# Invitation to tender for a project on Comparative analysis of the adaptation policy landscape in the Nordic region

The Nordic Working Group for Environment and Economy (NME) and the Nordic Working Group for *Nordic Working Group for Climate and Air (NKL)* under the Nordic Council of Ministers call for tenders for a project on *Comparative analysis of the adaptation policy landscape in the Nordic region*. Deadline for the applications is October 31st, 2022.

## Background & Objective

The impacts of climate change are already being felt in the Nordic countries, and work on adaptation is underway. The Nordic countries share many of the same challenges and can also benefit from similar approaches in finding solutions, as described in [**Nordic Perspectives on Transboundary Climate Risk**](https://www.norden.org/en/publication/nordic-perspectives-transboundary-climate-risk). Efforts for adaptation are underway, with several of the Nordic countries already having completed at least one complete planning cycle for adaptation, consisting of climate vulnerability analysis, strategic work, planning, implementation of measures and monitoring and evaluation.

This report aims to investigate, analyse and compare adaptation progress in the Nordic countries. It should look at the policy and legislative landscape and identify any differences and similarities and analyse the implications of these in terms of progress made. The results can be used by the Nordic countries to learn from the experiences from others, and to improve the national adaptation work. As there is no agreed common adaptation target against which to measure progress, and national monitoring systems are designed in different ways and with different goals, it will not be possible to objectively determine which country has “progressed the most” or “is the most advanced” in terms of adaptation. The analysis should therefore not attempt to compare countries on of how far they have progressed, but in terms of approaches, structures, policy, legislation etc. for mutual sharing of experience and good practices.

## Task description

To undertake a comparative analysis of the adaptation policy landscape, including legislative framework, policy instruments and analytical approaches as well as financing mechanisms in the Nordic countries, with the aim of identifying differences, similarities, best practices as well as any key factors influencing the progress of national adaptation.

The analysis should include:

* Brief history of policy development on adaptation in all the Nordic countries
* A mapping and comparative analysis of the current status of adaptation in the Nordic countries
* Mapping and comparative analysis of the policy and legislative landscape in the Nordic countries, including on how adaptation policies and measures are integrated at sectoral level and levels of governance (subnational and local level) also taking into account the role of the private sector in adaption activities.
* Mapping and comparative analyses of the use of analytical tools (e.g., cost benefit or cost effectiveness analysis, risk analysis) for society as a whole and for individual projects related to climate adaptation initiatives in the Nordic countries.
* Mapping and comparative analyse of the use of economic and regulatory instruments in the Nordic countries to increase adaptation and reduce risks for property owners
* Mapping and comparative analysis of the financing of adaptation in the Nordic countries. Including, among other things, access to financing and loan options, mapping and analysis of incentive structures, use of cost benefit analyses, risk analyses and other methods to ensure financially appropriate efforts.
* Interviews with relevant experts and actors on their views on progress in the different countries (national experts as well as for example experts from the EEA, independent research institutes, local government and/or business actors)
* Identification of key success factors in different countries, at the national and sub-national level

## Target group(s):

* The main target group for the analysis are policy makers at national level. The analysis should also prove useful for policy makers at sub-national level and other central actors that need to develop policy measures to adapt to the changing climate.

## Product / delivery

1. A short project description, including expected outcomes, (one A4) in English and one Scandinavian language by 01.12.2022. The project description can be used to communicate about the project, e.g. as a press release or online.
2. A policy brief outlining the reports main findings and recommendations
3. A project report (TemaNord Report) for publication detailing the results of the project, including recommendations for Nordic actors and Nordic collaboration.
4. Seminar/workshop presentation
5. Possible presentation at UNFCCC event (the budget should reflect both options where costs with and without this event are included).

The supplier will present the results of the main report at 1-2 public seminar/workshop(s). A presentation of results (preliminary if necessary) and possible suggestions for joint Nordic actions *shall* be delivered at the 6th Nordic Conference on Climate Change Adaptation, NOCCA to be held in Iceland 17th-18th April 2023 (digital if necessary). Results *may* also be presented (digital if necessary) at a United Nations Climate Change Conference. This could be COP, UNFCCC Intersessionals or satellite event in the Nordic region, depending on COVID-19 situation and project timeline. Presentations are to be determined in consultation with the steering group and delivered digitally if required. Powerpoint presentation and short written briefing material to be used in conjunction with the presentation with results and suggestions for joint Nordic actions to be sent to NME and NKL at least one week prior to the conference for comment and adjustments by the working groups.

1. A visual, graphic or other similar representation of the report’s main results to be included in the report, but also as a separate item (e.g. printable content such as poster)
2. Report for accounts  
   A short final report with accounts for internal reporting purposes to be submitted before the disbursement of the final payment. A template for this document will be sent by the NME coordinator.

## Timeline

* Project start November 2022
* Project completion April 2023

## Budget

The budget for the project is **DKK 440 000**

*Any Value Added Tax (VAT) is included in the budget, and it is the seller's (tender winner) responsibility to investigate any VAT liability with their national tax administration.*

The budget shall cover all ordinary expenses for carrying out the project as well as all travel expenses related to communication of results by e.g. participation and presentation of the project at the 6th Nordic Conference on Climate Change Adaptation, NOCCA to be held in Iceland 17th-18th April 2023.

