Umbrella Global Project Support

Support to countries within the framework of improving the reporting system of the United Nations Convention To Combat Desertification

Terms of Reference (ToR)

Group of Consultants – Seychelles UNCCD 2026 Reporting

[AO/OSS/umbrella/Nat-Consultant_SEYCHELLES-UNCCD-Reporting/11032026-05]

1. BACKGROUND

The Republic of Seychelles, as a Party to the United Nations Convention to Combat Desertification (UNCCD), is committed to regularly reporting on progress made toward combating land degradation, strengthening resilience to drought, and advancing Sustainable Development Goal (SDG) 15.3 on Land Degradation Neutrality (LDN). UNCCD reporting represents a strategic obligation that allows countries to demonstrate progress, mobilize financing, influence global policy, and strengthen evidence-based decision-making at the national level.

In 2017, the Conference of Parties to the UNCCD through Decision 7/COP.13, adopted the UNCCD 2018-2030 Strategic Framework2 and strongly encouraged parties to apply and, as appropriate, align with the Framework in their national policies, programmes, plans and processes relating to desertification, land degradation and drought, including in their National Action Programmes, as appropriate. GEF as the financing mechanism for UNCCD is providing funding to 39 country parties under umbrella 2 project for national reporting.

The objective of this umbrella 2 project is to support national focal points and national executing entities and relevant stakeholders in a participatory and inter-institutional process to prepare and submit their national reports to UNCCD by 2026. Through this project, relevant institutions and national focal points will be capacitated to support data collection (default data, spatial mapping, drought status, land-based progress and recovery indicators on LDN targets, LDN, knowledge and technologies inventory, financial flows), undertake comprehensive reviews and detailed analysis and monitoring on progress made towards the implementation of the UNCCD strategic framework and SDG 15.3. The resultant information will be used by the country to prepare and validate the 2026 national report to the UNCCD as well as to support national communication and advocacy on reporting and land degradation neutrality targets achievement at the national level.

Seychelles has historically engaged in LDN target setting, environmental monitoring, and sustainable land management efforts. However, challenges persist in consolidating data, strengthening institutional coordination, integrating gender and youth perspectives, and ensuring the sustainability of national reporting systems. The Umbrella Programme supported by UNEP and OSS aims to strengthen national capacity to produce an accurate, complete and validated National Report for the 2026 UNCCD reporting cycle.

The national reporting is based on (i) indicators to measure the progress against the UNCCD's strategic framework, and (ii) an implementation framework to assess actions at national and sub-national levels relevant for UNCCD implementation.

This consultancy will therefore support the national process through enhanced technical analysis, reinforced institutional mechanisms, streamlined data collection and reporting procedures, and more effective communication and engagement with key stakeholders.

2. Objective of the Assignment

The overall objective of this consultancy is to provide technical, analytical, and institutional support to the Seychelles national team to ensure the production of a high-quality, comprehensive, and validated National Report for the 2026 UNCCD reporting cycle. More specifically, the consultancy aims to:

- Strengthen national technical capacities for collecting, processing and analysing data related to land degradation, drought resilience and LDN indicators;
- Reinforce institutional coordination, ensuring effective collaboration among all national stakeholders involved in the UNCCD reporting process;
- Integrate cross-cutting dimensions, including gender, youth and vulnerable groups, in a consistent and meaningful manner throughout the reporting cycle;
- Enhance long-term national monitoring and reporting systems, including data management, knowledge management and methodological tools;
- Support the drafting, review and consolidation of all sections of the 2026 National Report, in full alignment with UNCCD methodological and reporting requirements;
- Facilitate national validation and stakeholder engagement, ensuring strong ownership, transparency and sustainability of the reporting process.

3. Scope of Work and Tasks

The consultancy will be implemented in five sequential steps, each aligned with the specific objectives of the assignment. These steps reflect the logical progression required to strengthen national capacities, consolidate data, integrate cross-cutting issues, and prepare the 2026 National Report.

Step 1: Data inventory and consolidation to strengthen technical capacities for data collection and structuring

1.1. Conduct a comprehensive inventory of all biophysical, socioeconomic and institutional datasets relevant to UNCCD/LDN reporting, including:
   - land cover, land productivity, soil and biomass carbon;
   - drought-related indicators ;
   - gender-disaggregated data ;
   - land-use planning documents, policies and regulatory frameworks.

1.2. Prepare a Data Inventory Report detailing:
   - existing data sources and custodians;
   - dataset descriptions and associated metadata;
   - quality assessment and completeness;
   - identified data gaps and recommendations for improvement.

