

SURINAME

ASSESSMENT OF SITE CHARACTERISTICS AND IMPACT ANALYSIS

BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to undertake an assessment of site characteristics and impact analysis of the proposed restoration areas.

3. Scope of Services and Key Activities

- 3.1. The consultant firm will prepare a detailed comprehensive assessment of the site characteristics and analysis of the impacts of the proposed restoration areas as a result of rehabilitation activities.
- 3.2. Key Activities will include: (i) historical analysis and mapping of the mangrove areas in the project area and identification of their hydrological, geomorphological and biological attributes and relevant socio-economic characteristics. The analysis will compass mangrove areas in the Bigi Pan MUMA. Emphasis will be focused on the ecosystem services that mangrove systems provide to local communities, the country, and the region (i.e., carbon sequestration, biodiversity conservation, and climate change resilience). Topographic surveys will be undertaken within the project area using both aerial survey and ground survey methodology, in order to generate base maps with 1 meter contour intervals; and (iii) identification and analysis of the contributory events/factors resulting in the changes to the coverage and health of the mangrove areas. The output of this activities will be an assessment of the changes over time of the mangrove areas and contributory causes of these changes.

4. Expected Outcome and Deliverables

- 4.1. The expected deliverables will be a completed report on the characteristics of the project site and impacts analysis, with mitigation measures.

5. Project Schedule and Milestones

- 5.1 The project is expected to begin January 1st, 2024, and to be completed 8 months thereafter. Traveling and workshop costs are included in the consulting firm's budget. The schedule and milestones will be defined by the firm in agreement with the PEU and the IDB and captured by the first deliverable (the workplan).

6. Reporting Requirements

- 6.1 Every report must be submitted to the PEU in an electronic file. The report should include cover, main document, and all annexes. Zip files will not be accepted as final reports, due to Records Management Section regulations.
- 6.2 In addition to the deliverables outlined in Section 3, the consulting firm will also provide the PEU with monthly progress updates in relation to the approved workplan.

7. Acceptance Criteria

- 7.1 Reports will be reviewed by the Project Leader of ADEKUS and the IDB. Acceptance of deliverables are contingent on addressing any comments provided by these parties within revised versions of the submissions.
- 7.2 Additionally, the consulting firm is required to participate in technical meetings (by video/teleconferencing) as necessary to discuss any matter considered important for the timely implementation of the project. The meetings will be determined as needed.

8. Other Requirements

- 8.1 Candidates will be provided with data and documentation to assist in the achievement of the objectives outlined in Section 2.

9. Supervision and Reporting

- 9.1 The consultancy will be supervised by the project lead at ADEKUS.

10. Schedule of Payments & Qualifications

- 10.1 Payment terms will be based on project milestones or deliverables. The PEU does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The PEU wishes to receive the most competitive cost proposal for the services described herein.

Payment Schedule	
Deliverable	%
1. Workplan	20%
2. Assessment report of site characteristics	40%
3. Impact Analysis and recommendations	40%
Total	100%

11. Qualifications of Team Members

- 11.1 Contractual teams should have specific expertise and knowledge in the below areas, but this is not meant to restrict team compositions to exact roles described below.
- a. The consulting team should have experts with: (i) advance degrees in environmental sciences, physical geography, climate science, wetlands ecology

- or a field related to environmental sciences; (ii) skills in GIS;
- b. At least 10 years' experience working with GIS and adept at using GIS and its applications in natural resource management; experience in environmental impact analysis.
 - c. Team Leader should be an Expert in Natural Resource Management with expertise in project management.
 - d. GIS Expert with experience in natural resource management.
 - e. Wetlands ecologist with experience in mangrove forests.
 - f. Hydrologist with experience in coastal environments.
 - g. Geomorphologist with experience in analysis of coastal environments.
 - h. Experience working in the Caribbean region would be an asset.

12. Other Skills

- Project Management.
- Excellent and proven track record of previous works with governments and/or multilaterals.
- Change management/capacity building.
- Fluency in English. Knowledge of Dutch is a plus.
- Strong interpersonal, verbal and written communication skills.
- Proven ability to advise and train users in the use of complex systems/applications and related matters and effectively prepare specifications and other written reports/documentation in a clear and concise style. Ability to communicate with various levels of technical experience.

