NOTICE OF CALL FOR TENDER

Mainstreaming biodiversity into key economic sectors

**Title:**  Scenarios and strategy for the Engagement of Actors of the Agriculture and Coastal Fisheries Sectors for Biodiversity Conservation in Fiji

Situation Analysis to Identify Scenarios for Future Commitments of Economic Actors in Favour of biodiversity in Fiji

In Partnership with:
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1. Background and rationale

Recent scientific knowledge points to the acceleration of the loss and decline of biodiversity and ecosystem services since 2010. It underlines the more than ever plausible risk of mass extinction of species in the next few decades, if urgent measures are not taken globally and within states. The 2019 Intergovernmental Platform on Biodiversity and Ecosystem Services (IPBES) Global Assessment of Biodiversity and Ecosystem Services Report predicts that one million plant and animal species are threatened with extinction (IPBES, 2019). The health of the ecosystems on which all other species depend is degrading today at an unprecedented rate.

This situation weakens livelihoods, food security, health and quality of life worldwide and poses economic and financial risks. It is anticipated that the accelerated loss of biodiversity and ecosystem services will have significant consequences on economies and society in general. The poorest and vulnerable populations are increasingly at risk to be exposed to disasters and to the consequences of a loss of natural capital on which they depend for their subsistence and resilience.

With the aim to reverse the curve and promote more sustainable and resilient economies, IUCN collaborates with Expertise France and WWF-France to catalyze the BIODEV2030 initiative. Funded by the French Development Agency (AFD), the project strives to mainstream biodiversity into key economic sectors in 16 pilot countries (8 operated by IUCN, 8 operated by WWF). At country level, the project aims to foster ambitious scientific commitments and clear accountability mechanisms that bring about change.

The two-year project shall create the conditions for a national dialogue involving stakeholders around strategic economic sectors, relevant to the country economy and biodiversity. This dialogue will aim to catalyze concrete national and sectoral voluntary commitments to reduce pressures on biodiversity over the next decade. Such voluntary contributions will be a big step towards building ambitious common goals to halt the decline in biodiversity by 2030 and restore biodiversity by 2050.

The **project’s strategy** to halt the decline of biodiversity by 2030 and support its restoration by 2050 intends to address the root causes of biodiversity decline following a “3D” approach:

- Identify and rank the major anthropogenic causes and the sectors responsible for the decline of national biodiversity during a "scientific Diagnostic" phase. This diagnostic should allow national stakeholders to identify two priority sectors for the rest of the project on a scientific basis, as well as possible levers of action to be considered;
- Create the conditions for a "multi-stakeholder Dialogue" with the aim to obtain the commitment of two key sectors by country to reduce their pressures on biodiversity over the next ten years with measurable objectives. Stakeholders will be encouraged to commit to its biodiversity preservation, on a voluntary basis and with science-based objectives;
"Disseminate" and spread the approach to encourage all stakeholders to make voluntary sectoral commitments to halt the loss of biodiversity by 2030 and demonstrate the effectiveness of these contributions for biodiversity.

In each country, the project will support a constructive dialogue based on a scientific assessment and a diagnostic of national and sectoral threats to biodiversity based on the various data available.

The project will also establish a community of practice at the level of each country in order to operate the science-decision-making interface effectively with a view to building a coherent and cross-sectoral national agenda to achieve the objective by 2030. To this end, national and regional workshops, the IUCN World Conservation Congress in 2021 in Marseille (France, from 3 to 11 of September 2021) and the CBD COP15 in China (11 to 15 of October 2021 (Virtual) and 25th April – 8th of May 2022 (Face to Face)) offer as many opportunities for sharing experiences, disseminating good practices and showcasing initiatives from “champion” countries, with the aim to inspire an even broader mobilization.

2. Introduction

In Fiji, the BIODEV2030 project is implemented by IUCN in close collaboration with the Ministry of the Environment, which will support and monitor the voluntary commitments by the sectors and stakeholders.

In the first step of the project, a national biodiversity threat assessment based on scientific method identified the main threats to national biodiversity and the related economic sectors for Fiji with greatest impacts. Results of the assessment were reviewed and discussed with the Ministry of Environment and national stakeholders which confirmed on the 2 sectors for the “dialogue” phase of the project: the agriculture, and coastal fisheries sectors.

