



TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

Project Title: Enhancing conjunctive management of surface and groundwater resources in selected trans-boundary aquifers: case study for selected shared groundwater bodies in the Nile basin.

Component 5: Activity 8.1.3: Preparation of Knowledge Materials for Dissemination

Consultancy Title: Consultancy Services for Professional scientific Editing of the Shared Aquifer Diagnostic Analysis reports (SADA) & Modeling reports, developed by consultants for Kagera, Gedaref – Adegrat & Mount Elgon transboundary aquifers.

- Duration of the Contract: from July 1st to 30th August 2024 (Part time).
- Level of effort 20 man-working days.

Introduction:

The Nile Basin Initiative has received funding from Global Environment Facility (GEF) through UNDP to implement a project entitled “Enhancing conjunctive management of surface and groundwater resources in selected transboundary aquifers: Case study for selected shared groundwater bodies in the Nile Basin”. The project aim is to foster the more effective utilization and protection of selected shared aquifers in the selected sub-basin in the Eastern Nile and the Nile Equatorial Lakes region through further improving the understanding of available groundwater resources and demonstrating ‘conjunctive management that optimizes the joint use of surface and groundwater.

NBI intends to employ the services of **Individual Consultant** for Professional scientific Editing of the shared aquifer diagnostic analysis reports (SADA), Modeling documents, developed by consultants for Kagera, Gedaref – Adegrat & Mount Elgon transboundary aquifers.

The assignment described in these ToR is funded through NBI member country contributions, and Global Environment Facility **GEF** through United Nations Development Program **UNDP**. This document presents the Terms of Reference for the Assignment.

The Consultants shall be selected competitively based on Nile-SEC’s procurement procedures.

Consultancy/Assignment Objectives:

The purpose of this assignment is to provide technical professional expertise in proof reading and editing of the knowledge materials produced by the project. Provide advice on the content and findings of the reports, proof reading of the reports to improve technical and linguistic quality.

- **Consultancy/Assignment Scope:**

The scope of this assignment will include but will not be limited to the following: -

- 1. Reviewing:

Undertake a review of the contents and findings within the SADA & Modeling reports. Critically review for systematic, reference, logical and factual errors of facts, concepts, and statements in the reports.

- 2. Proof Reading:

Checking the overall clarity and consistency of style and sentence structure, removing any inappropriate wording to improve structure and cohesiveness of the documents.

- 3. Editing:

The editing process will include a revision of the current text with tables and figures to achieve an optimal flow of information and presentation of the findings. The editing process might also entail substantive redrafting and synthesizing of parts of the existing text to make the report/document more readable and understandable to non-expert audiences.

Assignment outputs (key deliverables)

The consultant shall provide the following deliverables:

1. Final reviewed three SADA and modeling reports, submitted electronically.
2. A comprehensive and informative non-technical, Policy brief summary for each report.

Table 1: Deliverables & Time schedule

The deliverables of the national consultant shall be as follows.

Deliverable	Approx. due date from commencement, in weeks	Payment Schedule
1. Final reviewed three SADA and three modelling reports, submitted electronically.	27 th July 2024	50%
2. A comprehensive and informative non-technical, policy summary for each report.	20 th August 2024	50%

Level of Effort

This assignment is expected to take a total of 20 man-working days distributed over the contract period from July 1st to 30th August 2024.

The Client shall pay the consultant professional fees (to be determined based on agreed daily professional fee rate) against deliverables accepted by the client.

The proposed payment schedule is given in Table 1.

Reporting:

The consultant shall report to the Groundwater Project Manager/ Technical Lead with oversight by Senior Water Resources Management Specialist.

The consultant shall work from his/her home venue and partly from the NBI secretariat.

Monitoring & Evaluation:

For monitoring the progress of the production of the edited reports, the consultant shall report the progress of deliverables and the implementation of the different activities of the assignment to the project team lead and will be supervised by the Basin wide program manager & DED.

Minimum qualifications and experience

The expert should meet the following academic qualifications and experience as a minimum:

- a) Master's degree or higher in hydrogeology, groundwater management, water management with special focus on groundwater resources or any other closely related field.
- b) Minimum 10 years of demonstrable experience in the technical editing/ writing/ proof reading reports/articles on water management, international water, or related fields.
- c) Proof of similar assignments in the last 5 years in the Nile Basin area.
- d) Excellent command of publishing English language.
- e) Advanced knowledge and skills of MS Office and other applications.

Interested applicants should submit the following documents:

- An updated current CV, contact details of at least three referees and a cover letter setting out how the applicant meets the selection criteria, and a proposed approach and methodology)
- Letter of application confirming availability and Interest in the assignment