

CLARIFICATION QUESTIONS

RFT: 2025/026
File: AP_2/44
Date: 9 May 2025
To: Interested Service Providers
Contact: Maraea S. Pogi (maraeap@sprep.org)

Subject: Request for tenders: Mid Term Review of the Pacific Ecosystem Based Adaptation to Climate Change Project (PEBACC+) Consultancy

Question 1:

Would it be acceptable/compliant for a bidder to propose a timeline for the review from July to September instead of the May to July timeline currently indicated in the ToRs?

Response:

At the moment, you can go with the timeline indicated and once the successful bidder is selected, they will be asked to revise their timeline based on revised dates of the deliverables noting that these dates may be revised by the time the contract is signed.

Question 2:

The ToRs indicate that a team approach is expected with a team leader 'working with individual consultants in-country'. Is there an expectation of sourcing and working with separate local consultants in *all five* countries/territories involved in the program? Does all of their time need to come out of the 30 working days suggested?

Response:

Yes their time has to come from the allocated 30 days and budget. If you can find local consultants to work with that would be great but if not, then you will have to mention that in your proposal and what options will you go with. Because it's a mid-term review, you could do virtual meeting from your end if you are outside the Pacific region and the in-country consultants can do on the ground data collection at their respective sites – Fiji, Vanuatu and SL.

Question 3:

Does the financial proposal need to include travel costs, especially as the ToRs highlight that the specific design and methodology will be developed collaboratively during the assignment?

Response:

Yes please include this as a separate budget to your time but do note that having an in-country person is encouraged to keep travel cost at minimal. The methodology should be designed around the 3-stage process mentioned in the ToR. You can present a draft one as part of your application and can be refined through discussions with the PMU team if application is selected.

Question 4:

What is the budget available for this work? Please clarify if this is inclusive or exclusive of travel costs, flight and DSA.

Response:

\$25k fees excl travel.

Question 5:

The RFQ states that “Data collection is to be conducted from Fiji (Suva) where SPREP Project team is located. Field missions to the project field sites in the different countries and territories are required; Fiji, Solomon Islands and Vanuatu should imperatively be visited.” How long should we allow for each of these missions? Or how many project sites are we expected to visit?

Response:

Yes travel to the sites mentioned which could be done by the in-country consultants:
Vanuatu – Tagabe, Lenakel and Port Resolution – getting out to Lenakel and Port Resolution may not be possible because of flight schedule but Tagabe should be fine hence Vanuatu at least 3 days
Solomon – 2 days to cover Barana, Honiara and possibly Malaita
Fiji – 3 days

Question 6:

How many teams are we expected to liaise with for the various project updates please? Specifically chasing number of team leading the implementation of the technical components of the various projects to be reviewed.

Response:

We have project coordinators in each country so they will be liaising with them and help set up meetings with our project partners. We have local consultant that are implanting some of our project activities that we could add to interview etc.

Question 7:

Can you please provide an indicative budget for this project

Response:

Refer Q4

Question 8:

Component 3 – please provide more detail regarding expectations for this project component

Response:

The overall expectation is to look at where the project is now as per the criteria mentioned and provide recommendations for implementation before project closes.

Question 9:

Are in-country visits to Wallis and Futuna and New Caledonia expected in addition to Fiji, Solomon Is and Vanuatu?

Response:

Travel only the three countries mentioned but it is encouraged to have local consultants for each of those country to facilitate the field visit or gathering data at country level.

Question 10:

Can we assume that all other engagement apart from that occurring in the MTR mission and data collection phase is to be conducted online?

Response:

Yes this is an option for the team leader and the in-country consultants can do the local travel.

Question 11:

Under “Team Composition” in the RFT – it says the following:

A team of consultants are encouraged to apply with one being a team leader (with experience and exposure to projects and evaluations in other regions globally) working with individual consultants in-country. The team leader will be responsible for the overall design and writing of the MTR report.

Can you please clarify if we are expected to include consultants from each of the referenced countries (Fiji, Vanuatu, Solomon Islands, New Caledonia, Wallis and Futuna) in our team composition? If this is not the case, can you please clarify what the expectation is.

Response:

Yes, so that they are able to do on the ground data collection while you can coordinate things remotely if you are located outside the Pacific region. If you cannot get local consultant from all sites, at least for Fiji and SI because the sites for these 2 countries are far to get to while you can travel to Solomon which is more accessible and do on-line meetings for NC and WF or propose a trip there ?? which can be finalised with the coordinator on the ground.