

Terms of Reference

Global Mine Action Programme - Bridging Extension

Introduction

The Global Mine Action Programme (GMAP) has been operational since July 2014 and will end on 31 March 2018, through multiple contracts with several implementing partners. A new competitive tendering process for The Global Mine Action Programme 2 (GMAP 2) will shortly be published. GMAP 2 will continue work in Burma, Cambodia, Somalia, South Sudan and Zimbabwe, with an anticipated start date of 1 July 2018.

These Terms of Reference (ToR) cover temporary continuation of services to be provided between 1 April 2018 and 31 July 2018, under the re-titled programme “Global Mine Action Programme – Bridging Extension (GMAP – BE)” whilst the new tendering process is completed.

This temporary continuation of services will allow the Department for International Development (DFID) to continue **land mine and explosive remnants of war (ERW) clearance and mine risk education (MRE) activities** in Burma, Cambodia, Somalia, South Sudan and Zimbabwe as part of Phase 2 of the programme. These ToR detail what is required by the supplier. The business case and addendum can be found here <http://devtracker.dfid.gov.uk/projects/GB-1-203243/documents/>.

Objective, scope and requirements

Objective

The objective is to contribute to the overall impact of the programme – to improve physical security and livelihoods leading to poverty reduction and progress against the Millennium Development Goals (MDGs).

In particular the supplier will contribute to the following outcomes:

- Fewer mines and ERW related injuries and deaths in the target countries, leading to increased personal safety;
- Target communities feel safer, leading to increased well-being;
- Formerly contaminated land used productively by target communities, and increased access to markets, leading to improved livelihoods;
- Target communities have increased access to basic services provided by national governments or NGOs;
- Effective mine action programmes increasingly managed by national authorities with minimal outside technical or financial input;
- Measurable progress towards Ottawa (Mine Ban) Treaty, Convention on Cluster Munitions and Convention on Conventional Weapons compliance.

The Recipient

The recipients of this service will be the Governments of Burma, Cambodia Somalia, South Sudan and Zimbabwe.

The intended beneficiaries of this project are:

- Communities currently at risk of harm from mines and ERW;
- Communities unable to use land productively because of the fear of harm from mines and ERW; and
- Communities unable to access basic services, facilities and vital infrastructure.

Scope

As mentioned above, this contract will cover mine action activities in Burma, Cambodia, Somalia, South Sudan and Zimbabwe.

The contract will run up until 31 July 2018. The contract will include a three-month Implementation Phase to 30 June 2018, during which **demining and Mine Risk Education activities** in the above mentioned countries will continue. The final month (1 – 31 July 2018) will allow for any handover activities which may be required – although the contract may terminate before the end of this period if no further activities are required.

The minimum requirements under this contract are Mine Risk Education activities in all countries, plus Land Release as follows:

- Burma – no land clearance
- Cambodia - 3,952,295m²
- Somalia - 746,680m²
- South Sudan - 190,704m²
- Zimbabwe - 214,740m²

The Requirements

Reporting against the baseline: The supplier shall continue to report against the baseline data Established under GMAP. The report shall:

- a) describe the expected 'technical' baseline, i.e. the availability, accuracy and reliability of information on suspected and confirmed hazardous areas, and the types and predicted distribution of mines and ERW to be cleared; and
- b) provide quantitative and qualitative data on the quality of life of mine/ERW-affected communities prior to land release and MRE interventions.

Logframe: As part of the tender for this contract, the supplier shall submit to DFID a draft updated GMAP logframe which reflects the changing requirements during the Bridging Extension (**Note: agreed logframe will be annexed to the final contract**). The logframe shall continue to be based on the Theory of Change (ToC) diagram established under the previous contracts.

Task selection: The supplier shall work closely with the national and provincial authorities to select tasks which will contribute to the project objective.

Outputs: The nature of national mine action prioritisation and planning means it is normally not possible to predict well in advance the location and timing of land release and MRE tasks. For the purposes of this project, the supplier shall provide indicative outputs which show the expected productivity of land release and MRE tasks in each country as part of their bid (**Note: proposed outputs will be annexed to the final contract**). The following indicators are to be used:

- a) Cancelled land (square metres per week);
- b) Reduced land (square metres per week);
- c) Cleared land (square metres per week);
- d) Community liaison visits (households visited per week);
- e) MRE community briefing sessions (briefing sessions per week).

Intended outcomes: The intended outcomes of this project are to provide communities at risk with increased security and enhanced livelihoods, and to enable broader humanitarian and development projects to be implemented. The Supplier shall work closely with the provincial authorities and development partners to enable these outcomes to be achieved.

