

ANSWERS TO CLARIFICATION QUESTIONS

File: AP_5/3/2/9
Date: 24 May 2019
To: Interested suppliers
Contact: Maraea S. Pogi (maraeap@sprep.org)
Subject: Request for tenders: **Development of draft Pacific Coral Reef Action Plan 2020 - 2030**

Q1. The tender document states that the bid price includes all costs, including travel. Can you confirm whether the consultant would need to travel to the inception meeting with SPREP, or could this be done remotely?

Response:

It is expected that the consultant should be able to do this remotely.

Q2. The tender calls for the development of a draft Action Plan that will be used in a subsequent consultation workshop with stakeholders. Can you please confirm that the consultant is not required to attend or facilitate the workshop and is not required to finalise the Action Plan subsequent to the workshop?

Response:

The consultant will not be required to attend or facilitate the workshop, but is welcome to attend. The consultant is not required to finalise the Action plan subsequent to the workshop. It is expected that the consultant will be available remotely to attend to queries from stakeholders regarding methodology or clarification of items in the report.

Q3. The statement of requirements calls for a results-based action plan for cohesive decision-making by leaders, coral reef managers and community members. It adds that that buy-in from SPREP Members is a high priority:

- Question: Has there been a consultation process undertaken yet to garner buy-in and confirm these stakeholders' commitments to the Coral Reef Action Plan?

Response:

There hasn't been any specific consultation. However, the coral reef action Plan proposal has been approved by the SPREP executive board last year under the launch of the Pacific Year of Coral reef.

Q4. Text should be sourced from email consultation with coral reef experts and managers of all Pacific Island country and territories:

- Question: Has this email consultation already been conducted to some extent? or will we be expected to undertake the email consultation as part of the project?

Response:

The email member's consultation hasn't been already conducted. The email consultation is part of the project as specified in the Terms of Reference and will have to be conducted by the consultant.

Q5. Final question: Am I correct in assuming that the entire project can be undertaken remotely or should I budgeting for an in-person meeting in Apia?

Response:

The entire project can be undertaken remotely. Skype meetings will be sufficient. In the case that the consultant would choose to have a face to face meeting in Apia those costs would be borne by the consultant. The second phase will be a large consultation workshop but it is not part of this consultancy project.