

REQUEST FOR TENDERS

File: AP 2/35/5
Date: 24 July, 2018
To: Interested suppliers
From: Herman Timmermans – PEBACC Country Manager – Fiji

Subject: Request for tenders: Technical and institutional support for reforestation and agroforestry activities in Vuna district, Taveuni island, Fiji

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. The Pacific Ecosystem-based Adaptation to Climate Change (PEBACC) project is a sub-regional project designed to explore and promote the uptake of ecosystem-based management approaches in planning for climate change adaptation in the Pacific Island Region. The 5 year project forms part of the International Climate Initiative (IKI) supported by the German Federal Ministry of Environment. It is implemented by SPREP in collaboration with the Governments of Fiji, Vanuatu and Solomon Islands.
- 1.3. For more information, see: www.sprep.org/pebacc

2. Specifications: statement of requirement

- 2.1. SPREP is calling for tenders from qualified and experienced contractors to provide technical and institutional support to reforestation and agroforestry activities in Vuna district, Taveuni Island, Fiji.
- 2.4 The Terms of Reference are set out in the Attachment.

3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
 - i. Submit details of previous relevant experience; and
 - ii. Provide three referees as part of their tender application.

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.
- 4.2. Tender documentation should outline the interested supplier's complete proposal and include:

- a. The CVs of proposed personnel highlighting related experience relevant to the tender;
- b. A Technical Proposal which should outline the interested consultant's approach, including timelines to achieve the tasks outlined in the Terms of Reference.
- c. A Financial Proposal which break down costs for the main components of the project.
- d. A Completed Tender Application Form.

4.3 Tender submissions must be in United States Dollars (USD).

4.4 The Proposal must remain valid for 60 days from date of submission.

4.5 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 and copy hermant@sprep.org before **30 July 2018**. A summary of all questions received with an associated response will be posted on the SPREP website www.sprep.org/tender by **01 August 2018**.

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.

Technical – 80%

- Forestry skills and seven years experience working in the forestry sector in Fiji
- Experience in successfully propagating and raising native tree seedlings for reforestation programmes
- Experience in reforestation and agro-forestry activities including training and on-ground planting support.
- Expertise in forestry and agro-forestry business planning
- Experience and ability to consult with communities and other stakeholders especially Government and non-government agencies
- Knowledge of land tenure systems and arrangements in Fiji
- Effective communication and report writing
- Familiarity with Taveuni and Vuna district in particular

Financial – 20%

- i. The value of this project is fixed at US\$33,000. The financial proposal will be assessed against the technical proposal in order to determine the best value and approach for the monies available.

7. Deadline

7.1. **The due date for submission of the tender is: 14 August 2018, 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: **Technical and institutional support for reforestation and agroforestry activities in Vuna district, Taveuni island, Fiji**' to one of the following methods:

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

Email: tenders@sprep.org

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>

**Pacific Ecosystem-based Adaptation to Climate Change Project (PEBACC)
Technical and institutional support for reforestation and agroforestry activities in Vuna
district, Taveuni**

Terms of Reference

1. Background

The Secretariat of the Pacific Regional Environment Programme (SPREP) is implementing the Pacific Ecosystem-based Adaptation to Climate Change (PEBACC) project. PEBACC is a sub-regional project designed to explore and promote the uptake of ecosystem-based management approaches in planning for climate change adaptation in the Pacific Island Region. The 5 year project forms part of the International Climate Initiative (IKI) supported by the German Federal Ministry of Environment. It is implemented by SPREP in collaboration with the Governments of Fiji, Vanuatu and Solomon Islands and in partnership with a number of conservation and community development NGOs.

The Pacific Islands Region is extremely vulnerable to the impacts of global warming, sea level rise and climate change. Recognising that healthy ecosystems contribute positively to the resilience of Pacific island communities, societies and biodiversity, the PEBACC project promotes the use of an Ecosystem-based Adaptation (EbA) approach to reducing vulnerability and building resilience in the face of climate change and associated impacts. It is further recognized that the drivers of ecosystem degradation are often non-climate change related; often being related to unsustainable human activities. Therefore restoring ecosystem health requires an understanding of how human activities are impacting on ecosystems and ensuring that interventions are targeted at addressing the root causes while at the same time investing in restoration activities.

The Fiji PEBACC project component has recently completed an [ecosystem and socio-economic resilience analysis and mapping \(ESRAM\) for Taveuni island](#) as a basis for adaptation planning. This was followed by the formulation of an [EbA options report](#) and an [EbA implementation plan](#). Priority EbA options identified for project support in Taveuni are reforestation and agroforestry activities.

PEBACC is therefore seeking the services of an appropriate organisation to support stakeholders (traditional land owners, farmers, communities, etc.) with reforestation and agroforestry training, planning and planting support for the Vuna district in Taveuni. Vuna district has experienced significant levels of deforestation both historically and in more recent times due to intensive agricultural activities – mostly taro, kava, coconuts and livestock. The reduction in native forest cover has resulted in a reduction in ecosystem services most notably regulation of surface and ground water flows, soil fertility, soil retention and biodiversity. Existing methods of cultivation of taro and dalo involve a cycle of clearing forest land, using the soil intensively until the nutrients are depleted and then abandoning the land and clearing new forest land. The loss of forest land and the depletion of the soil nutrients results in the agricultural system (and the communities) becoming more vulnerable to changes in climate due to the associated decline in ecosystem services which provide climate and socio-economic resilience.

