

Part II: Special Conditions

Ad Article 1: General Provisions

Ad 1.1: Definitions

“Completion Period”: The completion period shall be the period starting on the Commencement Date and ending in 8 months.

“Country”: Republic Of Armenia

“Project”: “Biodiversity and Protected Areas Component” of the project “Biodiversity and Sustainable Local Development in Armenia”
BMZ-Nr.: 2018 670 01

“Development and delivery of a capacity building and training programme aligned with international standards and best practice for Ecopatrol services staff in Armenia” as further specified in Annex 3.

“Commencement Date”: June 10, 2025.

Ad 1.4: Communication and Language

This Contract shall be executed in **English and Armenian**. In case of any discrepancy or inconsistency between the English and Armenian texts, **the English version shall prevail**.

The language for notices, instructions, reports and other communication shall be the **English language**.

Notices

Address of the Employer

Postal address: **WWF Armenian Branch**

11/1 Proshyan Str.

0019 Yerevan, Republic of Armenia

Contact Person: Dr. Levon Aghasyan

Email: laghasyan@wwfcaucasus.org

Phone: + 374 55 00 70 50

Address of the Consultant

Postal address: **Propark Aarii Protejate SRL**

Strada Lunga, no. 175, Braşov, Romania

Contact Person: Erika Vaida-Bela

Email: erika.vaida.bela@propark.ro

Phone: **+40 720549398**

Tax Residence of the Consultant and all JV Partners: **Romania**

Address of KfW

Postal address: **KfW Development Bank**
Palmengartenstrasse 5 – 9
60325 Frankfurt, Germany

Contact person: Frank Mörschel

Email: Frank.Moerschel@kfw.de

Phone: +49 (69) 7431-8681

Ad 1.5: Governing law

The law governing this Consulting Contract shall be **the Armenian Law**.

Ad 1.9: Copyright and rights of use

The consultant is entitled to freely use materials produced under this consultancy for all purposes related to the Consultancy's activities, without any limit in time and additional costs.

Each Party, shall, and shall ensure that its respective employees, agents and representatives will keep confidential all documents made available to the Party by the other Party and/or KfW, as well as all information exchanged and knowledge acquired concerning this Consulting Contract and its implementation, even if such documents, information or knowledge have not been expressly designated as confidential. This obligation of confidentiality upon each Party and its employees shall remain effective for a period of 24 months after completion or termination (whichever occurs earlier) of the Consulting Contract.

The obligation of confidentiality set out in this Clause 1.9 shall not apply to information:

- (a) which is or becomes public information other than as a direct or indirect result of any breach of this Consulting Contract;
- (b) which is known by the receiving Party before the date the information is disclosed to the receiving Party in accordance with paragraph (a) above or is lawfully obtained by the receiving Party after that date from a source which is unconnected with the disclosing Party and which has not been obtained in breach of, and is not otherwise subject to, any obligation of confidentiality.
- (c) the disclosure of which is:

i. requested or required by any court of competent jurisdiction or any competent judicial, governmental, banking, taxation, supervisory or other regulatory authority or similar body or necessary to assert or defend claims or other legal rights in court or administrative proceedings;

ii. required pursuant to any applicable law or regulation; or

iii. made with the prior written consent of the Party providing the information.

Notwithstanding the foregoing each Party is entitled to disclose any information in connection with this Consulting Contract to KfW and the PEA.

Ad 1.15: Reimbursements

N/A

Ad Article 2: The Employer

Ad 2.2: Decisions and cooperation

Decisions/discretions/cooperative actions of the Employer pursuant to Paragraph 2.2 [Decisions/cooperation] must be taken/exercised/performed at the latest within **15 days** from receipt by the Employer of the respective written request of the Consultant.

Ad 2.4: Taxes

The Ministry of Environment is committed to supporting the WWF Armenian Branch in securing exemption from V.A.T. liability. WWF Armenian Branch has applied to Government for tax exemption of the Project.

According to current agreements, KfW will not reimburse V.A.T. and other indirect taxes. If no V.A.T. exemption can be secured for WWF Armenia, the Ministry of Environment will cover these costs.

Ad 2.6: Contact persons of the Employer

The Employer's contact person shall be

Levon Aghasyan, Country Director

WWF Armenian Branch

11/1 Proshyan Str.

