

TERMS OF REFERENCE

**Call for Technical Consultants to support for
Mangrove Restoration for the “Improving
Resilience of Coastal Communities in Côte
d’Ivoire and Ghana Project.”**

Funded by the Adaptation Fund

&

**Component Two (2): Implemented by Habitat for
Humanity International with ActionAid Ghana**

Prepared: 24th October 2025

ACTIONAID GHANA CALLS FOR
BIDS FOR HIRING TECHNICAL CONSULTANT FOR MANGROVE RESTORATION
IN COASTAL COMMUNITIES

1.0 BACKGROUND

ActionAid Ghana (AAG) is a national non-governmental organization and a member of the ActionAid International Federation. The organization is committed to promoting social justice, poverty eradication, and the realization of human rights. Our strategic focus includes climate resilience, youth empowerment, gender equality, and reducing inequalities. As part of the implementation of the “*Improving Resilience of Coastal Communities (IRCC) in Côte d’Ivoire and Ghana*” project, funded by the Adaptation Fund and coordinated by UN-Habitat, ActionAid Ghana (AAG) has been engaged by Habitat for Humanity International (HfHI) as the Component 2 Executing Entity to lead implementation of the Ghana component.

The IRCC project aims to build resilience to coastal flooding and climate risks in 21 settlements across Ghana and Côte d’Ivoire. It focuses on three main output areas:

1. Reducing exposure to floods and coastal hazards through Early Warning Systems (EWS).
2. Mitigating risks with engineered and nature-based solutions (NbS).
3. Enhancing livelihoods through climate-resilient income-generating activities.

This Expression of Interest (EOI) relates to Output 2: Mitigating risks with engineered and nature-based solutions, specifically mangrove restoration. Mangroves play a critical role in ecosystem restoration and in enhancing the resilience of coastal communities to climate change. They serve as natural barriers against coastal erosion, storm surges, and flooding, thereby reducing the physical vulnerability of shoreline settlements. Their complex root systems stabilize sediments, prevent land degradation, and support the recovery of adjacent ecosystems such as coral reefs and seagrass beds. Mangroves also act as significant carbon sinks storing up to four times more carbon than terrestrial forests thus contributing to global climate mitigation efforts. Additionally, they provide vital breeding grounds for fish and shellfish, sustaining local livelihoods and food security. By restoring mangrove ecosystems, coastal communities benefit from enhanced natural protection, improved biodiversity, and strengthened adaptive capacity to withstand the increasing impacts of climate variability and sea-level rise.

ActionAid Ghana invites qualified **Technical Consultants** to submit bids for the supervision and technical implementation of mangrove restoration activities across 11 targeted coastal settlements in Ghana.

2.0 SCOPE OF WORK

The selected consultant will provide technical leadership, oversight, and quality assurance in the design and implementation of mangrove restoration activities across 11 project sites. Specific tasks include:

1. Conduct technical and ecological surveys to assess degraded mangrove areas and finalize land demarcations for restoration. This will also entail facilitating the development of Environmental Impact Assessment (EIA).

2. Develop detailed restoration plans, including species selection, planting design, hydrological assessments, Standard Operation Procedures (SOPs), and soil suitability analysis.
3. Ensure compliance with environmental and social safeguards, relevant Ghanaian forestry and environmental regulations, and international standards for ecosystem restoration.
4. Develop an adaptive management plan for mangrove restoration to minimize risk in restoration.
5. Supervise the reforestation and rehabilitation of mangrove ecosystems in 11 identified coastal settlements, ensuring adherence to ecological best practices.
6. Develop a user-friendly community-based mangrove management manual, including guidelines for sustainable harvesting and protection.
7. Develop training modules, schedule and facilitate training of communities and local leaders on mangrove management, monitoring, and maintenance for sustainability.
8. In collaboration with AAG, work with municipal authorities, community-based organizations, National Disaster Management Organisation (NADMO), and traditional leaders on long-term management, protection, and handover of restored mangrove sites.
9. Collaboration with the Forestry Commission, and other mandated government institutions under the Forestry ACT, 1999 (Act 571) to facilitate the establishment, certification and gazetting of Community Resource Management Areas (CREMAs) in the targeted districts.
10. Secure certification of restored sites upon completion and recommend measures for long-term monitoring and management.
11. Submit monthly technical progress reports, including Geographic Information System (GIS) maps, photographic evidence, survival rate analyses, and final restoration documentation.

(Additional roles may be assigned as deemed necessary for effective implementation.)