SURINAME

ADDRESSING THE DRIVERS OF MANGROVE DEGRADATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to formulate and implement actions and measures for the restoration of mangrove forests within the project area.

3. Scope of Services and Key Activities

- 3.1. The consultant firm will formulate and implement restoration and conservation activities in the project area and will include stakeholder engagements where required.
- 3.2. Key Activities will include: (i) Formulation and implementation of restoration plans and actions for degraded areas that will involve (a) hydrological analyses of the degraded and surrounding areas; (b) baseline analysis of aboveground (biomass) and belowground (biomass and soil) blue carbon stocks; (c) social and environmental impact assessments in accordance with local regulations and practices and IDB procedures; (d) NbS where required; (f) stakeholder engagement on the determination of solutions for restoration and validation of the plans and actions for restoration; (g) implementation of a sustainable livelihoods program for mangrove conservation. The stakeholder engagement will include a stakeholder mapping of the direct and indirect users of the goods and services of the mangrove systems.

4. Expected Outcome and Deliverables

- 4.1. The expected deliverable will be the development and implementation of a restoration program for the Bigi Pan MUMA.

5. Project Schedule and Milestones

- 5.1. The project is expected to begin July 1st, 2024, and to be completed 18 months thereafter. Traveling and workshop costs are included in the consulting firm's budget. The schedule and milestones will be defined by the firm in agreement with the PEU

and the IDB and captured by the first deliverable (the workplan).

6. Reporting Requirements

- 6.1 Every report must be submitted to the PEU in an electronic file. The report should include cover, main document, and all annexes. Zip files will not be accepted as final reports, due to Records Management Section regulations.
- 6.2 In addition to the deliverables outlined in Section 3, the consulting firm will also provide the PEU with monthly progress updates in relation to the approved workplan.

7. Acceptance Criteria

- 7.1 Reports will be reviewed by the Project Leader of AdeKUS and the IDB. Acceptance of deliverables are contingent on addressing any comments provided by these parties within revised versions of the submissions.
- 7.2 Additionally, the consulting firm is required to participate in technical meetings (by video/teleconferencing) as necessary to discuss any matter considered important for the timely implementation of the project. The meetings will be determined as needed.

8. Other Requirements

- 8.1 Candidates will be provided with data and documentation to assist in the achievement of the objectives outlined in Section 2.

9. Supervision and Reporting

- 9.1 The consultancy will be supervised by project lead at ADEKUS.

10. Schedule of Payments & Qualifications

- 10.1 Payment terms will be based on project milestones or deliverables. The PEU does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The PEU wishes to receive the most competitive cost proposal for the services described herein.

Payment Schedule	
Deliverable	%
1. Workplan	10%
2. Formulation of restoration plans	20%
3. Implementation of restoration program	50%
4. Carbon Stock Assessment	10%
5. Restoration Report	10%
Total	100%

11. Qualifications of Team Members

- 11.1 Contractual teams should have specific expertise and knowledge in the below areas, but this is not meant to restrict team compositions to exact roles described below.
 - a. The consulting team should have experts with: (i) advance degrees in environmental sciences, civil engineering, climate science, wetlands ecology or a field related to environmental sciences;

- b. At least 15 years' experience in wetlands restoration, together with knowledge about the technical aspects of assessment of carbon stocks; experience in environmental and social and safeguards; knowledge about hydrology and experience in stakeholder engagement.
- c. Team Leader should be an Expert in wetlands restoration with expertise in project management.
- d. Wetlands ecologist with experience in mangrove forests.
- e. Hydrologist with experience in coastal environments.
- f. Natural resource management expert
- g. Environmental and social safeguards specialist
- h. Experience working in the Caribbean region would be an asset.

Other Skills

- Project Management.
- Excellent and proven track record of previous works with governments and/or multilaterals.
- Change management/capacity building.
- Fluency in English. Knowledge of Dutch is a plus.
- Strong interpersonal, verbal and written communication skills.
- Proven ability to advise and train users in the use of complex systems/applications and related matters and effectively prepare specifications and other written reports/documentation in a clear and concise style. Ability to communicate with various levels of technical experience.

SURINAME

DESIGN AND IMPLEMENT A MONITORING AND EVALUATION PLAN FOR THE BIGI PAN PROJECT

BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

1. Objectives

- 1.1. The objective of this consultancy is to formulate and implement a management and monitoring program for the mangrove restoration area.

