

# **Expression of Interest in the design, development and delivery of an accredited Post Graduate Certificate in Integrated Water Resources Management**

## **1. General Information**

The international community convened the World Summit on Sustainable Development (WSSD) in Johannesburg in 2002, to review the Global Agenda 21. The World Summit issued a number of statements related to Small Island Developing States (SIDS) that identified the need for actions at all levels to urgently assist SIDS in the removal of constraints preventing sustainable development within the context of sound environmental management. The requirements adopted by WSSD which are relevant for SIDS include:

- The need to provide support, including for capacity-building, for the development and further implementation of freshwater programmes for Small Island Developing States, specifically the Global Environment Facility focal areas; and
- The need to provide support to Small Island Developing States to develop capacity and strengthen efforts to reduce and manage waste and pollution and building capacity for maintaining and managing systems to deliver water and sanitation services, in both rural and urban communities

Insufficient education, training and capacity in the broad field of integrated water resources management (IWRM) and water use efficiency (at various levels including government, private sector and community), including difficulty of retaining qualified and experienced staff has been nominated by Pacific Island Countries (PICs) as a primary barrier to the implementation of IWRM.

The Pacific Integrated Water Resources Management Planning Programme, funded for 3 years (2008 – 2010) by the European Union, is supporting 14 Pacific Island Countries (PIC's) to improve their water governance through using the IWRM Planning approach as a tool to provide direction and action to develop IWRM frameworks such as policies, plans, strategies and legislation, foster multi-stakeholder participation and empowerment, create understanding and management of information needs and strengthen water and sanitation apex bodies as a mechanism for national level coordination.

The Global Environment Funded (GEF) Pacific IWRM Project seeks to improve water resource and wastewater management and water use efficiency in Pacific Island Countries in order to balance overuse and conflicting uses of scarce freshwater resources through policy and legislative reform and implementation of applicable and effective Integrated Water Resource Management (IWRM) and Water Use Efficiency (WUE) plans. Adoption of IWRM is being facilitated through the implementation of best practices and demonstration projects in 13 PICs.

The two projects are being implemented in a coordinated approach to support countries in the development of IWRM plans and their implementation within PICs.



In order to develop a more systematic professional competency and knowledge network around IWRM in each PIC it has been decided to promote the design, development and delivery of an accredited Post Graduate Certificate in Integrated Water Resources Management within an appropriately located and accredited higher educational institution with demonstrable experience in delivering accredited Postgraduate IWRM Courses.

The target group for this programme would be current National IWRM Focal Points, GEF Pacific IWRM Demonstration Project Staff and IWRM relevant government officials, civil society including both business and community representatives involved in water resource management. The programme would also be the entry qualification for a nested Masters in Integrated Water Resources Management ie a seamless progression to a Graduate Diploma and Masters.

The SOPAC EU and GEF Pacific IWRM Projects would fund the costs for the first year intake and roll out of the course in year 2. The first intake would comprise a minimum of 20 selected and eligible participants for the Post Graduate Certificate. Funding for progression into a Post Graduate Diploma and Masters will be evaluated 3 months prior to the completion of the first year intake's Post Graduate Certificate. This evaluation will determine future commitment and funding to the program and ongoing arrangements with the contracted Institution.

## **2. Overall Objective**

To provide advanced accredited education and training programmes for water managers and associated primary stakeholders that are tailored to be accessible to candidates within the Pacific region and to provide effective development of these people for the implementation of IWRM and Water Use Efficiency Planning..

### **2.1 Specific Objectives**

2.1.1 To develop a relevant multi-disciplinary and accredited Post Graduate Programme in IWRM that addresses key competencies and knowledge requirements in the field that will have a Post Graduate Certificate program ready for delivery by June end 2010.

2.1.2 To deliver the Post Graduate Certificate program to a minimum of 20 working professional participants in 2010 in a form that combines short contact based course work (7 days per year), distance self study, and research/work assignments based on the water sector in the participants country of employment/residence.

2.1.3 To ensure that the programme comprise relevant courses.

## **3. Scope**

The design, development and delivery of a new Post Graduate Certificate IWRM Programme or adaptation of an existing Post Graduate Certificate IWRM Programme in terms of content, course materials, case studies to ensure optimal quality and PIC relevance.

