



## REQUEST FOR TENDER

File: AP\_3/29  
Date: 17 August, 2020  
To: Interested Consultants  
From: Martin Sharp – PACRES Project Manager

Subject: **Request for tenders: Consultancy to undertake an Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM) style Assessment in the community of Saleaula in Samoa**

### 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. SPREP approaches the environmental challenges faced by the Pacific guided by four simple Values. These values guide all aspects of our work:
  - We value the Environment
  - We value our People
  - We value high quality and targeted Service Delivery
  - We value Integrity
- 1.3. For more information, see: [www.sprep.org](http://www.sprep.org).

### 2. Specifications: statement of requirement

- 2.1. SPREP is seeking the services of a suitably qualified team of experts to undertake an Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM) style Assessment in the community of Saleaula in Samoa..
- 2.2. The Terms of Reference and the specific statement of work for the consultancy are set out in Annex A.

### 3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested suppliers must:
  - i. Must reside in Samoa
  - ii. be able to demonstrate that they are legally entitled to work in Samoa.
  - iii. Fluency in the Samoan language is highly desirable
  - iv. Completed **tender application form** – *(please note you are required to complete all areas in full as requested on the form, particularly the Statements to demonstrate you meet the selection criteria – DO NOT refer*



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*us to your CV or your Technical Proposal. Failure to do this will result in the application **not** being considered).*

#### 4. Submission guidelines

- 4.1. Tender documentation should demonstrate the interested supplier satisfies the conditions stated above and is capable of meeting the requirements as stipulated in the ToR. Documentation must also include supporting examples to address the evaluation criteria.
- 4.2. Tender documentation should comprise the interested supplier's complete proposal, comprising:
  - CV to demonstrate that they have the requisite skills and experience to carry this contract successfully.
  - Three referees including most recent work relevant to this position
  - Completed **tender application form** – *(please note you are required to complete all areas in full as requested on 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 result in the application **not** being considered).*
- 4.3. Prospective supplier must commit to an agreed amount of time per month to this consultancy and be willing to set aside extra time if needed for particular tasks.
- 4.4. Tenderers must insist on an acknowledgement of receipt of tenders.
- 4.5. The proposal must remain valid for 90 days from date of submission.

#### 5. Clarification

- 5.1. Any clarification questions from applicants must be submitted by email to Maraea S. Pogi on [maraeap@sprep.org](mailto:maraeap@sprep.org) and copy Martin Sharp on [martins@sprep.org](mailto:martins@sprep.org) before 31 August 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 02 September 2020.

#### 6. Evaluation criteria

- 6.1. SPREP will short-list applicants on the basis of SPREP's evaluation of the extent to which the documentation demonstrates the consultant offers the best value for money, and that the tenderer satisfies the following criteria:
  - i. A qualification from a recognised tertiary institution in a field related to environmental management, natural resources management, water resources management and/or climate change; (10%)
  - ii. Experience in undertaking vulnerability and adaptation assessments or climate change assessment-related work in the Pacific region; (10%)



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- iii. Experience and familiarity with natural resources and ecosystem service economic valuation and assessments; (10%)
- iv. Record of having successfully worked with government and non-government stakeholders, sub-national government and communities in Samoa; (10%)
- v. Detailed technical proposal and workplan explaining how the consultant will undertake the Scope of Work described in the attached ToR (35%)
- vi. Financial proposal (25%)

### 7. Deadline

- 7.1. **The due date for submission of the tender is: 14 September 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: **Request for tenders: to undertake an Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM) style Assessment in the community of Saleaula in Samoa** 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 tender's 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>



## ANNEX A

### TERMS OF REFERENCE

#### **CONSULTANCY TO UNDERTAKE AN ECOSYSTEM AND SOCIO-ECONOMIC RESILIENCE ANALYSIS AND MAPPING (ESRAM) STYLE ASSESSMENT IN THE COMMUNITY OF SALEAULA SAMOA**

#### **INTRA-ACP GCCA+ PACIFIC ADAPTATION TO CLIMATE CHANGE AND RESILIENCE BUILDING (PACRES): PROJECT IN SAMOA**

##### **1. Background and Rationale**

Samoa is one of five Pacific ACP countries where the €12 million EU funded Intra-ACP GCCA+ Pacific Adaptation to Climate Change and Resilience Building (PACRES) is scaling up climate change adaptation pilots. This work is being led by the Secretariat of the Pacific Regional Environment Programme (SPREP) in close consultation with Samoa's Ministry of Natural Resources and Environment (MNRE).

