



SADC SECRETARIAT

REQUEST FOR EXPRESSION OF INTEREST (INDIVIDUAL CONSULTANTS SELECTION)

COUNTRY: **BOTSWANA**

NAME OF PROJECT: **SADC REGIONAL CLIMATE RESILIENCE PROJECT
(RCRP)**

PROJECT ID: **P180171**

ASSIGNMENT TITLE: **FACILITATOR TO LEAD IN-COUNTRY TRAINING AND
SUPPORT TO DEVELOP BANKABLE PROJECT PROPOSALS FOR MOBILIZING
RESOURCES FOR CLIMATE AND DISASTER RISK FINANCING.**

REFERENCE NUMBER: **SADC/3/5/4/139.**

DATE OF ISSUE: **15th October 2026**

The SADC Secretariat through the SADC Regional Climate Resilience Project (RCRP) has received a grant. The Project is the first in a Series of Projects (SOP), and involves Madagascar, Mozambique, South Sudan, Comoros, and two regional organizations: SADC, and the Eastern Nile Technical Regional Office (ENTRO). The overarching development objective of the SOP is to strengthen the resilience to water-related climate impacts in Eastern and Southern African countries and intends to apply part of the proceeds for consulting services for the assessment and development of operational and coordination manuals for adaptive social protection programs in the SADC Region.

In view of the above, the SADC Secretariat is undertaking a number of interventions aimed at increasing the resilience of the SADC economies, improvement of livelihoods of the region's communities and the protection and restoration of biodiversity and the region's ecosystems. One such initiative is the Regional Climate Resilience Program (RCRP), which is a programmatic framework (structured as a series of projects or SOPs), funded by the World Bank, with the objective of strengthening the resilience to water-related climate hazards and their impacts in Eastern and Southern African countries. The first project within this program, RCRP-1 supports Madagascar, Mozambique, South Sudan, Comoros, and two regional organizations: SADC, and the Eastern Nile Technical Regional Office (ENTRO) while the second project (RCRP-2) supports Malawi and the African Union. The SOP allows for scalability (countries can join at different times) and economies of scale. It supports catalytic medium- to large-scale investments to reduce people's exposure to climate shocks, with a focus on protective, multi-benefit infrastructure; risk adaptation and mitigation via improved early warning systems and planning; and scaling up adaptive safety nets and decentralized resilience building activities.

The SADC Secretariat intends to apply part of the proceeds of this financing to eligible payments under the contract for hiring a **FACILITATOR TO LEAD IN-COUNTRY TRAINING AND SUPPORT TO DEVELOP BANKABLE PROJECT PROPOSALS FOR MOBILIZING RESOURCES FOR CLIMATE AND DISASTER RISK FINANCING**

The SADC Secretariat invites submissions from suitably qualified and interested individual consultants to conduct the training, recruited as individual consultant following World Bank Procurement Regulations dated September 2023.

Title : FACILITATOR TO LEAD IN-COUNTRY TRAINING AND SUPPORT TO DEVELOP BANKABLE PROJECT PROPOSALS FOR MOBILIZING RESOURCES FOR CLIMATE AND DISASTER RISK FINANCING (1 Position)

Time Commitment : 100%

Accountable : Head DRR Unit

Duration of Assignment: 45 working days

1. The Objectives of the Assignment

1.1 Overall objective

1.1. Overall objective

The primary objective of the consultant is to strengthen the capacity of priority SADC member states (Angola, Botswana, Eswatini, Lesotho, Malawi, and Namibia) to assess economic and non-economic loss and damage to the standard required by the FRLD,

and to develop credible funding requests that respond to those losses across agriculture, infrastructure and energy.

1.2. Purpose (Specific Objectives)

The specific objectives of the assignment are to:

- (i) Capacity building of the selected Member States in conducting loss and damage to water-related climate impacts using the harmonized toolkit.
- (ii) Prepare a country-specific access modality assessment that identifies and recommends the most viable FRLD access route—national direct budget support, partnership with an eligible MDB, or partnership with an accredited AF, GEF or GCF entity—and documents the required institutional roles, eligibility conditions and endorsement arrangements.
- (iii) Support each country to prepare and submit funding proposals to the FRLD before the end of November 2026.
- (iv) Prepare Country specific reports

1.3 Expected results

The consultant is expected to achieve the following results in the following:

- Reconciled loss and damage analysis toolkit integrating the FAO (D&L in the Agriculture Sector), UNDRR (DELTA Resilience), UNDP (PDNA), WFP/IFRC and RAAWG frameworks, delivered as the first release of the harmonized SADC loss and damage methodology baseline (SoW item 1).
- Country-specific FRLD access modality assessment for each participating Member State, recommending the most viable access route (national direct budget support, partnership with an eligible MDB, or partnership with an accredited AF, GEF or GCF entity) and documenting the required institutional roles, eligibility conditions and endorsement arrangements (SoW item 2).
- In-country technical capacity building in economic and non-economic loss and damage analysis delivered in each participating Member State using the reconciled toolkit, evidenced by country training reports (SoW item 1).
- Draft FRLD funding request outline for each participating Member State, scoped at USD 5–20 million, embedding sex-, age- and disability-disaggregated data and the position paper's non-economic loss categories, with an anticipatory action component where the country position supports one (SoW item 3).
- Regional loss and damage analysis synthesis report consolidating findings from the country applications, including countries with recent climate-related shocks (SoW item 6).

