



## Call for consultation for the recruitment of an international consultant to establish a system for monitoring public expenditure in the field of climate change in Morocco

Date: 03 September 2019

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**Country:** Morocco

**Mission Statement:** consultation for the recruitment of an international consultant to establish a system for monitoring public expenditure in the field of climate change in Morocco

**Project title:** LECB phase II (Low Carbon Capacity Building)

**Duty station:** Rabat

**Deadline for applications:** September 13th, 2019 at noon

Tenders can be sent by e-mail to [gcn.bur2@gmail.com](mailto:gcn.bur2@gmail.com) or sent by post to the following address:

**Secrétariat d'Etat auprès du Ministre de l'énergie, des mines  
et du développement durable, chargée du développement durable  
Coordination Nationale des Projets QCN-LECB-AOP4C  
9 Avenue Al Araar, Secteur 16, Hay Ryad, Rabat, Maroc.  
Bureau 104**

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## **I. Context**

Morocco's Vision for CC defined in its Climate Change Policy in 2014, and more formally, in its first Determined Contribution at the National level (CDN Morocco, 2015), reflects the country's firm commitment to make even greater efforts to combat the effects of climate change, as part of a global vision of sustainable development. As well as to ensure the transition to a low-carbon economy, as part of a global vision of sustainable development.

The country's efforts to date at sub-national, national, African and international levels have earned it international recognition (2019 Climate Performance Index report), ranking Morocco after Sweden as the second best performing country in this area.

In order to maintain this leadership in this area, further reforms are needed, including the public finance framework for climate change, which should be structured to ensure equity, efficiency and effectiveness in the allocation of public resources, investment and spending in climate change related activities.

In this context, Morocco conducted in 2013 a first exercise of the Public Expenditure Review and Institutional Review (CPEIR) with the support of the World Bank. The objective of this exercise was to present recommendations to improve Morocco's capacity to manage public spending related to climate change. The CPEIR also aims to strengthen the role of the budgetary process in the climate policy of governments, in particular by strengthening the information system to ensure better identification of climate activities.

This consultation is part of the process of implementing the recommendations of the 2013 CPEIR. In particular, it aims to establish a system for monitoring public expenditure in the field of climate change in Morocco

## **II. Objective**

The purpose of this consultation is to assist Morocco in integrating climate finance into the national budget system through a system for monitoring climate change related expenditures, systemic and process reforms in budgeting and planning, and the establishment of mechanisms to strengthen reporting.

This mission will be carried out in full coordination with the Ministry of Finance, which will ensure the overall coordination of the study in cooperation with the Department of Sustainable Development.

## **III. Scope of work and key missions**

The International Consultant will work in synergy with a national public finance consultant and a national climate change expert who will be responsible for the data collection part of the planned analyses, contact with partners and support for the implementation of the various missions of this consultation.

To achieve the overall objective of the mission, this consultation should include the following elements:

### **Mission 1: Preparatory step / Establish the scope of a public expenditure monitoring system**

#### **Activity 1: Facilitation of a training workshop**

This activity is crucial for the smooth running of the process. The training workshop is an opportunity for capacity building of relevant stakeholders on public expenditure monitoring systems in the field of climate change (PEMS-CC). The PEMS-CCs are a component of the "climate change financial framework" and will be presented as such to the government to demonstrate that they are part of a more strategic vision that UNDP is pursuing as part of a comprehensive reform.

In addition to the various structures of the Ministry of Finance, officials from ministries and sectoral bodies concerned with climate change will be invited to this meeting.

Since the labelling of climate change expenditures serves a range of objectives beyond mere "monitoring and reporting", the consultant will be asked, in collaboration with the national public finance expert, to discuss with relevant stakeholders the objectives underlying the establishment of the system and the possible use of the data. This is a very important first step because it has implications for the subsequent design of the system.

