

REQUEST FOR TENDERS

RFT: 2025/028
File: AP_2/44
Date: 30 April 2025
To: Interested Service Providers
From: Loraini Sivo, Project Manager PEBACC+

Subject: Request for Tender - Setting up a Community Based Marine Conservation Area (CBMCA), Lenakel, Tanna

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 wishes to call for tenders from qualified experienced consortium of consultants to provide technical support to the communities of Lenakel in the designing of a Community Based Marine Conservation Area (CBMCA) including the development of its Management Plan.

PEBACC+ will be collaborating with the Lenakel communities to establish a community-based marine conservation area and develop its corresponding management plan. In response to concerns over declining fish populations along the coastline and the absence of effective governance mechanisms for managing marine resources, representatives from 12 Lenakel tribes convened in a consultation held in July 2024. During this meeting, they collectively agreed on the need to create a locally driven marine conservation area. Taking on the lessons learnt from what was done in Port Resolution through PEBACC1, the main objectives of setting up the conservation area will be to protect and restore critical ecosystems, including coral reefs, mangroves, seagrass beds, and fish populations, that will enhance the resilience of the community to climate change impacts through improved ecosystem services. The initiative of the conservation area will help promote sustainable livelihoods by supporting alternative income-generating activities, such as eco-tourism and sustainable fishing practices. Setting up the conservation areas will also help build community's capacity in marine resource management and conservation, ensuring that they will play a central role in the long-term sustainability of the area. It is expected that the conservation area will be managed directly by local communities that use the resources within the Lenakel coastal area working with the provincial government as well as with the Lenakel municipality and with technical support from the Vanuatu Fisheries Department which has a resident officer at the project site. This initiative aligns with national and local environmental policies and is in response to the

observed decline in marine biodiversity and fisheries resources in the target area. Some of these policies are as follows:

- Create and manage conservation and protected areas; support local conservation and protection of endangered, threatened or endemic species and ecosystems, including through traditional knowledge and practices, (Vanuatu Environment Policy and Implementation Plan, 2016-2030)
- Promote community-based fisheries management (Vanuatu National Fisheries Sector Policy, (2016-2031)
- Support ecosystem adaptation and risk reduction services (Vanuatu Climate Change and Disaster Risk Reduction Policy, (2016-2030)

2.2. The Terms of Reference of the consultancy are set out in Annex A.

2.3. The successful consultant must supply the services to the extent applicable, in compliance with SPREP's Values and Code of Conduct: <https://library.sprep.org/sites/default/files/sprep-organisational-values-code-of-conduct.pdf>. Including SPREP's policy on Child Protection, Environmental Social Safeguards, Fraud Prevention & Whistleblower Protection and Gender and Social Inclusion.

2.4. SPREP Standard Contract Terms and Conditions are non-negotiable.

3. Conditions: information for applicants

3.1. To be considered for this tender, interested consultants must meet the following conditions:

- Submit a detailed Curriculum vitae detailing qualification and previous relevant experience as per the scope of work;
- Provide three referees relevant to this tender submission, including the most recent work completed;
- Complete the tender application form provided (Please note you are required to complete in full all areas requested in the Form, particularly the Statements to demonstrate you meet the selection criteria – DO NOT refer us to your CV. Failure to do this will mean your application will not be considered).
- Complete the **tender application form** provided (Please note you are required to complete in full all areas requested in the Form, particularly the Statements to demonstrate you meet the selection criteria – DO NOT refer us to your CV. Failure to do this will mean your application will not be considered).
Provide examples of past related work outputs
For the Technical and Financial proposals, you may attach these separately.
- Must meet local registration requirements where consultant is based

3.2 Tenderers must declare any areas that may constitute conflict of interest related to this tender and sign the **conflict-of-interest form** provided.

3.3 **Tenderer is deemed ineligible due to association with exclusion criteria, including bankruptcy**, insolvency or winding up procedures, breach of obligations relating to the payment of taxes or social security contributions, fraudulent or negligent practice, violation of intellectual property rights, under a judgment by the court, grave professional misconduct including misrepresentation, corruption, participation in a criminal organisation, money laundering or terrorist financing, child labour and other trafficking in human beings, deficiency in capability in complying main obligations, creating a shell company, and being a shell company.

3.4 Tenderer must sign a declaration of **honour form** together with their application, certifying that they do not fall into any of the exclusion situations cited in 3.3 above and where applicable, that they have taken adequate measures to remedy the situation.