One of the PACRES activities in Samoa is to implement the Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM) process developed for the Pacific Ecosystem-based Adaptation to Climate Change (PEBACC) Project. ESRAM assessments can include:

1. Identification of ecosystems, ecosystem services, community dependencies and existing threats;
2. Identification of socio-economic and governance factors;
3. A current state analysis of ecosystems, trends and drivers of change;
4. Ecosystem service valuations;
5. Climate change vulnerability assessment; and
6. Recommendations for EbA options.

Examples of ESRAM assessments conducted around Honiara in Solomon Islands and Port Vila in Vanuatu can be found at <https://www.sprep.org/pebacc/pebacc-esources>. These assessments shared the following 7 steps:

1. Map Ecosystem – identify and map ecosystem types.
2. Define ecosystem functions and services – how do ecosystem support communities?
3. Define economic value of ecosystem services – calculate value of ecosystem services for communities.
4. Identify threats to ecosystem services.
5. Identify EbA options that can improve ecosystem health and increase community resilience.
6. Prioritise EbA Options – which EbA options provide the most benefit and value?
7. Develop an EbA implementation plan.



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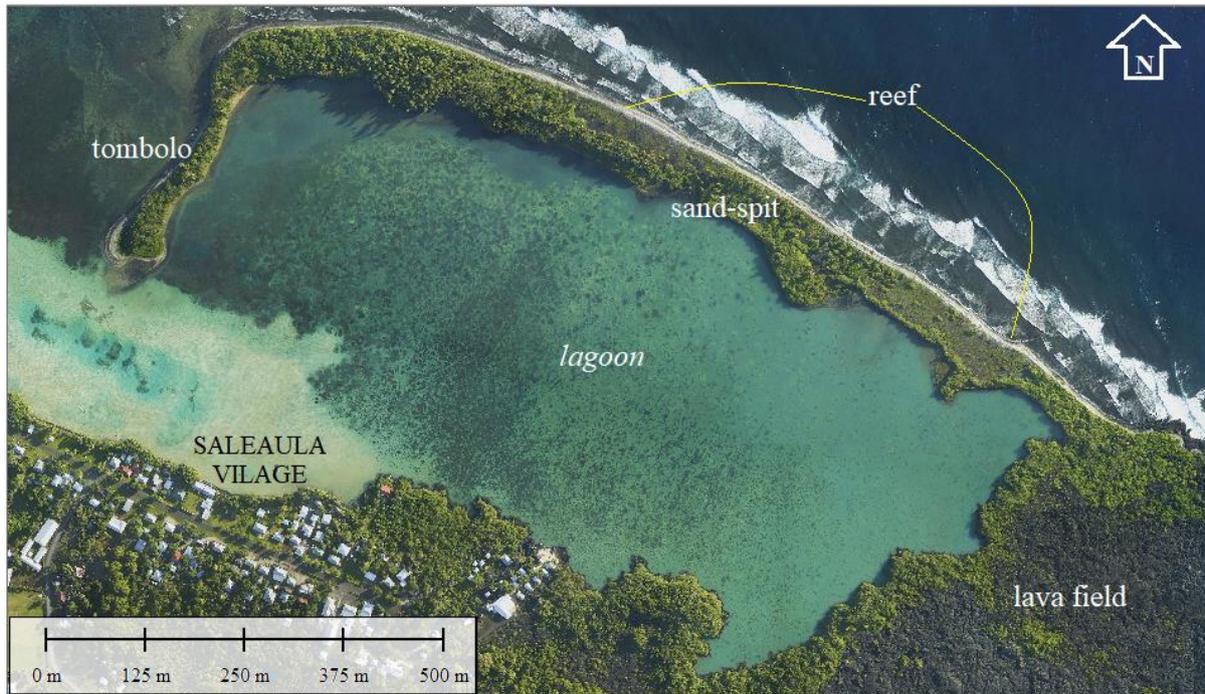


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MNRE has been liaising with the community of Saleaula in Savai'i and requires an ESRAM-style assessment to be undertaken in the community of Saleaula and its immediate surrounds as per the following map of the area.



