



REQUEST FOR TENDERS

File: AP_3/29
Date: 2 October, 2020
To: Interested Consultants
From: Semi Qamese – PACRES M&E Officer

Subject: Request for tenders: Consultancy to explore local eco-friendly technology, materials and alternatives for riverbank stabilization and riparian zone rehabilitation and implement the most viable option to restore Tagabe riverbank and riparian zones

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.

2. Specifications: statement of requirement

- 2.1. SPREP is seeking proposals from a suitably qualified team of experts, including non-government organisations or other organisations to explore local eco-friendly technology, materials, and alternatives, develop fully costed options and implement those activities selected for riverbank stabilization and riparian zone rehabilitation on the Tagabe River.
- 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 meet the following conditions:
 - i. Must be legally able to work in Vanuatu for the duration of the consultancy;
 - ii. Fluency in Vanuatu Bislama is highly desirable;
 - iii. Provide three references relevant to this tender submission, including the most recent work completed;
 - iv. Provide examples of related past work outputs; and



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- v. Complete the **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).*
- vi. Sign the **Conflict of Interest form** provided.

4. Submission guidelines

- 4.1. Tender documentation should demonstrate 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 and include:
 - a. The CVs of proposed personnel highlighting experience relevant to the tender;
 - b. A Technical Proposal which describes the interested consultant's approach, including timelines to achieve the tasks outlined in the Terms of Reference.
 - c. A Financial Proposal which breaks down costs for the main components of the project.
 - d. A Completed Tender Application Form.
- 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 and Semi Qamese semiq@sprep.org before **14 October 2020**. A summary of all questions received with an associated response will be posted on the SPREP website www.sprep.org/tender by **16 October 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. A qualification from a recognized tertiary institution in a field related to environmental management, natural resources management, forestry management and/or climate change (15%);
 - ii. At least five years' experience working in watershed, catchment management and urban and peri-urban landscaping using eco-friendly technologies in Vanuatu or the Pacific region (30%);
 - iii. Record of working successfully with government and non-government stakeholders, sub-national government and communities in Vanuatu or the Pacific region in the water/forestry/land use sector (15%);
 - iv. Detailed technical proposal/workplan and methodology (20%); and
 - v. Detailed financial proposal (20%).

7. Deadline



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- 7.1. **The due date for submission of the tender is: 28 October 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: Consultancy to explore local eco-friendly technology, materials and alternatives for riverbank stabilization and riparian zone rehabilitation and implement the most viable option to restore Tagabe riverbank and riparian zones**' to one of the following methods:

Mail: SPREP

Attention: Procurement Officer

PO Box 240

Apia, SAMOA

Email: 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>



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Annex A TERMS OF REFERENCE

Consultancy to explore local eco-friendly technology, materials and alternatives for riverbank stabilization and riparian zone rehabilitation and implement the most viable option to restore Tagabe riverbank and riparian zones.

Background and Rationale

Vanuatu 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 adaptation/ecosystem-based adaptation (EbA) pilots. This work is being implemented jointly by the Secretariat of the Pacific Regional Environment Programme (SPREP), the Pacific Community (SPC) and the University of the South Pacific (USP).

The Vanuatu PACRES project will build on and extend activities by the Pacific Ecosystem-based Adaptation to Climate Change (PEBACC) and Ridge to Reef (R2R) projects, promoting the use of EbA approaches to reducing vulnerability and increasing resilience to climate change in the Tagabe River watershed.

The Tagabe River watershed suffers from the removal of trees for firewood and topsoil disturbances from establishment of gardens along the riverbank that have contributed to degradation of the riverbank including through erosion and landslides. These impacts are compounded by increasing extreme weather events that amplify the vulnerability of the river to siltation. The PEBACC and R2R projects amongst others have initiated the planting of trees along the Tagabe river to stabilize the riverbank, providing shade to the river and safeguarding important habitats. Interventions from previous and existing projects have also revegetated riparian areas along the Tagabe River. PACRES will scale up and continue riverbank stabilisation and riparian zone restoration through innovative ecosystem-based adaptation approaches. Relevant reports by the PEBACC project relating to the Tagabe River watershed can be found at <https://www.sprep.org/pebacc/pebacc-esources>. These reports have identified likely EbA options applicable to the Tagabe watershed. In addition, the Tagabe River Management Plan 2017-2030 provides useful insights.

To that end, SPREP is seeking proposals from a suitably qualified team of experts, including non-government organisations or other organisations to explore local eco-friendly technology, materials, and alternatives, develop fully costed options and implement those activities selected for riverbank stabilization and riparian zone rehabilitation on the Tagabe River. A mixture of grey/green hybrid technologies in addition to tree planting can be explored in a nature-based solutions approach for riverbank stabilisation in the context of flooding and ecosystem-based management approaches for riparian zone rehabilitation. To help address continuous removal of trees the successful tenderer will work with the PACRES officer in Vanuatu, the Tagabe River Management Committee and the Tagabe River Riparian Zone Restoration Committee to support awareness raising, provide guidance on by-laws and recommend alternatives to reduce fire-wood use. A thorough problem/situation analysis and costed options assessment is required to determine viable options to restore Tagabe River riverbanks and riparian zones.

