

Phụ lục 2.

HỒ SƠ MỜI QUAN TÂM (BẢN TIẾNG ANH)

*(Kèm theo Quyết định số 1341 /QĐ-DALN-KHKT ngày 10 /7/2015
của Ban quản lý các dự án Lâm nghiệp)*

**MANAGEMENT BOARD OF FORESTRY PROJECTS
PROJECT ON SUPPORT FOR THE REDD+ READINESS PREPARATION IN VIETNAM**

REQUEST FOR EXPRESSIONS OF INTEREST

Assignment Title: **Assessment of forest & carbon stock changes, identification of major driving forces, and potential opportunities and options for two prioritized SFEs to become REDD+ and PES service providers**

Reference No.: **TV-CQS-11**

Project: **Support for REDD+ Readiness Preparation in Vietnam**

July, 2015

ACRONYMS

CPCU	Central Project Management Unit
EOI	Expressions of Interest
ER-PIN	Emission Reduction Project Idea Note
ESMF	Environment and Social Management Framework
FCPF	Forest Carbon Partnership Facility
FGRM	Feedback and grievance redress mechanism
FPMB	Forest Protection Management Board
FSDP	Forest Sector Development Project
NRAP	Develop strategic REDD+ options at the national level
MARD	Ministry of Agriculture and Rural Development
PES	Payments for forest environment services
PRAP	Develop strategic REDD+ options at the provincial level
REDD+	An initiative to reduce green gas emissions through deforestation, forest degradation, conservation and enhancement of forest carbon stocks and sustainable management of forests
REOI	Request for Expressions of Interest
R-Package	Readiness Package
SFE	State Forest Enterprise
SFC	State Forest Company
UN-REDD	United Nations Collaborative Programme in Reduction Emissions from Deforestation and Forest Degradation in Developing Countries
WB	World Bank
VND	Vietnam Dong
USD	American Dollar

PART 1. REQUEST FOR EXPRESSIONS OF INTEREST

Project on Support for the REDD+ Readiness Preparation in Vietnam

Grant No.: TF013447

Reference No.: TV-CQS-11

Assignment Title: Assessment of forest & carbon stock changes, identification of major driving forces, and potential opportunities and options for two prioritized SFEs to become REDD+ and PES service providers

1. The Social Republic of Vietnam has received financing from the World Bank toward the cost of the Project on Support for the REDD+ Readiness Preparation in Vietnam, and intends to apply part of the proceeds for consulting services.
2. The Management Board for Forestry Project now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Detail information about Services and the short listing criteria are: Details outlined in the Request for Expressions of Interest. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.
3. The consultant will be selected in accordance with the method selection based on the Consultants’ Qualifications (abbreviated as CQS) with the guidelines specified in the World Bank: Guidelines: *Selection and Employment of Consultants under IBRD Loans and IDA Credit & Grants by World Bank Borrowers, issued January, 2011* (“Consultant Guidelines”). The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s *Guidelines*, setting forth the World Bank’s policy on conflict of interest.
4. The interested eligible consultants need to know more detailed information and receive REOI please contact us at the address below:
Project management unit “Support for the REDD+ Readiness Preparation in Vietnam”
Address: P 043, 14 Thuy Khue Str., Hanoi, Vietnam
Tel: 04 3728 6495, Fax: 04 3728 6496, E-mail: fcpf.pmu@vietnam-fcpf.vn
5. Release time of REOI is as follows: from 14th July, 2015 to 10:00 AM on 29th July, 2015 (during office hours 08:00 am – 05:00 pm).
6. Consultants can choose English language or Vietnamese language to establish the Expressions of Interest (EOI) based on the content of REOI in English language (all materials / documents attached supplement belong to EOI may be in another language but language EOI must be accompanied by a translation into the language EOI). Consultants must submit one (01) original and three (03) copies of EOI at the above address before 10:00AM on 29th July,2015. The EOI submitted late will be disqualified. The EOI will be opened in the presence of Consultants' Representative wish to participate immediately after the deadline for submission of EOI at the above address.

Hanoi, 13rd July, 2015

Project Director

Vu Xuan Thon

Part 2. SAMPLE OF EXPRESSIONS OF INTEREST

Assignment Title: **Assessment of forest & carbon stock changes, identification of major driving forces, and potential opportunities and options for two prioritized SFEs to become REDD+ and PES service providers**

Reference No.: **TV-CQS-11**

[Insert address], [insert date]

To: Project management unit “Support for the REDD+ Readiness Preparation in Vietnam”

We, the undersigned, ask to provide consulting services “Assessment of the REDD+ readiness in Vietnam and development of databases of REDD+ projects and programs” follow as the Request of Expression of Interest of the Project management unit “Support for the REDD+ Readiness Preparation in Vietnam” (hereinafter is "the Client") day ... month ... year 2014.

Enclosed please submit our Expression of Interest (EOI) from us.

We present the required information in the appendices of this EOI. The certified copies of the required documents are attached to this message.

We understand that

(i) This is the first EOI and not gives us the right to receive any documents or be invited to join the project.

(ii) The Client reserves the right, in its discretion, at any stage without prior notice and without giving any reason, to terminate participation in the bidding process of the participate in any, structural changes, the procedures and timing of the bidding process, modify the terms of participation in the bidding process, refused to attend a party at any particular stage of the bidding process and to postpone or cancel the bidding process.

(iii) We must comply with the national security of the government of Vietnam and its eligibility to participate in our auctions could depend on such rules.

The sign here stated that the presentation was made and the information provided in this EOI is complete, true and correct.

Sincerely,

[Signature of competent jurisdiction and sealed]

Name:

Title:

Address:

Appendix 1:**INTRODUCTION OF CONSULTANT**

Name of Consultant	
Address	
Contact person and details Name: Address: Tel: Fax: Email: Website:	
Company / Association / Government Agency / Other *	
The structure of ownership *	
Name and details of major shareholders *	
The names and details of Directors / Partners / Key Management Personnel *	
The principal activities (description of activity / key tasks, no more than 5 lines)	
Previous experience [Description of previous experience in the related field of the package, no more than 10 lines]	
Number of years of consulting experience	
The annual turnover of the last three financial years * [The Contractor shall submit a photocopy of the three following documents: (i) The financial statements have been audited or certified by a competent authority; or (ii) The declaration self-annual tax settlement with the tax authorities confirm that the contractor has submitted the declaration; or (iii) written confirmation of the tax authorities (certification paid for the whole year) on the implementation of the tax obligation in the most recent fiscal year; or (iv) audit report]	
The average annual turnover of last three financial years*	

* If the Contractor is a partnership consultant / group, providing detailed information each member of the partnership / corporation.

