

## REQUEST FOR TENDERS

File: AP\_2/30/1  
Date: 7 December, 2018  
To: Interested suppliers  
From: Stuart Chape – Acting Deputy Director General, Strategic Policy & Technical Programmes

**Subject: Request for tenders: Consultant for By-Catch Mitigation Component of the EDF-11 PEUMP funded By-catch and Integrated Ecosystem Management Project (READVERTISEMENT)**

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### 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. As part of the Pacific-European Union Marine Programme (PEUMP), funded through the Eleventh Round of the European Development Fund (EDF 11), SPREP is the executing agency for the By-catch and Integrated Ecosystem Management (BIEM) Project, intended to reduce the by-catch of threatened species in Pacific islands' fisheries and to improve the health of coastal waters through an integrated approach to coastal management, including marine spatial planning, and ecosystem-based adaptation to climate change. The by-catch component of the BIEM Project is expected to run from 2019-2022/23.
- 1.3. For more information, see: [www.sprep.org](http://www.sprep.org).

### 2. Specifications: statement of requirement

- 2.1. SPREP is calling for tenders from qualified and experienced consultants who can offer their services to assist SPREP and Pacific Island Countries to conserve their populations of threatened and migratory marine species by developing and promoting the introduction of technical measures to mitigate by-catch of threatened marine species in Pacific islands fisheries, and by supporting communities engaged in conservation initiatives to promote the breeding success of threatened species as part of an integrated coastal ecosystem management approach.

- 2.2 The duration of the contract will be for 4 years, renewable annually subject to the duration and completion of the BIEM Project and the Pacific-European Union Marine Programme (PEUMP).
- 2.3 The Terms of Reference and the Specific Duties of the Consultant are set out in Annexes 1 and 2. A background on the Project, and the progress to date is included as Annex 3.

### **3. Conditions: information for applicants**

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
- (a) submit details of previous relevant experience;
  - (b) provide at least 3 referees as part of their tender application;
  - (c) submit a technical proposal outlining a detailed approach to implementation of the by-catch component.
- 3.2 A standard penalty clause of two percent (2%) of the total contract value will be deducted from the final contract amount for every 7 day overrun from the required delivery date in completion of all the contract deliverables.

### **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 for this 4-year consultant contract, and provide supporting examples to address the evaluation criteria.
- 4.2 Tender documentation should outline the interested supplier's complete proposal and include:
- (a) CVs of proposed personnel highlighting related experience relevant to the tender.
  - (b) Completed **tender application form** provided.
  - (c) A technical proposal outlining a detailed approach to implementation of the by-catch component.
- 4.3 Tender submissions must be in United States Dollars (USD) based on annual charge.
- 4.4 Note that travel and other ancillary expenses related to the project will be covered by the project. However, the consultant will be responsible for all personal medical insurance and liability costs and must show evidence of this coverage before any contract is signed.
- 4.5 The Proposal must remain valid for 90 days from date of submission.
- 4.6 All interested parties should submit a cover letter, curricula vitae and complete the tender application form to be considered for the consultancy.
- 4.7 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 Maraea Pogi on [maraeap@sprep.org](mailto:maraeap@sprep.org) and copy [stuartc@sprep.org](mailto:stuartc@sprep.org) before 07 January 2019. A summary of all questions received with an associated response will be posted on the SPREP website [www.sprep.org/tender](http://www.sprep.org/tender) by 09 January 2019.

## 6. Evaluation criteria

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:

- 6.1 Minimum of Master's qualification in Marine Science or other relevant area for personnel included in the tender (5%).
- 6.2 Previous experience in environment related works and understanding of government procedures in Pacific Islands Countries and Territories, especially as they relate to fisheries and by-catch mitigation (10%)
- 6.3 Demonstrated experience in community engagement and project management (15%)
- 6.4 Demonstrated understanding of the technical aspects of commercial fishing in the Pacific islands and approaches through which by-catch of threatened and migratory species can be mitigated (15%)
- 6.5 Experience in international conventions and negotiations on fisheries and by-catch issues, especially in the Pacific islands (15%)
- 6.6 Technical proposal (20%)
- 6.7 Financial proposal in USD dollars (20%)

## 7. Deadline

- 7.1. **The due date for submission of the tender is: 25 January 2019 midnight (local time Apia, Samoa)**
- 7.2. Late submissions will be returned unopened to the sender.
- 7.3 Please send all tenders clearly marked '**TENDER: Consultant for By-Catch Mitigation Component of the EDF-11 PEUMP funded By-catch and Integrated Ecosystem Management Project (Readvertisement)**' to one of the following methods:

