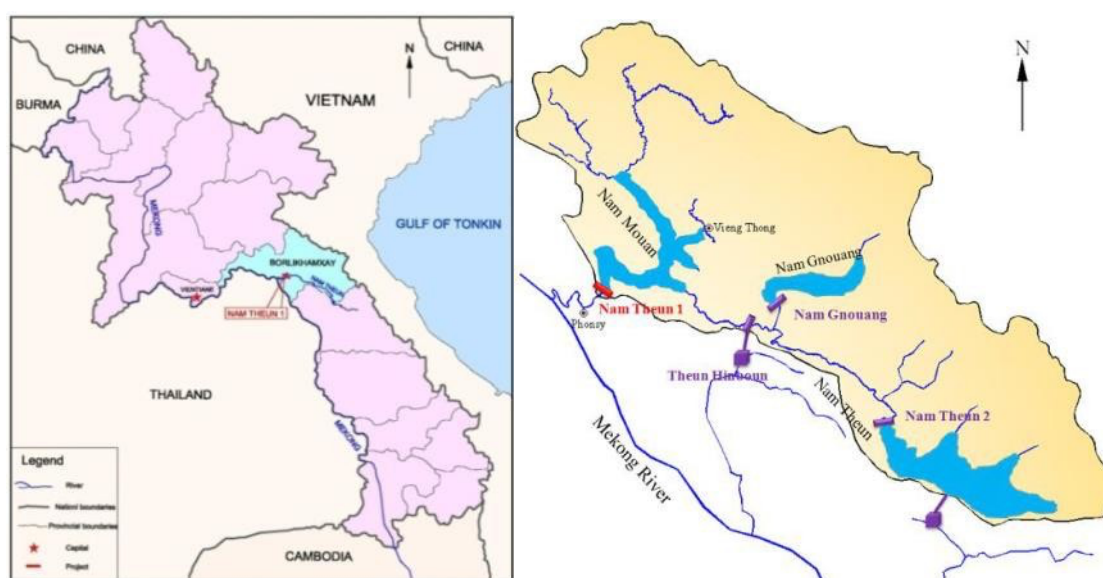


## Terms of Reference (“TOR”)

### Advisors for Watershed Management Plan Implementation

#### 1. Introduction

Nam Theun 1 Hydropower Project (NT1 Project) in central Lao PDR is a 650 MW project that operated since 2022. Nam Theun 1 Hydropower Project is located at the downstream end of the 14,000 km<sup>2</sup> Nam Theun-Nam Kading basin (Pöry Energy Ltd., 2015) which covers the Nam Mouan, Nam Gnouang, Nam Theun basins taking in the western slopes of the Annamite Mountains bordering Vietnam south to the Phou Ark and Nakai Nam Theun National Park (as shown in **Figure 1-1** ~~Error! Reference source not found.~~).



Source: (Pöry Energy Ltd., 2014)

**Figure 1-1: NT1 project location in Lao PDR**

The project design is based on a “Roller Compacted Concrete (RCC)” curved gravity to form a 177m high dam wall creating a reservoir that will fluctuate between 292 masl at full supply level (FSL) and 250 masl at minimum operating level (mol) dependent on the balance of reservoir inflow and dam discharge rates. The reservoir will be long and narrow, branching into the valleys of several tributaries and at FSL will have an area of 93.6 km<sup>2</sup>.

The Nam Theun 1 Watershed Area takes in much of the Nam Kading National Protected Area (NKD NPA) and a large proportion of Viengthong District all within Bolikhamxay Province. The area of the NT1 Watershed area is approximately 2,363 km<sup>2</sup> with 76km<sup>2</sup> in Bolikhan District, 173 km<sup>2</sup> in Khamkeut, 540 km<sup>2</sup> in Pakkading and 1,573 km<sup>2</sup> in Viengthong Districts. The main body of NKD NPA comprises steep, densely forested hills at altitudes mostly from 500 to 1,200 masl. The NPA is classified by conservation agencies as having a medium to high biological importance. Few villages and one traversing road exist within this NPA and 21 villages of Viengthong District are outside the NPA but inside the NT1 Watershed Area.

Flows into the Nam Theun 1 watershed are strongly affected, both in total discharge and in variability, by large upstream reservoirs (Nam Theun 2 HPP and Theun Hinboun Extension HPP) and diversions from the basin to other systems (Nam Theun 2 HPP into the Xe Bang Fai and Theun Hinboun HPP into the Nam Hinboun). The bulk of the inflows to the Nam Theun 1 Reservoir are therefore from the Nam Theun 1 Watershed and the Upper Nam Mouan Watershed.

