

CLARIFICATION QUESTIONS

RFT: 2025-BOLD-004
File: AP_3/41
Date: 19 January 2026
To: Interested Service Providers
Contact: Procurement Unit (procurement@sprep.org)

Subject: Request for tenders (RFT): 2025-BOLD-004: Gender, Equality, Disability and Social Inclusion Consultant for the Building Our Loss and Damage Response Project.

Question 1:

For the “4 x Inception meetings to each of the partner countries (Samoa, Vanuatu, Tuvalu, RMI and Fiji)”, should this be understood as four inception missions in total, collectively covering all five partner countries, or rather four separate inception missions per country?

Response:

There are four remaining inception workshops to be undertaken in Fiji, RMI, Tuvalu and Vanuatu. Only one workshop per country therefore the consultant is expected to travel to each of the four countries listed. Samoa’s inception workshop was undertaken in 2025, therefore no need to cost travel to Samoa.

Question 2:

For the “4 x Community awareness raising on NELD to each of the partner countries (Samoa, Vanuatu, Tuvalu, RMI)” and the “4 x Consultations to scope adaptation limits in each of the flagship countries (Samoa, Vanuatu, Tuvalu and RMI)”, should these be understood as four missions in total per activity, collectively covering the countries listed, rather than four separate missions in each country?

Response:

These are separate country missions with potential to have them back-to-back depending on dates confirmed by countries.

- 4 community awareness missions – 1 mission per country
- 4 adaptation limits scoping missions – 1 mission per country

The travels by the team including the GEDSI consultant is expected to occur back-to-back to avoid having to fly back to their headquarters. Missions will be scheduled based on confirmed dates by the countries and SPREP will do its best to ensure the countries confirm dates in the same month to allow for scheduling of back-to-back country missions.

Question 3:

Could SPREP clarify why Fiji is included in inception missions but not listed among the countries for community awareness on NELD or for consultations to scope adaptation limits, and confirm the expected scope of activities in Fiji?

Response:

Fiji is one of the beneficiary countries with light activities. An inception workshop is to be conducted in Fiji, but not other activities as Fiji will only benefit from policy interventions and proposal development support. Fiji is quite advanced in addressing loss and damage, has already started work in developing a national methodology for NELD, etc.

Question 4:

The TOR states: *“Please note that the number of travels and scheduling may change in discussion with SPREP, Climate Analytics and the successful candidate.”*

- a) Could SPREP clarify whether this refers only to adjustments in scheduling or grouping within the planned 12 missions, or whether it may also affect the total number of missions?
- b) In the event that the total number of missions changes, would corresponding adjustments to the level of effort and budget be considered?
- c) Should the financial proposal assume the full 12 missions as a fixed planning assumption, or include a contingency to account for potential changes in travel requirements?

Response:

Dates for country missions will depend on dates confirmed by the countries. SPREP will do its best to ensure countries confirm dates in the same month to allow for back-to-back travel schedule. There is potential for disruption due to national events, cyclone impacts, political instability or other situations at national level. Missions are conducted per country as activities are to be implemented at national and local levels. SPREP suggests planning for 12 missions as set out in the ToR. Should there be any changes due reasons stated above, SPREP will decide on course of action in consultation with the country focal point for the project e.g. consultant to provide support remotely if consultant’s proposed travel budget is not sufficient.

Question 5:

Should the 280-person-days include travel time, or is it considered separately from billable days?

Response:

280 includes travel time as there is work expected to be undertaken to prepare for the missions, during the mission and post mission

Question 6:

Is there an indicative expectation regarding the number, duration and format of GEDSI trainings (e.g. number of sessions per country, online versus in-person balance)?

Response:

This should be based on consultant’s experience working in the Pacific delivering similar work. SPREP will consider this during tender evaluation. Normally trainings can be done within 3 to 4 days (face-to-face) depending on content.

Question 7:

- a) Are trainings and consultation tools expected to be delivered only in English, or should translation into national and/or local languages, including sign, be anticipated?
- b) Should interpretation services be included in the consultant’s budget, or arranged by SPREP or partners?

Response:

Tools are expected to be delivered in English, translation into local languages will be done by national coordinator and local NGO the project will engage per country. GEDSI consultant is not required to include cost of translation/interpretation services in the proposed budget.

Question 8:

The TOR indicates that the Gender Action Plan (GAP) has already been developed based on a GEDSI analysis undertaken during project design. Could SPREP confirm whether the GAP is final or subject to refinement during early implementation, and the level of detail regarding defined activities and indicators?

Response:

GAP has been developed; the scope of work requires the consultant to support implementation of the GAP.

Question 9:

Could SPREP clarify:

- a) the current stage of development of the LDCC GEDSI for Loss & Damage training module (under development, piloted, or finalised and operational); and
- b) the level of involvement expected from the consultant, in particular whether this role is limited to alignment and quality assurance (including GEDSI, Pacific contextualisation, child protection and prevention of harm) or also includes substantive content revisions and/or drafting.

Response:

- a) GEDSI Loss and Damage training module has been developed under the LDCC project, with training delivery scheduled in February 2026. This will be a pilot under the LDCC project noting that LDCC project will only deliver this training for the countries benefitting from the LDCC project which does not include countries under the BOLD project.
- b) GEDSI consultant is expected to make relevant content revisions/drafting to the training modules developed under the LDCC project. SPREP suggests to allocate sufficient days to this activity.

Question 10:

Seeking clarification on whether it is acceptable to propose an individual consultant as part of a firm for the role outlined in the RFT 2025-BOLD-004 consultancy advertisement.

Response:

If it's a firm, ensure to clearly state the individual expert who meets the qualification requirements to deliver the services set out under the scope service.

Question 11:

The RFT requests an individual consultant — if this individual consultant is part of a consultancy firm, would it be permissible for parts of the research and writing required for the production of applicable deliverables to be carried out by other members of the consultancy firm, with the specified individual consultant being responsible for all client and stakeholder engagement and reporting and providing guidance, oversight and accountability for the deliverables, provided this is clearly specified in the submission?

Response:

Proposal must clearly state the proposed GEDSI expert even if the proposal is from a firm. It is up to a firm how it planned and cost its work to deliver the scope of work set out in the ToR.