Mail: SPREP  
Attention: Procurement Officer  
PO Box 240  
Apia, SAMOA  
Email: [tenders@sprep.org](mailto:tenders@sprep.org)

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 1: TERMS OF REFERENCE**

### **A. BACKGROUND:**

Tenders are invited from qualified and experienced contractors to co-ordinate the by-catch mitigation component of the By-catch and Integrated Ecosystem Management (BIEM) Project of the Pacific-European Union Marine Programme, funded through the Eleventh Round of the European Development Fund (EDF 11). The project will be implemented during 2018-2022.

The aim of this project component is to significantly reduce the by-catch of turtles, seabirds, sharks and cetaceans in Pacific islands fisheries.

### **B. OBJECTIVES**

1. Achieve a significant reduction in the number of threatened and migratory marine species taken as by-catch in Pacific islands fisheries, and support Pacific islands communities undertaking conservation initiatives to protect breeding populations of threatened and migratory marine species.
2. Strengthen SPREP's long term programmatic work on by-catch issues within its threatened and migratory species programme.

### **C. SCOPE OF WORK**

This is a long-term consultancy contract over four years to ensure successful implementation of the by-catch component of the SPREP BIEM Project. Detailed responsibilities are set out in Annex 2. In summary the scope of work includes:

1. Working under the supervision of the BIEM Project Manager, within two months of appointment, review the published data on by-catch of threatened and migratory marine species in Pacific islands fisheries and mitigation measures currently in place or recommended to reduce by-catch of endangered species and provide a work plan that summarises available information and establishes an effective and achievable approach to implement the by-catch component of the BIEM project.
2. Develop a network of collaborators who will work with the consultant to develop and deliver a range of mitigation measures for widespread adoption by fishing fleets to reduce by-catch, including other regional organisations participating in the PEUMP programme.
3. Specifically, collaborate with regional agencies, in particular the Secretariat for the Pacific Community, the Pacific Forum Fisheries Agency, the University of the South Pacific, and the Western Central Pacific Fisheries Commission, to deliver an integrated programme of by-catch mitigation.
4. Collaborate with the fishing industry, NGOs, communities and other local stakeholders in the development of an integrated programme of by-catch mitigation.
5. Collaborate with international agencies, such as the International Whaling Commission and the Convention on Migratory Species, to ensure that lessons learned in other areas are assessed for their relevance in the Pacific islands.
6. Collaborate with IUCN – The World Conservation Union, which is contracted to implement the marine spatial planning component of BIEM, as required.
7. Design studies that will assess the effectiveness of mitigation initiatives for reducing the by-catch of threatened marine species in the Pacific islands.
8. Support communities who are engaged in conservation initiatives for the protection of threatened marine species.

9. Promote the by-catch component of the BIEM Project at national and international meetings of fisheries agencies and conventions such as the Convention on Migratory Species, Convention on Biological Diversity and Convention on International Trade in Endangered Species, and other meetings as requested by SPREP.
10. Organise and deliver workshops and training for fishing fleet operators and crew.
11. Produce and distribute communications materials to promote the mitigation of by-catch of threatened species in the Pacific islands.
12. Provide quarterly reports to SPREP and, through the BIEM Project Manager, the European Union on the progress of the project. This may include attending meetings of the Programme Coordination Group as requested.
13. Provide advice and input to other SPREP threatened and migratory species programmatic initiatives as requested, within the work commitments of the BIEM Project.

#### **D. DUTY STATION**

The Consultant can be home-based, but frequent travel within the region, the BIEM Project office in Suva, Fiji, and to SPREP Headquarters will be required to ensure effective project implementation.

#### **E. SUPERVISION AND DIRECTION**

The Consultant will report to the BIEM Project Manager and the Director - Island and Ocean Ecosystems, SPREP.

#### **F. DELIVERABLES & TIMEFRAMES:**

The deliverables will include:

1. Within two months of appointment, the successful applicant will provide a work plan that will summarise the available information and propose a way forward to implement the BIEM project over its four-year term.
2. The successful applicant will work with the Project Manager and the BIEM project team to report quarterly to SPREP and the EU in the approved format, including budgetary details, on progress achieved towards mitigating the by-catch of threatened species in Pacific islands fisheries.
3. Quarterly reports will also be provided on the progress achieved in supporting communities involved in conservation initiatives to protect the populations of threatened species impacted by by-catch.
4. Administering an annual scholarship (the Lui Bell Scholarship) for a Pacific island professional under 40 years of age seeking to advance their scientific skills in the management of threatened species, especially those impacted by by-catch issues.
5. As this is an annually renewed 4-year consultancy an assessment of the consultant's performance in the delivery of specified tasks (see Annex 2) will occur on an annual basis.

