



# REQUEST FOR TENDERS

File: AP2/35/1 – Implementing Ecosystem-based Adaptation  
Date: 25 February, 2020  
To: Interested suppliers  
From: Herman Timmermans. PEBACC Project Manager

Subject: Request for tenders: Training Provider to Scope, Design and Deliver Training on Nature-Based Solutions for Infrastructure Providers in Fiji and Solomon Islands.

## 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 calls for tenders from qualified and experienced training providers to scope, design and deliver training on Green Infrastructure and Nature-based Solutions for infrastructure providers in Fiji and Solomon Islands.
- 2.2. The successful applicant will need to conduct in-country training needs assessments, develop (or adapt a pre-existing) training module and deliver a minimum of one weeks training to infrastructure providers in Fiji and Solomon Islands by end June 2020.

## 3. Conditions: information for applicants

- 3.1. To be considered for this tender, interested suppliers must meet the following conditions:
  - demonstrate a track record in having provided similar technical trainings.
  - Provide at least three referees as part of their tender application; and
  - 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*).

## 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.



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

- a) The CV of the proposed personnel highlighting experience relevant to the tender;
- b) A **Technical Proposal** which contains the details to achieve the tasks outlined in the Term of Reference; and
- c) A 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**. Any requirements outside of the fees component should be mentioned in the proposal.

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 [hermant@sprep.org](mailto:hermant@sprep.org) before 09 March 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 11 March 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.

- a) Experience in providing practically oriented trainings to industry stakeholders. (25%)
- b) Advanced technical knowledge in 'nature-based solutions' and/or design of green infrastructure alternatives. (25%)
- c) Familiarity with infrastructure procurement processes and supply chains preferably in the targeted countries (government and private sector) (10%)
- d) Advanced knowledge on climate change projections for Fiji and Solomon Islands and how these can be applied to infrastructure design and construction. (20%)
- e) Experience in developing/adapting technical (but practical) training modules. (10%)
- f) Financial proposal (10%)

## 7. Deadline

7.1. **The due date for submission of the tender is:** 24 March 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: Training Provider to Scope, Design and Deliver Training on Nature-Based Solutions for Infrastructure Providers in Fiji and Solomon**' to one of the following methods:

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



# SPREP

Secretariat of the Pacific Regional  
Environment Programme



10th Pacific Islands Conference

## NATURE CONSERVATION AND PROTECTED AREAS

*Nature Conservation Action for a Resilient Pacific*

Noumea, New Caledonia

19-24 April 2020

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 TERMS OF REFERENCE

### TRAINING PROVIDER TO SCOPE, DESIGN AND DELIVER TRAINING ON NATURE-BASED SOLUTIONS FOR INFRASTRUCTURE PROVIDERS IN FIJI AND SOLOMON ISLANDS

#### 1. BACKGROUND

Government procurers, engineers and construction companies in the Pacific island region have limited knowledge on green approaches to infrastructure design and provision. Hard infrastructure in the form of seawalls and retaining walls continues to be the dominant approach to solving biophysical issues such as coastal and riverbank erosion. Experience has shown that, apart from being expensive, these attempts to fortify coastal assets often fail and/or contribute to the emergence of more acute erosion problems in adjacent locations. With regard to solid and liquid waste management there is also little use of green infrastructure such as settling ponds and filtration reed beds and poorly managed and designed landfill and sewerage disposal works contribute to degradation of ecosystems important for livelihoods and economy. Design of stormwater drainage works similarly does not take green approaches into consideration. Construction sites cleared of vegetation are a major source of soil erosion and sediment runoff into waterways and coastal waters impacting negatively on ecosystems and community resilience.