## 2. Objective

To set up and lead the Watershed Management Steering Committee and its secretariat, including others related section to implement the activities of Watershed Management Plan (WMP).

## 3. Location

NT1 Watershed Area is defined as the section of watershed that drains directly from side slopes and tributaries into the reservoir. This sub-watershed is the primary focus of the WMP, where most project-supported activities will be undertaken to protect, improve and manage the watershed sustainably, including management that aims to directly benefit project functioning; the consultants shall be based in Viengthong District and take some time to Pakkading site included a few meetings arranged in Pakxan District, Bolikhamxay Province.

## 4. Scope of work

The activities shall be conducted under the Watershed Management Plan to ensure that all the indicators have been set up and implemented. The activities are as follows:

- Development of the NT1 Watershed Management Steering Committee (NT1WMSC) Operational Manual
- Development of Watershed Protection Regulation
- Training and technical support for NT1WMSC and Implementing Partner Staff
- Capacity Development
- Village WMP initiation workshops
- Five-yearly review of the Watershed Management Plan
- Manage solid waste at the village and district level to protect waterways
- Separate the different forms of waste according to environmental risk and potential for recycling
- Support a solid waste management facility with sufficient capacity to handle the district's waste for throughout NTIPC operation phase
- Maintain existing forest cover across the NT1 watershed
- Protect natural forest cover
- Minimise forest degradation
- Maintain healthy forest cover within biodiversity hotspot areas to retain species diversity
- Reduce soil erosion
- Reduce land use impacts on stream turbidity and reservoir sedimentation
- Land utilised according to Participatory Land Use Planning (PLUP)
- Mitigate reservoir impacts on biodiversity including on endangered and endemic fish species
- Prioritize and improve productive efficiency of land uses that have minimal impact on watershed values
- Improve food supply and income of villagers from agriculture, fisheries, NTFP-based handicrafts and tourism where appropriate
- Viable tourism options of livelihood development are supported.

## 5. Time Schedule/Work Schedule

The watershed management plan has an expected operational duration of 27 years. The initial phase will involve a full year of service, gradually decreasing to quarterly services by the end of the operational period. Although the master contract spans 3-5 years, actual implementation and consultant contracts will be signed on a yearly basis.

## 6. Bidder qualifications

The contractor/service provider should provide an overview of their team. The program activities will be implemented by experienced experts with proven knowledge and successful implementation experience, preferably in watershed management, land use planning, livelihood development, and eco-tourism.

## 7. Contractor responsibilities

The Contractor/Service Provider must provide the following technical advisors to establish and lead the watershed management plan activities.

### 1) International Watershed Management Advisor

Job Title	International Watershed Management Advisor
Reports to	Head, NT1 Watershed Management Committee (NT1WMC), Liaison with Environmental Department Director of NTIPC
Duty Station	Viengthong District
Roles	<ul style="list-style-type: none"> <li>• Provide guidance on the organization and management of the NT1 Watershed Management Committee.</li> <li>• Provide guidance and support in the development of the NT1WMC Operational Manual, NT1 Watershed Regulation, and Annual Implementation Plans,</li> <li>• Provide guidance and support in the development of the NT1WMC Quarterly and Annual Reports.</li> <li>• Provide assistance in the development of financial reports and financial reconciliation of income and expenditure.</li> <li>• Assist in the training of respective district agency personnel in their development of Quarterly and Annual Reports, Annual Implementation Plans, and Activity Plans.</li> <li>• Assist in the training of respective district agency personnel in their development of financial reports and financial reconciliation of income and expenditure.</li> <li>• Lead in the 5-yearly review of the NT1 WMP and the development of the new version as required by the outcomes of the review process.</li> <li>• Supervise, advise and support the National Watershed Management Advisor.</li> <li>• Support and provide supervision to other TA assigned to the NT1WMC including Tourism TA, Livelihood Support TA, Land Use Planning TA</li> </ul>