As IWRM is a multi-disciplinary multi-stakeholder approach to water management, the course curriculum and learning units should reflect this.

The submitting Higher Educational Institution needs to provide an assurance that the programme will be formally accredited prior to the commencement of the Course in July 2010. Preference will be given to submissions that have a formally accredited programme.

The formal delivery of the programme to commence in 2010 to a minimum of **20 participants who have been selected through a process to be undertaken in conjunction with the SOPAC EU/GEF Pacific IWRM Projects.**

Course participants will be available for the 7 day contact based course work in the last week of July each year commencing in 2010.

#### **4. EOI Requirements**

##### Essential

Institutions tendering for the contract must provide clear evidence that, individually or through collaboration with other providers, they will be able to meet the IWRM education specification as outlined below:

- Demonstrable record of successfully developing and providing education and training within agreed timescales and budgets.
- Accreditation of any education/training provided by recognized authorities
- Experience of delivering Post Graduate educational programmes
- Experience of delivering high quality accredited postgraduate education programmes
- Ability to develop e-learning resources
- Experience of working with senior water management officials and stakeholder representatives
- Ability to effectively engage with a range of stakeholders to support the delivery of a high quality education and training

##### Specification

The course programme must:

- Use a variety of approaches to deliver the education and training in order to make it as accessible and practical as possible within the Pacific region such as;
  - Offering e-learning/distance learning options
  - Involving some competency assessed hands on training
  - Having a set-up to enable delivery of this training within the Pacific region
  - Overall provide a course that utilises IT to the best advantage to enable students to study from the workplace/home where & when appropriate
- Ensure that any education/training provided is accredited and validated
- Offer flexibility in the delivery of the course to allow students to access modules of learning as part of CPD if so required by their employing organisation
- The course design should be modular to enable students to progress seamlessly to further Post Graduate awards
- Ensure courses incorporate an emphasis on providing services within a community environment and working with a wider range of non-water staff
- Ensure the course encompasses a wide range of skills and competencies necessary to work with other staff and communities.
- Provide a course that meets the education and training needs of water staff and stakeholders working in a community setting

- Enable individuals, upon the successful completion of the courses, to have increased skills, knowledge, competence and confidence to work as water managers and facilitators.

## 5. Timetable

Set out below is the proposed timetable for the procurement process. This is intended as a guide and SOPAC reserves the right to depart from it at anytime.

EOI and Bid Submission	Wed 31 March 2010
Shortlisting of candidates	Mon 12 April 2010
Notification of contract award decision	Fri 23 April 2010
Appointment of contractor	Frid 30 April 2010

## 6. Costs

The SOPAC EU and GEF Pacific IWRM Projects would fund the costs for the first year intake and roll out of the course in year 2 subject to the successful delivery of year 1 of the program.

The final budget will be determined through the cost structure submissions made by the short listed institutions who will be contracted through the process of a directly negotiated procurement process.

## 7. EOI Format

The Expression of Interest must follow the format provided below. The expression of interest (including annexures) **must not exceed 15 pages. Please note Single page staff cvs are excluded from the page limit.**

### A. Institution Relevance, competency and experience (2 pages maximum)

- Name of Centre, Faculty and University (Institution)
- Address and contact details (Contact Person)
- Brief background and history of the institution with respect to its current and proposed accredited post graduate programme offerings including course details, student numbers, indicators of past success
- Brief motivation why the institution believes it would be best placed to develop and deliver the proposed Post Graduate Certificate in Integrated Water Resources Management including distinctive or unique competencies, delivery systems, experience etc.
- A description of the resources the institution and unique advantages it brings to the bid
- A description of how the institution would best utilise IT to facilitate study by PIC participants in the program

### B. Programme Content and Delivery (5 pages maximum)

#### Programme Content

- A description of the key competencies needed within PICs to implement IWRM and an assessment of the key competency deficiencies and how the proposed program will seek to build these.
- Brief indicative proposal on the proposed programme structure (existing, customized and new modules the institution would provide and confirmation that the institution would be in a position to offer an accredited programme.
- A statement concerning the status of accreditation of the submitted programme,
- Demonstration of how the course will enhance capacity and commitment to service delivery within communities and in particular how this takes into account the needs of women and youth

#### Programme Management

- Brief indication of the programme management structure and the profile of staff to be involved in the programmes.

