

REQUEST FOR TENDERS

RFT: 2021/076
File: AP_3/34/1 - Pacific Climate Change Centre
Date: 20 September, 2021
To: Interested consultants
From: 'Ofa Ma'asi – Kaisamy, Manager, Pacific Climate Change Centre

Subject: Request for tenders: Review of Niue's Education Curriculum including the Environmental Education for Sustainability Guidelines 2019, Environmental Education Sustainability Resource Booklet for Teachers to integrate climate change content.

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 the environment and ensure sustainable development.
- 1.2. SPREP approaches the environmental challenges faced by the Pacific guided by values that 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 qualified and experienced Curriculum consultants who can offer their services to assist Niue:
 - Review the primary and secondary curriculum on climate change.
 - Review of the Environmental Education for Sustainability Guidelines 2019 to integrate climate change content.
 - Develop educational resources to include Climate Change and implement and support the existing Environmental Education for Sustainability Guidelines & Resource Booklet for Teachers 2019
 - Develop of a climate change glossary for students and teachers in both Vagahau Niue and English
- 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/sprep-organisational-values-code-of-conduct.pdf.

3. Conditions: information for applicants

3.1. To be considered for this tender, interested consultants must meet the following conditions:

- Must have a minimum Bachelor Degree with 10 years experience in curriculum development.
- Must be fluent in Niuean.
- Must be familiar or have some understanding of the Niue Education system, Niue culture and Niue Climate Change work
- Provide examples of past related work outputs.
- Must submit a full technical and financial proposal detailing relevant experience, qualifications, and cost.
- Complete the tender application form– (note you are required to complete all areas in full as requested, particularly the statements to demonstrate you meet the selection criteria. DO NOT refer us to your CV or Technical proposal. Failure to do so will result in the application NOT being considered).
- Sign the Conflict-of-Interest form provided.

4. Submission guidelines

- 4.1. Tender documentation should demonstrate that the interested consultant 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 consultant’s complete proposal: methods, personnel (and their skill sets/curricula vitae), timeframes and costs (in USD).
- 4.3. Provide three references relevant to this tender submission, including the most recent work completed - preference is from referees from organisations where the consultant has done similar work as this consultancy.
- 4.4. 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 **29 September 2021**. A summary of all questions received with an associated response will be posted on the SPREP website www.sprep.org/tender by **01 October 2021**.

6. Evaluation criteria

- 6.1. SPREP will select a preferred consultant based on SPREP’s evaluation to the extent that the documentation demonstrates that the tenderer offers the best value for money, and that the tenderer satisfies the following criteria.
- (i) At least ten (10) years demonstrated experience in undertaking reviews of this nature as well as a sound understanding of the Pacific and Niue context including regional, environmental, and developmental issues. Demonstrated knowledge and understanding of the work of SPREP and its mandates, and the Council of Regional Organisations of the Pacific (CROP) architecture, interactions, mandates, policy, and planning instruments. (25%)
 - (ii) Demonstrated expertise and experience in primary and/or secondary education planning, curriculum development and review, mainstreaming sustainable development, climate change education, organisational and thematic strategic planning and gender and social inclusion issues (20%)
 - (iii) Excellent communications skills with high command of spoken and written English and and Niuean including demonstrated experience engaging with national government agencies, using participatory and consultative approaches relevant to the Pacific. (15%)
 - (iv) Technical Proposal/Methodology of how the reviews will be conducted and implemented. (20%)
 - (v) Detailed Financial Proposal in US dollars. Clearly identify amounts for: person day rates, consultations, communications, and incidentals. (20%)

7. Deadline

- 7.1. The due date for submission of the tender is: **12 October, 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 2021/075: “Review of Niue’s Education Curriculum”**

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.

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.

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 for the Review of Niue's Curriculum, Environmental Education for Sustainability Guidelines 2019, Environmental Education Sustainability Resource Booklet for Teachers to integrate climate change content.

Scope of Reviews

1. The Consultant will be responsible for delivering short-term support to the Pacific Climate Change Centre (PCCC), hosted at SPREP in close collaboration with the Department of Education, Ministry of Social Services, Niue. The PCCC will also provide technical assistance which will interact with this short-term consultancy.

