



# SPREP

Secretariat of the Pacific Regional  
Environment Programme

## REQUEST FOR TENDERS

RFT: 2022/051\_ReAd  
File: AP\_2/18/17  
Date: 26 September, 2022  
To: Interested consultants  
From: Dominic Sadler, Invasive Species Component Manager, PROTEGE Programme

**Subject: Request for tenders (RFT): Supply and delivery of pig traps to support trapping operations on the main islands of Wallis and Futuna, READVERTISEMENT**

### 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. For more information, see: [www.sprep.org](http://www.sprep.org).

### 2. Specifications: statement of requirement

- 2.1. SPREP wishes to call for tenders from qualified and experienced consultants who can offer their services to supply and delivery of pig traps to support trapping operations on the main islands of Wallis and Futuna.
- 2.2. The Terms of Reference of 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/spreporganisational-values-code-of-conduct.pdf](https://www.sprep.org/attachments/Publications/Corporate_Documents/spreporganisational-values-code-of-conduct.pdf). Including SPREP's policy on Child Protection, Environmental Social Safeguards, Fraud Prevention & Whistleblower Protection and Gender and Social Inclusion.
- 2.4. SPREP Standard Contract Terms and Conditions are non-negotiable

### 3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested consultants must meet the following conditions:
  - i. Submit a detailed Curriculum vitae detailing qualification and previous relevant experience for each proposed personnel;
  - ii. Provide three referees relevant to this tender submission, including the most recent work completed;

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- iii. Complete the **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. Failure to do this will mean your application will **not** be considered*).  
*For the Technical and Financial proposals you may attach these separately.*
  - iv. Provide a copy of valid business registration/license.
- 3.2 Tenderers must declare any areas that may constitute conflict of interest related to this tender and sign the **conflict of interest form** provided.
  - 3.3 **Tenderer is deemed ineligible due to association with exclusion criteria, including** bankruptcy, insolvency or winding up procedures, breach of obligations relating to the payment of taxes or social security contributions, fraudulent or negligent practice, violation of intellectual property rights, under a judgment by the court, grave professional misconduct including misrepresentation, corruption, participation in a criminal organisation, money laundering or terrorist financing, child labour and other trafficking in human beings, deficiency in capability in complying main obligations, creating a shell company, and being a shell company.
  - 3.4 Tenderer must sign a declaration of **honour form** together with their application, certifying that they do not fall into any of the exclusion situations cited in 3.3 above and where applicable, that they have taken adequate measures to remedy the situation.

#### 4. Submission guidelines

- 4.1. Tender documentation should demonstrate that the interested consultant satisfies the conditions stated above and in the Terms of Reference 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 be submitted in English and outline the interested consultant's complete proposal:
  - a) **SPREP Tender Application form and conflict of interest form.** (*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. Failure to do this will mean your application will **not** be considered*).  
*For the Technical and Financial proposals you may attach these separately.*
  - b) **Honour form**
  - c) **Curriculum Vitae** of the proposed personnel to demonstrate that they have the requisite skills and experience to carry out this contract successfully.
  - d) **Technical Proposal** which contains the details to achieve the tasks outlined in the Terms of Reference.
  - e) **Financial Proposal** – complete the form provided with a detailed outline of the costs involved in successfully delivering this project submitted in United States Dollars (USD) and inclusive of all associated taxes.
- 4.3. Provide three referees relevant to this tender submission, including the most recent work completed.
- 4.4. Tenderers/bidders shall bear all costs associated with preparing and submitting a proposal, including cost relating to contract award; SPREP will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

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- 4.5. The tenderer/bidder might be requested to provide additional information relating to their submitted proposal, if the Tender Evaluation Committee requests further information for the purposes of tender evaluation. SPREP may shortlist one or more Tenderers and seek further information from them.
- 4.6. The submitted tender proposal must be for the entirety of the Terms of Reference and not divided into portions which a potential tenderer/bidder can provide services for.
- 4.7 The Proposal must remain valid for 90 days from date of submission.
- 4.8 Tenderers must insist on an acknowledgement of receipt of tender.

### 5. Tender Clarification

- 5.1. a. Any clarification questions from applicants must be submitted by email to [procurement@sprep.org](mailto:procurement@sprep.org) before 03 October 2022. A summary of all questions received complete with an associated response posted on the SPREP website [www.sprep.org/tender](http://www.sprep.org/tender) by 05 October 2022.
- b. The only point of contact for all matters relating to the RFT and the RFT process is the SPREP Procurement Officer.
- c. SPREP will determine what, if any, response should be given to a Tenderer question. SPREP will circulate Tenderer questions and SPREP's response to those questions to all other Tenderers using the SPREP Tenders page (<https://www.sprep.org/tenders>) without disclosing the source of the questions or revealing any confidential information of a Tenderer.
- d. Tenderers should identify in their question what, if any, information in the question the Tenderer considers is confidential.
- e. If a Tenderer believes they have found a discrepancy, error, ambiguity, inconsistency or omission in this RFT or any other information given or made available by SPREP, the Tenderer should promptly notify the Procurement Officer setting out the error in sufficient detail so that SPREP may take the corrective action, if any, it considers appropriate.

