

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 05 June 2025



Country: Kyrgyzstan

Description of the assignment: Socio-Economic and Vulnerability Assessment Consultancy

Period of assignment/services (if applicable): Approximately 20 days between June and July 2025

Proposals including verification of qualifications, recommendations and experience as well as requested service fee based on a rate per day, should be submitted by email to procurement@snowleopard.org no later than 12 June 2025. Any request for clarification must be sent in writing or by standard electronic communication to the email listed above.

1. BACKGROUND

BACKGROUND

Through funding from the Global Environment Facility (“GEF”) and the UNDP TRAC funds, and as implemented by the Kyrgyz Republic’s Ministry of Natural Resources, Ecology and Technical Supervision (“MNRETS”) with assistance from UNDP, the objective of the project is to secure high value mountain ecosystem biodiversity and associated ecosystem services, while ensuring resilient and sustainable livelihoods in Kyrgyzstan’s Pamir-Alai landscape. The project addresses key threats to sustainable land management and biodiversity conservation in mountain forest and pasture ecosystems, including Key Biodiversity Areas (“KBAs”). It will deliver global environmental benefits through a participatory approach, promoting equitable participation opportunities for women, youth, and vulnerable groups. The project aligns with the Land Degradation Neutrality (“LDN”) conceptual framework, applying the avoid-reduce-reverse principle. Strengthening Protected Area (“PA”) management and improving spatial land use planning embody the “avoid” principle, while enhanced forest and pasture management reflects the “reduce” principle.

Expected outcomes include improved management and biodiversity conservation within six KBAs covering 866,000 hectares. The project will contribute to establishing four new national-level protected areas (PAs) covering 281,083.79 hectares and support improved management effectiveness of five existing PAs covering 153,250 hectares. Additionally, it will improve the management of 563,949 hectares of high conservation value forest (HCVF) lands, including 500 hectares of degraded forest, and 621,905 hectares of pastures, including 19,500 hectares of degraded pastures. These efforts are expected to benefit 94,883 people while enhancing the conservation status of globally significant biodiversity and supporting Kyrgyzstan’s progress toward LDN.

The project comprises four components:

- Component 1: Integrated Landscape Planning and Management for Sustainable and Resilient Livelihoods in the Pamir-Alai and LDN. This component focuses on ensuring ecosystem services and

sustainable livelihoods in the Pamir-Alai landscape through improved land use planning and management.

- Component 2: Strengthening Key Biodiversity Areas. This component aims to secure the sustainability of critical Pamir-Alai mountain ecosystems.
- Component 3: Knowledge Management and International Engagement. This component emphasizes enhanced cooperation and knowledge sharing, supporting Land Degradation Neutrality (LDN), and building the conservation community of practice nationally and regionally.
- Component 4: Project-Level Monitoring and Evaluation. This component ensures project activities are monitored and evaluated in accordance with UNDP and GEF requirements.

Under this project framework, SLT is responsible for certain project outputs:

- Output 1.1 Landscape-level integrated land use management approaches for Pamir-Alai landscape designed and under implementation
- Output 1.4 SFM and LDN-focused enabling environment through amendment of local rules and regulations on forestry and land use
- Output 2.4 Community-based conservation mechanisms established and implemented, including wildlife monitoring, enforcement and awareness raising
- Output 3.1 Modules on biodiversity conservation and integrated land management for LDN integrated in publicity, vocational training, and higher education systems
- Output 3.2 International coordination and information sharing, including support for future development of transboundary biodiversity conservation in Pamir-Alai

2. SCOPE OF WORK, RESPONSIBILITIES, AND DESCRIPTION OF THE PROPOSED WORK

The International Snow Leopard Trust (“SLT”) is engaging a Socio-Economic and Vulnerability Assessment Consultant (“Consultant”) to work under the supervision of, and in collaboration with, the Project Coordinator and Project Assistant to **conduct a socio-economic survey** with focus on ecosystem services, identify possible nature-based solutions, and **conduct vulnerability** assessment against climate change impacts and other impending shocks including trans-boundary tensions. The Consultant is expected to deliver the following:

- a) Conduct structured and semi-structured interviews with community members and the head of the *aiyl* *aimak* administration in each designated village or community.
- b) Assist in identifying and engaging reliable sources of information (e.g., key informants) to gather accurate, context-relevant, and realistic data concerning the socio-economic conditions and vulnerabilities of populations in the targeted areas.
- c) Ensure that interviews are conducted in the native language of the informants wherever possible, either in-person at field locations or remotely, depending on accessibility, safety, and security considerations in each area.
- d) Perform accurate and efficient data entry using tablets in the field.