2. Scope of Services and Key Activities

- 2.1. The consultant firm will manage and monitor the activities, adjust when required to ensure the successful implementation and sustainability of the restoration program and assess the improvement in economic value of the restored system.
- 2.2. Key Activities will include: (i) development and implementation of a monitoring and evaluation (M&E) plan for the restoration program in ensure that activities are implemented according to design and sustained; (ii) Analysis of the improvement in economic value of the mangroves based on restoration activities; and (iii) Development and implementation of a biodiversity monitoring plan.

3. Expected Outcome and Deliverables

- 3.1. The expected deliverable will be the development and implementation of a management plan and M&E plan and an economic valuation of the restoration action and biodiversity monitoring plan.

4. Project Schedule and Milestones

- 4.1. The project is expected to begin May 31st, 2024, and to be completed 12 months thereafter. Traveling and workshop costs are included in the consulting firm's budget. The schedule and milestones will be defined by the firm in agreement with the PEU and the IDB and captured by the first deliverable (the workplan).

5. Reporting Requirements

- 6.1 Every report must be submitted to the PEU in an electronic file. The report should include cover, main document, and all annexes. Zip files will not be accepted as final reports, due to Records Management Section regulations.
- 6.2 In addition to the deliverables outlined in Section 3, the consulting firm will also provide the PEU with monthly progress updates in relation to the approved workplan.

6. Acceptance Criteria

- 7.1 Reports will be reviewed by the Project Leader of ADEKUS and the IDB. Acceptance of deliverables are contingent on addressing any comments provided by these parties within revised versions of the submissions.
- 7.2 Additionally, the consulting firm is required to participate in technical meetings (by video/teleconferencing) as necessary to discuss any matter considered important for the timely implementation of the project. The meetings will be determined as needed.

7. Other Requirements

- 8.1 Candidates will be provided with data and documentation to assist in the achievement of the objectives outlined in Section 2.

8. Supervision and Reporting

- 9.1 The consultancy will be supervised by the project lead at ADEKUS.

9. Schedule of Payments & Qualifications

- 10.1 Payment terms will be based on project milestones or deliverables. The PEU does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The PEU wishes to receive the most competitive cost proposal for the services described herein.

Payment Schedule	
Deliverable	%
1. Workplan	10%
2. Development and implementation of Monitoring and Evaluation Plan	60%
3. Economic valuation of mangrove systems	30%
Total	100%

10. Qualifications of Team Members

- 11.1 Contractual teams should have specific expertise and knowledge in the below areas, but this is not meant to restrict team compositions to exact roles described below.
 - a. The consulting team should have experts with: (i) advance degrees in environmental sciences, forestry, wetlands ecology or a field related to environmental sciences;
 - b. At least 10 years' experience in monitoring, together with experience in the implementation of Monitoring, Reporting and Verification (MRV) systems; experience in valuation of ecosystem services.
 - c. Team Leader should be an Expert in mangrove ecology with expertise in project

management.

- d. Expert in ecosystem monitoring
- e. Natural resource management expert
- f. Environmental Economist
- g. Waterfowl/shorebird specialist
- h. Experience working in the Caribbean region would be an asset.

Other Skills

- Project Management.
- Excellent and proven track record of previous works with governments and/or multilaterals.
- Change management/capacity building.
- Fluency in English. Knowledge of Dutch is a plus.
- Strong interpersonal, verbal and written communication skills.
- Proven ability to advise and train users in the use of complex systems/applications and related matters and effectively prepare specifications and other written reports/documentation in a clear and concise style. Ability to communicate with various levels of technical experience.

SURINAME

STRENGTHENING MANGROVE GOVERNANCE IN SURINAME: BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to facilitate local capacity training from the activities of the restoration program and creation of a knowledge platform for the dissemination of results.

3. Scope of Services and Key Activities

- 3.1. The consultant firm will develop and implement a knowledge platform for the dissemination of results from the restoration program, and the training of individuals over the lifetime of the project.
- 3.2. Key Activities will include: (i) create a web-based knowledge portal for the dissemination of information from the restoration program; (ii) facilitate a series of workshops, webinars, to showcase the results of the project to key targeted audiences including local communities, policy makers, private sector and academia; (iii) facilitate the development of technical and research papers for peer-reviewed publications; (iv) develop and implement a training program on wetland restoration and ecosystem services for local communities including training in mangrove rehabilitation methods, monitoring and conducting eco-tourism.