Appendix 2:

EXPERIENCE OF CONSULTANT

Using the form below, provide information on each task that company, or an affiliate of the company conducting the assignment, legally contracted as a separate unit or as a in the company linked to the conduct of consulting services, similar to the requirements of this assignment. Presented minimum duty 05 assignments.

Name of task:	Estimated value of the contract (or US \$ denominated or Euro VNĐ):
Country: Domestic Location:	Mission time (months):
Name of Client:	Total number of months to participate experts perform the following assignments:
Address:	Estimated value of the services provided by the firm under the contract (in cash or US\$ or VNĐ or Euro):
Start date (month / year): Completion date (month / year):	The number of professionals working time provided by the link consulting firm
Name of associated Consultants, if any:	The name of the professional staff of the companies involved and functions performed (indicate important position as Team Leader, ...)
Project Description:	
Description of actual services provided by employees within the company's assignment:	

Company Name:

* Note: The consultant Contractor shall also submit copies of their EOI task / contract declaration above. If the contractor fails to submit the copies consulting assignments / contract attached declaration on their EOI, then the customer will evaluate the assignments / contract is not worth the task / contract themselves even where the assignments / duties that the contract / agreement is similar. The Client may request the contractor provided the original consulting contracts for comparison with the copies of the contracts if the customers need, in case the Contractor fails to provide these original contracts for comparison, the Client shall appreciate that the copies of these contracts are not worth the same as these contracts were made.

Appendix 3:**ELIGIBILITY OF CONSULTANT**

No.	Content	Yes (marked with an X)	No (marked with an X)
1	<p>For business or institution owned by the Government of Vietnam to participate must have written documents as proofs of (i) legal ownership and financing, (ii) operate under commercial law, and (iii) is not an agency under the Ministry of Agriculture and Rural Development.¹.</p> <p>For non-government organizations must ensure to have their business license issued by a competent agency and expire until the end of 2016.</p> <p>For businesses or foreign organizations, it should ensure a legal status and self-financing and operates under the commercial law and which is not a dependent agency of the Borrower or the Donor.</p> <p><i>[In this section, the consultants attached to their EOI notarized copy of one of the following documents: certificate of business registration, investment certificates, establishment decision or certificate of registration lawful activities].</i></p>		
2	Is the Unit currently banned by an agency of the Government of Vietnam banned from bidding or not?		
3	The unit is being banned from the World Bank or not?		

¹To be eligible, businesses or institutions owned by the Government of Vietnam to prove to the customer satisfaction through all relevant documents, including charter and other information. which the customer may require that businesses or organizations that (i) is a legal existence separate from government; (ii) does not receive grants or budget support; (iii) operate as commercial enterprises, there is no obligation to transfer benefits to the Government, has the authority and legal responsibility, self-borrowing and repayment responsible, and can be declared bankruptcy.

Appendix 4:

**INFORMATION SUMMARY OF KEY CONSULTANTS
PLANNED PARTICIPATION PACKAGE**

Based on the TOR, the consultant summarizes basic information about some of the main consultants for the proposed package in the form below (also submit their EOI). Note that, if you are invited to submit proposals, the consultants will be available in the contractor's proposal and participate in counseling services if the winning bid, except in cases of force majeure or circumstances specifically prescribed by the World Bank.

No.	The proposed site	Name Consultant / Nationality	Day, Month, Year of Birth	Qualifications, school, graduation year, country	Years of work experience related assignments
1	International Forest and timber business management specialist				
2	Rural sociologist				
3	Forest inventory specialist				
4	GIS specialist				
5	International Business / Financial Economics specialist				
6	Forest economist / valuation specialist, and lawyer				
7	Environmental specialist				

Consulting contractor shall also enclose in their EOI notarized copies of the mentioned-above consultants' diplomas.

Appendix 5:

ADDITIONAL INFORMATION

A. TERMS OF REFERENCE (TOR):

Reference No.: TV-CQS-11

Assessment of forest & carbon stock changes, identification of major driving forces, and potential opportunities and options for two prioritized SFEs to become REDD+ and PES service providers

1. Background and introduction

Vietnam has actively participated in REDD+ preparation and developed a National REDD+ Action Program (NRAP) as an important part of National Strategy on Climate Change, (approved by the Prime Minister in June 2012). It is proposed that during the period from 2012-2015, Vietnam will mobilize international support for being prepared for REDD+ after 2015.

The World Bank through the Forest Carbon Partnership Fund (FCPF) is assisting Vietnam with financial and technical support focused on reducing emissions from deforestation and forest degradation, forest carbon stock conservation, the sustainable management of forests, and the enhancement of forest carbon stocks (activities commonly referred to as REDD+). Assistance from the FCPF is provided through a Readiness Fund which supports participating countries in the development of REDD+ strategies and policies, reference emission levels, management, reporting and verification (MRV) systems and improved institutional capacity to manage REDD+ including environmental and social safeguards.

Vietnam is also working with support from United Nations Collaborative Programme in Reduction Emissions from Deforestation and Forest Degradation in Developing Countries (UN-REDD Programme) both initiatives are executed by Ministry of Agriculture and Rural Development (MARD). The UN-REDD Phase I was implemented from 2009 - 6/2012 and created the basic foundation for REDD+ readiness and was followed by Phase II which is implemented from 2013-2015. Furthermore, Vietnam submitted an Emission Reduction Project Idea Note (ER-PIN) to participate in the FCPF Carbon Fund and this was approved in mid 2014. The proposed Emission Reduction Program is expected to last from 2015-2020 and cover six provinces in the northern central coastal region, where most natural rich forests are located. To participate in the Carbon Fund, Vietnam also needs to submit a Readiness Package (or R-Package) at the end of the readiness phase. This document is important to build confidence in the process of REDD+ readiness preparation not only for the Carbon Fund Participant Committee, but also for policy makers of Vietnam. Key contents of the R-Package are already endorsed by FCPF Participant Committee and available on the FCPF website.

