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Pacific
Community
Communauté
du Pacifique

Date: 02/03/2021

REQUEST FOR QUOTATION (RFQ 21-036)

SUBJECT: CONSULTANCY TO FORMULATE A FOLLOW-UP PROJECT PROPOSAL OF THE GEF REGIONAL PACIFIC RIDGE TO REEF PROGRAM

The Pacific Community (SPC) would like to invite interested qualified bidders to submit quotations to facilitate the integration of gender mainstreaming within the R2R projects and guided by the R2R Gender Mainstreaming Strategy. The consultancy extends to the fourteen Pacific Islands countries funded by the GEF funded Regional Pacific Ridge to Reef Program implemented by UNDP, UNE and FAO based on the following:

1. Bidders are requested to submit a quotation to carry out specific tasks as outlined in the Terms of Reference (*Annex I*).
2. Queries or questions may be emailed to samasonis@spc.int.
3. SPC reserves the right at the time of award of contract to vary the quantity of services and goods specified in the RFQ without any change in price or other terms and conditions.
4. SPC reserves the right to accept or reject any Proposal and to annul the solicitation process and reject all Proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected bidder(s) of the grounds for the Purchaser's action.
5. All prices quoted shall be in USD and be inclusive of all costs related to the support services to SPC and any applicable taxes.
6. This RFQ has been advertised regionally and quotations will be assessed based on both assessed abilities to achieve the outcomes, and cost.
7. Please email your quotation using the Technical Submission Form in *Annex II* and the Financial Submission Form in *Annex III* to samasonis@spc.int by **4 pm Fiji time on Friday, 20th March 2021**.

This letter is not to be construed in any way as an offer to contract with your organisation.



Terms of Reference
Consultancy to formulate a follow-up Project
Proposal of the GEF Pacific Ridge to Reef
Programme

(MYCWP Regional IW R2R Project – 5.1.5.2)

Version 1.1

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Introduction

Background

The Pacific Community

The Pacific Community (SPC) is an international organisation established by treaty (the Canberra Agreement) in 1947 and is owned and governed by its 26 members including all 22 Pacific Island Countries and Territories (PICTs). It is the largest scientific and technical international organisation in the Pacific, working at both the regional and national levels to support members in achieving their development goals. For more than 70 years, SPC has been providing the Pacific Islands region with essential scientific advice and technical services. Its aim is to contribute to achieving genuine and lasting improvement in people's lives, through working with all members, at all levels, in delivering integrated services that advance their progress towards addressing their development challenges and achieving their aspirations.

Pursuant to its mandate, SPC and United Nations Development Programme (UNDP) signed a Project Cooperation Agreement providing the legal basis for the implementation of a regional project that would support 14 Pacific Islands Countries (PICs) in maintaining and enhancing ecosystems goods and services of natural resources.

The Regional International Waters Ridge to Reef Project

The "Ridge to Reef – Testing the Integration of Water, Land, Forest, and Coastal management to preserve ecosystem services, store carbon, improve climate resilience and sustain livelihoods in Pacific island countries" briefly known as Regional International Waters Ridge to Reef Project or Regional IW R2R project, is a five year project funded by the Global Environment Facility (GEF) which aims to test the mainstreaming of ridge to reef (R2R), climate resilient approaches to integrated land, water, forest and coastal management in the PICs through strategic planning, capacity building and piloted local actions to sustain livelihoods and preserve ecosystem services. An amount of USD10.3 million was made available by GEF to finance the project covering 14 Pacific Island Countries.

The GEF Pacific Ridge to Reef Program

Against the backdrop of this Regional IW R2R project is the GEF Pacific Ridge to Reef Program or "Pacific Islands Ridge to Reef National Priorities – Integrated Water, Land, Forest and Coastal Management to Preserve Biodiversity, Ecosystem Services, Store Carbon, Improve Climate Resilience and Sustain Livelihoods". The GEF Pacific Ridge to Reef Program is a program comprising of 15 child projects (14 STAR and one Regional IW) implemented across the 14 Pacific Island Countries. It is guided by the Regional Steering Committee (RSC) and the Regional Scientific and Technical Committee (RSTC). RSC serves as the governance platform while RSTC ensures that scientific and technical aspects of the Program meet international standards. On top of this, a Regional Program Coordination Group (RPCG) comprising of the GEF implementing agencies – FAO, UNDP, and UN Environment, serves as the coordination platform.

Providing the secretariat and coordination role of the Program is the Regional Program Coordination Unit (RPCU) of the Regional IW R2R project. RPCU consolidates the information about the program results and lessons learned from implementing various

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interventions and testing innovative approaches geared towards effective governance of natural resources.

The Program aims to maintain and enhance PICs ecosystem goods and services (provisioning, regulating, supporting and cultural) through integrated approaches to land, water, forest, biodiversity, and coastal resource management that contribute to poverty reduction, sustainable livelihoods, and climate resilience. Guided by the Programme Framework Document (PFD), GEF investment amounts to USD 90.4 million with a co-financing of about USD 333 million from the various stakeholders of the 14 Pacific Island Countries. The GEF investment is earmarked to finance measures that contributes to the six focal areas of GEF namely: (1) biodiversity; (2) climate change adaptation; (3) climate change mitigation; (4) international waters; (5) land degradation; and (6) sustainable forest management.