2. Scope of the Consultancy

To provide technical and institutional support to local stakeholders in Vuna district with reforestation and agroforestry activities. The support will involve working with the Departments of Forestry and Agriculture in preparing and delivering theoretical and practical trainings to land owners (private and traditional *matagalis*), farmers (including tenant farmers) and communities on sustainable forest management and sustainable land management. The practical component of the trainings will involve on-ground support for designing and implementing viable agroforestry systems and for reforestation activities. Reforestation will include conservation forestry (native trees at higher elevations to close gaps in the native forests), plantation forestry for economic use, and river buffer forestry to buffer against soil erosion. Tree species selection will prioritise native tree species and multi-purpose trees including fruit trees. The use of appropriate plants in sustainable land management such as vetiver grass and macuna bean will also be explored. Agro-forestry systems promoted will need to take into account the dominance of existing taro and kava cultivation and will need to include these crops, as well as exploring and promoting alternatives/additions.

A prior participatory land use mapping exercise undertaken by PEBACC mapped 2701ha of the Vuna district for agroforestry and 3372ha for reforestation (see [Taveuni EbA Options Report](#)). Part of this consultancy will require revisiting and refining these mapped areas to ensure that communities are in full agreement and to guide planting activity. The district comprises five watersheds:

Watershed name	Area (ha)	% ITaukei land	No. of Matagali	Area mapped for agroforestry	Area mapped for reforestation
Ura	3154	39	3	372	1132
Delaivuna	1355	<1	2	779	467
Vuna	2093	54	28	871	467
Navakawau	2842	10	4	679	529
Ravilevu	9712	43	6	0	572

Following extensive consultation, it has been decided that a central native seedling and fruit tree nursery to serve the island will be constructed by the project, in partnership with the Departments of Forestry and Agriculture, at Mua Agricultural Research Station in Matei. The consultant is expected to support the planning and establishment of the native tree nursery by offering advice and input on species to be grown, and seed collection and propagation strategies and techniques. As the Mua nursery is envisaged to be the main supplier of seedlings to the Vuna district reforestation and agroforestry programme, it will be important that the consultant coordinate and interact closely with the operator of the nursery. The consultant is expected to engage and support the communities of Vuna district in sourcing and propagating their own seedlings should the need and interest arise.

In implementing the programme the consultant will be supported by the PEBACC Project Officer who will be on-island for two weeks a month and a Vuna District Watershed Coordinator. The Department of Agriculture has staff on the island and it is expected that a forestry officer will be

posted to Taveuni shortly. The consultant will also have access to facilities at the PEBACC field office in Somosomo. The consultant organization will however need to make use of its own vehicle or make use of local transportation on-island. The consultant organization will need to make its own travel and accommodation arrangements.

The consultant is expected to support, coordinate and cooperate with the Department of Forestry's Reforestation of Degraded Forests (RDF) programme in Vuna district and with the Department of Agriculture's land use planning and irrigation promotion initiatives. Other important stakeholders to engage are the Yabula District Support Team, the Provincial Office, the District Office and the Water Authority of Fiji (WAF).

3. Services Required

A qualified consultant is sought to:

1. Provide active support to local stakeholders in Vuna district with reforestation and agroforestry activities.

4. Methodology

The consultant is expected to submit as part of the costed proposal the methodology and work plan to undertake the consultancy in response to this Terms of Reference.

5. Qualification and Expertise

The Consultant organisation is expected to have the following skills and expertise within its team:

- Forestry skills and experience working in the forestry sector in Fiji
- Experience in successfully propagating and raising native tree species for reforestation programmes
- Experience in reforestation and agro-forestry activities including training and on-ground planting support.
- Expertise in forestry and agro-forestry business planning
- Experience and ability to consult with communities and other stakeholders especially Government and non-government agencies
- Knowledge and experience in community conservation planning and management
- Knowledge of land tenure systems and arrangements
- Effective communication and report writing
- Familiarity with Taveuni and Vuna district in particular would be an advantage

6. Deliverables

The Consultant is expected to deliver the following:

- Costed proposal outlining a methodology, work plan and process on how the tasks required will be undertaken;
- Quarterly progress reports
- Final progress report

7. Time scale

Commencement within a month signing the consultancy contract, with the preferred targeted start date before the end of September 2018 and an anticipated end date of March 2020.

8. Project budget

The total value for the consultancy is in the region of **USD\$33,000**.

Consultants are expected to provide or source and equipment required in order to undertake this contract.

9. Provision of Monitoring and Progress Control

The consultant will be working under the overall supervision of the Fiji PEBACC Project Officer, Filomena Serenia Email: filomenas@sprep.org, with support from the Project Manager, Herman Timmermans Email: hermant@sprep.org