4. Expected Outcome and Deliverables

- 4.1. The expected deliverable will be the development and implementation of a knowledge platform and training program for the Bigi Pan MUMA.

5. Project Schedule and Milestones

- 5.1. The project is expected to begin May 1st, 2024, and to be completed 24 months thereafter. Traveling and workshop costs are included in the consulting firm's budget.

The schedule and milestones will be defined by the firm in agreement with the PEU and the IDB and captured by the first deliverable (the workplan).

6. Reporting Requirements

- 6.1 Every report must be submitted to the PEU in an electronic file. The report should include cover, main document, and all annexes. Zip files will not be accepted as final reports, due to Records Management Section regulations.
- 6.2 In addition to the deliverables outlined in Section 3, the consulting firm will also provide the PEU with monthly progress updates in relation to the approved workplan.

7. Acceptance Criteria

- 7.1 Reports will be reviewed by the Project Leader of ADEKUS and the IDB. Acceptance of deliverables are contingent on addressing any comments provided by these parties within revised versions of the submissions.
- 7.2 Additionally, the consulting firm is required to participate in technical meetings (by video/teleconferencing) as necessary to discuss any matter considered important for the timely implementation of the project. The meetings will be determined as needed.

8. Other Requirements

- 8.1 Candidates will be provided with data and documentation to assist in the achievement of the objectives outlined in Section 2.

9. Supervision and Reporting

- 9.1 The consultancy will be supervised by project lead at ADEKUS.

10. Schedule of Payments & Qualifications

- 10.1 Payment terms will be based on project milestones or deliverables. The PEU does not expect to make advance payments under consulting contracts unless a significant amount of travel is required. The PEU wishes to receive the most competitive cost proposal for the services described herein.

Payment Schedule	
Deliverable	%
4. Workplan	10%
5. Formulation of knowledge platform	50%
6. Implementation of training program	40%
Total	100%

11. Qualifications of Team Members

- 11.1 Contractual teams should have specific expertise and knowledge in the below areas, but this is not meant to restrict team compositions to exact roles described below.
 - a. The consulting team should have experts with: (i) advance degrees in environmental sciences, forestry, environmental communication or a field related to environmental sciences;
 - b. At least 10 years' experience in communications, together with working knowledge of environmental education; knowledge about eco-tourism and wetlands ecology.

- c. Team Leader should be an Expert in environmental communications with expertise in project management.
- d. Institutional capacity strengthening expert
- e. Natural resource management expert
- f. Experience working in the Caribbean region would be an asset.

Other Skills

- Project Management.
- Excellent and proven track record of previous works with governments and/or multilaterals.
- Change management/capacity building.
- Fluency in English. Knowledge of Dutch is a plus.
- Strong interpersonal, verbal and written communication skills.
- Proven ability to advise and train users in the use of complex systems/applications and related matters and effectively prepare specifications and other written reports/documentation in a clear and concise style. Ability to communicate with various levels of technical experience.

SURINAME

FINANCE AND ACCOUNTING OFFICER CONSULTANCY

BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to provide effective and efficient finance/accounts services that will support the successful implementation of the program.

3. Scope of Services and Key Activities

- 3.1. The selected consultant will maintain up-to-date financial records, provide timely financial information for the PEU and the IDB. The Finance and Accounts Officer will be responsible for the financial processes of the Program and will directly report to the PEU. The Finance and Accounts Officer will also ensure compliance with IDB and national norms and guidelines for planning, financial administration and reporting. The finance and accounting officer will undertake the following tasks:
 - a) Prepare annual and consolidated financial plans for the PEU activities, covering implementation of project components as well as the recurrent operational costs;
 - b) Prepare and maintain up-to-date accounting and financial records;
 - c) Prepare and consolidate monthly reconciliations from all expenditures, as well as prepare payments, including but not limited to liaising with vendors, checking vouchers and supporting documents for processing by the Bursary and following-up on the generation of Purchase Orders;
 - d) Prepare monthly and quarterly financial and management reports for submission to the PEU and IDB;
 - e) Prepare consolidated semi-annual and annual Financial Management Reports in conformance with the template(s) provide by the IDB a minimum of two weeks before these reports are due for submission to the IDB;