Lidar image of Saleaula village with the sand-spit

To that end, SPREP is seeking the services of a suitably qualified team of experts to undertake an ESRAM-style assessment in the Saleaula community and its immediate surrounds.

The successful consultant must supply the services to the extent applicable, in compliance with SPREP's Values and Code of Conduct

[https://www.sprep.org/attachments/Publications/Corporate\\_Documents/sprep-organisational-values-code-of-conduct.pdf](https://www.sprep.org/attachments/Publications/Corporate_Documents/sprep-organisational-values-code-of-conduct.pdf)

Interested bidders should also refer to the Community Integrated Management Plan for Gagaemauga 2 District No 2 (attached).

## 2. Scope of Work

The Consultancy is required to:

- a. Conduct an ESRAM-style assessment of the Saleaula environs which will include to:
  1. Map socio-economic baseline and conditions;
  2. Map Ecosystem – identify and map ecosystem types in relevant watersheds, coastal and nearshore marine ecosystems;
  3. Define ecosystem functions and services – how do ecosystem support communities;



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4. Define economic value of ecosystem services – calculate value of ecosystem services for communities;
5. Identify threats to ecosystem services – this can include current and projected climate change impacts, population pressures, pollution or other threats affecting ecosystem services;
6. Identify EbA options that can improve ecosystem health and increase community resilience;
7. Prioritise EbA Options – which EbA options provide the most benefit and value?
8. Develop an EbA implementation plan (How? Why? Where? What? When? Cost?) in collaboration with MNRE and SPREP

Note: where EbA type interventions are not possible recommend more sustainable and environmentally friendly internationally recognised best practices.

- b. Consult with relevant government ministries and agencies, non-government organisations, local authorities and Saleaula community representatives.
- c. Based on (a) and (b) above, prepare a report to MNRE and SPREP

### 3. Technical proposal and workplan

The consultant will submit a detailed technical proposal and workplan showing how they will undertake the tasks described in the Scope of Work above.

### 4. Project Schedule

This activity is to be completed by 31 December 2020. Expected project activity is detailed in Table 1 below. The tender response should detail how and when these steps will be delivered by submitting a Technical Proposal.

**Table 1 Project Schedule and deliverables**

No.	Activity
1	Notification of successful consultant
2	Contract signed
3	Commencement meeting with SPREP and MNRE
4	Approval of workplan and methodology
5	ESRAM style assessment including: the 8 steps described in the Scope of Work
6	Participation in community consultations to inform the ESRAM-style assessment.
8	Submission of draft report to MNRE and SPREP including costed options and recommendations
9	Review of draft report by MNRE and SPREP.



10	Submission of final draft report by 31 December 2020
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## 5. Financial Proposal (Budget)

The Financial Proposal to be priced based on a work plan on where, when and how the technical assistance will be conducted. The proposal should be for the fees component only associated with undertaking the work outlined above. Any requirements outside of the fee's component (e.g. local travel and consultations) should be described in the proposal but not costed.

## 6. Expertise

The consulting team is expected to have the following qualifications and expertise:

- A qualification from a recognised tertiary institution in a field related to environmental management, natural resources management, water resources management and/or climate change;
- Experience in undertaking vulnerability and adaptation assessments or climate change assessment-related work in the Pacific region;
- Experience and familiarity with natural resources and ecosystem service economic valuation and assessments;
- Record of having successfully worked with government and non-government stakeholders, sub-national government and communities in Samoa;