



REQUEST FOR TENDERS

RFT: PWP-085-CON
File: AP_6/5/8/2
Date: 20 February, 2023
To: Interested consultants
From: PacWastePlus Finance and Procurement Officer

Subject: Request for tenders (RFT): Design of Behaviour Change/Community Based Social Marketing Pilot Project for improving the Management of Organics/ Recyclables in the Ontong Java community (Lord Howe settlement upper Matanikau River community) in Solomon Islands

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. 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

2. Specifications: statement of requirement

- 2.1. SPREP wishes to call for tenders from qualified and experienced contractors who can offer their services to design, implement and monitor a Behaviour Change/Community Based Social Marketing Pilot Project on improving the Management of Organics/Recyclables in the Ontong Java community (Lord Howe settlement upper Matanikau River community) in Solomon Islands
- 2.2. The Terms of Reference of the activity are set out in **Annex A**.
- 2.3. The successful contractor 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. 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



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3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested contractors 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 and appropriate samples;
 - iii. Provide examples of past related work outputs;
 - iv. 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.
 - v. Submissions must include a **TECHNICAL PROPOSAL** that includes a detailed work plan, methodology schedule of activities, and other items deemed necessary by the tenderer.
 - vi. Submissions must include a **FINANCIAL PROPOSAL** that has an annotated budget listing for each task as required of the scope of works
 - vii. 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 contractor satisfies the conditions stated above and in the Terms of Reference and can meet 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 contractor'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.

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- d) **Technical Proposal** which contains the details to achieve the tasks outlined in the Terms of Reference.
 - e) **Financial Proposal** which outlines the costs involved in successfully delivering the 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 and other appropriate samples.
- 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.
- 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 pwp.procurement@sprep.org before 10 March 2023. A summary of all questions received complete with an associated response posted on the SPREP website www.sprep.org/tender by 14 March 2023.
- 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 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:

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- 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 – 70%

Criteria	Detail	Weighting
Qualification	A minimum Bachelor's degree in Communications, Marketing, Journalism, Behavioural Science, Public Relations, Education or a related discipline	10%
Experience & Expertise	Demonstrated and relevant experience of at least 10 years in in the design and successful implementation of behavior change communication/community based social marketing projects, including community campaigns, preferably with a focus on waste management (<i>will be an added advantage but not a necessity</i>)	10%
	Demonstrated experience in evolving participatory approaches to key stakeholders including advocacy to government, engagement of civil society organisations (CSOs) and community mobilisation	10%
	Demonstrated experience in conducting formative research and other evidence-based methodologies, using results to inform behaviour change approaches, or development of community based social marketing projects and measuring results of behaviour change interventions through an efficient monitoring and evaluation framework	10%
	Demonstrated experience in the production and strategic dissemination of quality behaviour change/community social marketing multi-media materials and training paraphernalia	10%
Methodology	Proposed project methodology noting schedule, activities, con-current or sequential development, etc.	20%

II. Financial Score – 30%

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



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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: 22 March 2023, 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 'PWP-085-CON: **Design of Behaviour Change/Community Based Social Marketing Pilot Project for improving the Management of Organics/Recyclables in the Ontong Java community (Lord Howe settlement upper Matanikau River community) in Solomon Islands**

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 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>

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Annex A: Terms of Reference

Design of Behaviour Change/Community Based Social Marketing Pilot Project for improving the Management of Organics/Recyclables in the Ontong Java community (Lord Howe settlement upper Matanikau River community) in Solomon Islands

1. BACKGROUND

The Secretariat of the Pacific Regional Environment Programme (SPREP) is working with the European Union's Delegation to the Pacific, and 14 Pacific Island Countries and Timor-Leste to undertake the PacWastePlus Programme (the Project) which seeks to improve and enhance waste management activities and the capacity of governments, industry, and communities to manage waste to reduce the impact on human health and the environment.

PacWastePlus seeks to generate improved economic, social, health and environmental benefits for Pacific Island Countries arising from stronger regional economic integration and the sustainable management of natural resources and the environment. The programme activities will be designed to assist Countries to ensure the safe and sustainable management of waste with due regard for the conservation of biodiversity, reduction of marine litter, health and well-being of Pacific Island communities, and climate change mitigation and adaptation requirements.

Activities for PacWastePlus will focus on targeted priority waste streams which are: hazardous wastes (specifically **asbestos, e-waste and healthcare waste**); solid wastes (specifically **recyclables, organic waste, disaster waste, and bulky waste**); and related aspects of **wastewater** (water impacted by solid waste).

2. INTRODUCTION TO PROJECT

Littering has become a major waste management issue in Honiara, Solomon Islands and this is largely attributed to current waste management practices by local communities and the limited capacity within Honiara City Council to enforce ordinance.

