

REQUEST FOR TENDERS

RFT: 2021/032
File: AP_3/29
Date: 29 March, 2021
To: Interested suppliers
From: Semi Qamese – PACRES M&E Officer

Subject: Request for Tenders: Consultancy to explore local eco-friendly technology, materials and alternatives for riverbank stabilisation and riparian zone rehabilitation and implement the most viable option to restore the Mataniko riverbank and riparian zones – Solomon Islands

1. Background

- 1.1. The Secretariat of the Pacific Regional Environment Programme (SPREP) is an intergovernmental organisation charged with promoting cooperation among Pacific islands countries and territories to protect and improve their environment and ensure sustainable development.
- 1.2. SPREP approaches the environmental challenges faced by the Pacific guided by four simple values. These values guide all aspects of our work:
 - We value the Environment
 - We value our People
 - We value high quality and targeted Service Delivery
 - We value Integrity
- 1.3. For more information, see: www.sprep.org.

2. Specifications: statement of requirement

- 2.1. SPREP would like to call for tenders from a suitably qualified team of experts, including non-government organisations or other organisations to explore local eco-friendly technology, materials, and alternatives, develop fully costed options and implement the most viable option to restore the Mataniko riverbank and riparian zones in Solomon Islands.
- 2.2. The Terms of Reference and the specific statement of work for the consultancy are set out in Annex A.
- 2.3. The successful consultant must supply the services to the extent applicable, in compliance with SPREP's Values and Code of Conduct. <https://www.sprep.org/attachments/Publications/Corporate Documents/sprep-organisational-values-code-of-conduct.pdf>.

3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
- i. Must be legally able to work in Solomon Islands for the duration of the contract;
 - ii. Fluency in Solomon Islands pidgin is highly desirable;
 - iii. Provide three references relevant to this tender submission, including the most recent work completed;
 - iv. Provide examples of related past work outputs;
 - v. Complete the **tender application form** – *(please note you are required to complete all areas in full as requested on the form, particularly the statements to demonstrate you meet the selection criteria – DO NOT refer us to your CV or your Technical Proposal. Failure to do this will result in the application **not** being considered)*;
 - vi. Sign the **Conflict of Interest** form; and

4. Submission guidelines

- 4.1. Tender documentation should demonstrate that the interested supplier satisfies the conditions stated above and is capable of meeting the specifications and timeframes. Documentation must also include supporting examples to address the evaluation criteria.
- 4.2. Tender documentation should outline the interested supplier's complete proposal and include:
- a. The CVs of proposed personnel highlighting related experience relevant to the tender.
 - b. A Technical Proposal which describes the interested tenderer's approach, including timelines to achieve the tasks described in the Terms of Reference.
 - c. A Financial Proposal which breaks down costs for all components of the proposed approach.
 - d. A Completed Tender Application Form and conflict of interest form.
- 4.3. Tenderers/Bidders must insist on an acknowledgement of receipt of tenders/proposals/bids.

5. Tender Clarification

- 5.1. Any clarification questions from applicants must be submitted by email to procurement@sprep.org before 09 April 2021. A summary of all questions received with an associated response will be posted on the SPREP website www.sprep.org/tender by 13 April 2021.

6. Evaluation criteria

- 6.1. SPREP will select a preferred supplier on the basis of SPREP's evaluation of the extent to which the documentation demonstrates that the tenderer offers the best value for money, and that the tenderer satisfies the following criteria.
1. Qualifications and expertise (30%):
 - a. A qualification from a recognised tertiary institution in a field related to environmental management, natural resources management, forestry management and/or climate change and at least 5 years' experience working in watershed, catchment management and urban and peri-urban landscaping using eco-friendly technologies in Solomon Islands or the Pacific region (10%);
 - b. Record of working successfully with government and non-government stakeholders, sub-national government and communities in the Pacific region or similar environment in the water/forestry/land use sector and experience and ability to consult with a broad range of stakeholders (10%);
 - c. Knowledge and experience in community conservation planning and management in Solomon Islands and the Pacific region and an understanding of spatial planning in the areas of Integrated Catchment Management), Integrated Environmental Management, Participatory Forest Management, Community Based Natural Resource Management and Integrated Forest Management (10%);
 2. Detailed technical proposal (50%) to include:
 - a. recommended implementation approach to deliver scope of work in the attached terms of reference (30%);
 - b. key sources/data to inform the assignment and relevant stakeholders (10%); and
 - c. detailed work plan clearly outlining milestones and delivery timelines (10%).
 3. Detailed financial proposal (budget) (20%).
 - a. Financial proposal to provide all details such as professional fees inclusive of all relevant taxes, local travel, communications, acquiring of data and information, labour, materials and construction etc.
 - b. In all cases, strategies must be identified on how to sustain activities after project closure. These should be identified and costed but not included in the cost of the tender proposal.