0019 Yerevan, Republic of Armenia

Email: laghasyan@wwfcaucasus.org

Phone: + 374 55 00 70 50

The Employer's deputy shall be

Narine Mirakyan, Finance and Administration Manager

WWF Armenian Branch

11/1 Proshyan Str.

0019 Yerevan, Republic of Armenia

Mobile: +37495190212

Email: nmirakyan@wwfcaupo.org

Ad Article 3: The Consultant

Ad 3.2: Reporting and information

The required deliverables and corresponding timeline are as follows:

Deliverable 1 – within 2 months of commencement of contract

- Draft framework and plan for strengthening the capacity of Ecopatrol Service for effective protected area and forest protection and biodiversity conservation in line with international best practice.

Deliverable 2 – within 3 months of commencement of contract

- Training and Capacity Building Plan for Ecopatrol Service including identification of key guidelines and content needed for standard operating procedures.
- Delivery of workshop on integration of international ranger competences into Ecopatrol Service structure with senior Ecopatrol Service officers and the EPS management team

Deliverable 3 – within 8 months of commencement of contract

- Results of competence needs assessment using the adapted list of required competences.
- Training curriculum and agreed supporting material (selected guidelines/SoP).
- Delivery of working session with potential trainers (who would be involved in the proposed training programme) to introduce the curriculum and further develop content proposal.
- Submission of final report including recommendations for continuous improvement in EPS operations and governance based on developed outputs, and experience and results of activity.

The Consultant will be expected to maintain regular contact with the BSLD IC given the importance and urgency of the activity.

Ad 3.3: Due diligence

The Consultant shall in all professional matters provide the services to the Employer to the best of his knowledge and belief. The Consultant shall exercise all skill, reasonable care, and diligence in the discharge of his duties under this contract. He shall carry out the services in conformity with common professional practices and in accordance with current scientific and generally accepted standards.

The Consultant shall document its work, progress and decisions taken in an appropriate form that is acceptable to the Employer, bearing in mind the requirements arising from para 5.7.

Ad 3.4.1: The Consultant's contact person

The Consultant's contact person shall be : **Erika Vaida-Bela**

Contact details

Email: erika.vaida.bela@propark.ro

Phone: +40 720549398

The deputy shall be Mara Bulea.

Contact details:

Email mara.bulea@propark.ro

Phone : +40721 326 922

Ad 3.4.2: The Consultant's contact person for cases of emergency or crisis

The Consultant's contact person for cases of emergency or crisis shall be **Laura Maria Florescu**.

Contact details:

Email: laura.florescu@propark.ro

Phone: +40 730634171

The deputy shall be: **Andra Hagatis**

Contact details:

Email: andra.hagatis@propark.ro

Phone: +40 728943511

Ad Article 5: Remuneration

Ad 5.1: Forms of Remuneration

In consideration of the Services, the Employer shall pay to the Consultant an amount of :

up to 19,945 in Euros without VAT

(up to nineteen thousand and nine hundred and forty five Euros)

(the "Contract Value").

In accordance with the Terms of Reference, the Services will be rendered as

☒ Lump sum services

☐ Time based services

Ad 5.2 (a): General Payment Terms

Total amount of the advance payment: **Not Applicable**

☒ An advance payment guarantee will not be required.

5.3: Payment Conditions

Installments will be invoiced on the basis of Cost Calculation and Invoicing Table (Annex 8) and the unit prices set out therein.

Instalments

Payments shall be made in **3** instalments as follows:

In derogation of Art. 5.2.(b) payment shall be made based on the fulfilment of the respective milestone as follows:

Payment 1 - 30 % after the first deliverable is submitted by the Consultant and accepted by the Employer (**EUR 5,983.50**).

Payment 2 - 40 % after the second deliverable is submitted by the Consultant and accepted by the Employer (**EUR 7,978**).

Payment 3 - 30 % after Final deliverable is submitted by the Consultant and accepted by the Employer (**EUR 5,983.50**) as the final payment.

TOTAL: EUR 19,945

Other Costs

Other Costs, if any, will be invoiced together with the instalments on the basis of and substantially in the form set out in the Cost Calculation and Invoicing Table (Annex 8) stating the actual costs and exchange rates applied.