Within these major sectors, the following scope has been identified by studies and stakeholder consultation as particularly relevant for the BIODEV2030 and for the mission: (i) agriculture with a focus on crops that are targeted for cultivation in newly cleared forest areas and marginal land, and (ii) fisheries with a focus on sustainable coastal fisheries.

In the second step of the project, it will identify the sub sectors and a situation analysis will be carried out. In this context, IUCN is recruiting a team of consultants to conduct such study for each of the 2 sectors, which should make it possible to take stock of these sectors, their actors and their impacts, and to identify existing good practices and possible strategies for future voluntary commitments by stakeholders in the sectors concerned in favor of biodiversity. The analysis shall identify options contrasted scenarios for the sectoral objectives and trajectories needed to reverse the erosion of biodiversity and to achieve NBSAPs targets and objectives of the post-2020 global biodiversity framework, towards the 2050 vision (living in harmony with nature). In-addition it will also contribute to other conservation platforms such as the United Decade of Ecosystem Restoration.
3. Goals

Overall objective:

The overall objective of the second assessment (Study 2) is to conduct an in-depth analysis of the two prioritized sectors in Fiji which is agriculture and coastal fisheries and to identify sub-sectors of concerns and explore opportunities, constraints, challenges and possible scenarios of commitment of actors in order to develop sectoral voluntary commitments to reduce biodiversity loss in Fiji.

The specific objectives of the Sector Characterization Assessment (Study 2) are:

a) To execute an in-depth analysis of the two (2) priority sectors and derive its sub-sectors;

b) To characterize and stock take each sector impacting biodiversity

c) To identify existing good practices and possible actions for each sector, including any sector commitment; and

d) To propose a strategy to mobilize stakeholders across the two (2) priority sectors

e) To make explicit links to the national NBSAP and other national environment frameworks and national development plans.

f) To ensure that the Convention on Biological Diversity (CBD) and MEA commitments are integrated in the assessment.

Output:

i) Present the results in the form of possible scenarios of commitments, highlighting their underlying logic in a synthetic way (i.e. problem addressed, extent of expected change, solutions / practices to be implemented for achieve such a change, contributions by each type of actor, and possible milestones on a 10-year trajectory).

(ii) Propose a strategy for mobilizing stakeholders in the 2 target sectors (Agriculture and Coastal Fisheries) for the multi-stakeholder dialogue stage, based on the mapping of actors, their identified interests, motivations and suggested possible accountability mechanisms.

4. Methodological Approach

The Service Provider is expected to define, through an in-depth analysis in Study 2, the pressures, and threats of the two (2) identified economic priority sectors (Agriculture and
Coastal Fisheries) which will also derive the subsectors of concern for the engagement plan. The study will also consist of actions/ opportunities/ incentives/disincentives, where necessary, to reduce pressures and reverse biodiversity loss.

The trajectory to reduce and reverse biodiversity loss should be based on clear and robust indicators, linked to measures/voluntary commitments to be taken by sector stakeholders. Study 2 should also include methods to mobilize and engage stakeholders based on the stakeholder mapping and analysis of different actors for the identified economic priority sectors taking their interest, influence, and willingness to commit/act into account.

**Scope:** The study should focus on the sectors chosen for this mission (i.e. agriculture and coastal fisheries) and the subsectors which will be identified from this study, whose impacts on biodiversity are very specific.

The Study 2 tasks to essentially consist of the following:

