



Terms of Reference (ToR)

Developing guideline for Vietnamese cities to fulfill their COP26 commitments on green and low-carbon urban development

I. Background

Currently, climate change has been a serious global challenge and Vietnam is one of the developing countries heavily impacted by climate change. At COP26, Vietnam has made strong commitments with nearly 150 countries to bring net emissions to "zero" by the middle of the century; together with more than 100 countries, Vietnam has committed to reduce Global Methane Emissions by 2030 and has with 48 countries to join the Global Declaration on the transition of coal power to clean energy, etc. The implementation of commitments at COP26, especially the commitment to bring net emissions to "zero" by mid-century is an inevitable and irreversible trend; thus, the timely implementation of these commitments will bring great and long-term benefits to Vietnam.

The focus of this task is to assess the possibility of developing green and low-carbon cities in Vietnam, thereby guiding cities to develop roadmaps and action plans to fulfill Vietnam's commitments at COP26 on developing low-carbon cities towards net zero emissions by 2050. This is a key area as well as a key to sustainable urban development in Vietnam.

Against this background, the project Climate and Energy in Asia of the Friedrich-Ebert-Stiftung (FES) and The Academy of Managers for Construction and Cities (AMC) are seeking consultant(s) to work with us on developing a guideline/framework for cities to achieve net zero target.

II. Scope of work

The consultant(s) will work independently in consultation with FES and AMC to contribute to the development of guideline for cities to achieve net zero target. The consultant(s) will have to collect inputs and feedback from city planners.

- The consultant will work with AMC and city planners to identify the key criteria and capacity building for city planners for green development and neutral/low carbon cities.
- The consultant will design, and facilitate and provide support to consultation sessions with city planners organized by AMC.
- The consultant will analyse the consultation findings, feedback and draft guideline framework to be shared with AMC and FES for feedback, comments, and input.
- The consultant will review and incorporate the suggestions to complete the guideline, regarding choose of language and clear messages, and format.

Expected outputs

- Output 1: Outline of paper is drafted and consulted with AMC and FES
- Output 2: 1st draft of guideline with inputs and recommendations
- Output 3: Final guideline

III. Specific tasks and responsibilities of the consultant

No	Tasks/activities	Timeline and working days	Output	Note
1	Desk review of reference material	20 June – 30 June 2023	Output 1: Outline of paper is drafted and consulted with AMC and FES	<ul style="list-style-type: none"> - Data on green growth, emission reduction, climate change - International good practices on roadmap, net zero
2	Drafting outline basing on matters/issues identified from desk review and consultations meetings/workshop with city planners	5 July to 25 July 2023		
3	Developing first draft of guideline and consult an integrate technical inputs from AMC and FES	31 July to 15 September 2023	Output 2: 1 st draft of guideline with inputs and recommendations	
4	Finalizing the guideline	30 September		

The number of working days for each activity might be adapted based on the actual needs, in consultation with FES and the consultant.

IV. HONORARIUM FEE, CONTRACT MODALITIES AND DURATION OF CONTRACT

Starting date of the contract is 20 June 2023. It shall end no later than 15 October 2023

The contractor will work on a freelance basis. Therefore, it is his/her responsibility to take care of necessary social insurances (health insurance, pension funds, etc.).

The number of working days for each task might be adapted based on the actual needs, in consultation with FES and the consultant, and shall not exceed 40 days in total.