Emphasis will be given: (a) to the degree, quality and sustainability of the benefits (in terms of increased security and enhanced livelihoods) of land release and MRE activities; and (b) to activities which meet the expectations – in addition to addressing the needs – of communities at risk.

Project phase out: The supplier must consider the possibility there will not be a follow-on mine action contract and will therefore plan to demobilise services to minimise the impact on the Supplier's national staff and development partners, and the disposal and/or transfer of vehicles and equipment bought and used with project funds.

Value for Money (VfM): The Supplier will be required to provide VfM through all phases of the project. Resources shall be used economically and outputs shall be achieved efficiently. The Supplier will be required to demonstrate how intended outcomes will be achieved effectively through provincial authorities and/or

development partners. Guidelines for applying VfM principles to DFID mine action projects form a normative part of this tender.

Gender: The Supplier shall design, develop and implement the project in a way that takes into account the different needs, priorities, knowledge and capabilities of women, girls, men, and boys, ensuring that they participate in, and benefit equally from, the proposed project.

Timeframe

Requirement	Timing
A single narrative report to cover: delivery through the three month bridging contract; a summary of performance across the lifetime of PO7375 and PO 6739; and a final version of the global logframe updated on progress	by 16th July 2018
Project closure and asset disposal / transfer to new implementer	Preparations begin immediately.

Budget

The overall budget allocated for this contract is up to £3 million (inclusive of all government tax) to cover the implementation activities during 1 April to 30 June 2018, plus any necessary handover activities during July 2018. The commercial proposal must give an overall total cost for working in all for five countries and must provide details of cost per country.

The commercial proposal must also be very clear about any costs for financing by providing a separate line indicating any financing costs and how these are calculated.

Management Arrangements Quality Control and Reporting

Reporting

The Supplier will provide reports and draft invoices directly to the CHASE Programme Manager. Once satisfied with the performance and invoice value, the Programme Manager will instruct the Supplier to submit finalised invoices directly to the DFID Accounts Payable team, as described in Section 2 to this contract.

Other requirements

Background

The purpose of the Global Mine Action Programme (GMAP) is to reduce the humanitarian and development impact of landmines and Explosive Remnants of War (ERW). It aims to achieve this through i) clearance and direct release of contaminated or suspected contaminated land (demining), ii) Mine Risk Education (MRE) and iii) building the capacity of partner countries to manage their national Mine Action programmes.

Approved in January 2014, operations in five countries (Mozambique, Sri Lanka, Vietnam, Cambodia and Laos) began in July 2014. This included six contracts to conduct demining activities, alongside some Mine Risk Education (MRE) work; and a single contract to conduct capacity building activities with national and regional demining authorities.

Duty of Care

The Supplier is responsible for the safety and well-being of their Personnel (as defined in Section 2 of the Contract) and Third Parties affected by their activities under this contract, including appropriate security arrangements. They will also be responsible for the provision of suitable security arrangements for their domestic and business property.

DFID will share available information with the Supplier on security status and developments in-country where appropriate. DFID will provide the following:

- All Supplier Personnel will be offered a security briefing by the British Embassy/DFID on arrival. All such Personnel must register with their respective Embassies to ensure that they are included in emergency procedures.
- A copy of the DFID visitor notes (and a further copy each time these are updated), which the Supplier may use to brief their Personnel on arrival.

The Supplier is responsible for ensuring appropriate safety and security briefings for all of their Personnel working under this contract and ensuring that their Personnel register and receive briefing as outlined above. Travel advice is also available on the FCO website and the Supplier must ensure they (and their Personnel) are up to date with the latest position.

This contract will require the Supplier to operate in conflict-affected areas and parts of it are highly insecure. Travel to many zones within the region will be subject to travel clearance from the UK government in advance. The security situation is volatile and subject to change at short notice. The Supplier must be comfortable working in such an environment and be capable of deploying to any areas required within the region in order to deliver the Contract (subject to travel clearance being granted).

The Supplier is responsible for ensuring that appropriate arrangements, processes and procedures are in place for their Personnel, taking into account the environment

they will be working in and the level of risk involved in delivery of the Contract (such as working in dangerous, fragile and hostile environments etc.). The Supplier must ensure their Personnel receive the required level of training and complete a UK government approved hostile environment training course (SAFE) or safety in the field training prior to deployment.

This contract will require the Supplier to operate in a seismically active zone and is considered at high risk of earthquakes. Minor tremors are not uncommon. Earthquakes are impossible to predict and can result in major devastation and loss of life. There are several websites focusing on earthquakes, including <http://geology.about.com/library/bl/maps/blworldindex.htm>. The Supplier must be comfortable working in such an environment and be capable of deploying to any areas required within the region in order to deliver the Contract (subject to travel clearance being granted).