Job Title	International Watershed Management Advisor
	<ul style="list-style-type: none"> <li>• In consultation with the NT1WMC administration team develop forms and systems to aid in the development of Annual Implementation Plans, Activity Plan, quarterly, 6-monthly and annual reports.</li> <li>• Provide advice and guidance in the waste management within the NT1 Watershed Area.</li> <li>• Provide advice and guidance in the riparian revegetation within the NT1 Watershed Area.</li> <li>• Assist in the evaluation of Tidy Villages and support the NT1WMC in the selection of competition winners.</li> </ul>
Working Relationships	Works with the NT1WMC / NT1WMSC, representatives of NT1PC, district agency staff assigned to work on NT1WMC activities, other Technical Advisors engaged by NT1PC to work on the NT1WMP activities, and representatives of GOL agencies assigned to monitor the NT1 WMP implementation;
Supervisory Responsibilities	Has a supervisory role over other TA recruited to support the NT1WMC and other agencies;
Required skills, experience and qualifications	<ul style="list-style-type: none"> <li>• Strong working knowledge of principles and practices in watershed management, Rural Development, Eco-tourism or related fields.</li> <li>• Previous experience in acting as a technical advisor in rural projects in Lao PDR.</li> <li>• Broad knowledge and experience covering the important topics covered in the NT1 WMP including, waste management, watershed protection, biodiversity protection, livelihood support systems and tourism support.</li> <li>• Knowledge of the processes involved in Participatory Land Use Planning.</li> <li>• Ability to communicate in Lao and English languages.</li> <li>• Excellent written skills in report writing</li> </ul>

## 2) National Watershed Management Advisor

Job Title	National Watershed Management Advisor
Reports to	Head, NT1WMC, International Watershed Management Advisor, Liaison with Environmental Department Director of NT1PC
Duty Station	Viengthong District
Roles	<ul style="list-style-type: none"> <li>• When the International Watershed Management Advisor (IWMA) is on assignment: Assist the IWMA in the performance of his/her duties.</li> <li>• Support the NT1 Watershed Management Committee provide in the application of the guidance provided by IWMA with regard to all aspects of their work including: the NT1WMC Operational Manual, NT1 Watershed Regulation, and Annual Implementation Plans, development of the NT1WMC Quarterly and</li> </ul>

Job Title	National Watershed Management Advisor
	<p>Annual Reports, financial reports and financial reconciliation of income and expenditure.</p> <ul style="list-style-type: none"> <li>• Assist in the training of respective district agency personnel in their development of Quarterly and Annual Reports, Annual Implementation Plans, and Activity Plans.</li> <li>• Assist in the training of respective district agency personnel in their development of financial reports and financial reconciliation of income and expenditure.</li> <li>• Support in the 5-yearly review of the NT1 WMP and the development of the new version as required by the outcomes of the review process.</li> <li>• Support and provide supervision to other Technical Advisors (TA) assigned to the NT1WMC including Tourism TA, Livelihood Support TA and Land Use Planning TA.</li> <li>• Assist in the development of forms and systems to aid in the development of Annual Implementation Plans, Activity Plan, quarterly, 6-monthly and annual reports.</li> <li>• Provide advice and guidance in the waste management within the NT1 Watershed Area.</li> <li>• Provide advice and guidance in the riparian revegetation within the NT1 Watershed Area.</li> <li>• Assist in the evaluation of Tidy Villages and support the NT1WMC in the selection of competition winners.</li> </ul>
Working Relationships	Works with the NT1 Watershed Management Committee/Secretariat, representatives of NT1PC, district agency staff assigned to work on NT1WMC activities, other Technical Advisors engaged by NT1PC to work on the NT1WMP activities, and representatives of GOL agencies assigned to monitor the NT1 WMP implementation;
Supervisory Responsibilities	Has a second level supervisory role over other TA recruited to support the NT1WMC and other agencies;
Required skills, experience and qualifications	<ul style="list-style-type: none"> <li>• Strong working knowledge of principles and practices in watershed management, Rural Development, Eco-tourism or related fields.</li> <li>• Previous experience in acting as a technical advisor in rural projects in Lao PDR.</li> <li>• Broad knowledge and experience covering the important topics covered in the NT1 WMP including, waste management, watershed protection, biodiversity protection, livelihood support systems and tourism support.</li> <li>• Knowledge of the processes involved in Participatory Land Use Planning.</li> <li>• Ability to communicate in Lao and English languages.</li> <li>• Excellent written skills in report writing</li> </ul>