With funding from SwedBio – a programme of the Stockholm Resilience Institute – SPREP and IUCN are coordinating training for infrastructure providers in Fiji and Solomon Islands on green alternatives to infrastructure design. The initiative targets coastal infrastructure providers spanning the supply chain from government public works departments, contractors and local administrations. In Fiji the programme takes place under the auspices of the Government of Fiji, Ministry of Waterways and Environment and in Solomon Islands under the Ministry of Environment, Climate Change and Disaster Management (MECDM).

The training will align to the Global NbS Standards and principles currently being developed by IUCN and partners for launching at the World Conservation Forum in 2020.

More specifically the objectives of the initiative are to:

- 1) Increase knowledge of infrastructure providers in Fiji and Solomon Islands on the use of green alternatives to hard infrastructure approaches.
- 2) Increase knowledge of infrastructure providers on climate change projections and how to incorporate projected change in climate variables into their infrastructure designs

The intended outcomes are:

Outcome 1 – A corps of infrastructure providers that are informed and knowledgeable on green approaches to infrastructure provision and understand the rationale for



nature-based approaches in the context of climate change and ecosystem-based adaptation.

Outcome 2 – A corps of government public works technical people, private sector engineers and construction companies that have acquired the skills to identify situations suitable for green infrastructure approaches and are equipped to design and implement these options.

Outcome 3 – Increased habitat for biodiversity and healthy ecosystems providing multiple services and increased human wellbeing.

## 2. SERVICES REQUIRED

SPREP is seeking applications from accredited training providers to scope, design and deliver training in green infrastructure approaches/nature-based solutions for the targeted audience.

The consultancy will involve the following activities:

- i) Initial consultation workshop with a broad array of infrastructure providers to discuss and scope existing levels of knowledge, current practices and training needs. One workshop in Honiara and one workshop in Suva. Expected duration 1-2 days.
- ii) Drawing on the outcomes of i), tailor existing training modules on green infrastructure design/nature-based solutions to suit the training interests and needs of the Pacific island audience.
- iii) Deliver targeted training to infrastructure providers in Fiji and Solomon Islands. One each in Honiara and Suva. Expected duration: one week.
- iv) Preparation of a close-out report

## 3. TIME FRAME

The activities are scheduled to take place over a period of three months commencing in March 2020.

## 4. DELIVERABLES

- i) Reports (x2) on the outcomes of the initial consultation/scoping workshops.
- ii) Training module (x1) tailored to the needs of Pacific island infrastructure providers.
- iii) Reports (x2) on the delivery of the trainings including recommendations for rolling out the training to additional stakeholders and countries.

## 5. EXPERTISE

- Experience in providing practically oriented trainings to industry stakeholders.



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- Advanced technical knowledge in ‘nature-based solutions’ and/or design of green infrastructure alternatives.
- Familiarity with infrastructure procurement processes and supply chains (government and private sector)
- Advanced knowledge on climate change projections for Fiji and Solomon Islands and how these can be applied to infrastructure design and construction.
- Experience in developing/adapting technical (but practical) training modules

## 6. BUDGET & PAYMENT SCHEDULE

An indicative budget for the requested professional services is in the region of USD70,000. Travel, subsistence and workshop training costs will be covered by SPREP.

An indicative payment schedule is:

- 10% on signing of contract
- 25% upon submission and acceptance by SPREP of the consultation/scoping reports
- 40% upon delivery and acceptance by SPREP of the tailored training module
- 25% upon submission and acceptance by SPREP of the training delivery reports

## 7. CONTRACT MANAGEMENT

The contract manager for this contract is PEBACC Project Manager Herman Timmermans. Email: [hermant@sprep.org](mailto:hermant@sprep.org). Work in Solomon Islands will be coordinated by PEBACC Solomon Islands Country Coordinator Fred Patison, Email: [fredp@sprep.org](mailto:fredp@sprep.org) and in Fiji by Herman Timmermans. Focal point at IUCN Oceania Regional Office is Andrew Foran (Head, IUCN Pacific Centre for Environmental Governance) [Andrew.Foran@iucn.org](mailto:Andrew.Foran@iucn.org).