#### **Programme Staff**

- Briefly describe how and provide examples to illustrate the ability of the nominated staff to provide innovative delivery of Post Graduate programmes
- Demonstrate the institution's staff have the capacity and experience of providing courses and programmes relevant to the core competencies of IWRM
- Provide short form cvs (1 page per staff) demonstrating the appropriateness of the staff nominated

#### **C. Price (2 pages maximum)**

- Bid price and costings (**No longer than 2 pages.**)

#### **D. Added Value (2 page maximum)**

- What added value the institution brings to the bid this can be in the form of inkind contribution or specifically identified and quantified cofinancing)

Relevant annexures

#### Please Note

Rates quoted are to be flat rates chargeable for all days/hours irrespective of whether the work is undertaken in hours or out of hours.

Rates and prices must be inclusive of normal office expenses such as secretarial support (in hours and overtime), typing, telephone calls, faxing, normal and bulk copying and postage, etc.,.

The rates quoted shall include travel and subsistence costs, (including overnight allowances).

### **8. Process for the Selection of the Higher Education Institution**

Eligible Institution of accredited Higher Education Institutions must submit an Expression of Interest (EOI) in the format provided in 8 below to reach SOPAC by the deadline provided in 9 below.

**Late submissions will not be considered.**

The submissions will be adjudicated by a selection committee on the basis of the evaluation criteria (see 11. below) and the contract will be concluded with the selected institution.

### 9. Instructions for EOI Submissions

The Expression of Interest (EOI) must be received by IWRM SOPAC on or before Fiji Time 15h00 the 31<sup>st</sup> March 2010 in the format set out in 7 above. The EOI must be emailed to [IWRM@sopac.org](mailto:IWRM@sopac.org). Acknowledgement of receipt of email submissions must be obtained at least 1 hour after submission. If the submitting institution has not received an acknowledgement then it is their responsibility to ensure the EOI has been received.

SOPAC accepts no responsibility for any party who suffers prejudice through this process as a result of failed email submissions.

### 10. Enquiries

All enquiries regarding the expression of interest by interested institutions can be taken up with Marc Wilson by email [M.Wilson@sopac.org](mailto:M.Wilson@sopac.org)

### 11. Annexure A: Expression of Interest: Evaluation Criteria

CRITERIA	MAX. POINTS
<b>A. Institution Relevance, competency and experience</b>	
Institution has competency and experience of delivering postgraduate programmes to professional participants on a mix of short contact course work, distance self study, and research/work based assignments based on the participants country of origin's water sector and research methods.	10
The institution has resource capacity and proven experience of providing courses and programmes relevant to the core competencies of IWRM	10
The course utilises IT to the best advantage to enable students to study from the workplace/ home where & when appropriate	10
<b>Sub - Total Institution Relevance, competency and experience</b>	<b>30</b>
<b>B. Programme Content and Delivery</b>	
<b>Program Content</b>	
Institution has an understanding of key competencies needed for implementing IWRM in PICs	10
Proposed programme and structure will develop the key competencies	15
Institution can provide accredited programme by 2010	15
The course incorporates an emphasis on providing services within a community environment and working with a wider range of non-water staff	10
<b>Programme Management</b>	
The Management staff profile indicates the experience and competency to design, develop, deliver and manage the programme	20

<b>Programme Staff</b>	
Experienced in innovative delivery of educational programmes	10
The institutions staff have the capacity and experience of providing courses and programmes relevant to the core competencies of IWRM	10
Appropriateness of proposed personnel (Relevant experience and qualifications, calibre of support team/providers, are CVs of the individual members of the bidder organisation provided? etc)	10
<b>Sub - Total for Programme Content and Delivery</b>	<b>100</b>
<b>C. Price</b>	
Breakdown of costs for all project elements e.g. modules,	
Contingencies for slippage	<b>100</b>
<b>D. Added Value</b>	<b>20</b>
<b>Total Score</b>	<b>250</b>