



UNIVERSITÉ DES
MASCAREIGNES

SAVOIR, C'EST POUVOIR

Expressions of Interest

for

**Provision for the Services of Consulting
Firm/Facilitators for conducting consultative
workshops and stakeholders dialogue for
climate-resilient and carbon-neutral country
by 2050**

Issued on: 06 November 2023

Procurement Reference No: UDM/EOI/1/2023-2024

Avenue de la Concorde, Roches Brunes, Rose-Hill, Mauritius

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Project:

**Provision for the Services of Consulting Firm/Facilitators for
conducting consultative workshops and stakeholders dialogue for
climate-resilient and carbon-neutral country by_2050**

Client:

Université des Mascareignes

Avenue de la Concorde, Roches Brunes, Rose-Hill, Mauritius

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Section 1

Request for Expressions of Interest for Provision for the Services of Consulting Firm/Facilitators for conducting consultative workshops and stakeholders dialogue for climate-resilient and carbon-neutral country by 2050

[Authorized under Section 24 (2) (a) of the Public Procurement Act 2006]

1. Introduction

The purpose of this Expressions of Interest is to request for proposals from **National** and **International** qualified service provider as single entity or in joint venture with other service providers, and with or without sub-contractors for the:

Provision for the Services of Consulting Firm/Facilitators for conducting consultative workshops and stakeholders dialogue for climate-resilient and carbon-neutral country across the island.

Service Provider shall for the purpose of this procurement mean service providers/individual service provider/Joint Venture. Any service provider applying for shortlisting as consortium, association or any form of arrangement shall clearly indicate its status as a single entity or Joint Venture and its sub-contractors as required in the submission.

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2. The objectives of the assignment

The purpose of the assignment is to bring together all the stakeholders, concerned with the above-referred four sectors in order to facilitate policy dialogues (open reflections and exchanges) for the development of the sectoral strategies to 2050. The results of the policy dialogues will be used for carrying out quantitative modelling (e.g. scenario modelling, benefit-cost analysis etc..) of the likely impacts of proposed policies and strategies. Since the outputs of the modelling may be contentious and requiring trade-offs, dialogues are also needed to facilitate the process of achieving trade-offs. For policymaking uses, what counts in the end is the human analysis, which may be based only in part on the outputs of the model. Hence, policy dialogues provide a framework for negotiation and consensus building. The ultimate objective is to have a policy dialogue process that is seen to be fair and transparent, and capable of inspiring trust between all stakeholders, so that the outcome is an overwhelming buy-in and ownership of the long-term strategies.

There are generic steps to be followed when developing scenario analysis from a systems perspective. These steps have to be designed to establish credibility for the process used in model development, and to build trust between institutional stakeholders on the one hand, and between these stakeholders and the team tasked with carrying out modelling. The generic steps are described in Annex 1, and a robust multi-stakeholder process is imperative to accomplishing these steps.

Further, for each sector, the scenario modelling that will be carried out to inform the long-term strategy needs to take place within the broader context of a Vision (which by default is long-term). Hence, there is the need to first formulate a Vision for each sector with the view of achieving climate-resilient, low-carbon development within the larger scope of sustainable development. The sectoral Visions will be in line with the overall objectives of the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement (PA), and taking into account the country context.

The specific objectives are to propose a multi-stakeholder dialogue methodology and to facilitate multi-sector dialogue sessions in order to:

- (i) ensure that all stakeholders have a common understanding of the main aims of the Facilité 2050 project;
- (ii) formulate a vision for each of the four sectors with the view of achieving climate-resilient, low-carbon development within the larger scope of sustainable development (i.e. common-but-differentiated responsibilities and respective capabilities, and country context);
- (iii) Support interactions with policy-decision makers at Step1, Step 3 and Step 5 as described in Annex 1



The Consultancy firm should also ensure a smooth collaboration and timely information exchange between all stakeholders in the four sectors. The consultancy firm will have to work closely with the Sustainability and Climate Change Programme (SCCP) at the Université des Mascareignes (UdM) that is tasked with developing the long-term strategies.

This complete exchange/analysis will have to be built around coherent parameters making it possible to characterize the targeted actors, their needs/expectations, and their contributions with a view to perpetuating the dialogue over the long-term.

The Firm will have to propose innovative, engaging and impactful tools and approaches for building and facilitating an open dialogue: collective intelligence workshops, design thinking or creative problem-solving methods, creativity workshops (to project oneself into new imaginaries).

The back-casting approach favored by the UNFCCC is recommended.¹

The Consultancy firm would be required to work in close collaboration with the stakeholders including the Project Coordinator.

3. The scope of the assignment

The facilitator shall hold about 20 participatory dialogues (including validation phase) with project stakeholders to create a platform for wide and in-depth thinking process to (i) formulate sectoral visions of low-carbon, climate-resilient development, and (ii) support policy dialogues at Step1, Step 3 and Step 5 described in Annex 1 for the development of long-term strategies for the Energy, Transport, and Agriculture.

