulated. The technical tender must be written in English.

The technical-methodological concept of the tender (section 3 of the ToRs) must not exceed 20 pages (not including the cover page, list of abbreviations, table of contents, brief introduction and CV for the backstopper). Additional annexes not requested will not be assessed. External content (e.g. links to websites) will also be disregarded.

The CVs of the staff proposed in accordance with section of the ToRs must be in the EU format (*see Annex 6 or newer Europass format*) and not more than four pages in length. The CVs shall be submitted in English language.

The CVs must clearly and unequivocally show what position the proposed person held, which tasks they performed and how long they worked during which period in the specified references. **The references contained in the CVs must therefore include the following information:**

- Name of the company/organisation/reference project in which the expert worked
- Position held and task(s) performed by the expert in the company/organisation/reference project
- Work outcomes or products produced by the expert, or expert's contribution to the completion of these outcomes and projects (if relevant)
- Duration of the expert's assignment in the company/organisation/reference project per calendar year in full-time expert days, weeks or months (for example: 2019: 2 months, 2020: 10 months, 2021: 1 month)
- Leadership experience/management: clear information on the reference projects or fixed positions within the company/organisation in which the requirements specified in section 4 were fulfilled (for example, period, number of persons for whom the expert had disciplinary responsibility, project budget) (if relevant)

- International professional experience/professional experience in the country of assignment: clear information on the reference projects or fixed positions in the company/organisation in which the requirements specified in section 4 were fulfilled (for example, actual duration of assignment on the ground in full-time expert days, weeks or months) (if relevant)

In order to facilitate the assessment, we request that you number the references sequentially and provide only references that are clearly related to the object of this tender.

7. Options or follow-on contract

7.1 Option to expand the service content/extend the contract term pursuant to section 132 (2) no. 1 German Act against Restraints of Competition (GWB)

GIZ can exercise the following option if it wishes to expand the tendered services. This is described in detail below.

Nature and scope: possibility of extension

Despite researching all the available sources of local and technical information, the scope of the possible increase in the contract value/extension of the contract term cannot be objectively determined at the point when the tender is issued (maximum value is the original contract value).

While retaining the overall character of the contract, there is a possibility of GIZ continuing to obtain the services specified in section 2 of these Terms of Reference and/or of expanding the contract to include further services of the same kind. The overall contract term must not exceed three times the original contract term, and the overall contract value must not exceed twice the original contract value.

Precondition: GIZ's commissioning party extends and/or provides additional funding for the current project or commissions a follow-on project and/or an agreement is concluded to provide cofinancing for the measure.

7.2 Option to procure materials and equipment pursuant to section 132 (2) no. 1 German Act against Restraints of Competition (GWB)

N/A

7.3 Follow-on contract pursuant to Section 14 (4) no. 9 German Ordinance on the Award of Public Contracts (VgV)

N/A

8. Annexes

- 1- Module proposal
- 2- Result Model
- 3- Module impact logic
- 4- Capacity development strategy
- 5- Analysis of actors
- 6- CV Format
- Other relevant documents:
 - 7- NHWCMS 2020- 2024
 - 8- GUIDELINES FOR INTEGRATED AND PARTICIPATORY VILLAGE LAND
USE PLANNING, MANAGEMENT AND ADMINISTRATION IN TANZANIA, Third
Edition, November 2020
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