- f) Review justification reports for expended advance of funds and prepare any required clarification for submission to the IDB through the PEU
- g) Prepare disbursement requests and related projections for the review of the PEU prior to submission to the IDB;
- h) Coordinate, liaise and support the conduct of annual external/independent audits of the project;
- i) Report to the Project Steering Committee (PSC) and the IDB as required;
- j) Manage petty cash and prepare and disburse per diem and other cash payments as required;
- k) Carry out any other periodic duties assigned by the PEU.

4. Payment Schedule

- 4.1. Payments will be made on a monthly basis in equal installments on submission of an invoice and monthly report.

5. Qualifications and Experience

- 5.1. The consultant should hold a bachelor's degree in Management, Business Administration, Accounting, Finance and/or related discipline. Candidates with a recognized accounting qualification (e.g., Chartered Accountant, Certified Public Accountant) would be considered an asset. Candidates must have at least 3 years of experience working in finance/accounting in a complex multi-sectoral environment; experience in donor accounting and audit particular to the Inter-American Development Bank; Demonstrated knowledge and experience of ICT-based Financial Management systems and processes and office applications (word processing, spreadsheets, databases, etc.).
- 5.2. Skills: Excellent communication skills, including written and oral forms; proven ability to communicate complex concepts and prepare reports that are clear, concise and meaningful; Ability to develop, analyze and articulate project issues and identify creative, practical approaches to overcome challenging situations; Analytic capacity and ability to assess project outputs and relevant findings; Good team player, self-starter, ability to work under limited supervision and maintain good relationships internally and externally to the Bank. Excellent report writing and communication skills in English. Knowledge of Dutch is a plus.

6. Characteristics of the Consultancy

- Consultancy category and modality: Individual consultancy, Lump Sum.
- Contract duration: The selected candidate will receive a fixed-term contract appointment, typically of one (1) year duration, which is renewable based on mutual agreement.
- Place(s) of work: Remote and Project Execution Office, Paramaribo, Suriname
- Level of Effort: Candidate will be required to work from PEU a minimum of 2 days per week as needed.

7. **Payment and Conditions:** Compensation will be determined in accordance with the approved project budget for this assignment.

- 8. Consultant's Reporting Requirements:** The contractual will submit the following to the PEU:
- a) Monthly reports (tasks/activities undertaken and details of expenditure for current period as well as accumulated to be included).
 - b) Ad hoc reports.

SURINAME

PROJECT MANAGER

BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to objective of this individual consultancy is to coordinate the delivery of all the project activities and act as the liaison between the project stakeholders.

3. Scope of Services and Key Activities

- 3.1. The project manager will be responsible for the implementation of the project, including mobilization of all project inputs, the achievement of outputs, supervision of project staff, consultants, and oversight of sub-contractors. The expert will also monitor progress against the Annual Operational Plan, including implementation, procurement, and finance. The expert will liaise with the IDB project team, relevant stakeholders involved. The main activities of the consultancy include:
 - Overall project management,
 - Working with project stakeholders to ensure that the project delivers as planned in the Technical Cooperation Document,
 - Ensure technical coordination of the project with other relevant international and national projects,
 - Prepare and finalize, where appropriate, the Terms of Reference for the consultants and subcontractors and to undertake the necessary procedures for recruitment, procurement, and contracting,
 - To supervise and coordinate, where appropriate, the activities of project staff, consultants, and sub-contractors,
 - Ensure proper management of funds, consistent with IDB and AdeKUS requirements, as well as budget planning and control,
 - To prepare and ensure timely submission of relevant reports as required by the IDB and the AdeKUS

- To undertake any project-related activities that IDB and AdeKUS may assign,
- Detailed annual reports and a final report.

4. Payment Schedule

- 4.1. Payments will be made on a monthly basis in equal installments on submission of an invoice and monthly report.