## ANNEX 2: SPECIFIC KRAs AND PERFORMANCE INDICATORS

Key Result Areas	Key Performance Indicators
<p><b>1. Managing, implementing and monitoring the by-catch component of BIEM</b></p> <p>a) Design and effectively manage the by-catch component of the BIEM Project in collaboration with the BIEM Project Manager, SPREP and project partners.</p> <p>b) Prepare technical, financial and performance reports on schedule for the European Union, partners and SPREP senior management.</p> <p>c) Develop and implement a monitoring plan to evaluate the effectiveness of the by-catch component implementation.</p>	<ul style="list-style-type: none"> <li>■ An effective by-catch reduction programme is designed that can be implemented by the BIEM Project.</li> <li>■ By-catch component work plan completed on schedule.</li> <li>■ Work plan and collaboration arrangements accepted by SPREP and project partners.</li> <li>■ By-catch work plan is successfully implemented and adapted as necessary based on monitoring and evaluation assessments.</li> <li>■ All technical, financial and performance reports completed on schedule and accepted by donor, SPREP and partners as relevant.</li> </ul>
<p><b>2. Policy and strategy development and implementation</b></p> <p>a) Coordinate and manage a strategy to reduce by-catch of threatened species in commercial fisheries in the Pacific region.</p> <p>b) Within a marine species conservation and management context, contribute to the development and implementation of:</p> <ul style="list-style-type: none"> <li>○ SPREP policies and programmes including the Regional Framework for Nature Conservation and Protected Areas and Marine Species Action Plan</li> <li>○ Other projects within the Pacific-European Union Marine Programme</li> <li>○ International agreements, particularly the Convention on International Trade in Endangered Species and the Convention on Migratory Species and other relevant regional agreements and frameworks, including fisheries agreements where relevant.</li> </ul>	<ul style="list-style-type: none"> <li>■ SPREP Member countries benefit from improved compliance by commercial fishing vessel crews with strategies to mitigate the by-catch of turtles and other threatened species, a reduction in the rate of by-catch incidents, and increased success in releasing alive any animals taken as by-catch.</li> <li>■ Members adopt and implement policies to reduce the by-catch threatened and migratory species in commercial fisheries.</li> <li>■ Frameworks and programmes related to by-catch of threatened species are promoted in a range of international and regional fora.</li> <li>■ Threatened and migratory species programme priorities related to the mitigation of by-catch in regional marine species action plans are addressed.</li> </ul>
<p><b>3. Technical advice, support and assistance</b></p> <p>a) Provide strategic and technical advice on the mitigation of by-catch of threatened and migratory species issues to SPREP Members and other stakeholders both within the project context and more broadly as requested.</p> <p>b) Design and coordinate threatened and migratory species programmes and activities to</p>	<ul style="list-style-type: none"> <li>■ There is effective collaboration on by-catch issues with CROP agencies, regional stakeholders and international species conventions and partners.</li> <li>■ Improved regional participation of Members in species conventions and Regional Fisheries Management Organisations that have an interest in by-</li> </ul>

