1. This request for expressions of interest follows the General Procurement Notice for this project that appeared in Development Business No. WB452-01/17 of January 31, 2017.

The Republic of Liberia has received a grant from the Government of Norway in the amount of US$36.7 million equivalent through the World Bank towards the cost of the Liberia Forest Sector Project, and it intends to apply part of the proceeds of this Grant to eligible payments for the provision of consulting services for Development of a National Land Use and Management Policy for the Liberia Land Authority.

2. **OBJECTIVES AND SCOPE OF SERVICES**

The main objective of the National Land Use and Management Policy is to ensure that Land Use and Management processes, procedures and plans are harmonized at National and Local levels, and address key issues in Land Use and Management within a development oriented approach. The Policy will support a coordinated planning process which facilitates decision making, harmonizes interests and offers economically, socially and environmentally sustainable solutions. The Policy will provide guidance for land use and management in Liberia.

In delivering this Policy, the firm is expected to incorporate best practices which are socially and culturally equitable, gender sensitive, ecologically effective, economically efficient and
reflective of stakeholder needs and economic interests for land use and development planning. Consequently, an environment within which all stakeholders, including Ministries, environmental resource users, land owners, the private sector, academic institutions, CBO’s and NGO’s can participate in joint policy formulation and resources management will be created.

The Consultancy includes amending existing or formulating new national planning policies, regulations, guidelines, and economic and fiscal regimes. These actions should catalyze decision-makers to firmer commitment, coordinated and sustained action in advancing current efforts to increase sustainable land use planning and management.

As a follow up to the Policy preparation work, the consultant may be requested, as part of a separate assignment, to support preparation of guidelines and regulations; specific scope will be determined at a later stage.

This assignment is expected to be implemented within six (6) months after contract signature.

Note: The full terms of reference can be found below, as an attachment to this request for expressions of interest.

3. The Forestry Development Authority (on behalf of the Liberia Land Authority) now invites eligible consultancy firms to indicate their interest in providing the required Services for the Liberia Forest Sector Project. Interested consultants must provide information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). See qualification and experience criteria below:

QUALIFICATION AND EXPERIENCE

- Firm should have a minimum of 10 years demonstrated experience in development of national policies and development planning documents.
- Firm should demonstrate good working knowledge of national policy processes;
- Proven record of analytical work on land governance, trans-boundary resource management and land disputes;
- Experience in similar assignment in West Africa;
- Availability of staff with requisite qualification and experience to undertake the assignment.

Note: In addition to other relevant information to be submitted, Consultants (firms) are to present all assignments of similar nature undertaken in the following format:

5. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy agreement to enhance their qualifications.

6. A Consultant will be selected in accordance with the Selection based on the Consultants’ Qualifications method (CQS). For reference, please see paragraph 3.7 of the World Bank’s Guidelines on Selection and Employment of Consultants, January 2011 revised July 2014, by following the link below:

7. Further information can be obtained at the address below during office hours 0900 to 1600 hours.

8. Expressions of interest must be delivered in a written form to the address below (in person, by mail or by e-mail) by 16:00 GMT on May 1, 2019. Envelopes or subject of emails must be marked “Ref: EOI for National Land Use and Management Policy”.

Forestry Development Authority
Wein Town, Mount Barclay
P. O. Box 3010
Montserrat County
Monrovia, Liberia
Attention: National REDD+ Project Coordinator
Tel: +231(0)886567224
Email: reddliberiaprogram@gmail.com & cc: hdd1960wllms@gmail.com
Attachment 1: TERMS OF REFERENCE

Terms of Reference

Post Title: Consultancy for Support to Development of National Land Use and Management Policy

1. Background:

The Forestry Development Authority (FDA) of Liberia received a grant in the amount of US$36.7 million (thirty-six million seven hundred thousand) through the Liberia Forest Landscape Single Donor Trust Fund (LFLSDTF) to implement the Liberia Forest Sector Project (LFSP). The Trust Fund was established between the Government of Norway and the World Bank. The Project Development Objective (PDO) is to improve management of, and increase benefit sharing in, targeted forest landscapes. The FDA has the implementation authority on behalf of the Government of Liberia and recognizes the Liberia Land Authority (LLA) as the institution statutorily designated to ensure effective land administration, management and development of the nation’s land resources in the Republic of Liberia. In May 2017, FDA entered into a Memorandum of Understanding (MOU) with the LLA in order to provide services for the implementation of subcomponents 1.1 (strengthened capacity in institutions (public, private, CSOs) for improved management of forest landscapes), and 2.1 (Improved land Use Planning) of the LFSP.

Under subcomponent 2.1, Improved Land Use Planning, the LLA-LFSP workplan, output 2.4 captures the development of a National Land Use Planning Policy which includes the conduct of desk studies, legal research, and empirical studies on existing land uses, guidelines and regulations; and a draft list of priority guidelines and regulations required on findings. Accordingly, LLA is seeking a reputable Consultancy Firm to help with development of a Land Use and Management Policy for Liberia.

