



REQUEST FOR TENDER

File: AP 2/39

Date: 14 October, 2020

To: Interested suppliers

From: Jamie Davies, Bycatch and Integrated Ecosystem Management Initiative
Manager

Subject: Request for Tender: Consultant to review, update and finalise the National Plan of Action for Sharks (NPOA-Sharks), Seabirds (NPOA-Seabirds) and Sea Turtles (NPOA-Turtle) in Vanuatu.

1. Background

- 1.1. The Secretariat of the Pacific Regional Environment Programme (SPREP) is an intergovernmental organization 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. As part of the Pacific-European Union Marine (PEUMP) Programme, funded through the Eleventh Round of the European Development Fund (EDF 11), SPREP is the executing agency for Key Result Area 5, the By-catch and Integrated Ecosystem Management (BIEM) Initiative. The purpose of the Initiative is to reduce the by-catch of threatened species in Pacific islands' fisheries; to improve the health of coastal waters through an integrated approach to coastal management, including marine spatial planning; ecosystem-based adaptation to climate change; and to strengthen the capacity of Pacific Islands Parties to implement their obligations under the International Convention for Trade in Endangered Species (CITES). Further detail is provided in Annex 3.
- 1.4 For more information, see: www.sprep.org

2. Specifications: statement of requirement

- 2.1. SPREP would like to call for tenders from qualified and experienced consultants (individuals or teams) to review, update and finalise the NPOA – Sharks, NPOA – Seabirds and NPOA – Sea Turtles in Vanuatu, in particular, to reflect national priorities for management of protected turtle and shark species under CITES, and to expand the NPOA – Seabirds to cover all threats to seabirds.
- 2.2 The consultant will be expected to work closely with government departments, in particular the Vanuatu Fisheries Department (VFD, CITES Scientific Authority) and Vanuatu Department of Environmental Protection and Conservation (DEPC, CITES Management Authority). They will be expected to liaise and consult with technical experts, SPREP's Threatened and Migratory Species Adviser, involved Non-Government Organisations and



the BIEM Bycatch/CITES Coordinator from TierraMar and to coordinate a gender sensitive and human rights based approach compliant consultation with community and key stakeholders, which will require domestic travel for workshops/meetings.

- 2.3 The consultant will follow the PEUMP Programme Communications and Visibility Strategy and BIEM Initiative Communications and Visibility Guidance in the development and approval of all external documents and publications.
- 2.4 The Terms of Reference and the specific duties of the consultant are set out in Annex 1.

3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
 - a. Be able to demonstrate that at least one consultancy team member currently resides in Vanuatu;
 - b. Be able to demonstrate that at least one consultancy team member is legally entitled to work in Vanuatu;
 - c. Be able to demonstrate that they have the necessary technical qualifications;
 - d. Have a proven track record in advising Pacific Island Countries and Territories (PICTs) or small island developing states on the management of fisheries, by-catch reduction and marine species, preferably sharks and seabirds, or related work;
 - e. Members of the consultancy team need to have an excellent command of spoken and written English and spoken Bislama ;
 - f. Demonstrate a record of having successfully worked with Governments, and regional agencies (such as SPREP and SPC in the Pacific); and
 - g. Have a strong track record in gender sensitive and human rights based approach compliant community consultation and communication as well as project management and facilitation.
 - h. Completed tender application form provided. *(Please note you are required to complete in full all areas requested in 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 mean your application will **not** be considered).*
 - i. Sign the conflict of interest form.

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. A CV to demonstrate that they have the requisite skills and experience to carry out this contract successfully.
 - b. Provide three references relevant to this tender submission, including the most recent work completed.

- c. Completed tender application form provided. *(Please note you are required to complete in full all areas requested in 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 mean your application will **not** be considered).*
- d. Signed conflict of interest form.
- 4.4 Tender submission must be in United States Dollars (USD).
- 4.5 The Proposal must remain valid for 90 days from date of submission.
- 4.6 Tenderers must insist on an acknowledgement of receipt of tender.

5. Tender Clarification

- 5.1. Any clarification questions from applicants must be submitted by email to procurement@sprep.org before 26 October 2020. A summary of all questions received with an associated response will be posted on the SPREP website <http://www.sprep.org/tender> by 28 October 2020.

6. Evaluation criteria

- 6.1. SPREP will appoint 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.
 - a. A proven track record in advising PICTs on policy related to fisheries management, marine species management, by-catch reduction, or related work. (20%)
 - b. Strong knowledge of the conservation and management of relevant marine species, particularly sharks, turtles and seabirds. (20%)
 - c. Costed workplan setting out the activities to be undertaken and timings of activities. (20%)
 - d. Prior delivery of effective gender sensitive and human rights based approach compliant community consultation processes and effective communication to relevant government scientific and management authorities. (20%)
 - e. Detailed financial proposal in US dollars. (20%)
- 6.2 Assessment of proposals will be based on the evaluation of the Technical Proposal (80%) and Financial Proposal (20%).