3.0 PROJECT LOCATIONS

The mangrove restoration activities will be implemented in 11 coastal settlements across two regions of Ghana as shown below:

Region	District	Communities
Volta	Anloga	Agorkedzi/Atiteti, Agbledomi, Dzita, Whuti, Woe, Lashibi, Tegbi
Greater Accra	Ada West	Wokumagbe, Akplabanya and Goi
	Ada East	Kewunor/Azizanya

4.0 PROJECT DURATION

The consultancy is expected to last **ten (10) months**, with a possible extension subject to satisfactory performance and funding availability. The consultant will commence immediately upon signing the contract and must adhere to all project deliverables and timelines.

5.0 COORDINATION AND REPORTING

The selected consultant will be contracted by ActionAid Ghana. The Consultant will report to the Country Director through the Head of Programmes, Campaigns, and Innovations (HOPCI) with the Project Manager. The Country Director will be responsible for signing off on key decisions. Support provided by AAG to the project consultant will include:

- Hold introductory briefings with the consultant(s).

- Provide/share key project documents
- Facilitate access to project participants.

The Selected consultant is expected to comply with ActionAid SHEA and Safeguarding policies. Thus, the consultant(s) will also be expected to sign and abide by relevant ActionAid policies, including its Sexual Harassment, Exploitation and Abuse (SHEA) and Safeguarding Policy, Protection from Sexual Exploitation and Abuse (PSEA) Policy, Anti-Sexual Harassment, Exploitation and Abuse at Work Policy and Child Protection Policy.

Additionally, the consultant shall also abide by AAG Data Protection rules and protocols. Ensuring that data acquisition, including digital recording, and its processing, storage, transfer and utilisation are managed fairly, transparently and ethically in accordance with AAG Data Protection and Privacy Policy. Additionally, relevant national data protection regulations shall be complied with and mindful of the fact that breaches may result in commercial or legal sanctions. Full disclosure shall be made of data subjects on the purpose for which the data is being collected and whom it may be shared with, to enable the data subjects to give informed consent. Precautions must be exercised, and appropriate steps taken, including the use of pseudonyms (fictitious names), to protect the identity of data subjects around subject matter disclosure.

6.0 ELIGIBILITY CRITERIA

Interested individual consultants or firms must demonstrate the following qualifications and competencies:

1. At least 5 years of experience in ecosystem restoration, forestry, environmental management, or related ecological engineering fields.
2. Proven experience in mangrove restoration, wetland rehabilitation, or coastal ecosystem management in Ghana or similar contexts.
3. Strong understanding of nature-based solutions (NbS), coastal hydrology, and biodiversity conservation.
4. Demonstrated experience in community engagement and participatory approaches to natural resource management.
5. Familiarity with Ghanaian environmental laws, forestry regulations, and local governance structures.
6. Experience in coordinating with municipal authorities, traditional leaders, and national agencies such as the Forestry Commission and EPA.

7.0 SUBMISSION PROCESS

Interested consultants must submit the following documents:

1. Cover Letter – Expressing interest and suitability for the assignment.
2. Technical Proposal (**10 pages maximum**) – Outlining the approach, methodology, work plan, deliverables, and quality assurance mechanisms.
3. Financial Proposal – Providing a detailed cost breakdown, including professional fees, logistics, and payment schedule.

4. Company/Consultant and core team Profile – Highlighting relevant experience, key personnel qualifications, experience, and/or organizational capacity.
5. References and Past Projects – At least two references and evidence of similar assignments completed.

Submissions must be delivered in sealed envelopes clearly marked: “Bid for Technical Consultant – Mangrove Restoration” and submitted to: ActionAid Ghana Head Office, 3rd Asoyi Lane, East Legon, Accra – Ghana Or electronically via: proposals.ghana@actionaid.org. Deadline for submission: **Wednesday, November 5th, 2025, at 11:59 GMT**. Late submissions will not be considered.

8.0 SELECTION CRITERIA

Proposals will be evaluated based on the following:

1. Technical capacity and relevant professional experience.
2. Quality, feasibility, and sustainability of the proposed methodology and work plan.
3. Financial competitiveness and value for money.
4. Demonstrated ability to engage communities and local stakeholders.
5. Compliance with environmental and social safeguards.
6. Shortlisted candidates may be invited for an interview or presentation.

9.0 DISCLAIMER

This Expression of Interest (EOI) does not constitute a contract. ActionAid Ghana reserves the right to accept or reject any application, cancel the process, or amend the requirements without obligation to bidders.

Issued by: ActionAid Ghana

Date: October 24, 2025