The project is targeting part of the Ontong Java community, also known as the Lord Howe settlement, which is a densely populated settlement at the mouth of the Mataniko River in Solomon Islands. Currently, around 800 people live in the settlement, which is bordered by the National Referral Hospital in the east, the main street in the south, the river in the west, and the sea in the north. Its location results in significant challenges for the community.

In addition to having an adverse waste problem, this settlement has major problems with riverine flooding, coastal erosion, and high population density. Despite skip bins provided by Honiara City Council, individuals within the Ontong Java community continue to throw waste into the Mataniko River.

Instigating a change in waste management behaviour of the targeted community will see a reduction in waste being discharged into the Mataniko River.

An opportunity exists to assist one or more communities in Solomon Islands on a needs based Behaviour Change(BC)/Community Based Social Marketing (CBSM) initiative to understand barriers and identify opportunities for improving the Management of Organics/Recyclables in the Ontong Java community.

This behaviour change/community based social marketing initiative also seeks to ascertain what interventions were successful so findings can be applied across Solomon Islands and the Pacific.



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3. EXPECTED OUTCOME

The objectives of the consulting services will be to design, successfully implement and monitor in partnership with the Ministry of Environment, Climate Change, Disaster Management and Meteorology (MECDM) and the Honiara City Council (HCC) a needs-based behaviour change (BC)/community based social marketing project (CBSM) on improving the waste management in the Ontong Java community in the Solomon Islands.

This will include effective interventions and innovative core messages, tools, materials and effective monitoring and evaluation plan for all stages of the project which may encourage and enable the identified community to:

- Refrain from illegally dumping, and also engage local side street vendors to be responsible for waste generated from their daily business activities.
- Practice home composting – teach community household members on undertaking home composting and encourage recycling which can be collected from communities through partnership with local recycling companies.
- Practice proper waste disposal through awareness and enforcement of anti-pollution legislation and provision of receptacles in communities.
- Involve women of the targeted communities to understand current waste management practices and identify existing barriers that prevents the adoption of alternative behaviour such as waste segregation.

This project will not only focus on awareness to change how people think and treat waste but will also target non-conscious process by changing the environment to encourage local communities to adopt better waste management practices. The proposed BC/CBSM initiative will therefore be designed to identify opportunities to overcome identified barriers and identify potential drivers to change attitudes towards better waste management practices in selected targeted communities.

The core framework of the consultancy will include:

- Identifying barriers and benefits of a behavior or activity through formative research on knowledge, attitudes, beliefs and practices amongst identified target groups and review of any existing behaviour change/community based social marketing or information, education and communication initiatives and institutional arrangements at community level.
- Development of effective community specific BC/CBSM project design that uses tested tools to overcome identified barriers based on evidence and tailored initiatives to address local needs and context (culture, etc.) to reach identified target groups. Inclusive design planning, management and M&E by involving stakeholders towards fostering a sense of ownership and ensuring sustainable end results.
- Implementing a pilot (pre-test stage) of the designed BC/CBSM intervention across an agreed community.
- Evaluation of the effectiveness of the pilot program and modifications to the BC/CBSM intervention based on learnings from pilot project testing stage.
- Engagement of relevant stakeholders to successfully implement the final designed BC/CBSM project and planning at the community level while monitoring the work of these stakeholders.
- Submission of a full final project implementation report for all stages of the project – design, implementation, monitoring and evaluation and recommendations.

A detailed scope of works is provided below for further specifics. Additional steps may be added based on discussions and agreements during the inception meeting.

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4. SCOPE OF WORK

PacWastePlus seeks Tender submissions from suitably qualified persons/companies experienced in the development, implementation and monitoring of a behaviour change/community based social marketing project in partnership with the Ministry of Environment, Climate Change, Disaster Management and Meteorology (MECDM) and the Honiara City Council (HCC) in Solomon Islands.

Specific outcomes are detailed in the following table.

