

# REQUEST FOR TENDERS

File: AP\_5/3/2-Coral\_Reef  
 Date: 29 January, 2020  
 To: Interested suppliers  
 From: Franck Connan, Marine environment and Conservation specialist

**Subject: Pacific Coral Reef Resilience workshop facilitation, 10 – 11 March 2020.**

---

## 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. For more information, see: [www.sprep.org](http://www.sprep.org).

## 2. Specifications: statement of requirement

- 2.1. SPREP would like to call for tenders from qualified and experienced consultants who can offer their services to prepare and facilitate the coral reef resilience project workshop part of the France Australia initiative which will be held in Apia on March 10-11.
- 2.2. The successful applicant will need to prepare the coral reef resilience workshop, facilitate the workshop and produce a first draft project based on workshop stakeholders' discussion within 2 months of the consultancy's start date.
- 2.3. The Terms of Reference that detail the requirements and outputs for the consultancy are attached.

## 3. Conditions: information for applicants

- 3.1. Submissions for the remote-based work should include a work plan, methodologies, schedule of activities and financial proposal. Please note all costs, including taxes, facilities, insurance, travel, and associated costs, should be included in the financial proposal.
  - The consultancy has an estimated budget of USD 20,000.
  - Submitted proposals will be evaluated based on best value for money.
  - A Completed Tender Application Form.
    - 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 or your Technical Proposal. Failure to do this will mean your application will not be considered.*)
  - Submit a CV to demonstrate the consultant has the relevant experience, skills and qualifications to carry out this contract successfully.
  - Provide three references as part of the tender submission.

## 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. Describe any additional minimum content and format requirements.

- 4.2. Tender documentation should outline the interested supplier's complete proposal: methods, personnel (and their skill sets/curricula vitae), timeframes and costs.
- 4.3. 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 Maraea Pogi on [maraeap@sprep.org](mailto:maraeap@sprep.org) and copy Franck Connan [franckc.ext@sprep.org](mailto:franckc.ext@sprep.org) before 03 February 2020. A summary of all questions received with an associated response will be posted on the SPREP website [www.sprep.org/tender](http://www.sprep.org/tender) by 04 February 2020.

## 6. Evaluation criteria

- 6.1. SPREP will select 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:
  - I. Relevant experience in technical workshop facilitation (30%)
  - II. Methodology and comprehensive understanding of the work (20%).
  - III. Expertise in coral reef issues (20%).
  - IV. Experience working in the Pacific Ocean Islands Region (20%).
  - V. Financial proposal and costs breakdown by budget line (10%).

## 7. Deadline

- 7.1. **The due date for submission of the tender is: 12 February 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: 'Pacific Coral Reef Resilience workshop facilitation, 10 – 11 March 2020' to one of the following methods:

Mail: SPREP  
Attention: Procurement Officer  
PO Box 240  
Apia, SAMOA

Email: [tenders@sprep.org](mailto:tenders@sprep.org) (MOST PREFERRED OPTION)

Fax: 685 20231

Person: Submit by hand in the tenders box at SPREP reception,  
Vailima, Samoa.

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>

## TERMS OF REFERENCE

### Workshop to develop a coral reef resilience project proposal

#### **Context**

Recognising the importance of coral reefs for coastal and island communities in Australia and the Pacific, French President Macron and former Prime Minister Turnbull committed to a joint project to improve the understanding of resilience parameters of reef ecosystems in the Pacific in order to inform further design of resilience-based management practices for these ecosystems. In response to this commitment, the initiative on the resilience of coral ecosystems in the Pacific was launched and reaffirmed by the President of the French Republic on the occasion of its visit to Australia and New Caledonia. In May 2018 and on the occasion of the high-level dialogue on climate change and biodiversity with Pacific Leaders held in Noumea on 5 May 2018 at the Pacific Community (SPC) under the chairmanship of the French Minister for Foreign Affairs and the President of the Government of New Caledonia. The proposed project is intended to build on expertise offered by France (Labex Corail) and Australia (AIMS), and local partners in the Pacific (SPREP).

The Pacific is home to a quarter of the world's coral reefs, many of which are remote from most human disturbances, with the exception of climate change. The Pacific people have strong and enduring links with their coral reefs and associated marine environment.