## Potential tenderers

NME and NKL encourage consulting firms, research institutions and universities to submit tenders. The consultant / executor of the project is selected through normal tender procedure. The consultant must have good familiarity with the conditions in all the Nordic countries and possess good knowledge of the use of economic instruments in environmental policy.

## Deadlines

The tender must be received by the Nordic Council of Ministers' working group NME no later than October 31st, 2022, at 15:00 CET. All documents need to be delivered by this time. Any material that has arrived after the deadline will not be taken into consideration. The decision will be taken in November 2022. All tenderers will be informed of the results.

The Project should be started by the end of November 2022, with the report published in April 2023.

The Project Manager submits a status report to the working groups twice during the total project implementation period. Reporting deadlines will be further defined in the contract.

The final report shall be submitted to the groups three weeks before the project ends.

## Communication of Results

The Consultant shall ensure that information about the project reaches the target groups according to [Nordic Council of Ministers Communication Strategy for 2020 to 2024](http://urn.kb.se/resolve?urn=urn:nbn:se:norden:org:diva-6270) .

The report will be written in English, with a summary in a Scandinavian language. Both the policy brief and project report should be structured according to the Nordic Council of Ministers’ publishing guidelines. For more detailed technical information see the guide for publication (<https://www.norden.org/en/information/due-release-publication> ). The format will be decided when receiving the first draft report. The service provider, NKL and NME contact persons and coordinators and the NCM publication unit will be in dialogue with regard to the project report. A draft report should be presented to the steering group and NKL/NME in March 2023. The report shall be ready for publication by 31st of March 2023. The costs of publishing the report shall also be included in the project budget. Costs for publishing is appr. DKK 20-25 000. In addition, costs related to translation of introduction and summary should be included in the project budget.

## Administrative Conditions

The Environment and Economy (NME) working group under the Nordic Council of Ministers (NCM) is responsible for the project. The project is funded by the Nordic Council of Ministers. A steering committee will be formed, consisting of representatives from NME and NKL. The project must be carried out in close collaboration with the steering group and a start-up meeting, where all possible subcontractors participate, must be held within 1 month after signing the contract. The steering group shall approve progress and draft report. Orders for publication of the report are given by the steering group.

The Nordic Working Group for Environment and Economy (NME) administrates the project, but the contract is to be signed between the winning tender’s organisation and NME coordinator’s administrative organisation (Centre for Economic Development, Transport and the Environment in South Ostrobothnia, Finland. VAT FI22969621). *Any possible VAT is included in the project budget, and it is the responsibility of the organisation of the awarded tender to investigate possible duty to pay VAT within the project with their national tax authority*.

## Tenders

The open tenders shall be sent by e-mail to the registry of NME’s administrative body ([registraturen.sodraosterbotten@ntm-centralen.fi](mailto:registraturen.sodraosterbotten@ntm-centralen.fi) ) using the application form (Application template DK-ENG\_NME\_Comparative\_analysis\_of\_the\_adaptation\_policy\_landscape.docx) and the associated mandatory budget form. The tender must refer to registration number **EPOELY/2208/2022**.

Link to budgetform: [Budget form](https://www.norden.org/sites/default/files/2020-12/Budget%20form%20for%20project%20description%20ENGLISH.xlsx)

The call for tender is also found on: <https://www.norden.org/en/funding-opportunities>

It is recommended to send additional appendices that describe in more detail the factors we consider in the evaluation, e.g. a project description and time plan. CVs are sent collectively in a separate file. Tenders can be submitted in one of the Scandinavian languages (Swedish, Norwegian, or Danish) or in English.

## Criteria for evaluation

The evaluation of the financially most advantageous tender will be based on the criteria below with the weighting stated:

* The coherence of the work plan and methods, that is, the coherence between the objectives (as defined in this request for tenders) and the proposed activities, expected results and budget, incl. coherence of price and time/salary per hour and resources allocated to each activity, including the clarity of methods, innovativeness and suitability of the methods for implementing the task (40 %)
* The quality of knowledge about the climate adaptation policy field, economic and regulatory instruments, and finance mechanisms (25%)
* The general competence and qualifications of project workers as well as their previous experience in the field (25 %)
* The quality and spread of Nordic network with strong anchorage in at least one of the Nordic countries and well developed contacts in the others. A description of Nordic contacts to be used in the project to cover all Nordic countries within the report should be included in the tender submission (10 %)

According to the Nordic Council of Ministers' support scheme, the project should benefit the Nordic region. Therefore, each project must include at least three of the Nordic countries, the Faroe Islands, Greenland or Åland.

More information about [NCM's funding requirements](https://www.norden.org/en/information/about-funding-nordic-council-ministers).

NME and NKL will select contractors based on the group members' assessment of the tenders. The working groups reserve the right to reject all tenders.

**Deadline for applications is 2022-10-31**

*Related organizations:*

Nordic Working Group for Environment and Economy (NME)

Nordic Working Group for Climate and Air (NKL)

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