



REPUBLIC OF ZAMBIA
MINISTRY OF GREEN ECONOMY AND ENVIRONMENT

REQUEST FOR EXPRESSION OF INTEREST (INDIVIDUAL CONSULTANT)

Assignment Title: NATIONAL MONITORING AND EVALUATION CONSULTANT FOR THE ECOSYSTEM BASED ADAPTATION PROJECT

Project Name: ECOSYSTEM BASED ADAPTATION PROJECT

Reference: ZM-MGEE-EBA-INDV_001

1.0 PROJECT BACKGROUND

The Ministry of Green Economy and Environment (MGEE) through its Department for Green Economy and Climate is implementing the GEF funded "Building the resilience of local communities in Zambia through the introduction of Ecosystem-based Adaptation (EbA) into priority ecosystems, including wetlands and forests" Project. The overarching goal is to reduce the vulnerability of communities living around wetlands and forests in Zambia to current and predicted effects of climate change, such as drought and flooding. The objective of the project is to strengthen the capacity of government and rural communities living around wetlands and forests to adapt to climate change using EbA.

The project implementation commenced in 2021 with a grant of US\$ 6,185,000, and had the Mid Term Review (MTR) conducted in 2025. The MTR recommended for urgent review and integration of EbA approaches on planned policies and plans as well as adoption of policies, plans and Acts that were integrated with EbA approaches and validation of policy briefs developed.

2.0 OBJECTIVE OF THE ASSIGNMENT

The main objective of the assignment is to urgently strengthen, operationalize, and manage a solid and reliable Monitoring and Evaluation (M&E) system for the project. The M&E Expert will be responsible for:

- i. Strengthen and operationalise the M&E System urgently by improving an existing comprehensive M&E plan.
- ii. Revise and finalise the Results Framework by critically reviewing and revising the project's results framework in collaboration with the PMU and UNEP to ensure all outcome and output-level indicators are SMART (Specific, Measurable, Achievable, Relevant, and Time-bound)
- iii. Design a functional Data Flow System and provide capacity building to end users by developing and implementing a clear, practical protocol for data collection and reporting from the ward/community level to the project.

3.0 SPECIFIC TASKS AND RESPONSIBILITIES

The M&E Expert will undertake the following specific tasks:

- a) Strengthen and operationalize the M&E System urgently by improving an existing comprehensive M&E plan.
- b) Revise and finalize the Results Framework by critically reviewing and revising the project's results framework in collaboration with the PMU and UNEP to ensure all outcome and output-level indicators are SMART (Specific, Measurable, Achievable, Relevant, and Time-bound).
- c) Design a functional Data Flow System and provide capacity building to end users by developing and implementing a clear, practical protocol for data collection and reporting from the ward/community level to the project.

4.0 QUALIFICATION CRITERIA

To qualify for issuance of the Request for Technical Proposal, consulting individual should have the following minimum qualifications:

- I. A minimum of a Bachelor's degree in Statistics, Economics, Public Policy, Development Studies, Monitoring & Evaluation, or a closely related field.
- II. A Master's degree with significantly more years of relevant experience is an added advantage.
- III. Minimum 5 years of proven, relevant work experience in designing and managing M&E systems for large-scale, donor-funded development projects, preferably in the fields of climate change adaptation, natural resource management, or ecosystem restoration.
- IV. Demonstrate experience in developing and operationalizing M&E plans and results frameworks.
- V. Demonstrate excellent verbal and written communication skills in English and knowledge of at least two local languages spoken in the project sites (e.g., Bemba, Lenje, Bisa, Tonga, Nyanja) is required.
- VI. Strong behavioral competencies including teamwork, knowledge sharing, integrity, relationship building, and the ability to work effectively in diverse cultural settings.

The consultant will be selected in accordance with the Individual Consultant Selection Method (INDV) set out in the Public Procurement Act No.8 of 2020 and the Public Procurement Regulation of 2022

5.0 DURATION OF THE CONSULTANCY

The duration of the consultancy is 120 days spread over a period of 12 calendar months

6.0 DEADLINE AND SUBMISSION

The Ministry of Green Economy and Environment now invites eligible individual ("Consultants") to indicate their interest in providing the Services. Interested Consultants should submit their application letter and detailed CV with information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Further information and the detailed Terms of Reference for the assignment can be obtained at the address below during office hours 08:00 -13:00 and from 14:00 -17:00 hours local time.

Expressions of Interest (EOI) with detailed Curriculum Vitae, and Cover letter must be submitted electronically via email addresses below on or before **Friday, 14th August 2026 at 16:00 hours** to Ellison.Sakala@mgee.gov.zm and copy to Sibeso.Mataa@mgee.gov.zm

Head- Procurement and Supplies Unit
For/Permanent Secretary

MINISTRY OF GREEN ECONOMY AND ENVIRONMENT