5. Qualifications and Experience

- 5.1. The consultant should have a Post-Graduate University Degree in Environmental Science, Engineering, Sustainable Development, Project Management, or other related discipline and at least five years of professional experience managing projects at national and/or international organizations. At least five years of experience in managing and implementing internationally funded programs and projects, preferably but not limited to the public sector.
- 5.2. A recognized Certification in Project Management would be considered an asset. Also, the candidate has a proven ability to generate and sustain ongoing consultation and meaningful participatory processes with a wide cross-section of stakeholders, including senior government officials, the private sector, non-governmental organizations, and other technical groups. Demonstrate a good understanding of the Blue Economy and Suriname's economic and institutional context. General knowledge of ocean resources management, economic innovation, and recovery will be considered an asset.
- 5.3. Skills: Excellent communication skills, including written and oral forms; proven ability to communicate complex concepts and prepare reports that are clear, concise and meaningful; Ability to develop, analyze and articulate project issues and identify creative, practical approaches to overcome challenging situations; Analytic capacity and ability to assess project outputs and relevant findings; Good team player, self-starter, ability to work under limited supervision and maintain good relationships internally and externally to the Bank. Excellent report writing and communication skills in English. Knowledge of Dutch is a plus.

6. Characteristics of the Consultancy

- Consultancy category and modality: Individual consultancy, Lump Sum.
- Contract duration: The selected candidate will receive a fixed-term contract appointment, typically of one (1) year duration, which is renewable based on mutual agreement.
- Place(s) of work: Remote and Project Execution Office, Paramaribo, Suriname
- Level of Effort: Candidate will be required to work from PEU a minimum of 2 days per week as needed.

7. **Payment and Conditions:** Compensation will be determined in accordance with the approved project budget for this assignment.

8. **Consultant's Reporting Requirements:** The contractual will submit the following to the PEU:

- c) Monthly reports (tasks/activities undertaken and details of expenditure for current period as well as accumulated to be included).

d) Ad hoc reports.

TERMS OF REFERENCE
CONSULTANT FOR PROJECT EXTERNAL FINANCIAL AUDIT
BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to perform a financial audit for the project, including the preparation of financial statements, which will enable the auditor to express a professional opinion on the project (Statement of Cash Flows and the Statement of Cumulative Investments) for the accounting period. The project's accounting records will provide the basis for preparation of the financial statements and are established to reflect the financial transactions in respect of the project.

3. Scope of Services and Key Activities

- 3.1. The audit will be conducted in accordance with International Standards on Auditing. Those Standards require that the auditor plans and performs the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.
- 3.2. In complying with International Standards on Auditing, the auditor is expected to pay particular attention to the following matters:
 - a) In planning and performing the audit to reduce audit risk to an acceptably low level, the auditor should consider the risks of material misstatements in the financial statements due to fraud, as required by International Standard on Auditing 240: The Auditor's Responsibility to Consider Fraud in an Audit of Financial Statements.
 - b) When designing and performing audit procedures and in evaluating and reporting the results thereof, the auditor should recognize that noncompliance by the entity with laws and regulations may materially affect the financial statements, as

required by International Standard on Auditing 250: Consideration of Laws and Regulations in an Audit of Financial Statements.

- c) The auditor should communicate audit matters of governance interest arising from the audit of financial statements with those charged with governance of an entity, as required by International Standard on Auditing 260: Communication of Audit Matters with those Charged with Governance.
 - d) In order to reduce audit risk to an acceptably low level, the auditor should determine overall responses to assessed risks at the financial statement level, and should design and perform further audit procedures to respond to assessed risks at the assertion level, as required by International Standard on Auditing 330: The Auditor's Procedures in Response to Assessed Risks.
- 3.3. In evidencing compliance with project financial management arrangements and requirements, the auditor is expected to carry out tests to confirm that:
- a) All external funds have been used in accordance with the conditions of the relevant financing agreements.
 - b) Counterpart funds have been provided and used in accordance with the relevant financing agreements.
 - c) Goods, works and services financed have been procured in accordance with IDB Procurement Policies and Procedures¹ or any other guidelines acceptable to the Bank; the auditor should perform any necessary physical inspections based on risk considerations.
 - d) All necessary supporting documents, records, and accounts have been maintained in respect of all project activities and expenditures.
- 3.4. The internal control evaluation should include testing the effectiveness of control in the procurement process and payment for goods, works and services for the period reviewed, based on a representative sample for purposes of reducing audit risks.