4. The duration of the assignment

12 man- months spread over 24 months

5. Procurement Process for the selection of the Service Provider for this assignment

5.1 This Request for Expressions of Interest is for the shortlisting of a minimum of three qualified service providers who would be invited to submit their proposals for the assignment referred to above.

5.2 The procurement process has been planned as follows:

Closing date for submission of Expression of Interest: **21 November 2023**

Date of Award of Contract: after acceptance from service provider.

Implementation Period: 2 years



6. Fund for assignment

Université des Mascareignes

7. Client's requirements

- Knowledge on climate change issues including climate governance, adaptation and mitigation;
- Knowledge on the energy, transport, agriculture and tourism sectors desirable;
- Works collaboratively with colleagues to achieve project objectives;
- Motivates and inspires the team spirit and work;
- Has excellent interpersonal and group communication skills, including effective skills to deal with opposing views and to diffuse potentially hostile situations
- Speaks and writes clearly and effectively;
- Conveys information to all key stakeholders in both written and verbal formats;
- Determines and utilizes the appropriate communication channels;
- Infers meaningful insights from a collection of data;
- Employs active listening;
- Prepares and delivers presentations;
- Demonstrates openness in sharing information and keeping people informed; and
- Proven networking, team-building, organizational and communication skills.
- Excellent command of MS Office is essential, particularly proficiency in application of MS Word, MS Excel and MS Power Point.

8. The service provider should be able to demonstrate the following qualifications and expertise:

- At least 5 years of experience in conducting similar assignments, including policy dialogues, backed by letters from clients testifying that the assignments were carried out to their satisfaction
- Demonstrable experience with innovative tools and methodologies for conducting dialogues for visioning and policy-making
- Demonstrable experience for conducting multiple dialogues spread over a relatively long period of time (e.g. up to 24 months)
- Experience working in collaboration with other partners such as public institution (e.g. a ministry) and academia (e.g. university) for facilitating dialogues



Reporting Requirements and Time Schedule for Deliverables

| SN | Deliverables | Submission Schedule |
|----|---------------------------|----------------------------------|
| 1. | Inception report | Week 4 |
| 2. | Policy dialogue reports | 2 Week after each Dialogue |
| 3. | Quarterly Progress report | 1 Week after end of each quarter |
| 4. | Final report | 2 Weeks after last dialogue |

9. Shortlisting criteria

Shortlisting of service provider will be based on:

- **Client's requirements (section 1 no.7)**
- **Qualifications and expertise (section 1 no.8)**

10. Preparation and Submission of EOI online

- (a) The Expressions of Interest and all accompanying documentation shall be submitted in English at latest by **Tuesday 21st November 2023 up to 13.30 hours (Mauritian Time)**.

11. Supplementary Information

Any request for supplementary information should be made not later than 14 days prior to the dead line for submission of EOI and any response from the Client shall be made not later than 7 days prior to the said deadline.

12. Opening of the Expression of Interest

Expression of interest shall be opened by the Client on:

Start Date and time (local): Tuesday 21st November 2023 as from 13.45 hours



Section 2

Terms of Reference

- 1) Analysis of the existing institutional dialogue in Mauritius;
- 2) Definition of key parameters and conditions of success for the establishment and sustainability of the climate dialogues;
- 3) Proposal for a co-construction approach that can mobilize one or more tools of collective intelligence, creativity, positive foresight (design thinking, design fiction, prototyping of solutions, problem solving, etc.)
- 4) Identification of additional participants, if any, to complement the stakeholders' mapping carried out by the SCCP-UdM;
- 5) Definition of a guide and scenarios for the start and animation of the dialogue space;
- 6) Define the content and precise course of the dialogues;
 - a. Collect all strategic documents related to climate change;
 - b. Identify challenges in advance and imagine strategies to overcome them;
 - c. Propose a clear and adapted methodology of animation according to the objective and the content of the workshop;
 - d. Determine the number of meetings to plan before and after the workshop;
 - e. The number of days and frequency of the workshops; and
 - f. Plan and provide specific animation material (photolanguage, post-it, lego, etc.).
- 7) Facilitate and moderate the dialogues;
- 8) Plan and propose a communication strategy specifically associated with the space for dialogue;
- 9) Based on the adopted methodology and dialogues schedule, conduct the dialogues, including the evaluation;
- 10) Report the outcomes of the conducted trainings dialogues, including sectoral Visions and policies/strategies that will be used for policy analysis.



Composition of Team

Since the sectoral dialogues for visioning and policy dialogues may run concurrently and span an extended period of time, the service provider should ensure sufficient human and administrative resources to conduct at least 2 concurrent dialogue sessions.

Each dialogue session should be facilitated and moderated by at least 2 persons, namely one who will carry out facilitation, and, at least, one other who will be responsible for taking care of organisation, logistics and capturing the results of dialogues.