The Project “Support for the REDD+ Readiness Preparation in Vietnam” funded by the FCPF is to provide support for strengthening institutional and technical capacity of the National REDD+ Steering Committee, Vietnam REDD+ Office and relevant central organizations and undertake activities in three pilot provinces (Quang Binh, Quang Tri and Dak Nong) and to be REDD+ ready to contribute to the successful implementation of the NRAP. The Project will be implemented from 2013-2015 with a total ODA investment of US\$3.8million. The Management Board for Forestry Projects (MBFP) is the project owner, and is responsible for the effective management and utilization the grant.

The Project is designed to achieve four key outcomes: (a) strengthened national technical and institutional capacities for successful implementation of the NRAP; design of roadmaps, key materials and guidelines for the development of provincial REDD+ Action Plans of pilot provinces; (b) develop plans and options for participation and provision of REDD+ services from State Forest Companies (SFCs) and Forest Protection Management Boards (FPMBs), provide technical guidelines for these entities to become providers of multiple forests goods and environmental services, including emission reduction; and (c) develop strategic REDD+ options at both the national (NRAP) and provincial (PRAP) levels, together with a free-standing Environment and Social Management Framework (ESMF), all of which should be suitable for inclusion in the REDD+ readiness package for Vietnam. The Project activities are building on work that has been undertaken and to supplement the UN-REDD Vietnam Programme and other on-going projects/initiatives to enhance the effectiveness of the joint efforts and enable Vietnam to be REDD+ readiness and benefit from future REDD+ mechanisms. The Central Project Management Unit (CPCU) will be responsible for the management of daily operations of the project.

2. Objectives of the consultancy

The overall objective of the consultancy is to provide technical assistance to review the current forest and land resources and to provide advice to rationalize and, where necessary, to suggest restructuring of the businesses of two SFCs as follows:

- (i) To assess the forest carbon stock and forest management practices of Ben Hai SFC,² Quang Tri province, and Long Dai SFC,³ Quang Binh province;
- (ii) To assess the potential benefits (and risks) of the two SFCs to participate in REDD+ so that once monitored and verified, emission reductions generated from the REDD+, activities would be eligible for funding through payments from international carbon funding sources (bilateral or multilateral carbon funds, or carbon markets);
- (iii) Review possible opportunities for local village communities to participate in the development of REDD+ carbon landscapes on the basis of existing use forest use⁴ (allocated and contract for sustainable forest management) and implementation of traditional forest management rights, in cooperation with the SFCs (however, care would need to take so as not to conflict with the overall requirements of developing a more efficient business model for the SFCs, one of which is looking to attract private sector equity);
- (iv) To develop a detailed REDD+ strategy and/ or roadmap for the two SFCs, provided the prospects of opportunities under REDD+ for the SFCs are positive;
- (v) To assess the potential for any PFES income generation for the two SFCs;
- (vi) To develop detailed 3 and 5 year business plans for Long Dai SFCs; including: (a) a review of the general state of readiness of the SFC for equitization (identifying the

² Ben Hai SFC has an existing FSC area of about 1,679ha of natural forest and 9,463ha of FSC plantations (mainly acacia plantations). The company has turnover of about VND70 billion, and employs about 141 staff, it is anticipated that the company will expand its forest area to 10,000ha, all of which would be managed under the certificate of sustainable forest development according to FSC standards. Ben Hai Forestry Company in conjunction with Da Nang Vinafor Joint Stock Company has recently built a wood pulp mill in Quang Tri. GIZ has recently funded training and field guides for sustainable certified forestry (FSC). The guides are part of a project to pilot vocational training on sustainable forest management for technical managers and workers, which started in Quang Tri Province two years ago. The project was funded by GIZ and German-based Forest Finance Service GmbH Company.

³ The Long Dai SFC maintains about 97,000ha forestland and much of this is held as natural production forest; the SFC is also active in the planting of acacia plantations, and involved in the timber and wood processing.

⁴ One company of Long Dai SFC - Truong Son FMU which is FSC and is therefore committed to developing benefit sharing with local communities under the FSC approval.

various steps and work that would be needed if the SFC is to consider equitization in medium term); (b) a detailed business forecast of a profitable business.

- (vii) Update the business plan for Ben Hai based on any new information generated under the contract such as anticipated revenue streams from carbon credits, land-use conflicts, company charter, etc.

To achieve the objectives for the SFCs to become REDD+ and PFES providers, the consultancy will need to address the following:

- Undertake an analysis of the change of land use and forest resources for the period 2000-2014, identify the major drivers of deforestation and forest degradation for the SFCs and close surrounding areas and suggest mitigation measures for these, an out of the analysis should include a projection of future forestland cover changes based on risk and historical rates of change;
- Evaluate, using up-to-date satellite imagery, the carbon stock of the SFCs including rich, medium poor, and non-stock and bare land (but which is able to accept afforestation), and from this up-to-date forest stock and current land use, develop methods for the SFCs to participate in REDD+ activities to increase the carbon stock of the SFC forest land;
- In discussion with the major stakeholders, and taking into account the quality of the forest, the current land tenure, land use and the presence of local forest dependent communities and any disputed forestland,⁵ review the current forestland holdings of the SFCs for: (i) potential use in REDD+ and for potential sustainable forest management certification (FSC); and (ii) identify areas that would be suitable for community involvement in REDD+ through community forest management (CFM) or similar (including innovative benefit sharing mechanisms involving the SFCs);
- Evaluate the opportunities available for the SFCs to develop REDD+, incorporate PFES approaches and propose a financially sound business strategy, with roadmaps and an action plan to introduce the REDD+ activities - if this proves to be cost effective and financially attractive to the SFCs;
- Undertake a social and environmental impact assessment of the proposed work and identify mitigations as required, this would include a feedback grievance and redress plan for local communities located in and around the SFCs: and
- Identify the public tasks that are carried out by the SFCs, any payments the SFCs receive and propose a rationalized approach (with impact and mitigations) to these to support the equitization process.