1.3. Compile all relevant raw datasets and establish a structured national dataset repository compliant with UNCCD and OSS requirements.

Step 2: Data processing, analysis and database preparation to improve long-term national monitoring systems

2.1. Process and analyze datasets using relevant UNCCD methodologies and tools (e.g., Trends.Earth, Earth Observation data, national statistics);

2.2. Organize and prepare raw and processed datasets in formats suitable for upload to PRAIS 4;

2.3. Support the national team in updating and validating the LDN monitoring database, ensuring data quality, coherence and readiness for reporting.

Step 3: Integration of gender, youth and indigenous dimensions to ensure effective inclusion of cross-cutting issues

3.1. Conduct a gender analysis relevant to LDN, land-use sectors and Identify existing gender-responsive policies, institutional frameworks and key gaps;

3.2. Prepare a Gender Integration Report with practical recommendations for the reporting process;

3.2. Develop a youth and indigenous engagement plan specifying:

- consultations and workshops to be conducted;
- engagement approaches and communication channels ;
- responsibilities of institutions and actors;
- policy entry-points for inclusive participation.

Step 4: Capacity building, communication and awareness to reinforce institutional coordination and support sustained national engagement

4.1. Design and implement a national communication and awareness strategy to strengthen engagement on LDN and reporting obligations.

4.2. Develop a communication action plan, including:

- key messages adapted to national priorities;
- stakeholder mapping and engagement pathways;
- awareness and outreach tools (media, digital content, briefs, flyers, posters).

4.3. Support OSS and the national focal point in delivering capacity-building and training sessions, particularly on:

- reporting methodologies;
- data management and analysis;
- use of PRAIS 4, Trends.Earth and other relevant platforms.

Step 5: Support drafting, consolidation and validation of the 2026 national report

5.1. Prepare draft versions of all sections of the 2026 National Report in alignment with the PRAIS 4 structure;

5.2. Ensure effective integration of gender, youth, indigenous and other cross-cutting dimensions;

5.3. Facilitate consultations and validation meetings of the National Steering Committee, including the presentation of findings and analytical outputs;

5.4. Incorporate all comments and prepare the final validated version of the Seychelles 2026 National Report, ready for formal submission to the UNCCD.

4. DURATION AND EXPECTED DELIVERABLES

The The consultancy will be implemented with a total estimated level of effort of 62 working days, distributed over a four-month period starting from the date of contract signature. The Consultant will be responsible for organizing the work plan to ensure the timely delivery of all outputs in line with the agreed deliverables schedule.

The Consultant is expected to remain available throughout the assignment for regular coordination and technical exchanges with the OSS team and the relevant national institutions in Libya (UNCCD FP, National Steering Committee). A degree of flexibility may be required to accommodate stakeholder availability, data access constraints, and the scheduling of national consultations or validation meetings. The following deliverables are expected:

Deliverable Title	Content / Description	Estimated Duration
Deliverable 1 : Inception Report	• Understanding of the assignment • Detailed methodology and analytical approach • Work plan and schedule • Stakeholder consultation plan • Tools, data sources and platforms to be used	5 days
Deliverable 2: Comprehensive Data Inventory Report	• Full inventory of biophysical, socioeconomic and institutional datasets • Data sources, custodians and metadata • Assessment of data quality and completeness • Identification of gaps and recommendations • Structured national dataset repository (raw data included)	10 days
Deliverable 3 : Data Processing and Analysis Report	• Statistical and spatial analyses • Land degradation trends and hotspot mapping • Baseline comparisons and temporal analysis • Final raw and processed datasets ready for PRAIS 4 upload • Updated national LDN monitoring database	15 days
Deliverable 4 : Gender, Youth & Indigenous Integration Package	• Gender Analysis Report: gaps, opportunities, policy linkages and recommendations • Youth & woman engagement Plan: consultations, roles, communication channels and inclusion mechanisms	8 days

Deliverable Title	Content / Description	Estimated Duration
Deliverable 5 : Communication & Awareness Strategy and Action Plan	• Communication and awareness strategy • Key messages and stakeholder engagement mapping • Outreach tools (flyers, briefs, digital content, posters) • Calendar of communication actions • Training materials and capacity-building reports	7 days
Deliverable 6 : Draft Versions of the 2026 National Report	• Two draft versions aligned with PRAIS 4 structure • Integrated data, maps, gender and youth considerations • Comments log summarizing revisions	10 days
Deliverable 7 – Final Validated 2026 National Report	• Final consolidated version aligned with UNCCD requirements • Integration of all comments from OSS and national stakeholders • Complete annexes (datasets, maps, documentation)	7 days

5. Required Qualifications and Experience

The Consultant must meet the following minimum qualifications and experience requirements to successfully carry out the assignment:

5.1 Educational Background

An advanced university degree (Master's level or higher) in environmental sciences, natural resource management, geography, GIS/remote sensing, climate change, social sciences, or any other field relevant to land degradation monitoring.

