



# REQUEST FOR TENDERS

File: AP\_2/39  
Date: 21 February, 2020  
To: Interested suppliers  
From: Jamie Davies, Bycatch and Integrated Ecosystem Management Initiative  
Manager

**Subject: Request for Tender: Building capacity of Pacific CITES signatories to address regulatory and legal obligations relating to sea cucumbers, sharks and rays, and marine turtles.**

## 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. For more information, see: [www.sprep.org](http://www.sprep.org).
- 1.2. As part of the Pacific-European Union Marine (PEUMP) Programme, funded through the Eleventh Round of the European Development Fund (EDF 11), SPREP is the executing agency for Key result Area 5, the By-catch and Integrated Ecosystem Management (BIEM) Initiative. The purpose of the Initiative is 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. Further detail is provided in Annex 2.
- 1.3. Through the BIEM Initiative SPREP is working with the Governments of Fiji, Vanuatu, Solomon Islands, Papua New Guinea and Tonga to deliver their priorities in the sustainable management of their coastal resources and marine biodiversity, focusing on seven integrated key result areas (KRAs) identified in Table 1, Annex 2. The KRAs are managed collectively but can be distinguished by their focus:
  - Integrated ecosystem management (IEM) and climate change resilience in 3-4 coastal areas and associated watersheds; and
  - Bycatch and conservation of threatened, endangered and protected marine species at a national and South West Pacific regional scale.

## 2. Specifications: statement of requirement

- 2.1. SPREP would like to call for tenders from qualified and experienced consultants (individuals or teams) to run two regional workshops that will strengthen the capacity of Pacific Island Country (PICs) CITES parties with respect to addressing their:
  - a. legal responsibility in relation to export and permitting processes for CITES Appendix II listed sea cucumbers and sharks and rays; and
  - b. understanding, monitoring and managing community use and illegal international trade in marine turtle products to help countries address their CITES obligations.
- 2.2. The consultant will liaise and consult as needed with technical experts, involved Government Ministries and Departments, contractors, NGOs, donors, SPREPs Threatened and Migratory



Species Adviser and the BIEM Bycatch Coordinator from TierraMar and will be expected to work from their home office but with some travel to the region for workshops/meetings.

- 2.3 The consultant will follow the PEUMP Programme Communications and Visibility Strategy and BIEM Initiative Communications and Visibility Guidance in the development and approval of all external documents and publications.
- 2.4 The Terms of Reference and the specific duties of the consultant are set out in Annex 1.

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

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
  - a. Be able to demonstrate that they have the necessary technical qualifications;
  - b. A proven track record in advising or training Pacific Island Countries on CITES, or related work;
  - c. Excellent command of spoken and written English;
  - d. Record of having successfully worked with Governments, and regional CROP agencies such as SPREP and SPC in the Pacific; and
  - e. Strong track record in communication as well as project management and facilitation.

### **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. Documentation must also include supporting examples to address the evaluation criteria.
- 4.2. Tender documentation should outline the interested supplier's complete proposal and include:
  - a. CV to demonstrate that they have the requisite skills and experience to carry out this contract successfully.
  - b. Three references including most recent work relevant to this position
  - c. Completed 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 or your Technical Proposal. Failure to do this will mean your application will **not** be considered).*
- 4.3. Tender documentation should stipulate the consultant's daily rate in USD. Hourly rate will be assumed to be the daily rate divided by 8 hours.
- 4.4. Tender submission must be in United States Dollars (USD).
- 4.5. The Proposal must remain valid for 90 days from date of submission.
- 4.6. Tenderers must insist on an acknowledgement of receipt of tender.

### **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) before 02 March 2020. A summary of all questions received with an associated response will be posted on the SPREP website <http://www.sprep.org/tender> by 04 March 2020.