3. Program area, forest communities safeguards and socio-economic considerations

An environmental and socioeconomic impact assessment and mitigation plan will need to be completed. The Consultant will need to pay particular attention to the socio-economic situation of the local people, their land tenure (land use rights and forest use), benefit sharing opportunities⁶ and any potential grievances. Where there are benefits sharing mechanisms in place, these should be reviewed and if possible improvements and an action should be suggested. The successful setting up of a pilot feedback and grievance redress mechanism

⁵ This will entail setting up of a draft grievance pilot in Long Dai: "...any efforts to assist SFCs to obtain global funds for climate change mitigation through high-carbon-offset management of tree plantations will need to involve villagers as active participants. They must have a central role in efforts to improve the management of degraded forest lands, and will likely need to be included in any land claims process." From T. Sikor ETFRN News 55 March 2014.

⁶ In the case of Long Dai the Truong Son Forest Management Unit (under Long Dai), has been developing benefit sharing mechanisms as part of their requirement under FSC.

(FGRM) is a step towards the resolution of any land tenure grievance and is seen as a particular issue for the Consultant to document and to help encourage mediation, and it should be expected that progress towards any solution, for land tenure grievances may be the subject of independent reviews⁷.

In the case of Ben Hai SFC, which is considering equitization of all or part of the business, the Consultant will need to work closely with, and carefully review the Forest Sector Development Project (FSDP) / World Bank funded proposed draft Business Plan. It is expected that the FSDP/World Bank Consultant work would also include a review of the current and future labor force requirements, and suggest options to involve employees in the equitization process if this is not included then this tasks would also need to be undertaken.

4. Expected tasks that the Consultant will undertake as part of the work

A suggested indicative list of tasks is provided below, and to assist in the conduct of the consultancy, it is clear that some of the activities can be carried out in parallel.

Task 1. Review of forest changes

Undertake a review of the forest changes and forest inventory for the period 2000 to 2014⁸ and any land use changes for the two SFCs using data from the SFCs, FIPI, NFIM and satellite imagery (including SPOT and, or equivalent) etc. This is expected to require a review of the forest inventories, updating these, and improving mapping quality where possible, developing a GIS (digital format) and mapping the changes of the three types of forest.

One set of maps produced should show the boundaries of the SFCs, and the location and size of any adjacent SFCs, High Conservation Value Forest, Forest Protection Management Board Forest, Protection Forest and Special Use Forest Management Board Forest and, where possible, any other sizeable land allocation holdings such as commune administration land and CFM land, so that a clear and accurate assessment of the current status of the land tenure of the SFC and adjacent communities areas can be made.

Task 2. Carbon stock analyses

Undertake an analysis of the quality of the forest and the carbon stock using recent remote sensing imagery and estimate the potential for the two SFCs. This should include the transparent calculation of reference mission levels following IPCC guidelines, and make an assessment of carbon removals through the sequestration of GHGs from the atmosphere through activities such as reforestation and assisted natural regrowth. Carbon stock enhancements should be defined as areas where afforestation, reforestation and/or restoration activities could be undertaken. If data is available, develop a model of the carbon flux (net gains and losses) in individual strata layers, to compare the total volume of forest-based greenhouse gas emissions of the two SFCs and the priority strata for targeting mitigation and carbon stock enhancement activities, a supporting output will be a current forest cover and land use map⁹.

Task 3. Undertake a review of the socioeconomic situation in and around the SFC landholdings

The Consultant will collect, analyze and present data relating to the current environmental and social situation of the forestry sector¹⁰ in the SFC areas, including:

⁷ For example the FGRM would be reviewed as part of the R-Assessment process.

⁸ The choice of period is dependent on the availability and quality of information.

⁹ A possible example could be the REDD+ activities undertaken in the EU/ FFI project in Hieu Commune, Kon Tum province.

¹⁰ For Quang Binh the GIZ REDD+ 2013 project documents provide good background information.

- An assessment of the different forest dependent communities and disadvantaged groups accessing forest resources (including the undertaking of a stakeholder analysis);
- A review of any current or proposed forest, including NTFP benefit sharing mechanisms;
- A review of the forest dependency of the local communities including their relationship to the forests from an ethnic, historical, cultural and economic perspective, as well as an analysis of their attachments, access to and use of forest resources, including the formal and informal institutions and internal mechanisms relating to the use of forestland, forests and the sharing of benefits from this utilization of the forest;
- The Consultant should seek possible options to involve villagers (households and communities) to ensure that investments for enhancing forest carbon stocks in the landscape are sustainable, by promoting the allocation and contracts over forest land to promote sustainable forest management, therefore both the SFCs and villagers should be involved in the development of forest carbon landscapes on the basis of identifying existing forest use rights and traditional forest rights for forest protection and management. This may have to be preceded by the development of a land tenure grievance process to help solve possible conflicts between villagers and SFCs, which may directly affect the success of the REDD+ action plan (and the equitization process in the case of Ben Hai SFC); and
- Provide a summary of the views from of the villagers and issues raised, concerns and recommendations for REDD+ program.

Task 4. Identify the major deforestation and forest degradation driving forces in and around SFCs

The identification of deforestation and forest degradation driver forces operating in and around the SFCs should be a participatory driven process (the Consultant will need to show that the various stakeholders have been consulted (particularly at the village level and effort should be made to consult women and collect their views) and they have been given the opportunity to make contributions) including workshops and, or participatory focus group meetings at the villages, Commune, District and Province levels. The results from the discussions with stakeholders from Task 2 above, should be taken into account. The development of a threat map for the SFCs showing current and predicted forest violation hot spot areas should be an output.

Task 5. Land tenure and forest use rights and grievance redress mechanisms

An important principle of REDD+ is that villagers should both be involved in the development of forest carbon landscapes on the basis of existing forest use and management and traditional forest rights; however, as in many SFCs, the Long Dai SFC in Quang Binh has people living in and around the borders of the SFC forestland and some of the areas have been subject to land encroachment, forest and land use (including use of NTFPs) and forestland disputes. The Consultant is required to carefully research any disputes over forestland and forest use that Long Dai and Ben Hai that may have (if any) with the various village communities who may be located inside or close to the SFC land areas; and this should be used to help develop a pilot feedback grievance redress mechanism (FGRM) so that this can be used as a process to help settle disputes amicably.