7. Deadline

- 7.1. **The due date for submission of the tender is: 06 November 2020, midnight (Apia, Samoa local time).**
- 7.2. Late submissions will be returned unopened to the sender.
- 7.3 Please send all tenders clearly marked 'TENDER: **Consultant to review, update and finalise the National Plan of Action for Sharks (NPOA-Sharks), Seabirds (NPOA-Seabirds) and Sea Turtles (NPOA-Turtle) in Vanuatu**' to one of the following methods:



SPREP
Secretariat of the Pacific Regional
Environment Programme



10th Pacific Islands Conference

**NATURE CONSERVATION
AND PROTECTED AREAS**

Nature Conservation Action for a Resilient Pacific

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 tender's 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 1

TERMS OF REFERENCE

CONSULTANT – Undertake the review, update and finalisation of the National Plan of Action for Sharks (NPOA-Sharks), Seabirds (NPOA-Seabirds) and Sea Turtles (NPOA-Turtle) in Vanuatu.

Background and rationale

At the Third Regular Session of the Western and Central Pacific Fisheries Commission (WCPFC3) in Apia, Samoa in December 2006 the first Conservation and Management Measure (CMM) for sharks in the Western and Central Pacific Ocean (WCPO) was adopted. This measure was subsequently revised at WCPFC5 in Busan, Korea, in December 2008, and then again in December 2019 with a new CMM (2019-04) replacing previous shark CMMs and will come into effect on November 1st 2020, with a delayed implementation for Indonesia¹.

The Shark CMM resolves that the 'International Plan of Action for the Conservation and Management of Sharks' (IPOA – Sharks), developed by the Food and Agricultural Organization of the United Nations (FAO), should be implemented by CCMS. This includes the development of a National Plan of Action for the Conservation and Management of Sharks (NPOA–Sharks) which should also be included, as appropriate in the countries Part 2 Annual Report to the Western and Central Pacific Fisheries Commission.

In 2014, Vanuatu Department of Fisheries (VDF) adopted the Vanuatu National Plan of Action on Sharks (2015-2018)². They are now seeking support to review and update the NPOA – Sharks to reflect national priorities for management of protected shark species under CITES. This includes community consultation to collect feedback about the changes before the finalisation and printing of the final document.

Similarly, the IPOA – Seabirds requires nations to adopt where necessary a National Plan of Action for reducing the incidental catch of seabirds in longline fisheries (NPOA-SEABIRDS). The Vanuatu National Plan of Action to Reduce Incidental Catch of Seabirds on Longline Fisheries (2016-2020) was published by the Department of Fisheries in 2015³. The FAO Technical Guidelines for Responsible Fisheries specify best practices relating to NPOA specifics, however, the VDF wishes to review and expand the NPOA-Seabirds to cover all threats to seabirds. For example, several hundred wedge-tailed shearwaters nest in Vanuatu from October and June on the island of Laika⁴, and can be impacted by gillnets and nest harvesting activities. VFD is also seeking support to undertake consultation with community and stakeholders regarding the updates made.

The FAO Guidelines to Reduce Sea Turtle Mortality in Fishing Operations⁵ were adopted in March 2005 at the 26th FAO-COFI Session. The Vanuatu National Plan of Action on Sea Turtles 2016-2020 is due to be reviewed and updated in line with the FAO guidelines.

Project concept

¹ CMM sharks 2019-04

² VFD (2014) Vanuatu National Plan of Action on Sharks 2015-2018 <http://www.fao.org/3/a-az639e.pdf>

³ VFD (2015) Vanuatu National Plan of Action - Seabirds

⁴ Ceccarelli et al 2018 Biophysically special, unique marine areas of Vanuatu. MACBIO <http://macbio-pacific.info/wp-content/uploads/2018/07/SUMA-Vanuatu-Final-Digital.pdf>

⁵ <http://www.fao.org/3/i0725e/i0725e00.htm>

Scope and objectives

This project seeks to review, update and finalise the National Plans of Action (NPOA) for Sharks, Turtles and Seabirds in Vanuatu, in particular to reflect national priorities for management of shark and turtle species listed under CITES, and to expand the NPOA – Seabirds to cover all threats to seabirds. This includes a full review of current NPOA-Sharks, NPOA-Sea Turtles and NPOA-Seabirds. For the NPOA - Sharks the focus is on Appendix II listed sharks that are not covered by the current plan and incorporating any changes required as a result of the new Shark CMM 2019-04. For the NPOA - Seabirds the focus is on expanding the plan to cover all threats to seabirds, not just longline fishing. For the NPOA-Sea Turtles the focus is on reviewing and updating the plan in line with the FAO guidelines. The entirety of this project will take place in Vanuatu, with travel to communities for consultation meetings/ workshops being done in parallel.