1. Detail assessment of the two sectors (Agriculture and Coastal Fisheries) to derive the sub-sectors for intervention in the implementation plan
2. Analyze the key characteristics and stock-take two (2) identified economic (Agriculture and Coastal Fisheries) sectors such as policy, regulatory, institutional, socio-economic (including key stakeholder groups), and cultural elements.
3. Undertake a stakeholder mapping and analysis of the two (2) sectors to determine positions, level of influence, interest, and relationship/balance among stakeholders, including how they are organized and develop a Mobilization and Engagement Plan to increase dialogue and engagement across the sectors based on stakeholder willingness to act and capacity to commit. This will define the stakeholder engagement strategy.
4. Expand on the pressures analysis (done under Study 1) by examining the direct and indirect threats to biodiversity and drivers of loss across the two (2) sectors and identify hot spot zones/areas under greatest threat from the two (2) sectors.
5. Further elaborate and/or fill gaps from Study 1, if needed, on any existing abatement measures/good practices and possible actions being implemented in the two (2) sectors to reduce impact on biodiversity. Identify possible actions/opportunities that the sectors could voluntarily adopt/scale up to reduce pressures on or restore biodiversity to meet national/global targets.
6. Develop at least three (3) concepts/idea notes per sector to be considered for any future implementation which outline options scenarios for voluntary biodiversity commitments by stakeholders within the sectors to mainstream biodiversity in the two (2) economic sectors.
7. Identify incentives and/or possible obstacles/disincentives across the two (2) economic sectors to develop voluntary commitments by stakeholders (private and public related to policy, economic, investment, infrastructure, capacity, and governance) and measures to address disincentives, including the ease of
transition towards nature positive future.

8. Propose a way forward, in different trajectory scenarios, logically and systematically (that is problem addressed, magnitude of change expected, solutions/practices needed to achieve change), possible contribution of each type of actor based on clear and robust indicators linked to measures/voluntary commitments to be undertaken by the two (2) sector stakeholders over a 5-to-10-year period to reduce pressures on biodiversity and reverse loss.

9. Complete draft and final report of the in-depth analysis, including any scenarios, solutions, magnitude of expected change over 5-to-10-year period and voluntary commitments.

**Cooperation with IUCN:**

- A kick-off meeting will be organized between IUCN and the consultant team to set the frame of the analysis and align on the vision, priorities and approach based on the consultant’s proposal;
- The inception report will have to be approved by IUCN (prior to or after the inception meeting).

**5. Expected results / Deliverables and Calendar**

The main products and deliverables expected from the evaluation are:

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Timeframe (Working Days)</th>
<th>Due Date¹</th>
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<tbody>
<tr>
<td><strong>Deliverable 1: Inception Report</strong></td>
<td>15 days²</td>
<td>1st of Feb 2022</td>
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</tbody>
</table>

The inception report must reflect the methodological approach as per number 4 above and to include: (1) the preliminary analysis of subsector of agricultural crops and coastal fisheries and the recommended subsector of focus for the study (2) a first overview of the gaps and opportunities of the 2 sectors and subsectors (agriculture, coastal fisheries) (3) the mapping and selection of actors and stakeholders to be consulted for each sector, as well as the approach, the planned plan and the questionnaires to consult them. (4) the sources and references envisaged to complete the summary of the characteristics of the sectors and the method proposed for reporting the results (5) a first overview of what one scenario for one selected sub-sector could look like.

An Inception Meeting with IUCN and BIODEV Advisory is organised to share the methodology, collect feedbacks/inputs and ensure all needed actors are identified. The inception report must be validated by IUCN and BIODEV 2030 Advisory before the continuation of the study.

*As the present ToRs are likely to evolve after consultation with the stakeholders, this inception report should take this evolution into*

¹ This is dependent on the actual date the contract was signed.
² This does not include the 2 weeks of christmas and New Year
account. It should also be emphasised that the methodology used here will be the one explicitly presented in the technical offer and which may have undergone changes following the refocusing meeting.

The final report encompassing the above and the validation from IUCN and BIODEV 2030 advisory must be available in 21 days.

| Deliverable 2 | A provisional analysis report organised by sector & subsectors, drawn up according to the structure and format discussed after the start of the mission. | 25 days | 8th of March 2022 |
| Deliverable 3 | Facilitation of Stakeholder Sessions & Copies of presentations A workshop to review, amend and enrich the report with stakeholders is organized after the submission of the provisional report to IUCN with the effective participation of the team of consultants. Two day workshop. | 2 days | 10th of March 2022 |
| Deliverable 4 | Final Reports. Final reports incorporate and address comments and feedback from the review process. All final reports should be complete with references, sources, and copyright information, as necessary. High resolution copies of photos and other graphics should be submitted separately but at the same time with the final report. The documents to be submitted are in paper and electronic format. Paper versions will have to be provided in five copies and electronic versions on USB key. | 3 days | 16th of March 2022 |