7. Deadline

- 7.1. **The due date for submission of the tender is: 20 April 2021 midnight (Apia, Samoa local time).**
- 7.2. Late submissions will be returned unopened to the sender.
- 7.3. Please send all tenders clearly marked '**RFT 2021/032: Consultancy to explore local eco-friendly technology, materials and alternatives for riverbank stabilisation and riparian zone rehabilitation and implement the most viable option to restore the Mataniko riverbank and riparian zones – Solomon Islands**' to one of the following methods:

Mail: SPREP
Attention: Procurement Officer
PO Box 240
Apia, SAMOA

Email: tenders@sprep.org (MOST PREFERRED OPTION)



Fax: 685 20231

Person: Submit by hand in the tenders box at SPREP reception,
Vailima, Samoa.

SPREP reserves the right to reject any or all tenders and the lowest or any tender will not necessarily be accepted.

For any complaints regarding the Secretariat's tenders please refer to the Complaints section on the SPREP website <http://www.sprep.org/accountability/complaints>

Annex A

Terms of Reference

CONSULTANCY TO EXPLORE LOCAL ECO-FRIENDLY TECHNOLOGY, MATERIALS AND ALTERNATIVES FOR RIVERBANK STABILISATION AND RIPARIAN ZONE REHABILITATION AND IMPLEMENT THE MOST VIABLE OPTION TO RESTORE THE MATANIKO RIVERBANK AND RIPARIAN ZONES – SOLOMON ISLANDS

Background and Rational

Solomon Islands is one of five Pacific ACP countries where the Intra-ACP GCCA+ Pacific Adaptation to Climate Change and Resilience Building (PACRES) is scaling up adaptation/Ecosystem-based Adaptation (EbA) pilots. This work is being implemented jointly by the Secretariat of the Pacific Regional Environment Programme (SPREP), the Pacific Community (SPC) and the University of the South Pacific (USP). PACRES activities in Solomon Islands are being undertaken in partnership with the Department of Climate Change (DCC) at the Ministry of Environment, Conservation, Disaster Management and Meteorology (MECDM).

The Solomon Islands PACRES project builds on and extends activities by the Pacific Ecosystem-based Adaptation to Climate Change (PEBACC) and Ridge to Reef (R2R) projects, promoting the use of EbA approaches to reduce vulnerability and increase resilience to climate change in the Mataniko River watershed.

The Mataniko River is located in Honiara and flows in a southwest to north direction towards the Mataniko delta. Most notably, the river plays a key role in the provision of aquatic foods and water for domestic use, and livelihoods for the surrounding communities. In 2014, the Mataniko River was severely affected by floods, with heavy rainfall and flash flooding causing extensive damage to infrastructure, residential and commercial properties. The Mataniko River watershed suffers from the removal of trees for firewood and topsoil disturbances from establishment of gardens and houses (semi/permanent) along the riverbank that have contributed to degradation of the riverbank including erosion and landslides. The low-lying area is prone to flooding, while the steep slopes are prone to soil erosion. These impacts are compounded by the increasing extreme weather events that amplify the vulnerability of the river to siltation. In addition to disturbances associated with severe weather events, the Mataniko River is in a degraded condition and heavily modified.

PEBACC and R2R projects among others have initiated a systematic approach to identifying and prioritising EbA options that resulted in the ESRAM report on EbA activities and the establishment of institution and civil society awareness and capacity for action with the Mataniko communities in accordance with Honiara City Council (HCC) by-laws and ordinances¹. PACRES will scale up and continue riverbank stabilisation and riparian zone restoration through innovative ecosystem-based adaptation approaches. Relevant reports by the PEBACC project relating to the Mataniko River watershed can be found at <https://www.sprep.org/pebacc/pebacc-esources>. These reports have identified likely EbA options applicable to the Mataniko River watershed.

SPREP is seeking proposals from a suitably qualified team of experts, including non-government organisations or other organisations to explore local eco-friendly technology, materials, and alternatives, develop a detailed plan and fully costed options and then implement those activities

¹ <http://honiaracitycouncil.com/index.php/the-honiara-city-council/council-ordinances-2/honiara-city-ordinances/>

selected for riverbank stabilisation and riparian zone rehabilitation on the Mataniko River. A mixture of grey/green hybrid technologies in addition to tree planting can be explored in a nature-based solution approach for riverbank stabilisation in the context of flooding and ecosystem-based management approaches for riparian zone rehabilitation. To help address continuous removal of trees and soil erosion, the successful tenderer will work with the PACRES officer in Honiara, PACRES Project Management Unit (PMU), DCC Director and staff, Ministry of Forestry and Research (MoFR), Honiara City Council (HCC) and Mataniko Chiefs Committee and communities to support awareness raising, including guidance on by-laws and recommend alternative cooking methods. A thorough problem/situation analysis and costed options assessment is required to determine viable options to restore Mataniko River riverbanks and riparian zones.