#### **Deliverable 1: Workshop report**

#### **Activity 2: Establish the scope of a public expenditure monitoring system**

This activity aims at a real start of work on the review of public spending on climate change, through the following:

- a. Examine Morocco's current budget and accounting classification system, its strengths and weaknesses with regard to the implementation of the SSDPCC;
- b. Review the budget cycle, budget guidelines, budget schedule, roles and responsibilities of key stakeholders in these processes. and identify entry points for budget marking of climate projects;
- c. Review, in consultation with the departments concerned, the planning processes and models relevant to the integration of climate change criteria into project approvals;
- d. Study the flexibility of the State's accounting plan with regard to the implementation of a "complete" coding system or, on the other hand, the implementation of a marking without modification of the PC according to the specificities of the Moroccan PC.

#### **Deliverable 2: Report of mission 1 with the different chapters a,b,c,d listed above.**

### **Mission 2: Design of a reliable and functional budget review system on climate change**

#### **Activity 1: Establishment of a typology, mapping of CC programs in the budget.**

- a. Select, in consultation with the relevant stakeholders, 5 or 6 pilot ministries of particular relevance to climate change as a starting point for the coding/marketing exercise.

- b. Consult with key stakeholders to define criteria (typology) and approaches to identify climate change expenditures: the consultant will determine what constitutes climate change activities in the Moroccan context using all relevant official national plans and studies and reviewing some international work on this subject and consulting with stakeholders.

As an indication, the consultant could use from the above-mentioned documents a potential typology of three structures:

- i. Level 1: Adaptation and mitigation,
  - ii. Level 2: Sector: Agriculture, Energy, Forestry, Water...etc. ,
  - iii. Level 3: Horizontal pillars.
- c. Establish an initial mapping of public expenditure according to the proposed typology, in coordination with the Ministry of Finance and the departments concerned. A preliminary report from the CCPDs will be prepared. This report will be a preparatory step towards the achievement of the next mission and could be used to refine the proposed typology. During this step, it will be important to identify with stakeholders the relevant data sources that will be used to map programs in the budget in relation to the typology and to identify the gaps and weaknesses of these sources.

### **Deliverable3: Preliminary report of the CCPDs**

#### **Activity 2: Weighting of climate change expenditures**

Consult with key stakeholders on the climate change expenditure weighting options best suited to the Moroccan context. Depending on the classification system and the details available, the weighting can be done differently: from top to bottom or from bottom to top. (Top-Down or Bottom-Up)

#### **Activity 3: Development of standardized criteria**

- a. A debate can be held with stakeholders on the choice of standardized criteria for the labelling of projects with a high climate impact. The government should decide whether it wants to use labelling not only as a reporting exercise, but also as a broader CC funding framework where labelling is an element used in active climate financial management. New programs seeking additional funding for climate protection will have to meet more stringent criteria.

The consultant should coordinate a reflection around the criteria and discuss with the relevant departments what is feasible in the short term versus what is feasible in the long term.

- b. The consultant should consider in selecting the coding system the optimal solutions to balance efficiency and accuracy with the resources necessary for the effective execution of the proposed model. The options must cover, but are not limited to, the following aspects:

#### **Manual vs. Automatic entry methods;**

Data entry on actual expenditure allocations and/or processing (Most countries started by labelling and reporting "allocations" before moving on to labelling and reporting "actual expenditure")

**Interim and long-term solutions:** Issues to be clarified with stakeholders include:

- i. To what extent will the process be centralized at the Ministry of Finance level (in the short term) and whether it will gradually be decentralized to sectoral ministries (in the long term)?
- ii. What role will the Ministry of Climate Change play in terms of quality assurance in both a centralized and decentralized model and at which levels of the process? It is important for consultants to identify needs to support the process in the long term.
- iii. Stand-alone (interim) labelling process as opposed to the labelling process integrated into the budget cycle (long-term).
- iv. Standalone labelling modules in the IFMIS that do not change the (interim) PCN from the full (long-term) coding.
- v. Qualitative (provisional) assessment against criteria based on in-depth analyses of high-impact CC (long-term) projects