**3) Land Use Planning Advisor**

Job Title	Land Use Planning Advisor
Reports to	Head, NT1WMC, Watershed Management Advisors, Liaison with Environmental Department Director of NT1PC
Duty Station	Viengthong District
Roles	<ul style="list-style-type: none"> <li>• Undertake desktop and field verified assessment of the suitability of the existing Land Use Plans in the NT1 Watershed Area villages.</li> <li>• Review the systems and field implementation methods of PLUP as they have been applied in Viengthong district.</li> <li>• Provide training to both DAFO and DONRE personnel in the PLUP systems and field implementation methods.</li> <li>• Develop a system of land use review to be applied to regular monitoring and periodic detailed review to determine the adequacy of the PLUP results within each village that may result from demographic changes, land use trends, and drift in villager compliance.</li> <li>• Support DONRE and DAFO in their field application of PLUP.</li> <li>• Support DONRE and DAFO in their use of GIS systems in the mapping of PLUP zones.</li> <li>• Assist in the training of respective district agency personnel in their development of Quarterly and Annual Reports, Annual Implementation Plans, and Activity Plans.</li> <li>• Assist in the training of respective district agency personnel in their development of financial reports and financial reconciliation of income and expenditure.</li> <li>• Assist in the development of Annual Implementation Plans, Activity Plan, quarterly, 6-monthly and annual reports.</li> <li>• Support in the 5-yearly review of the NT1 WMP and the development of the new version as required by the outcomes of the review process,</li> <li>• Provide advice and guidance in the riparian revegetation within the NT1 Watershed Area as it applies to PLUP.</li> </ul>
Working Relationships	Works with the NT1 Watershed Management Committee/Secretariat, representatives of NT1PC, district agency staff assigned to work on NT1WMC activities, other Technical Advisors engaged by NT1PC to work on the NT1WMP activities, and representatives of GOL agencies assigned to monitor the NT1 WMP implementation;
Supervisory Responsibilities	None
Required skills, experience and qualifications	<ul style="list-style-type: none"> <li>• Strong working knowledge of principles and practices in Participatory Land Use Planning,</li> </ul>

Job Title	Land Use Planning Advisor
	<ul style="list-style-type: none"> <li>• Previous experience in acting as a technical advisor in rural PLUP projects in Lao PDR,</li> <li>• Deep knowledge and experience of the processes involved in PLUP,</li> <li>• Ability to communicate in Lao and English languages</li> <li>• Excellent written skills in report writing.</li> </ul>

**4) Livelihood Support Advisor**

Job Title	Livelihood Support Advisor
Reports to	Head, NT1WMC, Watershed Management Advisors, Liaison with Environmental and CSR Department Director of NT1PC
Duty Station	Viengthong District
Roles	<ul style="list-style-type: none"> <li>• Review the NT1PC Livelihood Restoration Program within the context of its application to the 14 NT1 Watershed Area villages not associated with the LRP.</li> <li>• Review the community consultation process undertaken to identify those LRP components that are of interest within these villages.</li> <li>• In consultation with the Watershed Management Advisors, NT1PC LRP staff, and district (incl DAFO) staff develop an NT1 Watershed Village Livelihood Support Plan based on the results of the consultation and the budget allocated to it within the NT1 Watershed Management Plan.</li> <li>• Support DAFO and other district agencies, as appropriate, in the development of producer groups within or across nearby villages to encourage mutually beneficial self-help groups that can absorb and apply the technical support provided by the program.</li> <li>• Provide training to relevant Viengthong district staff on the implementation of the plan.</li> <li>• Develop a system of monitoring of project outcomes, including levels of production, market value of sold and consumed goods and other relevant results.</li> <li>• Provide training, advice and assist in the identification of markets within Bolikhamxay, the district and local community, and support in market development.</li> <li>• Assist in the training of respective district agency personnel in their development of Quarterly and Annual Reports, Annual Implementation Plans, and Activity Plans.</li> <li>• Assist in the training of respective district agency personnel in their development of financial reports and financial reconciliation of income and expenditure.</li> <li>• Assist in the development of Annual Implementation Plans, Activity Plan, quarterly, 6-monthly and annual reports.</li> </ul>

Job Title	Livelihood Support Advisor
	<ul style="list-style-type: none"> <li>• Support in the 5-yearly review of the NT1 WMP and the development of the new version as required by the outcomes of the review process.</li> <li>• Provide advice and guidance in other aspects within the NT1 Watershed Area as they apply to Livelihood Support.</li> <li>• Assist the NT1 WMC to develop the microfinance and monitoring system for 14 targeted villages, if required.</li> </ul>
Working Relationships	Works with the NT1 Watershed Management Committee/Secretariat, representatives of NT1PC, district agency staff assigned to work on NT1WMC activities, other Technical Advisors engaged by NT1PC to work on the NT1WMP activities, and representatives of GOL agencies assigned to monitor the NT1 WMP implementation;
Supervisory Responsibilities	None
Required skills, experience and qualifications	<ul style="list-style-type: none"> <li>• Strong working knowledge of principles and practices in livelihood support systems and practices in Lao PDR.</li> <li>• Previous experience in acting as a technical advisor in Livelihood support projects in Lao PDR.</li> <li>• Deep knowledge and experience of the processes involved in developing livelihood support systems, development of producer groups and produce marketing within the Lao context,</li> <li>• Ability to communicate in Lao and English languages.</li> <li>• Excellent written skills in report writing.</li> </ul>