The consultancy would develop analyses and report on land tenure and potential conflicts to determine the possibility of disputes that needs to be addressed prior to the SFC transformation (equitization) and proposal for their resolution in the lease agreement or elsewhere; Analyze and report on land-use rights and situation, including an analysis of the legal foundation for the equitization and proposal for resolution of land-use rights if required, clarifications should be

noted regarding the terms of any proposed lease and associated costs. Work with the Companies to obtain comments from the PPC on a Draft Land-Use Plan for a joint stock company. The Draft plan for post-equitization should be corrected based on feasible feedback and later on approved by authorized agency. The plan must present land use position, boundary; land use proposed to be retained by land types, land use form, land use time; land use to be handed over to local authority.

In the event of where any serious dispute is found, an important decision on whether to continue with the investment program in that part of the SFC will depend on whether the SFC and villages are willing and able to reach a solution. As noted, it should be expected that any grievance process and potential solutions might be subject to an independent review.

Task 6. Undertake an environmental impact assessment

The proposed interventions following REDD+ would be expected to require an environmental and socio-economic impact assessment, together with any mitigation required. This would include, for example, a review of the any public tasks that the SFC may currently have, such as the protection and management of any protection forest, natural forest and high value conservation forest (HVCF), and the impact of any change of status to the SFC may have on these forest areas. It would also provide advice on how to manage the public tasks once the company is equitized.

Task 7. Business, and financial plans and incorporation of estimated benefits from REDD+

The management of Ben Hai SFC wishes to consider private equitization of a major part of or all of its business. To assist in this process, the FSDP/ World Bank/ ProFor will fund a separate Consultancy which is required to develop business and equitization plans for Ben Hai SFC only (at this time Long Dai is not considering equitization but may do in the future), this will include a review of the company businesses, land holdings, accounts, assets and liabilities, and corporate governance and support to develop a business and financing plan.

While the management of Long Dai SFC ¹¹ wishes to improve the business operations of the SFC, the management of Long Dai currently not seeking equitization; however, to assist the company management, the Consultant is required to develop a detailed business plan and strategy to improve business efficiency and profitability, taking account of current and future timber markets, opportunities and competition. The table of contents for the business plan for Long Dai SFC shall be agreed with the project.

The review of the current business operations and formulation of the both business plans (for Ben Hai and Long Dai SFC) should include a review of current and future needs for employees after potential equitization.

The financial/economic analysis of REDD+ carbon financing options for Long Dai and Ben Hai SFCs

The business plans for both SFCs must include the estimation of the carbon credit production potential, and an overall financial/economic analysis on whether the REDD+ interventions are financially sound and economic investment options for the two SFCs.

A key issues for the SFCs is that it is expected that REDD+ may be able offer financial incentives to the SFCs, and to support this it is necessary to identify the overall existing forest area and the possible increases in forest area resulting from new planting and forest

¹¹Long Dai SFC is the parent company and consists of 9 sub SFCs to manage plantation forest (mixture of mainly acacia and coniferous) and Dong Hoi Vinh Long Kien Giang Bo Trach (coniferous) Phu Lam; 2 sub SFCs to manage mainly natural forest Truong Son and Khe Giua and 2 wood processing and transportation enterprises.

rehabilitation to estimate the existing and potential overall carbon financing options for REDD+. This will necessitate an approximation of the total area available to carbon stock enhancements from afforestation, reforestation and restoration activities available for REDD+, taking into account the costs, the nature of stock enhancements and extent of planting activities – essentially a draft financial model taking account of possible REDD+ interventions, this requires clear documented assumptions for: (i) different interventions, including the scale of interventions; (ii) role and involvement of local villager communities; (iii) possible price(s) of carbon; (iv) further FSC work; and (v) the cost of emissions reduction verification, (vi) conventional timber investment returns, etc.

A financial/economic analysis should estimate the potential costs and benefits of involvement in REDD+ for the SFC. This would be based on the potential income from sales of long and short term certified emission reductions and transaction costs associated with the CDM process and these values should be incorporated into a conventional business financial analysis.

The work should include sensitivity analysis (using different assumed values for the benefits from long and short term certified emission reduction values and varying transaction costs) of the potential involvement in REDD+ and the expected profitability.

REDD+ interventions such as reduced impact logging (RIL) and/or other sustainable forest management (FSC) would need to be quantified from a carbon sequestration perspective and based on specific harvest volumes and descriptions of the logging practices etc.

The business plan for Long Dai should also take account of any opportunities that the SFC may have for payment for forest environmental service (PFES).

Task 8. REDD+ roadmap and identification of technical support, capacity building and sources of support required for implementation

The Consultant should assist in the development of a REDD+ roadmap for both SFCs for the involvement of the SFCs in REDD+.

As part of this process, the consultant should set out a ‘REDD+ roadmap’ on how to meet the expectations, and identify technical support or further capacity building/ training and any potential sources of assistance from the various donors interested in supporting REDD+ initiatives so that the two SFCs may capitalize on potential REDD+ income.

5. Methodology and draft work plan

An indicative work plan of activities and team inputs is shown below in Figure 1. The forest management work aspects are expected to be field orientated and extended periods of field work should be expected to be undertaken in and around the two SFC areas, and extensive visits and meetings with the District, communes and villages are expected to be required. The consultant is required to carefully document (i) the number of meetings, (ii) the number and different types of participants; and (iii) the issues that are raised by the communities. The attendance of women should be encouraged and where necessary, separate meetings with women should be undertaken to ensure that their views are heard and documented.