**Deliverable 4: -Overall report of mission 2 on the proposal for a standardized mapping, typology, weighting and criteria of climate change programs with a focus on the rationale for the choices proposed to implement alternative, intermediate or interim solutions versus long-term solutions as indicated in activity 3.**

**Deliverable 5: Technical tools (mapping tables, classification tables, reports, user manuals, modules or other practical tools according to the requirements of the model to be agreed to link climate change expenditures with the finances of the main accounting system in the budget database.**

### **Mission 3: Integration of the climate dimension in budget reports**

Initially, the report on climate expenditure could result from the labelling exercise as mentioned in Mission 2. This report could be part of the economic report accompanying the budget and could be discussed in parliamentary committees.

In a second step and depending on the labelling approach to be adopted by the government, the entry points for climate reporting could be the medium-term budget framework documents that ministries submit and that form part of the budget documents submitted.

Integration will thus take longer and signals a shift from a narrow to a broader marking approach.

**Deliverable 6: Final report on public expenditure based on the labelling exercise mentioned in Mission 2.**

**Deliverable 7: Guide for integrating climate expenditure reporting into the medium-term fiscal framework.**

**Deliverable 8: Overall synthesis report: synthesis of all previous missions, detailed roadmap of the public expenditure tracking system, subsequent steps and guidelines.**

### **Mission 4: Staff Training, Knowledge Management and Outreach Products**

Each mission will be accompanied by training of staff involved in the public expenditure tracking system on climate change. The consultant will also contribute to knowledge management and outreach products such as guidance notes and/or online articles and press releases.

#### IV. Deliverables and payment schedule

<b>Deliverables</b>	<b>Deadlines</b>	<b>Estimation of time* M/d</b>	<b>Payment percentages</b>
<b>Deliverable 1</b>	1 week after the organization of the workshop	<b>5 M/d</b>	<b>10</b>
<b>Deliverable 2</b>	2 months after signing the contract	<b>15 M/d</b>	<b>20</b>
<b>Deliverable 3</b>	4 months after signing the contract	<b>5 M/d</b>	<b>10</b>
<b>Deliverable 4, deliverable 5 and deliverable 6</b>	8 months after signing the contract	<b>30 M/d</b>	<b>25</b>
<b>Deliverable 7 and deliverable 8</b>	12 months after signing the contract	<b>20 M/d</b>	<b>30</b>
<b>4 Sensitization products</b>	During the duration of the other missions	<b>5 M/d</b>	<b>5</b>
<b>Total</b>		<b>80 M/d</b>	<b>100</b>

The M/d estimate is made by the project team based on the estimated distribution of tasks between the international expert and the national public finance expert. When submitting his offer, the expert must propose a division of tasks with the national expert who will be recruited later.

#### V. Methods of conducting the mission

For the performance of the above tasks, the service provider should:

- Present, according to the agreed schedule, a detailed work plan with a schedule of activities to be carried out. This is mainly through the consultation and involvement of all national experts
- Conduct consultation meetings with the project PMU throughout the execution of all steps/tasks;
- Provide an intermediate and final version of the various deliverables.

## **VI. Consultant profile**

The international consultant will be supported by a national expert in the field of climate change, and a national expert in the field of public finance. He will have to justify the following qualifications:

- Graduate degree (Master's degree or equivalent) in economics or finance or in any other discipline related to the economic or financial sector;
- Having carried out similar studies in developing countries;
- Confirmed experience in the preparation of financial frameworks for the fight against climate change (CFCC);
- At least 5 years' professional experience in the fields of economics and public finance;
- Good proficiency in French.

## **VII. Presentation of the contractors offer**

The service provider is required to submit the following documents:

### **a. Technical offer**

- A detailed CV
- A methodological note for the conduct of this project with analysis and, if necessary, proposals for improving the TDRS.
- A detailed planning of the different stages of the project, specifying the deadlines for each stage.