Note:

- Please consult with the project owner after completion of each deliverable for information of progress and advice.
- It is important to note that because of Covid-19, there are uncertainties with congregating and having large face to face interactions. Multiple approaches, including online platform, should be factored into the process of the assessment to be able to garner stakeholder feedback.
- A final hard copy version of the Final Report in MS Word and a soft copy on a USB drive which has gone through review and vetting by the relevant stakeholders and Ministry of Environment.
- The report is required to be clear and concise, highly informative and shall be a true reading and information guide to government policy makers, agencies, private sector holders and partners. (The final copy should be proofread and free of grammatical errors).
- On the completion of the Report, the consultant is required to provide any Excel workbook(s) which contain information (raw data) received during the process of compiling the report to IUCN and the Ministry of Environment. The raw data shall
include the contact details of the agency and the contact person, type of data provided, brief information regarding their work and how the data was obtained

- If the deliverable is delayed, please contact the contract owner (IUCN) and state reasons of delay.
- Any delay in delivery of the schedule will result in a penalty of deduction of the consultant's daily rate from the total amount per day of delay.

6. Duration of the Study

The duration of the study is estimated at 51 working days within four months.

7. Proposed Payment Structure

The terms of payment will be defined according to the following schedule:

1. 20% upon signing contract and approval of the inception report, including method(s) and assessment tool(s).
2. 40% upon final national synthesis report and presentation to stakeholders
3. 40% upon final/approved reports.

8. Consultant Profile

A Institution, NGOs or Group of Consultants or expatriates in Fiji with demonstrated working experience with multiple skills (including in agronomy, sustainable development, sociology, environment economics) and showing a great experience in the field of environmental policy in Fiji, the rural areas in Fiji, and the management of biodiversity and community management of natural resources. They must have very good work experience in the agriculture and fisheries sectors.

The maximum number of consultants for this study is set at three: a head of mission with transversal skills and two other consultants with skills respectively in agriculture and fisheries.

Qualifications / Experience / Expertise

The head of mission must have the following qualifications and expertise:

- Environment economic expertise with at least 10 years demonstrated working experience and in-depth knowledge in environmental economics; circular economy, corporate social responsibility, environment policies and regulations applied to economic sector as well as business practices
- At minimum the head of mission should hold a master’s degree, PhD candidate are an assest, in economics, business management, sustainable development, environment and sustainable management of natural resources.
- At least 10 years of consulting or advisory experience in the areas of expertise targeted by the assignment for agriculture and fishing, in particular:
  - Advisory support on national sectoral policies and strategies;
  - Consulting in business strategies;
  - Advisory support in the field of value chains, particularly in the sectors targeted by the mission;

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3 This can be adjusted if needed based on service provider proposal.
- Proven ability to engage with a variety of stakeholders and capture the diverse perspectives of Ministers, policy makers, business leaders, trade association, NGOs, local communities, indigenous peoples, etc;
- Proven experience and capabilities in facilitating multi-stakeholder processes;
- Excellent verbal communication, presentation/facilitation and writing skills in English.

The composition of the team is left to the choice of the head of mission. The qualifications and experiences of the team members shall serve the methodological approach proposed by the tenderer. Nevertheless, team members are expected to demonstrate the following qualifications and skills:

- Hold higher education qualifications in environment and sustainable management of natural resources, economics, business management, sustainable development, social sciences;
- A proven experience of at least 3 – 5 years on Agriculture and Coastal Fisheries sectors with good knowledge on policies and strategies of the country, experience on business and biodiversity issues of CSR procedures and incentives for companies to take care of the environment;
- Good knowledge of sectoral and multisectoral economic dynamics and their implications for biodiversity;
- An experience in engaging in multi-stakeholder discussions;

9. Composition and submission of tenders

Consultants wishing to carry out this evaluation must send by email, no later than December 3rd, 2021 at 5:00 p.m, an offer consisting of:

1. A cover letter of motivation addressed to the Regional Director IUCN ORO to confirm your interest in the Terms of Reference (2 pages maximum);
2. A detailed technical proposal containing the following sections:
   a. An understanding and interpretation of the Terms of Reference.
   b. Detail description of methodologies and tools proposed for use in the assessments for data gathering and analysis.
   c. Time/Implementation schedule.
   d. Evidence of relevant experience and samples of products related to the assignment.
   e. Curriculum vitae of the consultant to execute the assignment as well as the references of two (2) persons who can attest to the competence of the candidate(s);
   f. Information on any representative of your team, or any member of your team, that may give rise to a direct or indirect conflict of interest, including identifying other current contractual works being conducted for IUCN, affiliations with national and local CBD focal points.

3. A financial proposal showing:
a. Consultant’s daily rates; and  
b. Any other related costs for undertaking the assignment, including travel.  
c. Costs should be elaborated in Euros.  

The offer will also include details of the amounts exclusive of tax and all taxes. Special mention should be made of any exemptions.

4. Proposal submission procedure and guidelines

b. Your submission should be made via EMAIL ONLY using the following email address: OROBIODEV@iucn.org  
c. The proposals should be submitted in PDF format ONLY with the following email subject: “Proposal Strategy for the Engagement of Stakeholders in the Biodiversity Conservation in Fiji”.  
d. Bidders can use tools such as google drive, dropbox, WeTransfer to submit proposal if the attached files are deemed too large for a single transmission.  
e. Submitted documents must be password protected so that they cannot be opened and read before the submission deadline. Please use the same password for all documents submitted. Once the deadline has passed no later than December 3rd, 2021 send the password corresponding to the same email address as the one used to submit your proposal. This will ensure a secure submission and opening process. Do not send a password before the deadline for submission of the proposal.  
f. Clarifications could be submitted via EMAIL ONLY to OROBIODEV@iucn.org A response to any clarification will be provided within 48hrs from receipt of such request during business hours (8:00 to 17:00hrs local time) Monday-Friday. Clarifications after the deadline date will not be addressed.  
g. The DEADLINE for the submission of technical and financial proposals shall be no later than 17:00hrs, local time, on December 3rd, 2021. Late submissions, outside the window of 17:00hrs on December 3rd, 2021, will not be considered.

10. Evaluation Criteria and Award of Contract

The proposals will be evaluated based on their technical and financial elements using the following methodology:
- Technical Criteria Weight: 70%
- Financial Criteria Weight: 30%

<table>
<thead>
<tr>
<th>Stage</th>
<th>Criteria</th>
<th>Score (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Evaluation</td>
<td>Suitability of proposed methodology and work plan</td>
<td>35%</td>
</tr>
<tr>
<td></td>
<td>Qualifications, Experience, Expertise in similar assignments</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td>Interpretation of the Terms of Reference</td>
<td>5%</td>
</tr>
<tr>
<td></td>
<td>Implementation schedule</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Sub-total: Technical Evaluation</strong></td>
<td></td>
<td><strong>70%</strong></td>
</tr>
<tr>
<td>Financial Evaluation</td>
<td>Financial proposal</td>
<td>30%</td>
</tr>
<tr>
<td><strong>Sub-total: Financial Evaluation</strong></td>
<td></td>
<td><strong>30%</strong></td>
</tr>
<tr>
<td><strong>Total (Technical Evaluation &amp; Financial Evaluation)</strong></td>
<td></td>
<td><strong>100%</strong></td>
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</tbody>
</table>

Only Technical Proposals with scores of 70% and above will proceed to the next stage of the process to have their proposals considered for the Financial Evaluation. Any submission whose technical proposals is below 70% will not be considered for the Financial Evaluation Stage.

The successful Service Provider will be decided by an Evaluation Committee based on the highest scores from the evaluation process: that is as a sum of the Technical and Financial Evaluation. The same shall be recommended for award of consultancy contract to undertake the assignment by the Evaluation Committee.

**11. Feedback**

The successful Service Provider will be notified within two (2) weeks from the date of closure of the proposal submission deadline. Feedback to unsuccessful bidders will be made within four (4) weeks from the proposal submission deadline.