### 6. Evaluation criteria

- 6.1. SPREP, in association with the Territorial Environment Service of Wallis and Futuna will select a preferred consultant 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 tender satisfies the following criteria:
- 6.2. A proposal will be rejected if it fails to achieve 70% or more in the technical criteria and its accompanying financial proposal shall not be evaluated.

#### I. Technical Score – 80%

| Criteria   | Detail  | Weighting |
|------------|---|-----------|
| Experience | Candidate's experience in the delivery and use of trapping equipment in the Pacific | 20%       |



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|   |  |     |
|---|--|-----|
|   | Candidate's proposed personnel, materials and availability | 10% |
| <b>Technical Proposal<br/>/ Methodology</b> | Technical proposal quality                                 | 50% |

## II. Financial Score 20%

The following formula shall be used to calculate the financial score for ONLY the proposals which score 70% or more in the technical criteria:

$$\text{Financial Score} = a \times \frac{b}{c}$$

Where:

a = maximum number of points allocated for the Financial Score

b = Lowest bid amount

c = Total bidding amount of the proposal

## 7. Variation or Termination of the Request for Tender

- 7.1 a. SPREP may amend, suspend or terminate the RFT process at any time.
- b. In the event that SPREP amends the RFT or the conditions of tender, it will inform potential Tenderers using the SPREP Tenders page (<https://www.sprep.org/tenders>).
- c. Tenderers are responsible to regularly check the SPREP website Tenders page for any updates and downloading the relevant RFT documentation and addendum for the RFT if it is interested in providing a Tender Response.
- d. If SPREP determines that none of the Tenders submitted represents value for money, that it is otherwise in the public interest or SPREP's interest to do so, SPREP may terminate this RFT process at any time. In such cases SPREP will cancel the tender, issue a cancellation notice and inform unsuccessful bidders accordingly.

## 8. Deadline

- 8.1. **The due date for submission of the tender is: 11 October 2022, midnight (Apia, Samoa local time).**
- 8.2. Late submissions will be returned unopened to the sender.
- 8.3. Please send all tenders clearly marked 'RFT 2022/051: Supply and delivery of pig traps to support trapping operations on the main islands of Wallis and Futuna'

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

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

Fax: 685 20231

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

Note: Submissions made to the incorrect portal will not be considered by SPREP. If SPREP is made aware of the error in submission prior to the deadline, the applicant will be advised to resubmit their application to the correct portal. However, if SPREP is not made aware of the error in submission until after the deadline, then the application is considered late and will be returned unopened to the sender.

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

SPREP reserves the right to enter into negotiation with respect to one or more proposals prior to the award of a contract, split an award/awards and to consider localised award/awards between any proposers in any combination, as it may deem appropriate without prior written acceptance of the proposers.

**A binding contract is in effect, once signed by both SPREP and the successful tenderer. Any contractual discussion/work carried out/goods supplied prior to a contract being signed does not constitute a binding contract.**

**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

**SUBJECT: Supply and delivery of pig traps on the main islands of Wallis and Futuna**

### 1. CALL FOR TENDER CONTEXT

#### 1.1. PROTEGE project

The EU-funded Pacific Regional Territories Project for Sustainable Ecosystem Management (PROTEGE) aims to promote sustainable and climate change resilient economic development in the European Pacific Overseas Countries and Territories (OCTs).

One of the themes of PROTEGE concerns the management of Invasive Species (IS), which is coordinated and monitored by the Secretariat of the Pacific Regional Environment Programme (SPREP), based in Apia-Samoa, in partnership with the Pacific Community (SPC) based in Noumea-New Caledonia. This theme is implemented in Wallis and Futuna by the Service Territorial de l'Environnement (STE).

The Invasive Species theme is broken down into 3 expected results:

- ER 12: Biosecurity is improved by developing strategies and action plans for better prevention of introductions.
- ER 13: Monitoring and management systems for certain invasive animal and plant species are implemented to preserve biodiversity and ecosystem services.
- ER 14: Operational, coordination and support tools are put in place to strengthen and sustain inter-OCT and OCT/ACP cooperation.

This service is carried out under expected result 13.