## 6. Evaluation criteria

- 6.1. SPREP will short-list 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.
- Proven track record in planning and delivering capacity building workshops with PIC Government officials in relation to CITES regulatory and legal obligations (20%)
  - Strong knowledge of the conservation and management of the relevant CITES listed marine species (20%)
  - Workshop plan, including the proposed objectives, agenda, outputs and outcomes for the 1<sup>st</sup> workshop on Parties legal responsibility in relation to export and permitting processes for CITES Appendix II listed sea cucumbers and sharks and rays (20%)
  - Prior delivery of effective communication to relevant government scientific and management authorities (10%)
  - Financial proposal in US dollars [to include all travel costs], costed workplan, and out of pocket expenses (also note daily rate) (30%)
- 6.2 Assessment of proposals will be based on the evaluation of the Technical Proposal (70%) and Financial Proposal (30%).

## 7. Deadline

- 7.1. **The due date for submission of the tender is: 13 March 2020, midnight (Apia, Samoa local time).**
- 7.2. Late submissions will be returned unopened to the sender.
- 7.3 Please send all tenders clearly marked 'TENDER: **Building capacity of Pacific CITES signatories to address regulatory and legal obligations relating to sea cucumbers, sharks and rays,**'

by email: [tenders@sprep.org](mailto:tenders@sprep.org)

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

#### CONSULTANT – CITES marine species PICT regional capacity workshops

##### Background and rationale

At the August 2019, 18<sup>th</sup> CITES CoP held in Geneva, Notifications<sup>1</sup> and Decisions<sup>2</sup> were made that have implications for Pacific CITES parties with respect to sea cucumbers, marine turtles and sharks and rays<sup>3</sup>. In particular for species specific matters, decisions included (this list is not exhaustive):

- Sea Cucumbers (Notification 2019/052)
  - In recognition that three species of sea cucumber have experienced significant declines in populations globally, these three species<sup>4</sup> were listed under Appendix II. The acceptance was granted a twelve-month delay and will come in to force until 28 August 2020. This delay provides for an opportunity to adjust current management frameworks and develop Non Detrimental Findings<sup>5</sup> to deal with the provisions of issuing exports which will be required for any international trade following this date.;
- Marine Turtles (Decision 18.211, 18.212 and subject to a notification from the Secretariat requesting, parties provide information on implementation by August 2020 Standing Committee). Parties are urged to, inter alia:
  - Develop and/or update management and action plans for the conservation of marine turtles;
  - Collect in a standardized manner, including at different governance levels, illegal wildlife trade data, that can be used for monitoring trade in CITES-listed marine turtles; and submit comprehensive and accurate information on illegal trade in marine turtles in their annual illegal trade reports to the Secretariat;
  - Improve monitoring, detection and law enforcement activities related to marine turtles in coastal areas and at transaction points (e.g. in the marketplace, online, maritime areas, and at air- and seaports);
  - Collect samples of marine turtles for DNA analysis, including from seized specimens, to determine species involved and populations of origin and provide these to forensic and other research institutions capable of reliably determining the origin or age of the samples in support of, for example, research, investigations and prosecutions;
  - Improve intra- and interregional cooperation, collaboration and exchange of actionable intelligence regarding illegal take of and trade in marine turtles;
  - Ascertain key trade routes, methods, volumes, and trade 'hot-spots' using available technologies, and enforce national and international regulations or other mechanisms that apply to marine turtles take and trade;
  - Improve accountability for the practices undertaken by all vessels and improve the monitoring and control related to CITES-listed marine turtles at landing sites;

<sup>1</sup> Refer <https://cites.org/sites/default/files/notif/E-Notif-2019-052-.pdf>

<sup>2</sup> Refer <https://cites.org/eng/dec/index.php>

<sup>3</sup> Fiji, France (New Caledonia and Wallis and Futuna are legally bound as territories of France), Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Vanuatu, New Zealand (Tokelau is a legally bound territory of NZ), Australia and the USA (American Samoa is a legally bound territory of the US) are parties to the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) in the Pacific region.

<sup>4</sup> White teatfish (*Holothuria fuscogilva*) and black teatfish (*H. whitmaei* – Pacific Ocean species, and *H. nobilis* – Indian Ocean species).