6. Expected outputs

The main outputs should include, but not be limited to:

- A brief inception report and work plan, brief mid-term progress report recording main areas of progress updates to the work plan and any bottle necks and potential issues, final report with finalized maps, (the business plan for Long Dai and the REDD+ plans for the two SFCs are expected to be major outputs and would be a stand-alone documents, supported by material suitable for presentations to potential investors);

- For both SFCs, a series of forest and land use maps showing historic changes, current forest cover, current land use, land tenure and forest violation hot spots, these should be a series of digital (Mapinfo and ArcGIS) and printed maps (map projection to be used is VN2000) on forest and land use showing historic changes and current use, mapping scales should be SFC areas 1:10,000;
- The report on the analysis of the development forest resources 2000-2010; including an assessment of current forest carbon production of the SFC and potential land available for increases in the forest area with the potential to provide forest carbon management services; an estimation of the potential forest carbon credit managed by the company and the review of the possibility for the SFCs to participate in the carbon credit market;
- For both SFCs, a Draft Land Use Plan of the SFCs transformation into a joint stock company. The plan will be reported to and consulted with the PPC;
- For both SFCs, a Draft Employee Use Plan for proposed reformed companies;
- For both SFCs a Company Operation Manual
- Report(s) on the results from stakeholder consultation(s);
- Report on socio-economic including the land tenure situation of the villages in and around both SFCs;
- Report on the potential for involvement of the local communities located inside and around the SFCs to participate in REDD+; including the option of the SFCs potentially acting as intermediaries, an assessment of the areas and quality of the forest available from the communities, types of benefit sharing mechanisms and performance based forest protection;
- An environmental and socio-economic impact assessment of the potential REDD+ interventions with a mitigation plan for both SFCs;
- A workable transparent feedback grievance redress mechanism for use by the SFCs;
- Business plans for Long Dai SFC, - the business plan should take account of REDD+ and include recommendations on different plantation options, for example, a mixture of short and long term investments, different species, including indigenous species, for these investments;
- Update the Ben Hai business plan prepared under the other consultancy based on any new inputs, for example the potential revenues from carbon credits;
- REDD+ should potentially offer financial incentives to the SFCs, to support this, the Consultant should assist in the development of a REDD+ roadmap for both SFCs to facilitate for the involvement of both SFCs in REDD+ and complete a financial/economic analysis, and sensitivity analysis of involvement in REDD+ and estimate the expected profitability of REDD+;
- A draft Joint Stock Company Charter for both SFCs – as a possible future initiative and applying the provisions of the Enterprise Act 2005;
- A financial plan for Long Dai SFC, including and reviewing options and opportunities REDD+, and forecast and presentation for Long Dai; and
- Final report, including lessons learned.

7. Consultant experience, project office and staffing

The Consultant firm should be able to show extensive experience of, improving the management of forest, timber wood processing business. Familiarity with World Bank safeguard requirements or willingness to learn is also required. The proposed technical team should have relevant, regional and local experience in the required fields; international experience in, timber business, REDD and sociology would be an advantage.

Due to expected extensive fieldwork, and the need to expedite the work together with the need to work closely with the SFCs and rural communities, the consultant is expected to undertake prolonged periods in the provinces. All documents will need to be produced in Vietnamese and English.

Composition of the team

As the contract will be on a lump sum basis the inputs for the consultant team members will be proposed by the Consultant; however, the Consultant is expected to include the following key personnel which are defined in detail: Forest and Timber Business Management Specialist; Rural Sociologist; and International Business and Finance Specialist, as well as consultants of shorter duration, including forest inventory specialist, GIS specialist, environmental specialist, forest economist/valuation specialist, and lawyer.

Key consultant team positions

	Key Positions	Qualifications	Experience
1	International Forest and timber business management specialist	Masters degree in forestry management, or Masters Degrees in Business Administration (MBA) BSc in forestry or other relevant subject	More than 10 years experience of forest management in private and state industries; knowledge of REDD+ and international carbon financing
2	Rural sociologist	Master degrees in rural or development sociology	More than 10 years with at least 5 year experience as a rural sociologist; international experience of socio-economic development, participatory approaches, community natural resource management, undertaking Social Impact Assessments, and World Bank safeguards; working with rural communities and ethnic minority communities; some experience of REDD+ requirements an advantage
3	International Business / Financial Economics specialist	Masters degree in business administration (MBA) or equivalent at masters level (MSc)	More than 10 years experience of restructuring businesses, work with private and state run businesses; preparation of business plans and preparation of financing plans for international financiers, experience at reviewing business accounts and audits

Other possible consultant inputs that maybe required supporting the key consultant inputs can be suggested by the consultant.

Tasks for the key team are as follows:

Forest and Timber Business Management Specialist

- Be responsible for the implementation of the overall consultancy and the reviewing of the timber business, forest management and timber processing activities of the two SFCs;
- Review and report on the forest inventory, quality of the forest stock and the forest management practices of the two SFCs;

- Oversee the implementation of the forest inventory, forest change process and the forest carbon assessments and ensure quality of forest maps and ensure the adequacy of ground truthing for the mapping;
- As part of the review of the timber processing operations, and other business operations, of the two SFC and provide recommendations for improvement to and or investments as part of the proposed business plans for the SFCs;
- Review and report on the possible impacts and identify any business changes that would be needed to be made to conform with FLEGT expectations and requirements;
- Review and report on the FSCs and audit reports for the FSC areas of Long Dai and Ben Hai for any important issue that may have the potential to impact on the business plan process;
- Undertake a rapid training needs assessments of the capacity of the staff of the SFCs and identify any capacity building measures;
- Review and report on the current forest and timber processing management and, in consultation with other team members, such as the financial specialist(s), review the overall business approach of the SFCs;
- Review and provide recommendations for improvement of the business plan and equitization plan for Ben Hai which is to be funded under a separate contract;
- Where appropriate propose and develop improved forest management practices and guidelines;
- For both SFCs, in conjunction with other consultants draw up a draft Employee Use Plan taking account of any improved forest management practices and guidelines as developed to improve the efficiency and prepare for equitization;
- Examine the potential environmental risks and impact issues related to REDD+ and current and planned project interventions proposed on SFC land, HVCF and surrounding village community land and ways should be found so that the villages and communities are not seen as a hindrance to the business and equitization process in Ben Hai, and where possible, they should be seen to be able to make positive contributions. Provide recommendations to mitigate risks identified;
- In consultation with other team members, identify potential environmental mitigation measures and monitoring mechanisms;
- Oversee the conduct of public consultations on possible environmental impacts, public consultation should engage the different stakeholder groups affected by the proposed REDD+ policies and interventions, and should include, the two SCFs, any adjacent Forest Management Boards, civil society organizations, NGOs and the communities, separate meetings will need to be held with the different stakeholders;
- Assist the Long Dai SFC in developing cost effective business plans, this would include a review on whether it is cost effective to include REDD+ initiatives and improved forest management;
- In conjunction with other team members draw up a draft Joint Stock Company Charter for both SFCs – as a possible future initiative;
- In conjunction with the two SFCs develop a REDD+ road map for involvement in the carbon financing;
- Work closely with other pilot project activities funded under the FCPF such as, and including, the development of the Provincial REDD Action Plan (PRAP) in Quang Tri¹².