Ad 5.5: Invoicing

The Consultant's invoice shall indicate the BMZ-No. (see Definition of "Project" pursuant to Article 1.1).

Payments may be made to the Consultant directly by KfW according to the direct disbursement procedure if agreed between KfW and the Employer.

Payments shall be made to the following account:

Account holder: **Propark Ariei Protejate SRL**

Bank: **Unicredit Bank**

Account number: RO82 BACX 0000 0010 7531 3002

IBAN: RO82 BACX 0000 0010 7531 3002

BIC / SWIFT: BACXROBU

Ad 5.6: Payment deadline

Agreed compensation for overdue payments pursuant to Paragraph 5.6: **7,5** per cent per year, in relation to the outstanding amount.

Ad Article 6: Liability

Ad 6.3: Period of liability

The Consultant's liability shall terminate after the end of the contract period and with acceptance of the Consultant's final report, whichever is earlier.

Ad Article 7: Insurance

The insurance shall be taken out and maintained by the Consultant.

Ad Article 8: Disputes and Arbitration Procedure

Ad 8.1: Arbitration Procedure

The place of arbitration shall be Frankfurt a.M., Germany.

The language of the arbitration procedure shall be English language.

(Yerevan, Armenia, June 02, 2025)

Levon Aghasyan

WWF-Armenia Director

(for the Employer)



Tiberiu Chiricheș

Propark Aree Protejate SRL, Administrator

(for the Consultant)

Narine Mirakyan

Finance and Administration Manager

(for the Employer)

List of Annexes

[Note: If one or several of the Annexes are not necessary in the respective Contract, to preserve the integrity of the references please retain the numbering of the Annexes and insert the words “not applicable” in the relevant Annexes.]

Annex no.	Title
1	Declaration of Undertaking
2	Minutes of Negotiation (if relevant)
3	Terms of Reference plus Tender Documents
4	Guidelines for the Procurement of Consulting Services, Works, Goods, Plant and Non-Consulting Services in Financial Co-operation with Partner Countries (in the version valid on the date the bid was submitted)
5	Staffing Schedule
6	Equipment and Furnishings to be provided by the Employer and Third-party Services Commissioned by the Employer
7	Time Schedule for the Performance of the Services
8	Cost Calculation and Invoicing Table
9	The Consultant's Bid
10	Form of Advance Payment Guarantee (if relevant)

Annex 1

DECLARATION OF UNDERTAKING

Reference name of the Application/Offer/Contract: Consulting Services for "Supporting the pilot implementation of SMART Conservation Software in the context of Biodiversity Monitoring in Armenia through development and training of trainers activities" ("Contract")¹

To: WWF Armenia ("Project Executing Agency")

1. We recognise and accept that KfW only finances projects of the Project Executing Agency ("PEA")² subject to its own conditions which are set out in the Funding Agreement it has entered into with the PEA. As a matter of consequence, no legal relationship exists between KfW and our company, our Joint Venture or our Subcontractors under the Contract. The PEA retains exclusive responsibility for the preparation and implementation of the Tender Process and the performance of the Contract.

2. We hereby certify that neither we nor any of our board members or legal representatives nor any other member of our Joint Venture including Subcontractors under the Contract are in any of the following situations:

2.1) being bankrupt, wound up or ceasing our activities, having our activities administered by courts, having entered into receivership, reorganisation or being in any analogous situation;

2.2) having been convicted by a final judgment or a final administrative decision or a preliminary investigation/charge is pending against us for involvement in a criminal organisation, money laundering, terrorist-related offences, child labour or trafficking in human beings, or have been subject to (financial) sanctions and/or embargo provisions by the United Nations, the European Union or the Federal Republic of Germany. This exclusion criterion is also applicable to legal persons whose shares (or the majority thereof) are owned or de facto controlled by natural or legal persons against whom such judgments, administrative decisions, (financial) sanctions and/or embargoes have been imposed and – in the case of (financial) sanctions and/or embargoes – these restrictive measures continue to apply;

2.3) having been convicted by a final court decision or a final administrative decision by a court, the European Union, national authorities in the Partner Country or in Germany for Sanctionable Practice in connection with a Tender Process or the performance of a Contract or for an irregularity affecting the EU's financial interests (*in the event of such a conviction, the Applicant or Bidder shall attach to this Declaration of Undertaking supporting information showing that this conviction is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction*);