Outputs:

Report from desk-based research incorporating:

- Review the primary and secondary curriculum on climate change.
- Review of the Environmental Education for Sustainability Guidelines 2019 and integrate Climate Change content
- Review the Climate Change Teachers guideline and integrate Climate Change content

Report from consultation and desk-based research developing:

- Educational resources to implement and support the Environmental Education for Sustainability Guidelines - Resource Booklet for Teachers 2019 and include climate change
- Climate change glossary for students and teachers in Niue and English
- Teacher's toolkit suitable for students based on the Environmental Education Guidelines to include climate change

Report on re-packaging climate change resources:

- Re-package existing and relevant Climate Change resources in the Niue Ministry of Natural Resources (Departments of Agriculture, Forestry & Fisheries, Environment and Niue Meteorology Office) and add to the current suite of resources to support the Environmental Sustainability Guidelines Curriculum
- Package the climate change related educational resources and materials for primary school students in Niue (stories on legends etc) to be hosted on the PCCC e-learning platform (PCCC) and for Niue to have equal access to the resources.

Consultation Report outlining:

- Key outputs from workshop and consultation with key with education stakeholders in Niue and climate change experts. This workshop would share the proposed outline for education programme and collate feedback and recommendations (to inform Phase 2 where this programme will be developed in full). SPREP will be responsible for workshop costs associated with this consultancy.

Part 1: Review of the Niue curriculum and Environmental Education for Sustainability Guidelines 2019

- Review the primary and secondary curriculum on climate change.
- Review the Environmental Education for Sustainability Guidelines 2019 to ensure the inclusion of climate change content.
- Review the educational resources to ensure climate change content are embedded and inform the development of educational resources to implement and support the Environmental Education for Sustainability Guidelines - Resource Booklet for Teachers 2019
- Review the curriculum to inform the development of Teachers' toolkit on delivering climate change related subjects suitable for students based on the Environmental Education Guidelines 2019

Part 2: Develop educational resources

- Develop education resources to implement and support the Environmental Education for Sustainability Guidelines - Resource Booklet for Teachers 2019 to ensure the inclusion of climate change issues
- Develop a climate change glossary for students and teachers in Niue and English
- Suggest examples of good practice and lessons learnt and draw on these to suggest recommendations for climate change education in a Niuean context.
- Identify recommendations that will support primary and secondary school students in developing skills in their work to building climate resilience in the Pacific, as well as the opportunity to put learning into a practical context.
- Ensure the review supports the development of recommendations which will inform the education programme outline and will provide a long-term sustainable output that will benefit not only Niue but other Pacific countries.

Implementation Arrangements

- The expert will be expected to work remotely with the Pacific Climate Change Centre, Department of Education, Ministry of Social Services in Niue and other stakeholders as appropriate. The short-term expert will also be expected to coordinate with the wider programme of support for educational reform under this consultancy work.
- The expert will report to the Manager of the Pacific Climate Change Centre and Director of Department of Education Niue. The expert will be expected to provide Inception Reports and Monthly Progress Reports supported by supplementary information and reporting, as required.
- All reports will be submitted to the Manager, Pacific Climate Change Centre and the Director of Education and Training, Niue. A final Completion Report which combines evidence from all review mechanisms will be completed at the end of the consultancy work.



Experience

The successful candidate should possess the following experience and qualifications to be considered for this consultancy:

Professional Experience

- At least ten (10) years' experiences including demonstrated experience in undertaking reviews of this nature.
- Demonstrated experience and understanding of the Pacific context including regional, environmental and developmental issues.
- Proven ability and experience in engaging with national government agencies, participatory and consultative approaches relevant to the Pacific.
- Extensive experience in providing strategic advice and the development of policies related to climate change education
- Excellent knowledge and understanding of the work of SPREP and its mandates
- Ability to engage with a cross-section of stakeholders in the public and private sectors.
- Experience working with SPREP including the CROP Agencies.
- Outstanding communication skills, with excellent command of spoken and written English
Proven ability to work under pressure and meet deadlines.
- 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

Educational Qualifications

- Minimum Bachelor Degree with 10 years experience in curriculum development.