Table 1: Scope of Work

Phase	Description	Documentation SPREP will provide	Consultant Output
Inception	<p>Lead an inception meeting with MECDM, HCC and SPREP to discuss the delivery of the project, addressing all issues likely to cause delays (risk management), and ensure a common understanding of the action, and required outputs.</p> <p>The inception meeting will include a discussion on the methodology, submitted during the tender process, confirming all details on how the pilot behaviour change project will meet the desired purpose and reflect the unique context of Solomon Islands in particular the identified community.</p> <p>The Contractor shall create and submit a Work Plan that shall upon execution ensure effective delivery of services under this contract.</p> <p>The Work Plan shall contain at a minimum:</p> <ul style="list-style-type: none"> Proposed time schedule and sequence of events that the Contractor shall use to meet the contract deliverables. Outline what behaviour change tools or community based social marketing design strategies might be used (e.g., commitment, prompts, norms, social diffusion, communication, incentives, etc.) Indicate how the project will be piloted and how it will be evaluated once implemented throughout the community. Comprehensive risk plan to ensure effective delivery of services. Any further details and information as SPREP may reasonably require. 	Behaviour Change Project application form	<p>Inception Meeting</p> <p>Minutes of the inception meeting with confirmation of activities, and scope of work to be developed and agreed by meeting participants prior to commencement of any activities.</p> <p>The methodology and draft work plan submitted during the tender process will be presented and discussed at this meeting.</p> <p>Draft Work Plan</p> <p>Draft Work Plan highlighting how services will be delivered under this contract submitted to SPREP for consideration and comment.</p> <p>Final Work Plan</p> <p>Final Work Plan incorporating revisions and addressing all comments by reviewers on the draft work plan.</p>

Phase	Description	Documentation SPREP will provide	Consultant Output
<p>Stage 1: Design of Community Based Social Marketing Project</p>	<p>Identify communities to be involved in behaviour change/community based social marketing initiative with MECDM, HCC and SPREP.</p> <p>Engage stakeholders at all levels (government, communities, and civil society), to identify opportunities and design an appropriate BC/CBSM interventions.</p> <p>Contractor must adhere to agreed delivery timelines.</p>	<p>Nil</p>	<p>Draft Preliminary Design of BC/CBSM Intervention</p> <p>Design of the BC/CBSM intervention submitted to MECDM, HCC and SPREP for comment.</p> <p>Preliminary Design of BC/CBSM Intervention</p> <p>Design of the BC/CBSM intervention, incorporating MECDM, HCC and SPREP comments.</p>
<p>Stage 2: Situation Analysis & Audience Assessment including Focus Group and Intervention Development</p>	<p>Identify in partnership with MECDM and HCC current behaviour, barriers and benefits, by conducting interviews with local communities and key stakeholders to understand what messaging, initiative, or initiatives are successful for changing current behaviour.</p> <p>Design pilot BC/CBSM intervention in partnership with MECDM, HCC and SPREP based on investigation results, audience assessments and focus group feedback.</p> <p>All messages, tools and materials to be shared as draft and approved by SPREP (including infotainment scripts, visuals, TV/radio spots, training modules, tool kits, etc.) prior to pre-test and subsequently as final prototypes along with pre-test reports prior to use for the pilot implementation stage.</p> <p>The initial messages, tools and materials may need to be modified/improved post pilot testing stage.</p> <p>Contractor must adhere to agreed delivery timelines.</p>	<p>Nil</p>	<p>Design pilot BC/CBSM intervention</p> <p>Post situation analysis and audience assessment, using meaningful focus group discussions in coordination with MECDM, HCC and SPREP pre-test all developed messages, intervention design and associated activities. All questionnaires and tools used during the FGDs need to be approved by SPREP prior to use.</p> <p>Messages Developed</p> <p>All messages/collaterals/materials developed for use during the pre-testing phase to be approved before use by SPREP.</p> <p>Pilot Intervention Plan</p> <p>A detailed project implementation plan is provided and approved for</p>

Phase	Description	Documentation SPREP will provide	Consultant Output
			the intervention pre-testing stage prior to any implementation.
Stage 3: Pilot Implementation (project pre-testing)	<p>Using the approved pilot implementation plan and project design implement a project intervention pre-testing in an identified community in consultation and partnership with with MECDM, HCC and SPREP.</p> <p>Contractor to ensure that the pilot project test is undertaken over the agreed timeline and to ensure that any issues that may cause delays are identified early and discussed with SPREP.</p>		<p>Pilot Project Tested</p> <p>Pilot project is pre-tested in identified community using agreed project implementation plan in partnership with with MECDM, HCC and SPREP.</p> <p>Pilot Project Pre Testing Report</p> <p>A detailed report for the pilot pre-testing stage is presented to MECDM, HCC and SPREP including a monitoring and evaluation analysis and recommendations for intervention improvements and revisions.</p>
Stage 4: Monitoring & Revision of Intervention	<p>Using a monitoring tool undertake an evaluation on the pilot pre-testing project activities done before scaling up for full project implementation stage.</p> <p>All necessary revisions and improvements to project design/interventions based on evaluation findings must be in done partnership with with MECDM, HCC and SPREP and community consultations.</p> <p>All revisions must be undertaken over an agreed timeline and contractor must adhere to set delivery schedules.</p>		<p>Evaluation and Revisions of Pilot Project</p> <p>Undertake all necessary revisions to project intervention design based on monitoring and evaluation.</p> <p>Project Implementation Plan</p> <p>A detailed project implementation plan is provided for the up scaled project for approval prior to implementation.</p>
Stage 5: Project Implementation	<p>Using the revised and approved BC/CBSM project design and implementation plan fully execute interventions in the identified community in partnership with with MECDM, HCC and SPREP.</p>		<p>Project Implemented</p>