2.4) having been subject, within the past five years to a contract termination fully settled against us for significant or persistent failure to comply with our contractual obligations during such Contract performance, unless this termination was challenged, and dispute resolution is still pending or has not confirmed a full settlement against us;

2.5) not having fulfilled the applicable fiscal obligations with regard to the payment of taxes at the respective tax residence and in the country of origin of the PEA (*contractors based in Annex 1 countries (<https://www.consilium.europa.eu/de/policies/eu-list-of-non-cooperative-jurisdictions/>) must submit a fully completed and legally countersigned declaration of tax conformity (Appendix 1 to the Declaration of Undertaking) in addition to the Declaration of Undertaking at the time of award of the contract/contract review. This shall become an integral part of the contract. Failure to submit may result in exclusion from the awarding procedure. For contractors based in countries not listed as Annex 1 countries, only the Declaration of Undertaking must be submitted, and not the declaration of tax conformity*),

- 2.6) being subject to an exclusion decision of the World Bank or any other multilateral development bank and being listed on the website <http://www.worldbank.org/debarr> or respectively on the relevant list of any other multilateral development bank (*in the event of such exclusion, the Applicant or Bidder shall attach to this Declaration of Undertaking supporting information showing that this exclusion is not relevant in the context of this Contract and that adequate compliance measures have been taken in reaction*); or
- 2.7) being guilty of misrepresentation in supplying the information required as condition to participation in this Tender Procedure.
3. We hereby certify that neither we, nor any of the members of our Joint Venture or any of our Subcontractors under the Contract are in any of the following situations of conflict of interest:
- 3.1) being an affiliate controlled by the PEA or a shareholder controlling the PEA, unless the stemming conflict of interest has been brought to the attention of KfW and resolved to its satisfaction;
- 3.2) having a business or family relationship with a PEA's staff involved in the Tender Process or the supervision of the resulting Contract, unless the stemming conflict of interest has been brought to the attention of KfW and resolved to its satisfaction;
- 3.3) being controlled by or controlling another Applicant or Bidder, or being under common control with another Applicant or Bidder, or receiving from or granting subsidies directly or indirectly to another Applicant or Bidder, having the same legal representative as another Applicant or Bidder, maintaining direct or indirect contacts with another Applicant or Bidder which allows us to have or give access to information contained in the respective Applications or Offers, influencing them or influencing decisions of the PEA;
- 3.4) being engaged in a Consulting Services activity, which, by its nature, may be in conflict with the assignments that we would carry out for the PEA;
- 3.5) in the case of procurement of Works, Plant or Goods:
- i. having prepared or having been associated with a Person who prepared specifications, drawings, calculations and other documentation to be used in the Tender Process of this Contract;
 - ii. having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this Contract;
4. If we are a state-owned entity, and compete in a Tender Process, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
5. We undertake to bring to the attention of the PEA, which will inform KfW, any change in situation with regard to points 2 to 4 here above.
6. In the context of the Tender Process and performance of the corresponding Contract:
- 6.1) neither we nor any of the members of our Joint Venture nor any of our Subcontractors under the Contract have engaged or will engage in any Sanctionable Practice, or violate the Guidelines during the Tender Process and in the case of being awarded a Contract will engage in any Sanctionable Practice during the performance of the Contract;
- 6.2) neither we nor any of the members of our Joint Venture or any of our Subcontractors under the Contract shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or Germany; and
- 6.3) we commit ourselves to complying with and ensuring that our Subcontractors and major suppliers under the Contract comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the Contract and the fundamental conventions of the International Labour Organisation³ (ILO) and international environmental treaties. Moreover, we shall implement environmental and social risks mitigation measures when specified in the relevant environmental and social management plans or other similar documents

provided by the PEA and, in any case, implement measures to prevent sexual exploitation and abuse and gender-based violence.

7. In the case of being awarded a Contract, we, as well as all members of our Joint Venture partners and Subcontractors under the Contract will, (i) upon request, provide information relating to the Tender Process and the performance of the Contract and (ii) permit the PEA and KfW or an auditor appointed by either of them, and in the case of financing by the European Union also to European institutions having competence under European Union law, to inspect the respective accounts, records and documents, to permit on the spot checks and to ensure access to sites and the respective project.