Currently, Liberia does not have a Land Use Policy. People in Liberia have been using land in an unplanned and uncontrolled fashion, without due regard to the land’s best potential use and without due consideration for conservation of natural resources and safeguarding the environment. Today’s rapid growth in population and economic activity is placing unprecedented pressure on Liberia’s landscapes. This accelerated change is occurring without consideration to the potential of the land and without the guidance of a land use policy.

Consequently, important wetland ecosystems, high potential arable lands, grasslands and forest areas have been converted to urban centers and industrial sites with undesirable environmental and social consequences. If the current situation of unguided and unbridled land use continues, the nation’s natural resources will be destroyed with detrimental social and economic consequences.
This underlines the need to develop a national land use and management policy to reverse the negative trends and optimize sustainable land use and investments in land and natural resources.

The Liberia Land Authority (LLA), the new institutional structure responsible for all land matters is moving towards a systematic land use planning and management process. Prior to the establishment of the LLA, land use planning in Liberia happened on a sectorial basis with institutions such as the Forestry Development Authority (FDA), Ministry of Agriculture (MOA), the Environmental Protection Agency (EPA) etc. engaging in separate and respective land use planning practices. With the establishment of the LLA, all land use planning activities should be coordinated with the institution to ensure compliance with its vision and guidelines for land use planning. Land Use Planning is a new concept in Liberia, and not much has been done with respect to development of policies and guidelines for land use planning. Nevertheless, at the LLA, with support from the United Nations Development Program (UNDP) a Land Use Framework document was developed. Additionally, with support from IDH- Sustainable Trade Initiative a Spatial Development Strategy was developed for Lofa County, and district Land Use Plans were developed for Foya district, a district in Lofa County. Notwithstanding, to progress towards a comprehensive Land Use and Management system for Liberia, a Land Use and Management Policy needs to be developed and implemented.

A Land Use and Management Policy is regarded as a necessary instrument for the implementation of sustainable land use and management. The Policy should serve to guide the various land use needs and demands within various sectors. The Policy should also endeavor to align with the Pro Poor Development Agenda (PPDA) to address land degradation and recommend areas for its implementation.

Liberia is at that crucial point of development where various sectors including logging, mining, and commercial agriculture (oil palm and rubber plantations, in particular) are competing for the same areas of land. Given the limited land area and the valuable ecosystems of Liberia, such developments will need to be carefully assessed and planned to ensure economical, ecological and social sustainability of Liberia’s development. Additionally, the proliferation of unplanned and informal settlements, in urban areas in particular, is a challenge to effective planning and governance. The Policy analysis should include specifics to addressing informal settlements in Liberia. This would be the first time a Land Use Policy is developed for Liberia.

The LLA intends to set up a multi-stakeholder committee styled the “Land Use and Management Policy Working Group/Task Force” (LUMPWG), consisting of, but not limited to the Forestry Development Authority (FDA), the Ministry of Public Works (MPW), Municipal Authorities, the Ministry of Agriculture (MOA), the Environmental Protection Agency (EPA), Ministry of Mines and Energy (MME), Liberia Institute of Statistics and Geo-Information Services (LISGIS), Ministry of Finance and Development Planning (MFDP) to facilitate the development and steer the policy preparation process.
2. **Overall Objective:**

The main objective of the National Land Use and Management Policy is to ensure that Land Use and Management processes, procedures and plans are harmonized at National and Local levels, and address key issues in Land Use and Management within a development oriented approach. The Policy will support a coordinated planning process which facilitates decision making, harmonizes interests and offers economically, socially and environmentally sustainable solutions. The Policy will provide guidance for land use and management in Liberia.

**Specific Objectives:**

Through wide stakeholder consultations and under the guidance of the multi-stakeholder committee as referenced above, the specific objectives of the consultancy are to:

- Draft a discussion paper for preparation of a National Land Use and Management Policy for Liberia that promotes sustainable land use and land development in the country.
- Recommend legislative and regulatory actions to support the implementation of the National Land Use and Management Policy.
- Prepare an implementation budget as part of the discussion paper on Land Use and Management Policy for Liberia.

3. **Scope of Assignment:**

Under the overall supervision of the Commissioner responsible for Land Use and Management and as led by the Multi-stakeholder body, the Consultant through comprehensive consultations with all relevant sectors and stakeholders is expected to undertake the following:

- Review present Government of Liberia policies, legislation and institutional arrangements relating to land use issues (stock-taking) as well as any other literature related to land use planning and management in Liberia;
- Collaborate closely with the key government stakeholders (LUMPWG and other sector partners/agencies/Ministries) to ensure alignment and complementarities with the current development activities;
- Assess existing land tenure arrangements and its influence and impact on current and future land use practices;
- Review the reports of past missions on land resources and related sectors, specifically highlighting physical and topographical characteristics, the status of their recommendations, and their implications on the land use and policy;
- Document and assess current customary land conservation practices which should be considered in promoting sustainable land use;
- Review Liberia Pro Poor Agenda for Prosperity and Development to address land use and management challenges and opportunities within the various specified economic development corridors and propose appropriate land use and management policy recommendations that...
promote sustainable land use practices, address issues of land degradation, and recommend areas for its implementation;