¹²There is a closely aligned consultancy project also funded under FCPF, which is looking at the development of PRAP in Quang Tri, it should be possible to share information and share development of the processes e.g. on

Rural Sociologist

- With the other team members assess the potential social risks and impacts of current and future REDD+ interventions on rural and forest dependent communities, particular consideration should be given to poor forest dependent communities that include a high proportion of ethnic minorities, and ways should be found so that the villages and communities are not seen as a hindrance to the business processes or equitization process in Ben Hai and, where possible, they should be given the opportunities to make positive contributions, for example, through performance based benefit distribution systems, improved performance based forest protection contracts, and village forest protection management boards;
- Undertake a diagnostic stakeholder analysis, and a communication plan to discuss REDD+, different stakeholder meetings should be held with the SFCs, Forest Management Boards, District, Commune, and village level, ensuring that ethnic minority villages are adequately represented in any sample, particular attention should be placed on ensuring that the communications reach the small rural communities; (this should include a brief review of the availability of credit to households) and reviewing social and local community participation issues and management capabilities of the MBs and SFCs;
- Ensure that women stakeholders are enabled to participate and ensure that gender concerns are incorporated into REDD+ options and planning, including the requirement for gender-disaggregated data collection and gender consultation;
- Assist in assessing the importance and impact of the various drivers of deforestation and forest degradation on the two SFCs;
- In conjunction with other team members, review and/ or help propose and develop performance based benefit sharing mechanisms available under REDD+ which could be applied in the case of the two SFCs;
- Identify any potential areas of conflict between community stakeholders and the SFCs and propose a draft feedback grievance and redress mechanism;
- Assist with the rapid training needs assessments and assessment of the management capacity of the SFCs;
- In conjunction with other team members, review benefit sharing mechanisms¹³ in REDD+ policies;
- Review the potential for PFES at the local community level, and identify potential bottle necks and solutions;
- In conjunction with other team members, assist in reviewing current and proposed potential mitigation mechanisms that will reduce any potential negative impacts from the REDD+ programs on rural communities; and
- Assist with the conduct of public consultations on possible environmental impacts, public consultation should engage the different stakeholder groups affected by the proposed REDD+ policies and interventions, and should include, the two SCFs, any adjacent Forest Management Boards, civil society organizations, NGOs and the communities, separate meetings will need to be held.

forest inventory, SFC business plans and grievance mechanisms between the two projects if they are being implemented simultaneously.

¹³It is a requirement that the discussion on the benefit sharing process shall not place emphasis on cash payments to village communities, benefit sharing should be discussed in a broad sense with emphasis on improving livelihoods through forest development and sustainable management.

International Business Financial and Economics Specialist

- Undertake a review of all of the business operations of Long Dai SFC, identifying the core business competencies, profitability and opportunities of the businesses;
- Work with the Long Dai SFC to undertake a financial/economic analysis and sensitivity analysis for possible future REDD+ based forest investments to the SFC and to the local communities;
- The work should include sensitivity analysis (using different assumed values for the benefits from long and short term certified emission reduction values and varying transaction costs) of the potential involvement in REDD+ and the expected profitability;
- Identify possible income from PFES;
- In association with the timber business management specialist, assess the impact and changes that conforming with FLEGT may require;
- Review the business plan and equitization plan for Ben Hai which is to be funded under a separate contract;
- Work with the management team of the Long Dai SFC to develop a business plan to improve management, productivity, product quality and profitability, this could include: short, medium and 3-year options, the business plans should be tax effective and, as necessary/profitable, include potential investments in REDD+ activities;
- In conjunction with other team members draw up a draft Joint Stock Company Charter for both SFCs – as a possible future initiative;
- With the other team members, identify possible interest and the requirements from international carbon financing mechanisms or institutions and identify any changes or operations that the both SFCs would be required to make to become eligible; and
- Particular consideration should be given to the potential carbon and non-carbon benefits that may accrue to rural poor communities (that include a high proportion of ethnic minorities) and ways should be found so that the villages and communities are not seen as a hindrance to the equitization process and, where possible, they should be encouraged to make positive contributions.

B. EVALUATION CRITERIA OF THE EXPRESSION OF INTEREST

STEP 1 - PRELIMINARY ASSESSMENT

Criterion 1:

Having received the Request for Expression of Interest (REOI); having submitted the original documents of the Expression of Interest (EOI); EOI was submitted as prescribed.

Criterion 2:

For business or institution owned by the Government of Vietnam to participate must have written proof of: (i) being a legal ownership and self-financing, (ii) operating under commercial law, and (iii) not being an agency under the Ministry of Agriculture and Rural Development.

For Non-government Organizations, it is required to have a business license issued by a competent authority and this not expires before the end of 2016.

For businesses or foreign organizations, it should ensure a legal status and self-financing and operates under the commercial law and which is not a dependent agency of the Borrower or the Donor.

Criterion 3:

The consulting firm is not banned by the World Bank and / or an agency of the Government of Vietnam from bidding or providing consulting services by the time of submission.

Criterion 4:

EOI is eligible and signed by the authorized persons and stamped by consulting firm. Independent contractor or joint members shall be allowed to submit 01 expression of interest.

The consulting firm who pass the preliminary assessment will be included in the detailed assessment of Step 2, if Step 1 is not passed, it shall be excluded.