5.2 Professional Experience

A minimum of seven (7) years of progressively responsible professional experience in one or more of the following areas:

- land degradation monitoring and assessment;
- environmental and sustainable land management;
- climate change adaptation and ecosystem management;
- data analysis and geospatial information systems.

5.3 Technical Competencies

The Consultant must demonstrate proven competence in the following areas:

- Remote sensing and geospatial analysis**,** including the use of Landsat, Sentinel and other Earth Observation datasets;
- Statistical and spatial data processing, analysis and visualization;
- Institutional capacity-building, stakeholder engagement and facilitation of inter-agency coordination;
- Gender and social inclusion analysis, with the ability to integrate cross-cutting dimensions into environmental monitoring and reporting processes.

5.4 Communication and Language Skills

- Excellent writing, synthesis and reporting skills in English, with the ability to produce high-quality analytical and technical documents;
- Strong interpersonal and communication skills, enabling effective engagement with national and international stakeholders.

5.5 Contextual Knowledge and Additional Assets

- Knowledge of the Seychelles institutional, policy and environmental governance context is a significant asset;
- Ability to work independently while ensuring regular coordination with the national team and project partners;
- Demonstrated ability to deliver outputs within tight deadlines and manage multiple tasks in a results-oriented environment.

6. Application Terms and Deadline

6.1. Application package

Candidates are invited to submit applications which should include a technical and a financial offer.

✓ **Technical offer:**

The technical offer must include the following elements:

- A declaration on honour duly completed and signed as indicated in annexe 1;
- A Signed and detailed curriculum vitae of the expert (model provided by the OSS: [**OSS Template CV**]);
- Copies of diplomas;
- Copy of passport;
- Supporting documents proving experience;
- Methodological note (5 pages maximum) describing the approach to be used by the consultant for the execution of the mission including a work program which specifies the activities, dates and schedule.

✓ **Financial offer:**

The financial offer must be presented in USD including taxes.

6.2. Submission deadline

Complete applications should be submitted by email to the following address: procurement@oss.org.tn, **at the latest on March 22nd, 2026, at 23:59 (Tunis Time)** with following reference in the subject line: **[AO/OSS/umbrella/Nat-Consultant_SEYCHELLES-UNCCD-Reporting/11032026-05]**.

Interested candidates must submit all the documents described in the point entitled "application file" for the eligibility of their applications. Applications from women are encouraged.

Requests for clarification should be sent at least ten (10) days before the deadline for submission of offers to the following email addresses: sonia.njah@oss.org.tn; youssouf.amadou@oss.org.tn.

7. Evaluation Method and Criteria

The offers of the consultants will be evaluated based on the combined scoring method:

- Technical qualifications (100 points max.) weight: 70%
- Financial offer (100 points max.) weight: 30%

A two-stage procedure will be used in evaluating the offers, with evaluation of the technical qualifications being completed prior to any financial bid being compared. Only the financial bids of applicants who passed the minimum technical qualifications score of 70 points will be evaluated.

8. Evaluation criteria

Evaluation Criteria	Score
Educational Background	15
Professional Experience	30
Technical Competencies	35
Communication and Language Skills	10
Contextual Knowledge and Additional Assets	10
Total	**100**

ANNEX 1

DECLARATION ON HONOR

Purpose of the call for tenders:

I, the undersigned (name and surname): .....

Nationality: .....

Acting in the capacity of: .....

Corporate name: .....

Address: .....

Registered in the trade register under the number……..on .....at .....

Fiscal number: .....

Declare on the honour that:

1. I have never been in receivership nor subject of any legal proceedings for any reason whatsoever,
2. I commit not to make use, by myself or through an intermediary, of practices that could be described as embezzlement, fraud or corruption in the various procedures for procurement, management and execution of this contract,
3. in the case that my offer is accepted, I commit to respect the procedures in force at the OSS and the obligation of confidentiality and professional secrecy for all facts and/or information that I may have to know.

I certify the accuracy of the information given in this declaration and in the documents provided in my offer,

I certify that I am not related to any person receiving any remuneration from the OSS,

I acknowledge that I am aware that any inaccuracy or error and any failure to comply with the conditions of participation in my offer will result in the rejection of my application.

Done at ..... On.....

Signature and stamp of the legal representative of the consulting firm or the consultant