Scope of Work

Working closely with the PACRES Project Management Unit (PMU), the Department of Climate Change at the Ministry of Climate Change, Adaptation, Meteorology, Geo-Hazards, Energy, Environment and Disaster Management (MCCAMGEEDM) and the Ministry of Agriculture, Livestock, Forestry, Fisheries and Biosecurity (MALFFB), the consultant will:

1. Undertake a desktop review of the status of the Tagabe riverbank and riparian zones, determine impacts of anthropogenic actions and natural hazards, existing studies (problem analysis) and work done (solutions) to date and advise on potential riverbank stabilization and riparian zone rehabilitation methods;
2. Survey the river to establish the effectiveness of work done to date and to map areas in need of targeted interventions, e.g. badly eroding banks in need of stabilisation;



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3. Using outcome of 1 and 2 above, identify eco-friendly technology, materials and alternatives from case studies, best practice and/or lessons learnt in the Pacific region or similar watershed settings;
4. Propose and cost best practice interventions to address identified problem areas. Where possible, conduct 'cost-effectiveness analysis' where there is more than one option to determine those that will yield the most effective return per dollar spent;
5. Discuss findings through national stakeholder workshops including Government Ministries and address all suggestions;
6. Submit a final draft report with recommendations on the best and most viable options for riverbank stabilization and riparian zone rehabilitation; and
7. Implement the most viable option/s to restore Tagabe riverbanks and riparian zones as determined by MCCAMGEEDM, MALFFB and SPREP. Recommended implementation approach must be clearly described and fully costed in the technical and financial proposal. All resources required for implementation must be identified.

Potential suppliers are invited to submit proposals. 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/spreporganisational-values-code-of-conduct.pdf

Work arrangements

The successful tenderer will work closely with the local communities and with MCCAMGEEDM, MALFFB and the PACRES project officer based in Department of Climate Change Office to implement the selected activities. This will include, but is not limited to:

- Participating in a community inception, implementation planning meeting and national stakeholder consultations/workshops;
- Monthly progress reports on the implementation of the most viable option to restore Tagabe riverbanks and riparian zone rehabilitations to be provided to SPREP, MCCAMGEEDM, MALFFB through the PACRES project officer; and
- Project closure report.

Project Schedule

Activities must be completed by **30 June 2022**. 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 via Skype/Zoom or telephone between successful Consultant, PACRES Project Management Unit in Samoa, Director Climate Change and Director of Forestry in Vanuatu
4	Approval of work plan and methodology
5	Undertake a desktop review of the status of the Tagabe riverbank and riparian zones, determine impacts of anthropogenic actions and natural hazards, existing studies (problem analysis) and work done (solutions) to date and advise on potential riverbank stabilization and riparian zone rehabilitation methods
6	Survey the river to establish the effectiveness of work done to date and to map areas in need of targeted interventions, e.g. badly eroding banks in need of stabilisation
7	Using outcome of 5 and 6 above, identify eco-friendly technology, materials and alternatives from case studies, best practice and/or lessons learnt in the Pacific region or similar watershed settings



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8	Propose and cost best practice interventions to address identified problem areas. Where possible, conduct 'cost-effectiveness analysis' where there is more than one option to determine those that will yield the most effective return per dollar spent
9	Discuss findings through national stakeholder workshops including Government Ministries and address all suggestions
10	Submission of final draft report with recommendations on the best and most viable option for riverbank stabilization and riparian zone rehabilitation to the Department of Climate Change, Department of Forestry and PACRES PMU.
11	Participate in a community inception, implementation planning meeting and national stakeholder consultations/workshops
12	Monthly progress reports on the implementation of the most viable option to restore Tagabe riverbanks and riparian zone rehabilitations to be provided to through the PACRES project officer
13	Project closure report

Budget

A Financial Proposal is to be submitted, based on a work plan on where, when and how the identified options will be implemented. The proposal should include the **fees component, materials, travel and any other costs associated with full implementation of identified options.**

Decisions on what options will be supported will be taken by MCCAMGEEDM, MALFFB and SPREP in consultation with community representatives, depending on available funding. Where options are not funded these will be made available for other potential donors and funders to consider.

In all cases strategies must be identified on how to sustain activities after project closure. These should be identified and costed but not included in the cost of the tender proposal.

Expertise

The Consultant is expected to have the following qualifications and expertise:

- A qualification from a recognized tertiary institution in a field related to environmental management, natural resources management, forestry management and/or climate change;
- At least 5 years experience working in watershed, catchment management and urban and peri-urban landscaping using eco-friendly technologies in Vanuatu or the Pacific region;
- Record of working successfully with government and non-government stakeholders, sub-national government and communities in Vanuatu or the Pacific region in the water/forestry/land use sector; and
- Excellent command of spoken and written English and fluency of Vanuatu Bislama will be an advantage.