- Review the current responsibilities and capacities of the relevant Government departments, non-Government and private institutions, and make appropriate recommendations in their role for the implementation of the proposed land use policy;
- Ensure climate change and gender issues are considered in the various policy interventions;
- Coordinate at least 2 national stakeholder consultation workshops and 4 regional workshops as part of the policy development process, which will be conducted by the LUMPWG. All workshops are to be carried out in a participatory manner. Participants should include: women’ groups, youth, elders, chiefs, community members, CSOs, private sector, business communities, academic institutions, government ministries and agencies, NGOs, and other identified stakeholders in the land sector.

In delivering this Policy, the firm is expected to incorporate best practices which are socially and culturally equitable, gender sensitive, ecologically effective, economically efficient and reflective of stakeholder needs and economic interests for land use and development planning. Consequently, an environment within which all stakeholders, including Ministries, environmental resource users, land owners, the private sector, academic institutions, CBO’s and NGO’s can participate in joint policy formulation and resources management will be created.

The Consultancy includes amending existing or formulating new national planning policies, regulations, guidelines, and economic and fiscal regimes. These actions should catalyze decision-makers to firmer commitment, coordinated and sustained action in advancing current efforts to increase sustainable land use planning and management.

As a follow up to the Policy preparation work, the consultant may be requested, as part of a separate assignment, to support preparation of guidelines and regulations; specific scope will be determined at a later stage.

4. Deliverables:

In view of the foregoing, the main deliverables of this assignment are:

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Timeline</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inception report including agreed scope of work, methodology and process for developing the Land Use and Management Policy, work plan, and deliverable schedule.</td>
<td>3 weeks after contract signature</td>
<td>20%</td>
</tr>
<tr>
<td>Field consultations plan and budget</td>
<td>8 weeks after contract signature</td>
<td>20%</td>
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<td>------------------------------------</td>
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<tr>
<td>Draft discussion paper for National Land Use and Management Policy for Liberia, including summary proceedings on all consultation workshops carried out. This should describe the consultation process followed and outcomes.</td>
<td>16 weeks after contract signature</td>
<td>40%</td>
</tr>
<tr>
<td>Final discussion paper for National Land Use and Management Policy</td>
<td>24 weeks after contract signature</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>24 weeks</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

5. **Reporting Requirement**

The Consultant is expected to work under the overall supervision of Commissioner responsible for Land Use and Management at the Liberia Land Authority, and report to the Commissioner through the Focal Point of LLA- LFSP. The Consultant is also expected to work with Senior Technicians in the Department of Land Use & Management, and the Land Use and Management Policy Working Group/Task Force (LUMPWG).

6. **Inputs to be Provided by the Client**
   - Office space and furniture will be provided by the Liberia Land Authority
   - The consultations will be led by the designated LLA Focal Point in consultation with the Commissioner responsible for Land Use and Management. Logistics and all arrangements for the consultations will be the responsibility of the LLA Focal point.

7. **Duration of Assignment**
   - The consultancy is expected to be undertaken within a period of 6 months.

**Qualification and Experience Criteria**

- Firm should have a minimum of 10 years demonstrated experience in development of national policies and development planning documents.
- Firm should demonstrate good working knowledge of national policy processes;
- Proven record of analytical work on land governance, trans-boundary resource management and land disputes;
- Experience in similar assignment in West Africa;
- Availability of staff with requisite qualification and experience to undertake the assignment.

Team leader:

- Minimum of a Masters’ degree in Land Use Policy, Spatial/Urban Planning, Geography, Economics Natural Resource Management, Development Studies, Public Administration or related field, from a reputable institution.
- At least 10 years’ experience in technical and/or policy positions at the local and international levels.
- Experience in leading or managing a team
- Experience in policy dialogue, analysis and formulation and implementation;
- Experience in undertaking Land Use Planning studies/work including urban and regional planning, and local level planning.
- Strong understanding of the local and regional policy landscape, and experience in policy analysis.
- Experience in conducting training and organizing workshops.
- Experience working in West Africa; Liberia is a plus

Land Use Policy Analyst:

- Minimum of a Masters’ degree in Land Use Policy, Geography, Developmental Studies Economics or other related field
- Over 6 years’ experience in relevant fields linked to the scope of the work but preferably in Land Use and Management Policy, Urban Planning, Land Administration or Rural and International Development.
- Experience in developing strategies and initiatives utilizing field work and research work to respond to land and natural resources management challenges
- Experience in undertaking land use policy, planning, tenure and management studies/work.
- Familiarity with community-based natural resource management and social land management issues.
- Demonstrate ability to organize and facilitate workshops and meetings.
- Experience working in West Africa, with working experience in Liberia as an added advantage.