Rationale

The ever-increasing demand by humans for these Ecosystems Goods and Services (EGS) and the challenges brought about by the impact of climate change, has just tipped-off the scale and requirement for sustainably managing the environment and natural resources. Resource managers needed to be equipped with robust knowledge, expertise, and skills not only in understanding the carrying capacity of the ecosystem to sustainably deliver goods and services, but also in understanding the interconnectedness of the environment and its natural resources. On the other hand, the impacts of climate change dictates and set the new normal for sustainably managing natural resources. With this new normal it become more than necessary, an imperative for national governments in the Pacific Region to review their current land use and natural resources practices and ultimately rethink their strategies for achieving climate resilient and inclusive socio-economic development thereby ensuring sustainably delivery of ecosystems goods and services.

Ridge to reef (R2R) management is an approach to managing all activities within the catchment or watershed and out to the sea to ensure natural resource sustainability. It relies on managing activities of people and their use of natural resources within 'natural boundaries'. The approach also includes ecosystem-based management (EBM) which recognizes nature, and the functioning of entire ecosystems should be managed altogether, rather than focusing on one aspect or sector e.g., a focus on forestry, or agriculture, or fisheries.

SPC is cognizant of this complex and humungous demand and understands the wide-ranging environment management and governance architecture. Through the joint efforts of the GEF Pacific R2R program, resource managers and communities of the participating Pacific Islands Countries are honed to be effective managers. Pivotal to this, is the thorough and comprehensive understanding of the role of and importance of robust scientific data and information as evidence or bases for decisions for natural resources management and governance along the ecosystem continuum.

As one of the 15 child projects under the GEF Pacific Ridge to Reef Program, the Regional IW R2R project provides capacity building support and coordination for consolidating and documenting lessons from mainstreaming ridge to reef in either planning process and/or appropriate policy.

Program implementation and testing of various technological approaches and socio-economic innovative packages were documented, and program results are promising. Program outcomes however are yet emerging as this was heavily affected by the Covid-19 pandemic almost paralysing project management units in providing onsite technical and policy support.

Cognizant of the importance and effectiveness of R2R in sustainable governance of natural resources, an idea of a follow-up program initiative emerged. Hence, a [concept paper](#) was developed.

In October 2020 virtual meeting, the RSC and RSTC agreed that the follow up project proposal will be formulated. The follow-up project will focus on a streamlined mainstreaming of R2R investments and ICM planning. Specifically, the next R2R project focuses only on priority focal areas supporting research and development (e.g., research to develop regional standards in pollution from animal/human waste), capacity building, and replicating/ upscaling innovative technologies and development measures thereby securing ecosystems goods and services following the R2R - Climate resilient approaches and inclusive green economic pathway/s.

A follow-up technical consultation meeting was held in February 15-17, 2021. During this period, a half-day workshop session was devoted to revisit the RSTC/RSC endorsed concept focusing on dissecting lessons learned from implementation and testing of various technical and innovative approaches experienced under the GEF Pacific Ridge to Reef Programme initiative (refer to [RSTC-TC2 WP20](#) of the Second RSTC-Technical Consultation).

This Terms of Reference (ToR) outlines the scope, tasks, expected outputs, of the follow-up project of the GEF Pacific Ridge to Reef Program initiative.

Scope of the consultancy

Objective

Building on the preliminary ideas, concept notes and the decisions of the Working Group tasks to guide the project proposal formulation process, the consultancy aim to formulate a full concept proposal for the follow-up project of the GEF Pacific R2R program with clearly defined strategy (logical framework), steering (governance mechanisms and mainstreaming pathways), cooperation (inclusive yet functional), processes, and learning for national and regional upscaling.

Expected outputs

At the end of this consultancy, the consultant shall submit a consultancy report following the template provided by RPCU. The Concept Proposal for the follow-up project of the GEF Pacific R2R Program will be an important annex of the consultancy report.

Institutional arrangements

The consultant will be directly responsible to, reporting to, seeking approval/acceptance of output from **Mr. Samasoni Sauni**, Regional Program Coordinator of the Regional International Waters Ridge to Reef (IW-R2R) project.

Operationally, the consultant will collaborate with **Mr. Shaleh Antonio**, Country

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Coordination, Monitoring and Evaluation Adviser (CCMEA).

Duration of the consultancy

This consultancy shall be carried out for **a maximum of 60-days** (and not to exceed total budget of **USD27,000**) **within the period April to August 2021**.

Below is the indicative time frame of this consultancy. This suggested timeline will be enhanced and finalized during the inception phase.