2. QUALIFICATION AND EXPERIENCE REQUIREMENTS

This assignment is expected to be carried out by an individual consultant as the Master Trainer and strong experience and there should be evidence of the below listed requirements. The specific profile is provided below:

2.1 Qualifications and Skills

Advanced university Degree (Master's degree or equivalent) in areas relevant to Disaster Risk Management, Climate Science or Disaster Risk Assessments are required. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

2.2 General Professional Experience

- a) Must be result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy, and integrity.
- b) Demonstrate excellent leadership, interpersonal and professional skills in interacting with government and development partners.
- c) Excellent report writing capabilities.
- d) Fluent in spoken and written English. Working knowledge of French and/or Portuguese is an added advantage.
- e) Computer literate with good working knowledge of the standard Microsoft Office suite of programmes.
- f) Proven experience with virtual conferencing systems (ZOOM, WEBEX, Microsoft Teams, Google meet etc.
- g) Familiarity with web developer technologies and ecosystems

2.3 Specific Professional Experience

- a) 10 years of experiences in the areas of Disaster Risk Reduction, early warning, disaster risk management, risk assessment or hazard mapping.
- b) Experience in hazard assessment, risk communication, anticipatory action are desired.
- c) Experience in spatial hazard mapping and analysis in the areas of drought, floods, etc. is an added advantage Understanding of the humanitarian-peace and development nexus.
- d) Experience in project management, research, training, and capacity development.
- e) Experience in conducting trainings in related fields
- f) Demonstrated experience in similar assignments including in the application of WB ESF will be a plus

3 Duration of the assignment

The Individual Consultant will work within 45 working days from the date of signing the agreement.

4 Facilities to be provided by the Client

The assignment will mostly be home-based and shall require travel to Botswana and other countries to conduct the training and technical assistance.

5 Location of Employment

The assignment will involve traveling from Botswana to various countries to conduct the training and technical assistance as follows;

Phase	Location	Main outputs
Inception	Gaborone (home-based)	Inception report; adapted training package; remote focal-point engagement
Mission 1 — Botswana	Gaborone	Country delivery package (see section 5.1)
Mission 2 — Lesotho	Maseru	Country delivery package
Mission 3 — Eswatini	Mbabane / Ezulwini	Country delivery package
Mission 4 — Namibia	Windhoek	Country delivery package
Mission 5 — Angola	Luanda	Country delivery package
Mission 6 — DRC	Kinshasa	Country delivery package
CSS submissions	—	Six CSS funding requests lodged with the FRLD
Synthesis	Gaborone (home-based)	Draft regional synthesis and evidence consolidation
Final reporting	Gaborone (home-based)	Final consolidated report approved

- 6 The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" dated September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
- 7 A Consultant will be selected in accordance with the Individual Consultant Selection Method set out in the Procurement Regulations.

8 Mode of Application

Interested Individuals Consultants meeting the stated requirements should submit their Expressions of interest including updated detailed curriculum vitae (CVs) and copies of professional certificates must be delivered in a written form using a drag and drop electronic tender box by **Thursday 29 October 2026 on or before 23:59 hours, Botswana local time**. No public opening will be held.

Collab link: <https://collab.sadc.int/s/nzxfqnswn2xatHX>

Kindly note that only highly technically scored bidder will be contacted for negotiations meeting.

9 VALIDITY OF THE TECHNICAL PROPOSAL

Your submission should be valid for a period of **120 days** from the date of deadline for submission. The detailed Terms of Reference (TOR) for the assignment can be found at the following website: (<https://www.sadc.int/procurement-opportunities>)

10. Additional requests for information and clarifications can be made through the address below:

The Procuring entity: **SADC Secretariat**

Head of Procurement Unit

Contact person: **Mr. Purpose Chifani**

Telephone: **+267 364 1989 / 3951863**

Fax: **3972848**

E-mail: pchifani@sadc.int

Copy to: tnqandu@sadc.int or tchabwera@sadc.int

ANNEX 1- CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, INDIVIDUAL CONSULTANT}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country Citizenship/Residence of	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbbbb, deputy minister]		

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work):

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{List all deliverables/tasks as in REOI or TORS in which the Expert will be involved)	

Experts contact information : (E-mail, Phone.....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client, and/or sanctions by the Bank.

{day/month/year}

□

Name of Expert

Signature

Date



Signed with Impression - Chain of Custody



Signature Request

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Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	03 REOI for IN COUNTRY FACILITATOR.pdf	Document Size:	185.4 KB
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Email Evidence

Signee Email:	vchingalawa@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

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Annotations and Modifications

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Text Annotation Count:	0	Initial All Pages Count:	1
Single Initial Count:	0		

Signing Evidence

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Security Challenge:	NONE	Part of Workflow:	NONE
Action:	APPROVE	Reason for Action:	Cleared

Chain Of Custody Generation

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Signed with Impression - Chain of Custody



Signature Request

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Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	03 REOI for IN COUNTRY FACILITATOR.pdf	Document Size:	303.3 KB
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Email Evidence

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Web Evidence

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Annotations and Modifications

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Text Annotation Count:	0	Initial All Pages Count:	1
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Signing Evidence

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