Scope of Work

Working closely with the PACRES, DCC, MoFR and HCC, the successful tenderer will:

1. Undertake a desktop review of the status of the Mataniko riverbank and riparian zones including land use change over time, determine impacts of anthropogenic actions and explore satellite images to determine and map the hazard zones around the river noting the natural shifts in the riverbank over time, existing studies undertaken, and work done to date;
2. Survey the river and consult communities within the river vicinity to establish the effectiveness of interventions made to date and to map areas in need of targeted interventions, e.g., badly eroding banks in need of stabilisation;
3. Using outcome of 1 and 2 above, identify eco-friendly technology, materials and alternatives from case studies, best practice and/or lessons learnt in the Pacific region or similar watershed settings and provide an assessment of potential environmental impacts of proposed actions to upstream and downstream;
4. After wider community consultations, develop a detailed plan and propose and cost best practice interventions to address identified problem areas. Where possible, conduct 'cost-effectiveness analysis' where there is more than one option to determine those that will yield the most effective return per dollar spent;
5. Present and discuss findings through national stakeholder workshops including Government Ministries and address all suggestions raised by stakeholders in relation to the findings;
6. Submit a final draft report with recommendations on the best and most viable options for riverbank stabilisation and riparian zone rehabilitation; and
7. Implement the most viable option/s to restore the Mataniko riverbank and riparian zones as determined by MECDM, MoFR, HCC and SPREP based on the recommendations provided in no. 6 above. The recommended implementation approach for the selected option/s must be clearly described and fully costed in the technical and financial proposals. All resources required for implementation must be clearly identified.

Potential suppliers are invited to submit proposals. The successful consultant must supply the services to the extent applicable, in compliance with SPREP's Values and Code of Conduct <https://www.sprep.org/attachments/Publications/Corporate Documents/spreporganisational-values-code-of-conduct.pdf>

Work Arrangements

The successful tenderer will work closely with the local communities, MoFR, MECDM, HCC, and the PACRES project officer based at DCC and the PACRES PMU in Samoa to implement the selected activities. This will include, but is not limited to:

- Participating in a community inception, implementation planning meeting and stakeholder consultations/workshops.
- Monthly progress reports to be provided to SPREP, MECDM, HCC and MoFR through the PACRES project officer; and
- Project closure report including a plan on post implementation to be provided to SPREP.

Project Schedule

The activities must be completed by 30 November 2022. The expected project activity is detailed in Table 1 below. The tender response should be explained how and when these steps will be delivered in the proposal.

Table 1: Project schedules and deliverables

N0.	Activity
1	Notification of successful consultant
2	Contract signed
3	Commencement meeting via Skype/Zoom or telephone between successful Consultant, PACRES Project Management Unit in Samoa, Director Climate Change and Director Herbarium and Botanical Garden, MoFR, Director Environment and Health (HCC) in Solomon Islands
4	Approval of work plan and recommended implementation approach.
5	Undertake a desktop review of the status of the Mataniko riverbank and riparian zones including land use change over time, determine impacts of anthropogenic actions and explore satellite images to determine and map the hazard zones around the river noting that the natural shifts in the riverbank overtime, existing studies undertaken, and work done to date
6	Survey the river and consult communities within the river vicinity to establish the effectiveness of interventions made to date and to map areas in need of targeted interventions, e.g., badly eroding banks in need of stabilisation
7	Using outcome of 1 and 2 above, identify eco-friendly technology, materials and alternatives from case studies, best practice and/or lessons learnt in the Pacific region or similar watershed settings and provide an assessment of potential environmental impacts of proposed actions to upstream and downstream
8	After wider community consultations, develop a detailed plan and propose and cost best practice interventions to address identified problem areas. Where possible, conduct 'cost-

	effectiveness analysis' where there is more than one option to determine those that will yield the most effective return per dollar spent
9	Present and discuss findings through national stakeholder workshops including Government Ministries and address all suggestions raised by stakeholders in relation to the findings
10	Submit a final draft report with recommendations on the best and most viable options for riverbank stabilisation and riparian zone rehabilitation
11	Implement the most viable option/s to restore Mataniko riverbanks and riparian zones, agreed by MECDM, MoFR, HCC and SPREP.

Budget

A Financial Proposal is to be submitted, based on a work plan on where, when and how the identified options will be implemented. The proposal should include the fees component, materials, travel and any other costs associated with full implementation of identified options.

Decisions on what options to be supported will be taken by MECDM, MoFR, HCC and SPREP in consultation with community representatives, depending on available funding. Where options are not funded these will be made available for other potential donors and funders to consider.

In all cases, strategies must be identified on how to sustain activities after project closure. These should be identified and costed but not included in the cost of the tender proposal.

Expertise

The Consultant/ team is expected to have the following qualifications and expertise:

- A qualification from a recognised tertiary institution in a field related to environmental management, natural resources management, forestry management and/or climate change.
- At least 5 years' experience working in watershed, catchment management and urban and peri-urban landscaping using eco-friendly technologies in Solomon Islands or the Pacific region.
- Record of working successfully with government and non-government stakeholders, sub-national government and communities in a multicultural environment or the Pacific region in the water/forestry/land use sector.
- Experience and ability to consult with broad based stakeholders especially Government and non-government agencies in Honiara or the Pacific region.
- Knowledge and experience in community conservation planning and management in Solomon Islands and the Pacific islands region.
- An understanding of spatial planning in the areas of Integrated Catchment Management, Integrated Environmental Management, Participatory Forest Management, Community Based Natural Resource Management and Integrated Forest Management.