#### 1.2. Implementation site

- The Territory of Wallis and Futuna

The islands of Wallis and Futuna are located in the South Pacific, north-east of the Fiji Islands and west of Samoa. Wallis and Futuna consists of three main tropical volcanic islands, divided into two groups of islands about 230 kilometres apart: 'Uvea in the north-east and Futuna (and the uninhabited island of Alofi) in the south-west. At the last census in 2018, the population of the Territory reached 11,558 inhabitants divided into 32 villages and 2,975 households.

In Wallis and Futuna, livestock farming is limited to pigs, laying hens and bees.

Pig farming is dominant. According to the last agricultural survey conducted by the STSEE in 2014-2015, the Territory has 22,000 pigs spread over more than 2,000 farms and only 14% of farmers sell their pigs. Most of these are small farms for customary purposes, not meat pigs (IEOM, 2018). The development of individual pig pens dates from the 1980s. Pigs regularly escape from these pens and are a nuisance.

- Feral pig management in Wallis and Futuna

Since the implementation of PROTEGE in 2018, the Territory has conducted several operations against feral pigs, particularly on the islands concerned in the south of Wallis (Faioa, Nukuatea), via the use of "cage traps" and "net traps" (Pig Brig Professional Trap System).

These pigs, introduced relatively recently on an ecological scale, represent an invasive species and are a threat to biodiversity and farming areas. They feed on tubers, fruits and young shoots, but also



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on turtle eggs and shellfish. They also damage forests, sometimes old ones, by uprooting trees and turning over the soil.

The authorities and the population are therefore strongly in favour of control actions on the main islands.

- Pig control on the main islands

Following the actions carried out on PROTEGE on the Wallis islets, the Territorial Environment Service wishes to carry out the following operations:

- Control of feral pigs on the main islands (Wallis, Futuna) via the acquisition and installation of pig traps. Monitoring will be carried out in partnership with the customary authorities (village chiefs in particular).

The objective is to strengthen 1) local understanding of the impacts of pigs on the environment, food security and health; 2) local capacity to monitor and manage (control methods) invasive pigs, as a prerequisite to the implementation of effective and sustainable management and monitoring systems.

## 2. CONTENT OF THE OPERATION

The service aims to:

- 2.1. Order and deliver five (5) pig traps (3 for Wallis and 2 for Futuna) to the Territorial Environment Service of Wallis and its branch in Futuna. The proposed traps must
  - Be easy to use by the uninitiated;
  - Be easy to maintain;
  - Be effective against pigs;
  - Be easy to dismantle when the traps are rotated between villages (regular movements).

## 3. OPERATION GOVERNANCE

The contract is signed between SPREP and the contractor in the framework of the implementation of activity 13B. Control of invasive species.

The service will be co-piloted by SPREP and the Wallis and Futuna Environment Service, in consultation with the Territory's authorities (Prefecture, Customary Authorities, Territorial Assembly).

## 4. OBLIGATIONS OF THE SERVICE PROVIDER

The contractor will be responsible for carrying out all the work as defined in these specifications.

In their technical proposal, the service provider will have to give precise figures for each item of expenditure.

The contractor must include the costs and supervise the transport of the traps to the final destinations (Territorial Environment Service in Mata'Utu, Wallis and its branch in Leava, Futuna) if necessary (taking into account transport costs and times). This includes in particular authorisations and formalities linked to customs clearance, costs linked to transport, landing fees, as well as the delivery of the material from the ports of arrival to the premises of the Territorial Environment Service in Wallis and Futuna. The Territorial Environment Service will be able to support the service provider in linking with the competent services (Customs Service, forwarding agents, etc.). It should be noted that this equipment is exempt from duties and taxes, as it is funded under European funding (EDF), in accordance with

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Order No. 92-355 implementing Decision No. 39/AT/92 of 19 December 1992 on the exemption or reduction of duties and taxes applicable to goods imported into the Territory.

You will find below a list of forwarding agents operating in Wallis and Futuna:

- Cat Services ([emilie.negrax@cat-services.wf](mailto:emilie.negrax@cat-services.wf))
- Moana Shipping Sa ([pierre@moana.nc](mailto:pierre@moana.nc))
- Transam Wallis ([pdl.wallis@mail.wf](mailto:pdl.wallis@mail.wf))
- Société Wallisienne et Futunienne de Transport ([swft@mail.wf](mailto:swft@mail.wf))

The Environment Department undertakes to provide the documents in its possession which may facilitate the proper implementation of this operation. The data obtained may only be used for the purposes of meeting the requirements of the operation.

## 5. IMPLEMENTATION SCHEDULE

The operation starts upon signature of the contract. The equipment must be received before February 2023.

The following deadlines must be met:

| Deadline         | Deliverables                       |
|------------------|------------------------------------|
| 1 October 2022   | Ordering the 5 pig traps           |
| 31 January 2023  | Reception of the 3 traps in Wallis |
| 28 February 2023 | Reception of the 2 traps in Futuna |