



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: **INDIVIDUAL CONSULTANCY FOR THE
DEVELOPMENT OF NATIONAL MULTI-HAZARD EARLY WARNING SYSTEMS
(MHEWS) ROADMAPS**

REFERENCE NUMBER: **SADC/3/5/2/475**

DATE OF ISSUE: **22nd October 2026**

The Southern African Development Community (SADC) is a Regional Economic Community comprising of 16 Member States, namely, Angola, Botswana, Comoros, Democratic Republic of the Congo (DRC), Eswatini, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Tanzania, Zambia, and Zimbabwe. Established in 1992, SADC is committed to regional integration and poverty eradication within Southern Africa through economic development and ensuring peace and security.

Guided by the Regional Indicative Strategic Development Plan (RISDP) 2020-2030, and premised upon the SADC Vision 2050, the SADC Region has developed the Implementation Plan for the Regional Indicative Strategy Development Plan, for regional integration that seeks to promote cooperation amongst Member States for macro-economic beneficiation. One of the strategic objectives of the RISDP is to facilitate improved disaster risk management in support of regional resilience.

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 Project Development Objective (PDO) of the RCRP-1 RCRP project is to improve the management of water-related climate impacts in Eastern and Southern Africa.

One of the key priorities within the SADC Region is strengthening regional and national Multi-Hazard Early Warning Systems (MHEWS). Under Component 1, the project supports operationalization of the SADC Humanitarian and Emergency Operations Centre (SHOC), national early warning capacity assessments, interoperability between national systems, SHOC and the African Multi-Hazard Early Warning and Early Action System (AMHEWAS), and implementation of recommendations from the SADC Regional Ministerial Conference on Early Warning Systems. The consultancy contributes to the United Nations Early Warnings for All (EW4All) Initiative.

In order to realise the intended outcome SADC seeks to undertake this activity through the recruitment of an individual consultant. The consultancy adopts a Regional Coordination–National Implementation model. The SADC Secretariat will coordinate the process regionally and provide quality assurance while working closely with the international EW4All Pillar Lead Agencies: UNDRR (Pillar 1), WMO (Pillar 2), ITU (Pillar 3) and IFRC (Pillar 4). National Governments will lead country consultations and validation, while the Consultant will facilitate technical assessments and prepare nationally owned, investment-ready five-year MHEWS Roadmaps.

The SADC Secretariat intends to apply part of the proceeds of this financing to eligible payments under the contract for hiring an **INDIVIDUAL CONSULTANCY FOR THE DEVELOPMENT OF NATIONAL MULTI-HAZARD EARLY WARNING SYSTEMS (MHEWS) ROADMAPS**

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 : INDIVIDUAL CONSULTANCY FOR THE DEVELOPMENT OF NATIONAL MULTI-HAZARD EARLY WARNING SYSTEMS (MHEWS) ROADMAPS (1 Position)

Time Commitment : 100%

Accountable : Head DRR Unit

Duration of Assignment: 12 months

1. The Objectives of the Assignment

1.1 Overall objective

1.1. Overall objective

The overall objective of this consultancy is to facilitate the development of nationally owned, technically robust and investment-ready National Multi-Hazard Early Warning Systems (MHEWS) Roadmaps for selected SADC Member States that will provide a five-year framework for strengthening end-to-end early warning systems aligned with the Early Warnings for All (EW4All) Initiative, the SADC Regional MHEWS Framework, SHOC and AMHEWAS.

1.2. Purpose (Specific Objectives)

The specific objectives of the assignment are to:

- (i) Support the comprehensive assessment of national MHEWS.
- (ii) Assess capacities across all four EW4All pillars.
- (iii) Identify institutional, legislative, technical, coordination and operational gaps.
- (iv) Assess interoperability with SHOC and AMHEWAS.
- (v) Identify investment priorities.
- (vi) Strengthen national coordination.
- (vii) Develop a five-year National MHEWS Roadmap.

1.3 Expected results

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

- Inception Report
- National Capacity Assessment and Gap Analysis Report
- Draft National MHEWS Roadmap with national Investment and Resource Mobilisation Plan
- Validation Workshop Report
- Final National MHEWS Roadmap highlighting common gaps, priorities and opportunities for harmonisation.

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

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

2.3 Specific Professional Experience

- 10 years of experiences in the areas of Disaster Risk Reduction, early warning, disaster risk management, risk assessment or hazard mapping.
- Experience in hazard assessment, risk communication, anticipatory action are desired.
- 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.
- Experience in project management, research, training, and capacity development

- g) Experience in conducting trainings in related fields
- h) 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 the 12 months 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 the Botswana to conduct the training and technical assistance.

5 Location of Employment

The services shall be home-based. The consultant will be required to facilitate the consultancy consultations and workshops either face-to-face or virtually.

- 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 **Friday 6th November 2026 on or before 23:59 hours, Botswana local time**. No public opening will be held.

Collab link: <https://collab.sadc.int/s/ayH3dwbtRJ5FKXZ>

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: **Ms. Purpose Chifani**

Telephone: +267 364 1989 / 3951863

Fax: **3972848**

E-mail: pchifani@sadc.int

Copy to: tngandu@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 of Citizenship/Residence	

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

Signature Request ID:	7dcc4d6f-0107-4575-8ef0-14b80f00759b	Timestamp:	2026-10-22 19:24:55 GMT
Signee Name:	Diana Sello	Sender Name:	Diana Sello
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	04 REOI for Multi Hazards Individual Consultancies.pdf	Document Size:	170.3 KB
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Email Evidence

Signee Email:	dsello@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

Signee IP Address:	143.105.253.124	Request Timestamp:	2026-10-22 19:23:25 GMT
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Annotations and Modifications

Signature Count:	9	Form Fields Filled Count:	0
Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+270000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

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Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	d0f1ae54-8226-46a3-b2e0-12b55c44a174	Timestamp:	2026-10-22 19:50:10 GMT
Signee Name:	Thomas Chabwera	Sender Name:	Thomas Chabwera
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	04 REOI INDIVIDUAL CONSULTANCY FOR THE DEVELOPMENT OF NATIONAL MULTHAZARD EARLY WARNING SYSTEMS MHEWS ROADMAPS.pdf	Document Size:	746.5 KB
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Email Evidence

Signee Email:	tchabwera@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

Signee IP Address:	41.87.175.233	Request Timestamp:	2026-10-22 19:48:43 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/155.0.0.0 Safari/537.36 Edg/155.0.0.0	Terms Accepted Timestamp:	2026-10-22 19:48:52 GMT

Annotations and Modifications

Signature Count:	0	Form Fields Filled Count:	0
Text Annotation Count:	0	Initial All Pages Count:	1
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+27000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE
Action:	APPROVE	Reason for Action:	Proceed

Chain Of Custody Generation

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