<p>mitigate the impacts of by-catch in consultation with all relevant stakeholders to meet legal requirements and the needs of Members and of the Secretariat.</p> <p>c) Provide technical advice to SPREP Secretariat on important emerging issues and their potential implications for regional marine species issues related to by-catch.</p> <p>d) Provide policy and technical advice to SPREP Secretariat and Members to meet obligations to mitigate by-catch established under relevant global and regional marine species agreements.</p> <p>e) As appropriate, assist the Secretariat to identify and secure additional funds and other support for the work programmes of SPREP related to by-catch mitigation.</p>	<p>catch issues are developed, in particular the Convention on Migratory Species, the Convention for International Trade in Endangered Species, the Parties to the Nauru Agreement and the Western Central Pacific Fisheries Organisation;</p> <ul style="list-style-type: none"> <li>■ Species action plans at national, regional and international levels related to by-catch are effectively promulgated and implemented.</li> <li>■ Technical support is provided to Members who made Voluntary Commitments at the UN Ocean Conference in 2017 to improve the protection of threatened and migratory marine species by reducing by-catch in various ways.</li> <li>■ Management and protection of threatened and migratory species is improved through a reduction in by-catch reported by observers.</li> </ul>
<p><b>4. Networking and capacity building</b></p> <p>a) Coordinate and expand networks of technical experts and managers with an expertise in or responsibility for the mitigation of by-catch, within the region and internationally.</p> <p>b) Facilitate the implementation of in-country training and awareness activities amongst Members and fishing companies and crews to mitigate and improve management of the by-catch of threatened and migratory species.</p>	<ul style="list-style-type: none"> <li>■ Partnerships are established which result in increased resources (technical assistance, financial resources, human resources) for mitigating the by-catch of threatened and migratory species in the region.</li> <li>■ Fully functional networks to share information on the mitigation of the by-catch of threatened and migratory species are developed, resulting in improved and consistent dissemination, exchange and sharing of relevant species related information. Specific databases are established and updated to enable broad regional data exchange.</li> <li>■ In-country capacity in the management of the by-catch of threatened and migratory species is improved, including through the ongoing national programme, improved collaboration with partners in the coordination of in-country training, and increased stakeholder involvement.</li> <li>■ Threatened and migratory species conservation issues related to by-catch mitigation and management in the region are better known and understood, both regionally and internationally.</li> </ul>

## ANNEX 3

### **By-catch and Ecosystem Management Project (BIEM) within the EDF-11 Pacific-European Union Marine Programme (PEUMP)**

SPREP is implementing the By-catch and Integrated Ecosystem Management (BIEM) project as a component of the Pacific-European Union Marine Programme (PEUMP) funded under the EU 11th European Development Fund (EDF-11). PEUMP is an oceanic and fisheries focused program that will address: the uneven contribution of oceanic (tuna) fisheries to national economic development; the increasing depletion of coastal fisheries resources; the threats to marine biodiversity, including negative impacts of climate change and disasters; the need for improved education and training in the sector; and the need to mainstream a rights-based approach and gender considerations.

The implementation approach revolves around key principles/tools: 1) sound ocean and coastal governance with consideration of biodiversity protection and sustainable use of marine/fisheries resources; 2) mainstreaming of human rights and gender equality through a rights-based approach toolbox – aiming to improve the capacity of communities, men, women and youth, to understand and claim their rights, participate in decision making, and to dialogue with governments to fulfill their obligations around fisheries management; 3) mainstreaming of climate change and environment with due consideration to biodiversity; 4) strengthening capacity at regional, national, sub-national and local level to apply these principles with a focus on education, training and research to enable the next generation of Pacific decision makers and marine resource managers to exert their rights and duties with increased accountability; 5) equitable benefits for all the Pacific ACP countries with a demand-driven approach whilst recognising the diversity of needs and opportunities across the 15 PACP countries; and 6) intervention through both regional and national level activities to support specific countries needs and priorities to enhance ownership.

SPREP is responsible for delivery of KRA 5: Sustainable utilization of coastal and marine biodiversity promoted through improving marine spatial planning, increasing climate change resilience, enhancing conservation, mitigation and rehabilitation measures. To achieve the result, specific activities will target regional organisations, national governments and local communities underpinned by gender and human rights based approaches to promote a sustainable utilization of coastal and marine biodiversity.

Specifically, the SPREP component is titled the *By-catch and Integrated Ecosystem Management* (BIEM) project, and will address:

1. Support for marine spatial planning in at least two countries
2. Integrated ecosystem strategies and coastal zone management planning
3. Climate change adaptation strategies integrated into coastal community plans
4. Endangered marine species by-catch assessed and extinction risk evaluated
5. By-catch mitigation strategies developed and rolled-out
6. Capacity development through research grants
7. Capacity building on non-detrimental findings process for CITES parties.
8. Activities will be implemented at the national level and to varying extents in Tonga, Vanuatu, Fiji, Solomon Islands and PNG. This will be refined during the inception phase.

The SPREP component will be implemented in partnership with the International Union for Conservation of Nature (IUCN) Oceania Regional Office, which will be responsible for implementing the marine spatial planning component.

In implementing the by-catch component of BIEM, SPREP will collaborate with regional and international agencies, including the Convention on Migratory Species and the International Whaling Commission, representatives of the fishing industry, researchers, NGOs and other stakeholders.