8. In the case of being awarded a Contract, we, as well as all our Joint Venture partners and Subcontractors under the Contract undertake to preserve above mentioned records and documents in accordance with applicable law, but in any case for at least six years from the date of fulfillment or termination of the Contract. Our financial transactions and financial statements shall be subject to auditing procedures in accordance with applicable law. Furthermore, we accept that our data (including personal data) generated in connection with the preparation and implementation of the Tender Process and the performance of the Contract are stored and processed according to the applicable law by the PEA and KfW.

Name: **Tiberiu Chiricheș** In the capacity of: Administrator

Duly empowered to sign in the name and on behalf of: **Propark Ariei Protejate SRL**

Signature:

Dated: 22.04.2025



Annex 2

Minutes of Negotiation (if relevant)

N/A

Annex 3

Terms of Reference (ToR)

For Consultancy Services for “Development and delivery of a capacity building and training programme aligned with international standards and best practice for Ecopatrol services staff in Armenia”

Introduction

The Government of Germany has made a financial commitment to support the Government of the Republic of Armenia in their efforts to conserve Armenia's rich biodiversity and to promote local development. Grant funds up to 26.2 million Euros have been earmarked for this project by the German Government, provided through the Federal Ministry for Economic Cooperation and Development (BMZ) and to be implemented by KfW Development Bank. It is intended to build on the long-term support of the German Government towards the conservation of the Caucasus Ecoregion.

The proposed activity covered by this ToR is being supported under the framework of the “Biodiversity and Sustainable Local Development in Armenia, Biodiversity and Protected Areas Component”. This Component is part of the larger project “Biodiversity and Sustainable Local development in Armenia” (BSLD) which is being implemented by the Ministry of Environment of the Republic of Armenia (MoEnv) as the Project Executing Agency (PEA) with KfW grant financing.

The consortium of WWF Armenia/WWF-Caucasus has been appointed as the Implementation Consultant to support the PEA in delivery of this project component. Under the Separate Agreement to the Grant Agreement, all procurement activities are delegated by the PEA to the Implementation Consultant including management of the Disposition Fund and the concluding and signing of Contracts for Goods, Works and Services within the Project on behalf of the PEA.

The support to the strengthening of Protected Areas Governance is under Output 1 of the BSLD project “Selected protected areas are managed effectively considering their multifunctional aspects”.

Context

The Ministry of Environment of the Republic of Armenia has made changes to the structure for the management of protected areas intended to improve protected area management and protection.

A key change in the structures of environmental protection and enforcement in protected areas and state forestry has been the formation of a new structure, the Ecopatrol Service (EPS) and separation of the role from the protected area and forestry administrations. The change in institutional status means that EPS staff will come under Civil Service requirements for qualifications.

The rationale for the changed approach was based on two key points:

- Under the former State Non Commercial Organisation (SNCO) protected area management structure it was not possible to provide 24/7 protection services as operations were constrained to standard “8am – 6pm” working hours. The new Ecopatrol Service has a mandate for 24/7 coverage.
- There was a perceived conflict of interest in forestry areas between the commercially related forestry operations for forest management and timber cutting and the protection role. The new Ecopatrol Service provides for separation and reduction of conflict.

Due to these changes in the administrative structure for the management of forests and protected areas and the greater emphasis on law enforcement, KfW in coordination with MoEnv commissioned that the “Biodiversity and Sustainable Local Development in Armenia – Biodiversity and Protected Areas component” implementation consultant undertake a review of Ecopatrol Service prior to no objection of provision of financial investment through this project or other KfW funded projects and mechanisms, such as Caucasus Nature Fund (CNF).

The review identified several key areas where Ecopatrol Service required support to develop its capacity and to fulfil KfW's requirements defined in the KfW Principles on Security and Human Rights in Protected Areas and supporting KfW Best Practice Guidelines on Security and Human Rights in Protected Areas.

It was agreed by both MoEnv and KfW that the BSLD project would provide support to respond to these needs. The proposed consultancy services covered by this ToR are intended to support specific objectives related to capacity building and training of Ecopatrol Service staff to enable them to deliver protected area and forestry protection aligned with international standards and best practices.