Performance Indicators for Evaluation of Results

The consultant's performance will be assessed based on the following indicators:

- Timely submission of progress updates detailing the number of interviews conducted and data collected.
- Accuracy and quality of collected data, ensuring contextual relevance and disaggregation by key demographics (e.g., gender, age, vulnerability).
- Compliance with SLT's ethical and professional standards, including:
 - **Adherence to Data Protection Principles in handling personal and sensitive data.**
Complying with data protection regulations and ensuring secure handling and storage of information collected during the assignment. Ensuring informed consent of all participants prior to data collection. Respecting the confidentiality and anonymity of respondents.
 - **Full alignment with Prevention of Sexual Exploitation and Abuse (PSEA) guidelines during all stages of fieldwork and community engagement.** Avoiding any form of harm, coercion, or discrimination during the research process. Being culturally sensitive and respectful in all interactions with local communities and stakeholders.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- Minimum of a high school diploma; a completed university degree is an asset.
- Other relevant formal education related to the assignment is desirable.

II. Years of experience:

- At least two (2) years of experience conducting community and household assessments and surveys.
- Knowledge and understanding of biodiversity, conservation, land degradation, climate change, and socio-economic issues.
- Experience working with international organizations is considered an advantage.

III. Competencies:

- Strong oral and written communication skills in Kyrgyz and Russian; proficiency in English.
- Demonstrated ability to collect and analyze qualitative and quantitative data.
- Familiarity with participatory methods and tools used in socio-economic assessments.
- Strong interpersonal skills, sound judgment, initiative, and creativity.
- Demonstrated sensitivity to cultural and gender issues.
- Willingness and ability to work in remote and challenging environments
- Comfortable working in field conditions with limited amenities, including basic bedding and sanitation facilities.
- Adherence to core values of respect, inclusion, and equality.
- Commitment to embracing and valuing differences in culture, gender, religion, ethnicity, nationality, language, and age.



4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING PROPOSAL/APPLICATION:

Interested individual consultants must submit the following information to demonstrate their qualifications:

1. Proposal (written in English, in the form of a cover letter addressed to SLT) including:
 - (i) Explanation of Consultant's relevant qualifications and skills;
 - (ii) Explanation on how Consultant will approach and conduct the work;
 - (iii) Desired payment rate per day.
2. Personal CV including past experience in similar projects
3. List of 2 professional references

ANNEX 1

ANNEX 1- TERMS OF REFERENCES (TOR)

SCOPE OF WORK

The Consultant will assist in implementing the following activities and deliverables:

<u>Activities</u>	<u>Deliverables/ Outputs</u>	<u>Percentage of Time</u>
Activity 1: On-the-ground implementation of project activities and deliverables as assigned by the Project Coordinator and Project Assistant	Report of completed activities and deliverables	100%

REPORTING REQUIREMENTS

The Consultant will report to the Project Coordinator and Project Assistant, and provide email and oral status reports on a regular, bi-monthly basis to SLT to verify progress and/or completion of deliverables, as well as work with the Grants Manager to support any assigned deliverables.

TERM & TERMINATION

The term of engagement under this contract shall be effective upon the date of signature by Consultant and SLT of the Contract & Terms of Reference generated after the parties mutually consent to the proposal submitted by Consultant and will continue for twenty (20) days. Either party may terminate this contract with or without cause upon giving thirty (10) days prior written notice to the other party. Termination or expiration of this contract shall not affect any rights or obligations which have accrued prior thereto or in connection therewith.

TRAVEL

Domestic travel to designated villages within the Osh, Batken, or Naryn regions is required as part of this consultancy and will be needed to complete the deliverables listed in this document and will be undertaken within the consultancy amount provided. Travel and accommodation related expenses requiring reimbursement need prior approval from SLT and must adhere to SLT's travel policies.

INDIVIDUAL CONTRACTOR

The Consultant's employment status is that of an individual contractor. Consultant shall not be deemed an employee, agent, partner or joint venture of SLT for any purpose whatsoever, and Consultant shall have no authority to bind or act on behalf of SLT. Consultant will not be able to participate in any employee benefit plan or program of SLT. Consultant shall be responsible for and agree to comply with all obligations under all local and relevant tax laws for payment of income, proper registrations and, if applicable, self-employment tax or the equivalent statutory requirements for Consultant's location.