Phase	Description	Documentation SPREP will provide	Consultant Output
	<p>Fortnightly meetings with SPREP are essential to discuss progress and identify any issues that may cause a delay in implementation.</p> <p>Contractor must adhere to agreed delivery timelines.</p> <p>Any foreseeable delays must be identified early with an appropriate solution provided by the contractor in consultation with with MECDM, HCC and SPREP.</p>		<p>Project is fully implemented using agreed implementation plan and in adherence to delivery timelines.</p> <p>Monthly Monitoring Report</p> <p>Submit monthly report on all activities completed, ongoing, planned (including capacity building workshops/trainings, awareness sessions, production and uptake of collaterals, etc.)</p>
<p>Stage 6:</p> <p>Monitoring & Reporting on Outcomes</p>	<p>Using an effective M&E system process to monitor project progress provide a detailed report on the outcomes including quantity, quality and effectiveness of messages, tools, materials and interventions designed and implemented during the final project implementation stage.</p> <p>This will include post-test of intervention activities, messages, tools and materials/ litter audits, waste audits audits for constant improvement.</p> <p>Contractor must adhere to agreed delivery timelines.</p>	<p>Nil</p>	<p>Monitoring & Evaluation Report</p> <p>Submit a detailed M&E report on all activities completed during the project implementation stage.</p>
<p>Stage 7:</p> <p>Final Project Report</p>	<p>A full project report is provided to SPREP which should include reporting on all stages of this project.</p> <p>Contractor must adhere to agreed delivery timelines.</p> <p>All soft and hard copies of documents (strategy, plans, etc.), reports, tools and materials developed and submitted by the contractor will become and remain the property of SPREP.</p> <p>The contractor will not have any rights to copy, retain, reproduce, use the documents (strategy, plans, etc.), reports, tools and materials without written approval of SPREP. The contractor will, not later than 15 days prior to expiration of the contract, deliver all soft and hard copies to SPREP, together with a detailed inventory thereof.</p>	<p>Nil</p>	<p>Full Project Report Submitted</p> <p>A detailed project report, inclusive of all stages, is provided to SPREP which includes all monitoring and evaluation analysis and a feasibility recommendation outline for replication of similar BC/CBSM projects.</p>

Service Provider Responsibilities

The service provider will be responsible for scheduling meetings with relevant stakeholders, taking minutes of meetings and ensuring meeting minutes are distributed for comment prior to finalisation. Fortnightly progress meetings with PacWastePlus are compulsory.

5. SCHEDULE OF WORK

All activities to be completed no later than **30 August 2024**. Discussions on the final timeline will be had with successful supplier. Expected project activity is detailed below, it is expected that tenderers will detail how and when each of these steps will be delivered.

Activity/Deliverable	Timeline
<ul style="list-style-type: none">Inception meeting held with final work plan provided and approved	No later than 2 weeks after contract signing
<ul style="list-style-type: none">Behaviour Change/Community Based Social Marketing intervention designed and approved for pre-testing	No later than 8 weeks after inception meeting
<ul style="list-style-type: none">Pilot intervention pre-tested and implementation report provided with details of all necessary revisions (<i>if any</i>)	No later than 11 weeks after inception meeting
<ul style="list-style-type: none">Approved Behaviour Change/Community Based Social Marketing project fully implemented	Over a period of 12 months (no later than 2 weeks post pilot testing)
<ul style="list-style-type: none">Full project report provided and accepted	At a minimum of 3 weeks before end of contract date.

6. BUDGET

Submissions are required to itemise all financial elements of their proposal in USD, including, but not limited to, the following:

- Travel related costs, if applicable
- Project stages design
- All applicable taxes

Submissions must include an annotated budget listing for each task.

SPREP reserves the right to withdraw this tender at any time, reserves the right to accept or reject any or all bids and to waive any formal defects or irregularities in the bids, when deemed to be in the interest of SPREP.

Proposals above USD 120,000 will only be considered if there is a clear justification provided as to why costs above this limit are necessary.

7. Other Information

The successful consultant will be provided with any relevant project documentation.

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.

Including SPREP's policy on Child Protection, Environmental Social Safeguards, Fraud prevention & Whistleblower Protection and Gender and Social Inclusion