**This note should also include a proposal for task allocation with the national public finance expert who will be recruited to support the international expert in this process.**

### **b. Financial Offer**

- A detailed financial offer specifying the number of man/day per phase in each phase;

## **VIII. Evaluation of the offer**

The Service Delivery Agreement will be established with the consultant whose bid follows the instructions of this Invitation to Tender, who meets the eligibility requirements, and who is considered to offer the best value for money based on an analysis of qualifications and financial offers.

### **1. Phase 1: Comparative technical analysis of offers**

During this phase a technical score T out of 100 will be assigned to each candidate according to the following scale:

Criteria	Maximum score
<p><b>Proposed methodology note: (25)</b>  <b>Very Improved:</b> A very good level of detail, very improved and relevant proposals compared to the TORs <b>(25 points)</b>  <b>Improved:</b> A good level of detail, relevance of the approach presented, consistency of the elements/activities proposed for the performance of the services, a timetable for achieving the expected results; <b>(15 points)</b>  <b>Simple:</b> Simple repetition of the TOR elements, lack of investigation <b>(10 points)</b>  <b>Non-compliant:</b> Does not respond to TORs, omission of key elements of TORs <b>(0 points)</b></p>	<b>30</b>
<p><b>Proposed timeline (5)</b></p>	
<ul style="list-style-type: none"> <li>• Graduate degree (Master's degree or equivalent) in economics or finance or in any other discipline related to the economic or financial sector <b>(5)</b></li> <li>• Having carried out similar studies in developing countries <b>(20 points: 4 points per study)</b></li> <li>• Confirmed experience in the preparation of financial frameworks for the fight against climate change <b>(20 points: 5 points per study carried out)</b></li> <li>• At least 5 years' professional experience in the fields of economics and public finance. <b>(20 points: 4 points per year of experience)</b></li> <li>• Good command of French: <b>5 points</b></li> </ul>	<b>70</b>

**Important: Will be systematically eliminated at the end of this phase all the offers that have obtained:**

→ a technical score below the minimum technical score of 70 points, which represents 70% of the maximum score for technical offers (100 points).

**Technical offers will be evaluated based on their degree of response to the Terms of Reference.**

## **2. Phase 2: Comparative financial analysis of offers**

At the end of this phase, each financial offer will have a rating (F) out of 100:

A score of 100 will be awarded to the technically valid and lowest priced offer. For other offers, the score will be calculated using the following formula:

**F = 100 x (Pmin/P), as:**

**P : Price of the offer**

**Pmin: Price of the technically valid and lowest priced offer**

## **3. Phase 3: Technical and financial analysis**

The technical (T) and financial (F) scores obtained for each candidate will be weighted respectively by the following coefficients:

→80% for the technical offer

→20% for the financial offer

$$N = 0.8 * T + 0.2 * F$$

The contract will be awarded to the offer with the highest "N" rating.

## **IX. Submission of offers**

The interested consultant is requested to send in two separate documents:

- 1. Technical offer:** containing the elements specified in the point VII of this document
- 2. Financial offer:** Estimate of the cost as specified in the point VII of this document

Tenders can be sent by e-mail to [gcn.bur2@gmail.com](mailto:gcn.bur2@gmail.com) or sent by post to the following address:

**Secrétariat d'Etat auprès du Ministre de l'énergie, des mines  
et du développement durable, chargée du développement durable  
Coordination Nationale des Projets QCN-LECB-AOP4C  
9 Avenue Al Araar, Secteur 16, Hay Ryad, Rabat, Maroc.  
Bureau 104**

**No later than September 13<sup>h</sup>, 2019 at noon.**

Any request for additional information will be made in writing to the above address or by email to the address: [gcn.bur2@gmail.com](mailto:gcn.bur2@gmail.com)