Approach

To complete the review, update and finalisation of the National Plans of Action (NPOA) for Sharks, Sea Turtles and Seabirds in Vanuatu, the following approach will be used;

- Work closely with government departments including Vanuatu Fisheries Department (VFD) and Vanuatu Department of Environmental Protection and Conservation (DEPC), regional organisations including SPC and SPREP, fisheries management experts, and relevant government, industry and stakeholder groups.
- Complete a full review of current NPOA-Sharks, NPOA-Sea Turtles and NPOA-Seabirds. Update the NPOA- Sea Turtles for any changes, incorporating findings and recommendations from the review of sea turtle conservation and management underway. Update NPOA-Sharks to include all sharks listed under Appendix II of CITES and incorporate any changes required as a result of the new Shark CMM 2019-04. Update the NPOA-Seabirds to cover all threats to seabirds found within Vanuatu, for example other kinds of fishing gear and nest harvesting activities.
- Organise and undertake gender sensitive and human rights based approach compliant stakeholder consultation and engagement, including with provincial government, community leaders, industry and local conservation and NGO groups, as travel restrictions and budget allow. With budget constraints it is recommended that consultation on all NPOAs be undertaken in parallel.
- Working collaboratively with VFD and DEPC, amend the draft updated NPOA–Sharks, NPOA-Seabirds and NPOA- Sea Turtles to reflect stakeholder views secured during consultation, where appropriate and necessary.
- Work with VFD and DEPC to organise the printing of the finalised documents and an official launch event, including appropriate media release and promotions prior to the event in line with the PEUMP Programme Communications and Visibility Strategy, SPREP and BIEM Initiative requirements.

Services Required

SPREP is seeking the services of a consultant (individual or team) to review, update and finalise the National Plans of Action (NPOA) for Sharks, Seabirds and Sea Turtles in Vanuatu, in particular to reflect national priorities for management of shark species under CITES and additional threats to seabirds not covered by the current plans and changes to sea turtle conservation and management.

Requirements

To be considered for this tender, interested suppliers must meet the following conditions:

- a. Be able to demonstrate that at least one consultancy team member currently resides in Vanuatu;

- b. Be able to demonstrate that at least one consultancy team member is legally entitled to work in Vanuatu ;
- c. Be able to demonstrate that they have the necessary technical qualifications;
- d. Have a proven track record in advising Pacific Island Countries and Territories (PICTs) or small island developing states on the management of fisheries, by-catch reduction and marine species, preferably sharks and seabirds, or related work;
- e. Members of the consultancy team need to have an excellent command of spoken and written English and spoken Bislama;
- f. Demonstrate a record of having successfully worked with Governments, and regional agencies (such as SPREP and SPC in the Pacific); and
- g. Have a strong track record in gender sensitive and human rights based approach compliant community consultation and communication as well as project management and facilitation.
- h. Completed tender application form provided. *(Please note you are required to complete in full all areas requested in 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 mean your application will **not** be considered).*
- i. Sign the conflict of interest form.

Remuneration

A detailed financial proposal in US dollars is required and should include all local travel and out of pocket expenses incurred by the consultant.

Duration of the Consultancy

This consultancy will run over a 6-month period commencing in November 2020 and completed by April 2021.

Working arrangements

Following consultation with representatives from VFD and DEPC the final work plan will be agreed in November by SPREP's Threatened and Migratory Species Advisor and the BIEM Bycatch/CITES Coordinator of TierraMar who is contracted by SPREP to deliver the CITES component of the BIEM Initiative. The work plan will include the provision of verbal progress reports through a teleconference each month and a mid-term report three months after the contract is signed.

The consultant will be expected to work from their own premises with regular visits to the VFD and DEPC offices and to meet partners including the BIEM Country Coordinator in Port Vila. The consultant will also be expected to travel and stay in other regions of Vanuatu to run the consultation process as agreed with SPREP.

ANNEX 2

The Pacific-European Union Marine Partnership Programme

The Pacific-European Union Marine Partnership (PEUMP) Programme addresses some of the most serious challenges faced by the region. Among these are the increasing depletion of coastal fisheries resources; the threats to marine biodiversity, including negative impacts of climate change and disasters; the uneven contribution of oceanic fisheries to national economic development; the need for improved education and training in the sector; and the need to mainstream a rights-based approach and to promote greater recognition of gender issues within the sector.

This 5-year programme started in September 2018 and is funded by the European Union (EUR 35 million) with additional targeted support from the government of Sweden (EUR 10 million). The programme provides direct assistance through regional organisations to support regional and national level activities in the Pacific.

The PEUMP Programme combines a regional and national approach, paying specific attention to actions and services delivered at country level to promote and direct positive changes for target groups, in particular women, youth and the most vulnerable groups.