Project Financial Statements

- 3.5. The financial statements include the Statement of Cash Flows, the Statement of Cumulative Investments, and explanatory notes. [The explanatory notes should include reconciliation between the amounts shown as "received by the project from the IDB" and those disbursed by the Bank, and a summary of movements on the project's Designated Account].
- 3.6. All funds have been utilized in accordance with the conditions of the relevant financing agreements.
- 3.7. All necessary supporting documents, records, and accounts have been maintained in respect of all project activities and expenditures.

Audit Reports

- 3.8. The auditor will issue an audit opinion on the financial statements.

In addition to the audit opinion, the auditor will also report on, but not limited to, the following, either in the audit report or in the report to management:

¹ Depending on the complexity of procurement activities, the auditor may consider involving technical experts during the audit engagement. In cases where such experts are involved, the auditor is expected to comply with provisions of International Standard on Auditing 620: Using the Work of an Expert. Consideration to use the work of experts should be brought to the early attention of the borrower and the IDB for mutual agreement and appropriate guidance.

- a) Provide comments and observations on the accounting records, systems, and controls that were examined during the course of the audit;
 - b) Identify specific deficiencies and areas of weakness in systems and controls, and make recommendations for their improvement;
 - c) Report on instances of noncompliance with the terms of the relevant financing agreements;
 - d) Quantify and report expenditures that are considered to be ineligible and either paid out of the designated account(s) or which have been claimed from the IDB;
 - e) Communicate matters that have come to the auditor's attention during the audit which might have a significant impact on the implementation of the project; and
 - f) Bring to the borrower's attention any other matters considered relevant by the auditor.
- 3.9. The auditor will issue bi-annual interim reports, as part of an assurance review of the Financing Mechanism to complement the justification of the funds disbursed by the Bank, to the applicable financial institution, comprehensively covering its methodology of on-lending, in the forms of loans and grants.

Deadline for submission of the audit report

- 3.10. The auditor's opinion on the financial statements and management letter should be received by the Executing Agency no later than July 25 each year or a date agreed with the project team. This date must be sufficiently timely to meet contractual deadlines. Assurance review report should be submitted on the date agreed with the project team.

General

- 3.11. The auditor is entitled to unlimited access to all information and explanations considered necessary to facilitate the audit, including legal documents, project preparation and supervision reports, reports of reviews and investigations, correspondence, and credit account information. The auditor may also seek written confirmation of amounts disbursed and outstanding in the Bank records.

The auditor is encouraged to meet and discuss audit related matters with the IDB project team at the beginning and at the end of the engagement.

4. Deliverables

- 4.1. The auditor will submit the following deliverables:
- a. A Work Plan and schedule of visits and interview. This work plan should include timelines, draft travel itineraries if relevant, and persons to be interviewed.
 - b. Draft audit report.
 - c. Final audit report. This report should include cover, main document, and all annexes.

Payments will be made based on the following payment schedule:

Reports and Payment schedule	Payment
First payment Upon submission and acceptance of the work-plan for the audit	10%

Second payment Upon the submission and acceptance of the Draft Audit Report	50%
Final payment Upon submission and acceptance of the Final Audit Report	40%

Note: Upon signing the contract for this consultancy, the consultant agrees to maintain confidentiality of the data and information provided.

5. Qualifications and Experience

- 5.1. The consultant must be certified auditors with post graduate degrees. The consultant assigned to the job must have fifteen (15) or more years of experience. The consultant must have undertaken at least five (5) or more audit services.
- 5.2. Skills: Excellent communication skills, including written and oral forms;
- 5.3. Good written and verbal communication skills in English. Knowledge of Dutch is a plus.

TERMS OF REFERENCE

CONSULTANT TO UNDERTAKE A MID-TERM AND A FINAL EVALUATION OF THE PROJECT

BLUE CARBON RESTORATION IN THE BIGI PAN MUMA

1. Background and Justification

- 1.1. Anton de Kom University of Suriname (AdeKUS), and the Inter-American Development Bank (IDB) has entered into a technical cooperation agreement SU-T1132 Blue Carbon Restoration in the Bigi Pan MUMA, Suriname. The objective of the project is to improve the knowledge and capacities of institutions in Suriname to address mangrove-related issues, mainly enforcing the legal and policy frameworks. The operation will improve mangrove management in Suriname by applying an evidence-based approach, which will guide future conservation/restoration efforts, enhance the governance of these ecosystems, and promote sustainable livelihoods. ADEKUS is the executing agency for the technical cooperation.
- 1.2. Anton de Kom University of Suriname, specifically by the Hydraulic Laboratory of the Department of Infrastructure of the Faculty of Technological Sciences is the executing agency for the technical cooperation agreement SU-T1132.
- 1.3. The project is aligned with the 2021-2025 Country Strategy with Suriname's cross cutting theme of climate change resilience.