The Intergovernmental Panel on Climate Change (IPCC) Special Report, Ocean and Cryosphere in a Changing Climate finds that warm-water corals experience very high risk even at 1.5°C of global warming, and almost all warm-water coral reefs will decline, even if global warming remains below 2°C. It also predicts that the species composition and diversity of remaining reef communities will differ from present day reefs. The decline in coral reefs will greatly compromise the services they provide to society, such as food provision, coastal protection and tourism.

Accurate and timely information on trends and status of coral reef ecosystems is central to development and implementation of resilience-based management. Despite considerable efforts to measure change in coral reef condition, limited capability, resources and inconsistencies in methodologies and data formats weaken the bridge between monitoring and management decision-making to support coral reef resilience.

The Global Coral Reef Monitoring Network supports the Pacific through monitoring of coral reefs. It provides critical data that helps coastal residents and authorities understand the health of their reefs, their dependence on the goods and services they provide, and the economic and financial consequences of reef decline. There is an increasing need for accurate and timely data and information to inform decisions that promote a sustainable reef-based blue economy.

#### **Workshop outputs**

The intent of the workshop is to develop a project proposal. The proposal should:

- Develop common understanding of context and scope of the project;
- build scientific and management knowledge and access to cutting edge reef management practices;
- Enhancing the effectiveness of coastal and marine ecosystem management and conservation through the application of scientific knowledge and modern and innovative technologies;
- consider financial and governance options;
- align and support existing activities contributing to the monitoring and resilience-based management of coral reefs, in particular the GCRMN, building on existing French, Australian and SPREP partnerships;
- Develop a first draft of a logical framework of this project.

## Provisional agenda

### Day 1

Time	Topic/subject/discussion	Expected outcomes
8.45-9.15am	<i>Coffee tea welcome – opening prayer</i>	
9.15-9.30am	<b>Opening, SPREP Director General</b>	Put the reef resilience project in a regional context
9.30-10.00am	<b>Participants introduction</b>	2 min/pax
10.00-10.30am	<b>Coral Reef Resilience Initiative background</b>	Develop common understanding of context and scope of project
10.30-10.45am	<i>Morning tea</i>	
10.45am-12.15pm	<b>Report from the task force on project development</b>	Update from taskforce on conceptual development of project to date
12.15-2.00pm	<i>Lunchtime</i>	
2.00-3.30pm	<b>Lesson-learnt based on existing project and in-development projects</b>	<p>Summaries provided in context of the reef resilience project:</p> <ul style="list-style-type: none"> <li>- PEBACC (ecosystems based adaptation)</li> <li>- RESCCUE</li> <li>- Biodiversity Blue Belt project</li> <li>- Pacific Coral reef action plan</li> <li>- ACP-SIDS project (ridge to reef management approach)</li> </ul>
3.30-3.45pm	<i>Afternoon tea</i>	
3.45-4.30pm	<b>Pacific Initiative for biodiversity, resilience and climate change background and context</b>	Presentation/update of the Pacific Initiative and process/rules for submitting projects
4.30-5.30pm	<b>Potential funding and Financing rules from donors</b>	Understanding of interaction and expectations of partners/donors

## Day 2

Time	Topic/subject/discussion	Expected outcomes
8.30-10.00am	<b>Working group on the scientific content</b> <b>Working group on the implementation logic</b>	Discuss/ develop scientific outputs of the reef resilience project Develop results chain and logical framework of the reef resilience project
10.00-10.30am	<b>Reports of the working group session</b>	
10.30-10.45am	<i>Morning tea</i>	
10.45am-12.30pm	<b>Pooling scientific and practitioners workshop results and draft a common project</b>	Draft the reef resilience project components based on the working group session
12.30-2.00pm	<i>Lunchtime</i>	
2.00-4.00pm	<b>Financing plan and governance</b>	Forecast a breakdown budget per component and define the respective roles
4.00-4.15pm	<i>Afternoon tea</i>	
4.15-5.00pm	<b>Timeline and next step</b>	Highlight the key-dates and define a work plan for development of final project submission
5.00-5.15pm	<b>Conclusion and closure</b>	

## **Tender expectations**

- Take stock of the initial work content (for confidentiality reasons, documents will only be sent to the selected candidate)
- Develop and improve the provisional agenda in collaboration with SPREP and in link with stakeholders engaged in this project
- Facilitate the workshop and lead working sessions
- Provide a report and a first draft of the Pacific Coral Reef Resilience project