The PEUMP Programme's **overall objective** is to *'Improve the economic, social and environmental benefits for 15 PACPs arising from stronger regional economic integration and the sustainable management of natural resources and the environment'*.

The **specific objective (outcome)** is to *'support sustainable management and development of fisheries for food security and economic growth, while addressing climate change resilience and conservation of marine biodiversity'*.

To address the main priority areas identified in the formulation phase, a demand-driven approach, recognising the diversity of needs and opportunities across the 15 PACP countries, the Programme adopts an integrated approach, with inter-related components implemented by several agencies, revolving around six KRAs and the Programme Management Unit based in Suva, Fiji. Four main agencies are implementing / or have been implementing the KRAs through a multisectoral approach: 1) The Pacific Community (SPC), which is the lead agency for the programme and will be responsible for its overall management, 2) the Pacific Islands Forum Fisheries Agency (FFA), 3) SPREP and 4) The University of the South Pacific (USP). In addition, the PEUMP is also partnering with Non-Government Organisations (NGOs), which include the Locally Managed Marine Areas (LMMA), Pacific Islands Tuna Industry Association (PITIA), International Union for the Conservation of Nature (IUCN) and the World Wildlife Fund (WWF).

The six KRAs are aligned with the two focal sectors of the regional roadmap – oceanic and coastal fisheries and are as follows:

Oceanic Fisheries

- KRA 1 - High quality scientific and management advice for oceanic fisheries provided and utilised at regional and national levels (SPC).
- KRA 2 – Inclusive economic benefits from sustainable tuna fishing increased through supporting competent authorities and strengthening private sector capacities to create decent employment (FFA).

Coastal Fisheries

- KRA 3 – Sustainable management of coastal fisheries resources and ecosystems improved through better quality scientific information, legal advice, support, mentoring and empowerment at community level (SPC).

Coastal and Oceanic fisheries

- KRA 4 – IUU fishing reduced through enhanced monitoring control and surveillance of both oceanic and coastal fisheries, improved legislation, access to information, and effective marine area management (FFA).
- KRA 5 - Sustainable utilisation of the coastal and marine biodiversity promoted through improving marine special planning, increasing climate change resilience, enhancing conservation, mitigation and rehabilitation measures (SPREP).

Capacity development

- KRA 6 - Capacity built through education, training and research and development for key stakeholder groups in fisheries and marine resources management (USP).

Key Result Area 5: By-catch and Integrated Ecosystem Management

SPREP has been awarded 6.3 million Euros to implement the By-catch and Integrated Ecosystem Management (BIEM) component of the PEUMP Programme and the work is due to be completed by December 2022. BIEM activities are designed to ensure they are relevant to all south Pacific countries. However, to maximise the positive impact of the work with the funding and time available, the BIEM team will focus the majority of activities in Fiji, PNG, Solomon Islands, Tonga and Vanuatu.

SPREP and its partners are dedicated to working to assist these Pacific countries meet their priorities in the sustainable management of their coastal resources and marine biodiversity, focusing on eight integrated key result areas (KRAs) identified in Table 1.

SPREP has sub-contracted the International Union for the Conservation of Nature (IUCN) and TierraMar Consulting Pty Ltd (TierraMar) to lead the delivery of some elements of the work. The organisational responsibilities are identified in Table 1.

Table 1: The 8 integrated KRAs of BIEM

KRA-5 Component	Geographical scope:	Budget (Euros) 2018-22	KRA Coordinator
5.1 Marine Spatial Planning	Solomon Islands, Fiji	952,000	IUCN
5.2 Integrated 'ridge to reef' ecosystem strategies and coastal zone management planning	Fiji, Vanuatu	1,138,000	SPREP
5.3 Development and integration of climate change adaptation strategies into coastal community plans	Fiji, Vanuatu	240,000	
5.4 Assessment of by-catch of endangered species and extinction risk evaluated	Regional	225,000	
5.5 Development and implementation of by-catch mitigation strategies	Fiji, Solomon Islands, Papua New Guinea, Tonga, Vanuatu	726,307	
5.6 Capacity development through research grants to citizens of the Pacific Islands	Regional	80,000	
5.7 Support for community monitoring and protection of endangered species	Fiji, Solomon Islands and Vanuatu	327,000	
5.8 Capacity development on Non-Detrimental Findings process for CITES partners	Regional - CITES partner countries	219,000	

Management and Operations

The BIEM Management Unit (MU) has been established by SPREP in Suva to provide logistical, financial, and administrative and communication support and coordinate the delivery of the eight BIEM components.

The MU also has responsibility to ensure that BIEM activities are coordinated effectively as part of the wider PEUMP Programme. The MU will work collaboratively with Programme members, Countries and other partners under the guidance of the PEUMP Programme Management Unit to achieve this.