<sup>5</sup> Refer [https://cites.org/eng/prog/ndf/index\\_new.php](https://cites.org/eng/prog/ndf/index_new.php)



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- Support fisheries management authorities in implementing turtle mitigation and safe handling practices; and
- Coordinate efforts at the regional level, involving Parties and bodies with relevant mandates, to identify and address trade, use and other threats, such as fisheries' interactions with marine turtles (particularly bycatch), with a view to supporting multilateral environmental agreements;

Directed to Parties that are marine turtle range States are urged to, inter alia:

- Develop, and where such legislation already exists, conduct a thorough review of legislation that protects marine turtles, taking account of its effectiveness in enforcement and management including direct and incidental harvest, and standardization or alignment with other national and sub-national legislation, neighbouring states, as well as international regulations and commitments;
- Where domestic harvest of specimens of marine turtles, including eggs, is legal, ensure any domestic harvest quotas are established based on robust science-based methods and the principles of sustainability, including accounting for existing quota or no-take quotas in other States' that share marine turtle stock(s), taking into account national enforcement capacity;

Note there are also recommendations for Parties, governmental, intergovernmental and non-governmental organisations and other entities are invited to provide financial or technical assistance (18.213)

These decisions urge Pacific region parties to collect samples of marine turtles for DNA analysis, including from seized specimens, to determine species involved and populations of origin and provide these to forensic and other research institutions capable of reliably determining the origin or age of the samples in support of, for example, research, investigations and prosecutions.

- Sharks and Rays (Decision 18.218), Parties are encouraged to, inter alia:
  - In accordance with their national legislation, provide a report to the Secretariat about the assessment of stockpiles of shark parts and derivatives for CITES listed species stored and obtained before the entry into force of the inclusion in CITES in order to control and monitor their trade, if applicable;
  - Inspect, to the extent possible under their national legislation, shipments of shark parts and derivatives in transit or being transhipped, to verify presence of CITES-listed species and verify the presence of a valid CITES permit or certificate as required under the Convention or to obtain satisfactory proof of its existence.

The majority of Pacific Island Countries (PICs) CITES parties have limited scientific and management capacity for adequately addressing their legal responsibility in relation to export and permitting processes for CITES Appendix II listed species relating to sea cucumbers, sharks and rays and other priority species. In addition, most PICs CITES parties have limited knowledge and information available to strengthen the conservation, management and monitoring of trade of their marine turtle populations.

SPC is providing support to CITES parties with respect to strengthening scientific and management capacity for undertaking scientific sea cucumber population assessments, and fisheries compliance, monitoring, evaluation and reporting. The limited capacity of many national fisheries agencies has impeded their ability to develop and implement effective management strategies to deal with the growth in demand for sea cucumber. To date, for many PICTs moratoria over the last 10-20 years has been the only means of response to declining sea cucumber stocks.

A number of regional workshops were held in 2013 and 2016 focused on sharks and rays for PICs to assist in capacity building around identification, legal responsibilities, NDFs and permitting process with respect to export. Since that time there has been a turnover of staff within PIC scientific and management authorities and it is timely, with the additional listings of elasmobranch species to revisit key obligations.



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### **Project concept**

#### *Scope and objectives*

This project seeks to strengthen the capacity of PICs CITES parties with respect to addressing their legal responsibility in relation to export and permitting processes for CITES Appendix II listed sea cucumbers and sharks and rays and understanding, monitoring and managing community use and illegal international trade in marine turtle products to help countries address their CITES obligations.

#### *Approach*

To build capacity within Scientific and Management Authorities within PICs, the following approach will be used.

#### 1) *Regional workshops*

Two regional workshops will be undertaken for PIC CITES parties as follows:

- 1) The first 3-day workshop, planned for the week of 4 May 2020 would preferably be held in Australia or Fiji and will focus on building capacity with government scientific and management authority officers for:
  - a. Understanding the legal responsibilities and permitting processes with respect to sea cucumbers and sharks and rays under Appendix II, including issue relating to CITES marine species caught on the high seas in CITES legal terms referred to as "Introduction from the Sea";
  - b. How to prepare Non-Detrimental Findings, including drafting NDFs for sea cucumbers and sharks during the workshop using limited information;
  - c. Identification of Appendix II listed sea cucumbers and shark and ray species; and
  - d. Understanding CITES obligations and legal responsibilities with respect to marine turtles and what Parties are being urged to do under Decisions 18.211 and 18.212.
- 2) The second regional workshop will be run in 2021. The date, location and scope will be confirmed following further consultation with PICs, but it is expected to focus on building the capacity of government scientific and management authority officers by:
  - a. Recapping and updating on the NDF process and understanding legal responsibilities and permitting processes with respect to corals and giant clams, as well as sea cucumbers, (Note SPC plan on holding a workshop specifically on the scientific methodology for population assessments prior);
  - b. Addressing issues raised at the 2020 CITES Standing Committee and Animals Committee meetings (where relevant);
  - c. Developing domestic quota systems for marine turtle use and monitoring and capacity building on mechanisms to enable illegal trade monitoring (domestic and international) by PICs (this may have applicability for other species as well); and
  - d. Discussing and preparing proposals in preparation for 19<sup>th</sup> CITES CoP in 2022.

### **Services Required**

SPREP is seeking the services of a consultant (individual or team) to undertake the two regional workshops for PIC CITES Members.

### **Scope of Consultancy**



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The role of the consultant is to undertake all activities required organise and facilitate the workshops and prepare written reports arising from the two workshops in accordance with the Project Approach described above.

### Requirements

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
  - a. Be able to demonstrate that he/she/they has the technical qualifications;
  - b. A proven track record in advising or training Pacific Island Countries on CITES, or related work;
  - c. Excellent command of spoken and written English;
  - d. Record of having successfully worked with Governments, and regional CROP agencies such as SPREP and SPC in the Pacific; and
  - e. Strong track record in communication as well as project management and facilitation.

### Remuneration

The budget of up to US\$30,000 is available and is to include all travel and out of pocket expenses incurred by the consultant. All legitimate costs associated with organising and running contract related workshops and meetings signed off by SPREP's BIEM Initiative Manager ahead of the event will be covered by SPREP.

### Duration of the Consultancy

This consultancy will start by 1 April 2020 is expected to run over an 18 month period.



## ANNEX 2

### The Pacific-European Union Marine Partnership Programme

The Pacific-European Union Marine Partnership (PEUMP) Programme addresses some of the most serious challenges faced by the region. Among these are the increasing depletion of coastal fisheries resources; the threats to marine biodiversity, including negative impacts of climate change and disasters; the uneven contribution of oceanic fisheries to national economic development; the need for improved education and training in the sector; and the need to mainstream a rights-based approach and to promote greater recognition of gender issues within the sector.

This 5-year programme started in September 2018 and is funded by the European Union (EUR 35 million) with additional targeted support from the government of Sweden (EUR 10 million). The programme provides direct assistance through regional organisations to support regional and national level activities in the Pacific.

The PEUMP Programme combines a regional and national approach, paying specific attention to actions and services delivered at country level to promote and direct positive changes for target groups, in particular women, youth and the most vulnerable groups.

The PEUMP Programme's **overall objective** is to '*Improve the economic, social and environmental benefits for 15 PACPs arising from stronger regional economic integration and the sustainable management of natural resources and the environment*'.

The **specific objective (outcome)** is to '*support sustainable management and development of fisheries for food security and economic growth, while addressing climate change resilience and conservation of marine biodiversity*'.

To address the main priority areas identified in the formulation phase, a demand-driven approach, recognising the diversity of needs and opportunities across the 15 PACP countries, the Programme adopts an integrated approach, with inter-related components implemented by several agencies, revolving around six KRAs and the Programme Management Unit based in Suva, Fiji. Four main agencies are implementing / or have been implementing the KRAs through a multisectoral approach: 1) The Pacific Community (SPC), which is the lead agency for the programme and will be responsible for its overall management, 2) the Pacific Islands Forum Fisheries Agency (FFA), 3) SPREP and 4) The University of the South Pacific (USP). In addition, the PEUMP is also partnering with Non-Government Organisations (NGOs), which include the Locally Managed Marine Areas (LMMA), Pacific Islands Tuna Industry Association (PITIA), International Union for the Conservation of Nature (IUCN) and the World Wildlife Fund (WWF).

The six KRAs are aligned with the two focal sectors of the regional roadmap – oceanic and coastal fisheries and are as follows:

#### **Oceanic Fisheries**

- KRA 1 - High quality scientific and management advice for oceanic fisheries provided and utilised at regional and national levels (SPC).
- KRA 2 – Inclusive economic benefits from sustainable tuna fishing increased through supporting competent authorities and strengthening private sector capacities to create decent employment (FFA).

#### **Coastal Fisheries**

- KRA 3 – Sustainable management of coastal fisheries resources and ecosystems improved through better quality scientific information, legal advice, support, mentoring and empowerment at community level (SPC).

#### **Coastal and Oceanic fisheries**

- KRA 4 – IUU fishing reduced through enhanced monitoring control and surveillance of both oceanic and coastal fisheries, improved legislation, access to information, and effective marine area management (FFA).





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- KRA 5 - Sustainable utilisation of the coastal and marine biodiversity promoted through improving marine special planning, increasing climate change resilience, enhancing conservation, mitigation and rehabilitation measures (SPREP).

### **Capacity development**

- KRA 6 - Capacity built through education, training and research and development for key stakeholder groups in fisheries and marine resources management (USP).

### **Key Result Area 5: By-catch and Integrated Ecosystem Management**

SPREP has been awarded 6.5 million Euros to implement the By-catch and Integrated Ecosystem Management (BIEM) component of the PEUMP Programme and the work is due to be completed by December 2022. BIEM activities are designed to ensure they are relevant to all south Pacific countries. However, to maximise the positive impact of the work with the funding and time available, the BIEM team will focus the majority of activities in Fiji, PNG, Solomon Islands, Tonga and Vanuatu.

SPREP and its partners are dedicated to working to assist these Pacific countries meet their priorities in the sustainable management of their coastal resources and marine biodiversity, focusing on eight integrated key result areas (KRAs) identified in Table 1.

SPREP has sub-contracted the International Union for the Conservation of Nature (IUCN) and TierraMar Consulting Pty Ltd (TierraMar) to lead the delivery of some elements of the work. The organisational responsibilities are identified in Table 1.



**Table 1: The 8 integrated KRAs of BIEM**

KRA-5 Component	Geographical scope:	Budget (Euros) 2018-22	Lead Organisation
5.1 Marine Spatial Planning	Solomon Islands, Fiji	952,000	IUCN
5.2 Integrated 'ridge to reef' ecosystem strategies and coastal zone management planning	Fiji, Vanuatu	1,138,000	SPREP
5.3 Development and integration of climate change adaptation strategies into coastal community plans	Fiji, Vanuatu	240,000	
5.4 Assessment of by-catch of endangered species and extinction risk evaluated	Regional	225,000	TierraMar
5.5 Development and implementation of by-catch mitigation strategies	Fiji, Solomon Islands, Papua New Guinea, Tonga, Vanuatu	726,307	
5.6 Capacity development through research grants to citizens of the Pacific Islands	Regional	80,000	
5.7 Support for community monitoring and protection of endangered species	Fiji, Solomon Islands and Vanuatu	327,000	
5.8 Capacity development on Non-Detrimental Findings process for CITES partners	Regional - CITES partner countries	219,000	

Management and Operations

The BIEM Management Unit (MU) has been established by SPREP in Suva to provide logistical, financial, and administrative and communication support and coordinate the delivery of the eight BIEM components.

The MU also has responsibility to ensure that BIEM activities are coordinated effectively as part of the wider PEUMP Programme. The MU will work collaboratively with Programme members, Countries and other partners under the guidance of the PEUMP Programme Management Unit to achieve this.