2. Objectives

- 2.1. The objective of this consultancy is to perform a mid-term and final evaluation for the project. The review will verify compliance with the performance indicators and objectives as defined in the Technical Corporation agreement have been met as of the date of the evaluation. The review will also identify major bottlenecks, make recommendation on how to address them, and update the Risk Analysis Matrix.

3. Scope of Services and Key Activities

- 3.1. The selected consultant must undertake the necessary actions to achieve the evaluation main goals. Evaluation activities include the following:
 - a) Review the Program activities under the Readiness implementation phase and any report/recommendations to date. Particular attention is to be paid to Logical Framework indicators (and to its translation into the IDB Project Monitoring Reporting system);
 - b) In cooperation /collaboration with the PEU, examine the overall progress made in the Program execution, and the extent to which the performance indicators have been fulfilled. Verify compliance with the performance indicators for each year, as per the Results Matrix and the general progress made in program execution in all components of the program;
 - c) Assess the general progress made in Program execution (including field works advance);
 - d) Assess the communication mechanisms among the different parties involved and make recommendations where applicable;
 - e) Draw on lessons learned and recommendations for improving the program;

- f) Identify potential options and analyze current constraints and challenges facing the executing agency in relation to the execution of the Readiness Program and recommend ways for improving the program which could include modification of activities, program timelines, responsibilities of the Executing Agency's staff, schedule of activities and budget allocations;
- g) Update the risk analysis matrix.

4. Deliverables

- 4.1. The consultant will submit the following deliverables:
 - i. A Work Plan and schedule of visits and interview. This work plan should include timelines, draft travel itineraries if relevant, and persons to be interviewed.
 - ii. Draft Mid-term and Final Evaluation Report incorporating lessons learned and recommendations for improving the program.
 - iii. Final Mid-term and Final Evaluation Report. This report should include cover, main document, and all annexes.
- 4.2. The consultant is expected to provide for the Program the following information:
 - i. The state of compliance with the performance indicators for each year, as per the Results Matrix and the general progress made in Program execution;
 - ii. A list of current issues that are delaying Program execution, including an analysis of the current communication system among different parties;
 - iii. A list of proposed recommendations and cost on how to address those issues;
 - iv. An updated risk analysis matrix for the Program.

Payments will be made based on the following payment schedule:

Reports and Payment schedule	Payment
First payment Upon submission and acceptance of the work-plan for the Mid-term Evaluation	10%
Second payment Upon the submission and acceptance of the Draft Mid-term Evaluation Report	30%
Third payment Upon submission and acceptance of the Final Mid-term Evaluation Report	20%
Fourth payment Upon submission and acceptance of the Draft Final Evaluation Report	30%
Final payment Upon submission and acceptance of the Final Evaluation Report	10%

Note: Upon signing the contract for this consultancy, the consultant agrees to maintain confidentiality of the data and information provided.

5. Qualifications and Experience

- 5.1. The consultant should hold a post-graduate degree in economics, business

administration, financial management, natural resource management, international development or related field is required. The consultant assigned to the job must have demonstrated knowledge of current evaluation theory and practice and at least 10 years of experience in evaluating projects. Knowledge of the climate change adaptation and coastal resource management is also preferred. The consultant must be fluent in English. Knowledge of rules and procedures used by multilateral financial organizations would be an asset.

- 5.4. Skills: Excellent communication skills, including written and oral forms; proven ability to communicate complex concepts and prepare reports that are clear, concise and meaningful; Ability to develop, analyze and articulate project issues and identify creative, practical approaches to overcome challenging situations; Analytic capacity and ability to assess project outputs and relevant findings; Good team player, self-starter, ability to work under limited supervision and maintain good relationships internally and externally to the Bank. Good written and verbal communication skills in English. Dutch is a plus.