4. Submission guidelines

- 4.1. Tender documentation should demonstrate that the interested consultant satisfies the conditions stated above and in the Terms of Reference 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 be submitted in English and outline the interested consultant's complete proposal:
- a) SPREP Tender Application form and conflict of interest form. (Please note you are required to complete in full all areas requested in the Form, particularly the State-ments to demonstrate you meet the selection criteria – DO NOT refer us to your CV. Failure to do this will mean your application will not be considered). Provide examples of past related work outputs. For the Technical and Financial proposals, you may attach these separately.
 - b) Honour form
 - c) Curriculum Vitae of the proposed personnel to demonstrate that they have the requisite skills and experience to carry out this contract successfully.
 - d) Technical Proposal which contains the details to achieve the tasks outlined in the Terms of Reference.
 - e) Financial Proposal – Breakdown cost for the services to render as per deliverables outlined in Annex A. The cost must be inclusive of all the expenses foreseen.
- 4.3. Provide three referees relevant to this tender submission, including the most recent work completed.
- 4.4. Tenderers/bidders shall bear all costs associated with preparing and submitting a proposal, including cost relating to contract award; SPREP will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 4.5. The tenderer/bidder might be requested to provide additional information relating to their submitted proposal, if the Tender Evaluation Committee requests further information for the purposes of tender evaluation. SPREP may shortlist one or more Tenderers and seek further information from them.
- 4.6. The submitted tender proposal must be for the entirety of the Terms of Reference and not divided into portions which a potential tenderer/bidder can provide services for.
- 4.7. The Proposal must remain valid for 90 days from date of submission.
- 4.8. Tenderers must insist on an acknowledgement of receipt of tender.

5. Tender Clarification

- 5.1. a. Any clarification questions from applicants must be submitted by email to procurement@sprep.org before 14 May 2025. A summary of all questions received complete with an associated response posted on the SPREP website www.sprep.org/tender by 16 May 2025.

- b. The only point of contact for all matters relating to the RFT and the RFT process is the SPREP Procurement Officer.
- c. SPREP will determine what, if any, response should be given to a Tenderer question. SPREP will circulate Tenderer questions and SPREP's response to those questions to all other Tenderers using the SPREP Tenders page (<https://www.sprep.org/tenders>) without disclosing the source of the questions or revealing any confidential information of a Tenderer.
- d. Tenderers should identify in their question what, if any, information in the question the Tenderer considers is confidential.
- e. If a Tenderer believes they have found a discrepancy, error, ambiguity, inconsistency or omission in this RFT or any other information given or made available by SPREP, the Tenderer should promptly notify the Procurement Officer setting out the error in sufficient detail so that SPREP may take the corrective action, if any, it considers appropriate.

6. Evaluation criteria

- 6.1. SPREP will select a preferred contractor 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 tender satisfies the following criteria:
- 6.2. A proposal will be rejected if it fails to achieve 70% or more in the technical criteria and its accompanying financial proposal shall not be evaluated.

I. Technical Score – 80%

Criteria	Details	Weighting
Qualifications and Experience	i. A bachelor's degree or master's degree in marine biology, or environmental management; or a related field would provide a strong foundation for understanding the principles and practices of marine conservation and environmental sustainability.	5
	ii. More than 10 years' experience in the field of marine, environment, or related field.	5
	iii. Proven experience in managing marine protected areas, coastal ecosystems, or similar conservation projects in Vanuatu is essential. The consultant should have a deep understanding of marine biodiversity, including coral reefs, mangroves, seagrass beds, and fish populations, as well as the ecological processes that sustain them.	10
	iv. Proven experience and strong knowledge of the Vanuatu cultural context and Community Based Managed Conservation Area process.	5
	v. Strong background in facilitating participatory processes and engaging with diverse stakeholders, including local communities, government agencies, NGOs, and private sector entities.	10

	vi.	Experience in navigating local customs and engaging marginalised or vulnerable populations is essential.	5
	vii.	Proven ability to design and deliver training workshops, focusing on marine resource management, sustainable practices, and governance structures.	10
	viii.	Experience in building the capacity of local communities, stakeholders, and government entities to ensure long-term sustainability of the conservation area.	5
	ix.	Familiarity with the cultural, social, and environmental context of the specific region where the project will be implemented, particularly in the Pacific Islands or similar coastal regions.	5
	x.	Knowledge of local languages and customs is an advantage. Strong organisational and project management skills, with the ability to manage multi-stakeholder projects, timelines, and deliverables.	5
	xi.	The consultant should also be familiar with international standards and best practices in marine conservation and community-based natural resource management.	5
Technical Proposal	xii.	Technical Proposal in undertaking the activities as per deliverable	10

II. Financial Score – 20%

The following formula shall be used to calculate the financial score for ONLY the proposals which score 70% or more in the technical criteria:

$$\text{Financial Score} = a \times \frac{b}{c}$$

Where:

a = maximum number of points allocated for the Financial Score

b = Lowest bid amount

c = Total bidding amount of the proposal

7. Variation or Termination of the Request for Tender

- 7.1 a. SPREP may amend, suspend or terminate the RFT process at any time.
- b. In the event that SPREP amends the RFT or the conditions of tender, it will inform potential Tenderers using the SPREP Tenders page (<https://www.sprep.org/tenders>).
- c. Tenderers are responsible to regularly check the SPREP website Tenders page for any updates and downloading the relevant RFT documentation and addendum for the RFT if it is interested in providing a Tender Response.
- d. If SPREP determines that none of the Tenders submitted represents value for money, that it is otherwise in the public interest or SPREP's interest to do so, SPREP may terminate this

RFT process at any time. In such cases SPREP will cancel the tender, issue a cancellation notice and inform unsuccessful bidders accordingly.

8. Deadline

- 8.1. **The due date for submission of the tender is: 28 May 2025 midnight (Apia, Samoa local time).**
- 8.2. