

CLARIFICATION QUESTIONS

RFT: 2025/012
File: AP_3/42
Date: 9 April 2025
To: Interested Service Providers
Contact: Maraea S. Pogi (maraeap@sprep.org)

Subject: Request for tenders (RFT): Loss and Damage Consultant for the Regional support of the Loss and Damage Capacity and Capability (LDCC) Project

Question 1:

I note that the position looks to synthesis national assessments and present a regional picture of Loss and Damage. A large proportion of the deliverables include the submission of information, support, representation and facilitation at the Regional Loss and Damage Dialogue to be held the first week of May 2025. Is this correct or should it read May 2026? It will be a very fast turnaround between contracting and arriving in Samoa to start delivering if selected and I wanted to ensure that my schedule would be able to accommodate.

Response:

We have had to change the date of the dialogue to 11-12 August and we apologise for this confusion.

Question 2:

L&D can be a very broad topic across multiple sectors and governance levels. Is there a particular definition or set of criteria you are using to help focus? Or are you open to the consultant proposing the appropriate way to help focus?

Response:

This is well understood that there is yet to be a definition, and we will expect the consultant to work collaboratively with the SPREP team and national level consultants to determine criteria and structure to the evidence base reports. A definition of L&D for the Pacific will be an important outcome of the project and will be addressed in the dialogues with countries.

Question 3:

What countries are included under the term “regional”? The RFT notes that this is broader than just the countries included in the LDCC project at a national level, but does it extend to *all* countries and territories?

Response:

All Pacific Small Island Developing States and also the territory of Tokelau will be included

Question 4:

Will SPREP facilitate the required interactions with the countries to obtain the necessary data and information sources for the assignment?

Response:

Yes SPREP will facilitate

Question 5:

If the Regional analysis needs to build on national-scale analyses (which are to be undertaken through separate tenders), when are those national analyses expected to be available?

Response:

This will vary based on the country, some of these may not be ready for some time, however we envisage this will be a collaborative process where the national and regional evidence base consultants can work simultaneously.

Question 6:

The terms of reference mention Regional activities are to include a regional dialogue, youth dialogue, technical support to the PSIDS Ad-Hoc L&E working group, communications training and deepening GEDSI considerations for L&D. However, we notice that whilst three of those areas are specifically outlined in the Scope of Work – the youth dialogue and communications training is not. Are these two areas to be considered under the proposal or are they to be undertaken outside of this tender assignment?

Response:

Media training will occur before this position is to be filled, however there will be media being trained alongside the dialogue, so there is potential assistance will be needed in that aspect. The youth dialogue will occur directly before the L&D dialogue and this is potentially an area for this position to assist with, however logistics are yet to be sorted.

Question 7:

Are there specific topics for the technical briefs or can this be proposed by the consultant and/or come out of discussions with the Ad Hoc Working Group during the assignment?

Response:

This can be proposed by the consultant and/or come out of discussions. Important to note is that the priority is anything requested from the country members of the Working Group.

Question 8:

The application form is designed mostly for individual consultants, but this assignment will benefit from a team and ours includes members employed by different organisations (i.e. we are a consortium). How extensively should we present things like work experience, professional affiliations,



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etc.? Do you need complete information for every team member and their organisation, or just the most recent work experiences, highest level of academic qualifications, etc.?

Response:

If you are applying as a consortium, please have all the information for the consultants who will be directly working on the project. Three overall referee contacts are okay. Also to note that we expect a comprehensive explanation of the sharing of tasks in the submitted technical proposal.