Objectives:

- Develop a **framework proposal for integration of international ranger competences into Ecopatrol Service structure** to influence alignment with effective protected area and forest management and biodiversity conservation.
- Develop a National Training and Capacity Building Plan for Ecopatrol Service.
- Develop **curricula for a basic training programme** based on recognized Ranger Competencies, ensuring that the EPS personnel are equipped with the necessary competences for PA management activities (protection, biodiversity conservation, community engagement, others).
- Support preparation for the implementation of the basic training programme.

Scope of work:

1. Develop a framework proposal for integration of international ranger competences into Ecopatrol Service structure to influence alignment with effective protected area and forest management and biodiversity conservation.

Analyse relevant legislation regarding role and existing training structures of Ecopatrol Service (especially in context of KfW Guidelines for Law Enforcement in Protected Areas)

- Conduct consultation with Ecopatrol Service / Ministry of Environment/ WWF Armenia on integration of international ranger competences into Ecopatrol Service structure.
- Analyse the present context for capacity building relevant for the EPS employees.

Develop a draft framework and plan for strengthening the capacity of Ecopatrol Service for effective protected area and forest protection and biodiversity conservation in line with international best practice.

2. Develop a national Training and Capacity Building Plan for Ecopatrol Service

- Adapt existing competence registers to the needs of Ecopatrol Service.
- Delivery of workshop on integration of international ranger competences into Ecopatrol Service structure with senior Ecopatrol Service officers and the EPS management team
- Design a national capacity building plan for Ecopatrol Service in a participatory process – including identification of key guidelines and content needed for standard operating procedures.

3. Develop curricula for a basic training programme

- Conduct a competence needs assessment using the adapted list of required competences.
- Design a training curriculum and agreed supporting material (selected guidelines/SoP).
- Develop proposal for a training-of-trainers (ToT) program to ensure sustainable capacity-building.

- Provide a working session with potential trainers (who would be involved in the proposed training programme) to introduce the curriculum and further develop content proposal.
- Delivery of final report including recommendations for continuous improvement in EPS operations and governance based on developed outputs, and experience and results of activity.

Timeline

The Timeline for delivery of the proposed Consultancy Services will be 8 months.

For the Consultancy Services presented above, a minimum of two face-to-face workshops/field missions in Armenia should be planned: one in the second week of July 2025, the second one Sept/Oct/Nov 2025. The Consultant is expected to have a minimum of 15 mission days in Armenia,

Deliverables, Reporting and Payment Schedules

This Consultancy will be contracted as a Deliverables Based Consultancy. The agreed fee for provision of the Consultancy Services will be made in staged payments at the following deliverable milestones:

Deliverable 1 - Payment of 30%:

- Draft framework and plan for strengthening the capacity of Ecopatrol Service for effective protected area and forest protection and biodiversity conservation in line with international best practice.

Deliverable 2 - Payment of 40%:

- Training and Capacity Building Plan for Ecopatrol Service including identification of key guidelines and content needed for standard operating procedures.
- Delivery of workshop on integration of international ranger competences into Ecopatrol Service structure with senior Ecopatrol Service officers and the EPS management team

Deliverable 3 - Payment of 30%:

- Results of competence needs assessment using the adapted list of required competences.
- Training curriculum and agreed supporting material (selected guidelines/SoP).
- Delivery of working session with potential trainers (who would be involved in the proposed training programme) to introduce the curriculum and further develop content proposal.
- Submission of final report including recommendations for continuous improvement in EPS operations and governance based on developed outputs, and experience and results of activity.

The consultant will be expected to maintain regular contact with the BSLD IC given the importance and urgency of the activity.

Supervision and engagement

This consultancy contract will be supervised by the BSLD IC Team Leader with support from the International Chief Technical Advisor. The Consultant will closely work with the Ministry of Environment and the project consultant.

Organisation of Field Missions and Workshops

The BSLD Implementation Consultant will provide the necessary support and facilitation for organising any field missions to protected areas, meetings with EPS and MoEnv and workshops.

All costs associated with internal travel outside Yerevan, meeting and workshop venues and associated costs, and translation services will be covered by the BSLD project and should not be included in the financial proposal.