Indicative schedule	Suggested activity
April 1 to April 15, 2021	<p>Inception phase</p> <p>Meetings and discussions with RPCU and the members of the RSTC/WG</p> <p>Gathering of secondary information</p> <p>Desk review of the secondary information, and</p> <p>Conduct virtual (and where appropriate and possible, onsite) informal consultation with relevant stakeholders in the Pacific Region such as but not limited to CROP agencies, academe, relevant development partners and potential financing agencies), and the focal points (project coordinators and managers) of the 14 participating countries of the GEF Pacific R2R program.</p> <p>As an output of the abovementioned exercise is an inception report outlining the process for drafting/formulating the concept proposal. Also, the inception report is expected to already contain information about the interest, appropriateness, and relevance of the envisaged project outcome by the “would-be” participating PICs, including leads as to the possible development partners who shall be willing/interested to finance this project.</p>
April 15 to May 15, 2021	<p>Implementation of the Inception Report and formulation of concept proposal</p> <p>Conduct of virtual or onsite meetings with relevant PICs, and other stakeholders especially those that have positively indicated interests in participating in the follow-up Program.</p>
May 15 to June 15, 2021	<p>Draft concept proposal available</p> <p>Discussions of the initial/draft concept proposal with RPCU and the RSTC/WG.</p>
June 15-30, 2021	<p>Revised concept proposal available</p> <p>Revised concept proposal should already incorporate the inputs from the RPCU and RSTC/WG</p>
August 15, 2021	<p>Consultancy report and the Concept proposal available</p> <p>Consultancy report (following the RPCU template) should provide detailed accounts of the processes in crafting the concept proposal including the list (attendance sheets for onsite meetings, and recordings & pictures for virtual meetings) of stakeholders provided inputs, comments, and suggestions, etc. thereby strengthening the veracity/integrity and ownership of the proposal.</p>

Qualifications of the Consultant

The consultant should not only have the following expertise but also have substantial operational experience and proven track record (can provide at least 3 concept proposal and/or project proposal that have been implemented or currently ongoing) in formulating sound concept proposals and project document in the Pacific Region. Specifically, the consultant or team of consultants must:

- be at least Masters in any of the following disciplines

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- environmental science, or environmental planner,
- natural resource management or natural resource governance
- development management
- have at least 15 years of track-record and experience in formulating development projects that aims to manage natural resources effectively and sustainably in the Pacific;
- show evidence by providing at least 3 samples of its work (either primary author or co-author) or concept proposal or project proposal that have been implemented in any of the PIC or in the Pacific region;
- have more than 15 years of experience in employing various stakeholder engagement processes, participatory techniques and tools in moderating multi-stakeholder planning, consultation meetings, assessment, workshops, seminars and conferences under the environment and natural resources sector.
- have prior experience working on the Ridge to Reef or environmental governance projects is an advantage but not required.

Technical proposal evaluation grid

Documents or applications received by the SPC procurement unit shall be evaluated based on the criteria enumerated below.

Candidate competencies

Basis for shortlisting of the consultants based on competencies and qualifications.

Criteria	Score Weight (%)	Total Obtainable Score (Points)
Masters (see qualifications section)	30%	30
have at least 15 years of track-record and experience in formulating development projects that aims to manage natural resources effectively and sustainably in the Pacific;	30%	30
show evidence by providing at least 3 samples of its work (either primary author or co-author) or concept proposal or project proposal that have been implemented in any of the PIC or in the Pacific region	20%	20
have more than 15 years of experience in employing various stakeholder engagement processes, participatory techniques and tools in moderating multi-stakeholder planning, consultation meetings, assessment, workshops, seminars and conferences under the environment and natural resources sector.	10%	10
have prior experience working on the Ridge to Reef or environmental governance projects is an advantage but not required.	10%	10
Total Score	100%	100
Qualification Score	70%	70

The technical proposal of those candidates obtaining minimum score of 70 points would be included in the shortlist.

Once a candidate is shortlisted, the candidates will be assessed afresh using the criteria below.

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These criteria will serve as bases for the final selection and ranking.

Evaluation grid	Score weight (%)	Total obtainable score (Points)	Minimum score required (Points)
Technical evaluation grid	70%	70	49
Financial evaluation grid	30%	30	21
Total	100%	100	70

Technical evaluation grid

Criteria	Score Weight (%)	Total Obtainable Score (Points)
Completeness Technical proposal with annexes to substantiate the experience of the candidate or showing examples of its work similar to this consultancy	40%	40
Overall quality of the technical proposal Methodological approach Clear deadlines of the expected outputs Feasible schedule of field activities/country visits, inception, briefing, debriefing Presentation of the results to various stakeholders	60%	60
Total Score	100%	100
Qualification Score	70%	70

Only those technical proposals that obtained a minimum of 70 points would be considered for the financial evaluation grid.

With the complexity and the limited budget of this consultancy, it is important that the consultant should at least obtain a minimum accumulative score of 70 points for both technical and financial evaluation grid to be considered. This is to ensure quality of the technical outputs and ensure value for money.

Annexes to the TOR

Links were provided in the ToR for all relevant documents and references mentioned. Additional information can also be obtained from the website <https://www.pacific-r2r.org/>