**5) Eco-Tourism Advisor**

Job Title	Eco-Tourism Advisor
Reports to	Head, NT1WMC, Watershed Management Advisors, Liaison with Environmental Department Director of NT1PC
Duty Station	Viengthong District
Roles	<ul style="list-style-type: none"> <li>• Review the NT1PC desktop and field verified assessment of the suitability of the existing potential tourism locations in the NT1 Watershed Area villages,</li> <li>• Develop a system of tourism site/amenity/attraction review to be applied to regular monitoring and periodic detailed review to determine the adequacy of the tourism results, including benefits to communities and livelihood improvements, environmental impacts and watershed management impacts, positive and negative;</li> <li>• Provide training, advice and assist in the development of prospectus, management plans and concession procedures and agreements etc to ensure any tourism developments are structured in a way that provides sustainable benefits for the</li> </ul>

Job Title	Eco-Tourism Advisor
	<p>district and local community and minimizes negative impacts on the environment and the watershed,</p> <ul style="list-style-type: none"> <li>• Support DICT in their field implementation of tourism activities, including coordinator with private sector partners(s). raising awareness with communities, surveys and other tasks,</li> <li>• Assist in the training of respective district agency personnel in their development of Quarterly and Annual Reports Annual Implementation Plans, and Activity Plans,</li> <li>• Assist in the training of respective district agency personnel in their development of financial reports and financial reconciliation of income and expenditure,</li> <li>• Assist in the development of Annual Implementation Plans, Activity Plan, quarterly, 6-monthly and annual reports,</li> <li>• Support in the 5-yearly review of the NT1 WMP and the development of the new version as required by the outcomes of the review process,</li> <li>• Assist NT1 WMC and NT1PC to seek for the competent private sector(s) including development of the TOR and required documents,</li> <li>• Assist NT1 WMC to monitor the activity of the private sector(s),</li> <li>• Provide advice and guidance in other aspects within the NT1 Watershed Area as they apply to Tourism.</li> </ul>
Working Relationships	Works with the NT1 Watershed Management Committee/Secretariat, representatives of NT1PC, district agency staff assigned to work on NT1WMC activities, other Technical Advisors engaged by NT1PC to work on the NT1WMP activities, and representatives of GOL agencies assigned to monitor the NT1 WMP implementation;
Supervisory Responsibilities	None
Required skills, experience and qualifications	<ul style="list-style-type: none"> <li>• Strong working knowledge of principles and practices in tourism development and management in Lao PDR,</li> <li>• Previous experience in acting as a technical advisor in tourism projects in Lao PDR,</li> <li>• Deep knowledge and experience of the processes involved in developing tourism sites and attractions, initiating engagement with private parties interested in the development of tourism for implementation in a remote district and watershed area such as the NT1 Watershed Area of Viengthong District,</li> <li>• Ability to communicate in Lao and English languages</li> <li>• Excellent written skills in report writing.</li> </ul>

## 8. Owner responsibility

- To monitor and participate in the consultant team in field implementation.
- To facilitate and coordinate with related parties on field implementation.
- To review and performance contractor implementation.

## 9. Term of Contract

This contract is for three years, with potential three-year extensions contingent on performance reviews. The contractor's performance will be reviewed annually by NT1PC, WMSC, WMS, and relevant GoL entities.:

- Start of assignment: February 2026
- End of Contract: January 2029

## 10. Terms of payment/Payment Milestone

The Consultant must submit a financial proposal for the program's implementation, including payment milestones/conditions.

## 11. Proposal Submission

The proposal of interested parties (individual, association, society, organization, company, etc.) should prepare and submit to ONLY this email [procurement.bid@ntlpc.com](mailto:procurement.bid@ntlpc.com) before by no later than 12 December 2025.

### Remark:

- The bidder should be accompanied by a bid security of USD 3,000 per lot. This bid security shall be returned to the bidder within 14 business days after the company submitted the successful or unsuccessful bidding.

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## 12. Performance bond (if any)

Before the contract signed, the contractor shall submit to the Employer a letter of guarantee having the total value of USD (10%) issued by a commercial bank with principal office located in the Lao PDR, to secure the Contractor's contractual obligations under this Agreement (“**Performance Bond**”).