Qualifications and Experience

The Consultant is required to have substantial demonstrated protected area management and governance competences and ranger training expertise relevant to the proposed scope of work including:

- More than 10 years of active support to international capacity building in protected areas in line with international best practice.
- Experience of working in partnership with international conservation organisations and donors.
- Extensive demonstrated experience in developing protected area management and governance, law enforcement in conservation, and community-based conservation models.
- Experience in capacity building and training programme development based on the Global Ranger Competencies including participatory processes in protected areas within an international context.
- Demonstrated experience in conducting training needs assessments in an international context.
- Demonstrated experience in delivery of specialist training for rangers in protected areas including the use of SMART conservation tools and matters related to Respect for Human Rights.

Application Procedure

Interested candidates should submit:

- Details of previous relevant organisational experience in related activities.
- A technical proposal outlining the approach to executing the assignment.
- A financial proposal specifying fees.

Annex 4

Guidelines for the Procurement of Consulting Services, Works, Goods, Plant and Non-Consulting Services in Financial Co-operation with Partner Countries

Guidelines for the Procurement of Consulting Services, Works, Plant, Goods and Non-Consulting Services in Financial Cooperation with Partner Countries

Document version January 2019

3rd update as of July 2024

<https://www.kfw-entwicklungsbank.de/Service/Procurement-Regulations/>

Annex 5

PERSONNEL SCHEDULE (BAR CHART)

Nº		Name	Position	Months ^{1 2}								Total time-input ³ (in person-days)				
				1	2	3	4	5	6	7	8	International	National	Total		
KEY EXPERTS																
K-1	Mrs. Erika Vaida Bela	Technical coordinator, Protected Area Specialist	Home										8		8	
			Field										15		15	
K-2	Mrs. Mara Bulea	Capacity Building Coordinator	Home										17		17	
			Field										15		15	
															55	
OTHER EXPERTS																
E-1			[Home]													
			[Field]													
E-2																
n																

1 Months are counted from the start of the assignment/mobilization.

2 "Home" means work in the office in the expert's country of residence. "Field" work means work carried out in the Employer's country or any other country outside the expert's country of residence.

3 The assignment of international and national staff shall be treated separately.

Full time input Part time input

Annex 6 - NOT APPLICABLE

**Equipment and Furnishings to be provided by the Employer and Third-party
Services Commissioned by the Employer**

Annex 7

Work Schedule

N°	Tasks ¹ (T-..)	Input Days	1	2	3	4	5	6	7	8
T-1	Develop a framework proposal for integration of international ranger competences into Ecopatrol Service structure to influence alignment with effective protected area and forest management and biodiversity conservation									
	Analyse the role and responsibilities of ESP – Inc. desk-research of the relevant legislation and interviews with ESP, MoEnv, WWF Armenia	2								
	Analyse existing training structures, training requirements and standards for law enforcement in protected areas	2								
	Consultation with ESP, MoEnv, WWF Armenia, inc. consultation workshop - presenting the international competences for rangers, agreeing on the integration of those competences into EPS (planning, preparing and facilitating)	4		WKP						
	Analyse the present context for capacity building relevant for the EPS employees by developing and applying a questionnaire through interviews/online surveys to a sample of employees from different responsibilities levels	5								
	Develop a draft framework and plan for strengthening the capacity of EPS	6								
T-2	Develop a national Training and Capacity Building Plan for Ecopatrol Service									
	Adapt existing competence registers to the needs of Ecopatrol Service, based on the consultation (interviews, surveys, workshop) and develop proposal of relevant competences for EPS using existing competence registers (Global Ranger Competences, A Global Register of Competences for Protected Area Practitioners)	4								
	Deliver a workshop on integration of international ranger competences into Ecopatrol Service structure with senior Ecopatrol Service officers and the EPS management team	5		WKP						
	Develop and Finalise National capacity building plan for Ecopatrol Service	6								
T-3	Develop curricula for a basic training programme									
	Conduct a competence needs assessment using the adapted list of competences, and analyse results and make recommendations	4								
	Design a training curriculum and supporting material	6								
	Provide a working session with potential trainers to introduce the curriculum and develop content proposal for final version of the curricula	4						WKP		
	Develop proposal for a training-of-trainers (ToT) program to ensure sustainable capacity-building	4								
	Final report including recommendations for continuous improvement in EPS operations and governance based on developed outputs, and experience and results of activity	3								
	Total proposed input days	55 days								