In order to support public sector institutional capacity building, the service provider will be required to integrate and train (through learning-by-doing methodology) one-to-two officers of the Department of Climate Change (DCC) in the process of carrying out dialogues.

Section 3

Response forms

Service providers will have to respond to this invitation for Expression of Interest by filling in the response templates

Expression of Interest (EOI)

Service providers are required to fill in the covering letter of their EOI

Respondent's Submission

| | |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Procurement Reference No | UDM/EOI/1/2023-2024 |
| Project Name | <i>Provision for the Services of Consulting Firm/Facilitators for conducting consultative workshops and stakeholders dialogue for climate-resilient and carbon-neutral country</i> |
| Project Country | <i>Mauritius</i> |



Service Provider's Information

a. Name of Service Provider:

Company Name (if any):

Business Registration Card Number:

Address:

Tel No: Mobile No:

Fax No: Email:

b. **Previous Experience for Similar Works**
(attach evidence as appropriate)

| SN | Type of Operations | Region/Sector* | Period |
|----|--------------------|----------------|--------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |



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c. **Zones of Operation**

| | |
|---|--|
| | |
| 1 | |
| 2 | |
| 3 | |

| | |
|-------------------------------|----------------------------------------------------------|
| Date: | Country of Incorporation ² (if applicable) |
| Service Provider Name: | Acronym: |
| EOI Submission Authorized by: | Position |

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Annex 1 – Generic steps in integrated policy planning process

- Step 1: Identification of key issues and opportunities

The first imperative is to understand the policy context in which the model would be developed, while noting a key axiom that a model is not built for its own sake but to address an issue or a set of issues. In order to achieve this, a working group will be established for each sector comprised of two broad member profiles, namely: (1) policy analysts: persons who understand the political context of the sectors within the broader country context (priorities, challenges and opportunities); and (2) technicians: persons who will be involved in the modelling process (Modellers³ and Data Analysts). Where diverse stakeholders are involved in developing the model from the beginning, those stakeholders may come to trust in the fairness of the process, thus creating an epistemic community that provides diverse knowledge and perspectives in a collaborative environment. Further, if those outside the process see that diverse stakeholders were monitoring each other's input, they, too, may see the work as more credible.

A stakeholder mapping is being carried out by the SCCP-UdM team, and, once validated, will be used to constitute the sectoral working groups through coordination support of the Department of Climate Change. These working groups will comprise a variety of local actors; these include those from government, academia, civil society (e.g., NGOs/CSOs), the private sector, and any other key stakeholders that the beneficiary country would see fit to participate in the visioning and model development exercise.

The results that are expected of Step 1 are the elements given in Table 1.

Table 1. Expected results of the first step (policy dialogue)

| Issues/ sectors | Problem statement | Proposed interventions | Opportunities and challenges | Indicators for monitoring and evaluation of interventions |
|--------------------|----------------------|---------------------------|---------------------------------|--------------------------------------------------------------------|
|--------------------|----------------------|---------------------------|---------------------------------|--------------------------------------------------------------------|



- Step 2: Data collection and consistency check

This step is time consuming but important, as the data are used to establish a preliminary but accurate understanding of how the issues identified relate to society, the economy and the environment (i.e. the three pillars of sustainable development). This step is typically carried out by the Data Analysts in close collaboration with the Modelers.

- Step 3: Causal mapping and identification of feedback loops

The understanding generated in steps 1 and 2 along with the cross-disciplinary consultations with stakeholders, allow the drivers and feedback loops present in the system to become more apparent. The drivers and feedback loops that define the interactions between the variables of the system and capture the mental models of the participants are mapped out in CLDs. The CLDs highlight the combined effects that may exist which reinforce or hinder key processes, and enable the setting of boundaries for the model. Since the CLDs capture the structural relationships between the elements of the system, they also form the basis for model development. CLDs are not used for policy decision-making, and their development is just one of the steps in model development. It is the scenarios analysis of policies that is eventually used. The CLDs effectively capture the causes of change in the system and their effects, as well as the drivers, pressures, states, impacts and responses of the systems. This step will be developed by the Technicians and validated by the Policy Analysts.

- Step 4: Creation of customized mathematical models

The mathematical models will be developed by the SCCP-UdM researchers, and the beneficiaries of MPhil and PhD bursaries. The Technicians of the sectoral working group will be solicited in this step.

- Step 5: Validation and analysis

For a model to be validated, stakeholders must be satisfied that the causal relationships captured within the model structure reflect reality; simulation outputs of the base case must accurately match historical data for a multitude of socio-economic and environmental indicators; and stakeholders must feel comfortable with the overall behaviour of the model, as observed from simulations for the base case and alternative scenarios. The full participation of the Policy Analysts is required in this step-in order to have approval of the modelling results, as well as to be the final arbiter of trade-offs that will be required when some scenarios yield diverging outcomes.