STEP 2 - DETAILED ASSESSMENT

- The maximum is 100 points.
- The need to achieve a minimum of 60 points out of 100 points.
- The main criteria, sub-criteria, and the marking system of EOI evaluation is as follows:

TT	Assessment Criteria	Maximum points
I	GENERAL EXPERIENCES	30,00
I.1	Independent consultant firm	30,00
1	Experience of the consultant firm appropriate with TOR: If the consultant firm having 5 years relevant experience with TOR is achieved maximum points, just less than 1 year was minus 20% of the maximum points	15,00
2	Personnel qualification: Consultant firm having full consultants as requested in Annex 4 of this request for expression of interest. (i. Forestry and Timber management and commerce expert, ii. Rural Sociologist, iii. International Trading or Financial Economist, iv. Forest Inventory Specialist, v. GIS expert, vi Environmentalist, vii. Finance specialist) achieve maximum point. Lacking Forestry and Timber management and commerce expert, and Rural Sociologist result in minus 20% of the maximum points, lacking Forest Inventory Specialist or GIS expert, or Environmentalist, or Finance specialist result in minus 10% of the maximum points	15,00
1.2	Joint venture consultant firm	30,00
1.2.1	Lead consultant firm	9,75
1	Experience of the consultant firm appropriate with TOR: If the consultant firm having 5 years relevant experience with TOR is achieved maximum points, just less than 1 year was minus 20% of the maximum points	9,75
1.2.2	Joint venture members	5,25
1	Experience of the consultant firm appropriate with TOR: If the consultant firm having 5 years relevant experience with TOR is achieved maximum points, just less than 1 year was minus 20% of the maximum points	5,25
1.2.3	Lead consultant firm and members in the joint venture	15,00

TT	Assessment Criteria	Maximum points
1	Personnel qualification: Consultant firm having full consultants as requested in Annex 4 of this request for expression of interest. (i. Forestry and Timber management and commerce expert, ii. Rural Sociologist, iii. International Trading or Financial Economist, iv. Forest Inventory Specialist, v. GIS expert, vi Environmentalist, vii. Finance specialist) achieve maximum point. Lacking Forestry and Timber management and commerce expert, and Rural Sociologist result in minus 20% of the maximum points, lacking Forest Inventory Specialist or GIS expert, or Environmentalist, or Finance specialist result in minus 10% of the maximum points	15,00
II	EXPERIENCE RELATED TO THE PACKAGE Considering only 10 contracts over the last 10 years. To the joint venture, experience of the joint venture is counted as total experience of the joint venture members	60,00
II.1	Experience in forestry, sustainable forest management, timber trading and processing or relevant experience <i>The consultant firms implemented 4 contracts of relevant features reach maximum point, less 1 contract resulting in minus 25% maximum points</i>	25
II.2	Experience in accelerating the equitization of enterprises in terms of assess valuation, enterprise management, accounting and auditing <i>The consultant firms implemented 3 contracts of relevant features reach maximum point, less 1 contract resulting in minus 33.3% maximum points</i>	15
II.3	Experience in REDD+, PES <i>The consultant firms implemented 3 contracts of relevant features reach maximum point, less 1 contract resulting in minus 33.3% maximum points</i>	10
II.4	Experience in conforming safeguards policies of the WB <i>The consultant firms implemented 2 contracts of relevant features reach maximum point, less 1 contract resulting in minus 50% maximum points</i>	10
III	OTHER EXPERIENCE Only considering experience in implementing projects in Vietnam or other ASIAN countries within the last 10 years	10,00
III.1	Independent consultant firm	10,00
1	The consultant firms implemented 4 contracts of relevant features reach maximum point, less 1 contract resulting in minus 25% maximum points	10,00
III.2	Joint venture consultant firms	10,00
III.2.1	Lead consultant firm	6,50
1	The consultant firms implemented 4 contracts of relevant features reach maximum point, less 1 contract resulting in minus 25% maximum points	6,50
III.2.2	Joint venture members	3,50
1	The consultant firms implemented 4 contracts of relevant features reach maximum point, less 1 contract resulting in minus 25% maximum points	3,50
	Total (Independent consultant firm):	100,00
	Total (Joint venture consultant firm):	100,00

Appendix 6:

JOINT VENTURE AGREEMENT FORM

_____, day _____ month ___ year __

Package: _____ [Package name]

Under the project: _____ [Project name]

- Based on the invitation for expression of interest _____ [Package name] date ____ month ____ year ____ [Dated in the Invitation for expression of interest];

We, on behalf of the joint venture parties, consisting of:

Name of members of the joint venture _____ [each joint venture member]

Representative (Mr/Ms): _____

Position: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

Account: _____

Tax code: _____

Authorizations letter No_ day _____ month ___ year ____ (in case of authorization).

The parties (hereinafter referred to as members) agreed to sign a joint venture agreement with the following contents:

Article 1. General principles

1. The members voluntarily form a joint venture to participate in the bidding for consulting services _____ [Insert name of Package] project _____ [Insert name of project].

2. The members agree the name of the joint venture for all transactions related to this package is: _____ [Insert name of the joint venture under the agreement].

3. The members undertake not any member participate independently or in joint venture with other members to participate in this package.

4. When the joint venture was on the short list of consultants package mentioned above, members will sign a joint venture agreement to participate in the tender as required by the bidding documents for this package.

Article 2. Assignment of responsibilities

The members agreed overall responsibility and personal responsibility to implement the package _____ [insert the package name] project _____ [insert project name] for each member as follows:

1. Lead joint venture member

The parties agreed to authorize [Insert name of a party] member leading the joint venture, representing the joint venture in the following sections:

[- Signing Expressions of interest;

- Sign documents and papers for the transaction with the tenderer in the process involved choosing a short list, including a written request to clarify invitation for EOI and written explanations and clarifications of the EOI].

2. Expected responsibilities of each member of the joint venture to implement packages. The joint venture participants assigned responsibilities expected of each member as follows: _____ [Write content main assignments expected of each member including the lead of the joint venture members].

Article 3. Effect of the joint venture agreement

1. Joint venture agreement takes effect since signing.
2. Joint venture agreement ends in the following cases:
 - Joint venture is not on the short list above package;
 - Cancel selection shortlist for the procurement package as notified by the tenderer.

Joint venture is made in _____ copies, each member keeps _____ copies, and all the copies have the same legal value.

LEGAL REPRESENTATION OF LEAD OF JOINT VENTURE

[Insert name, title, signature and stamp]

LEGAL REPRESENTATION OF MEMBERS OF JOINT VENTURE

[Insert name of each member, title, signature and stamp]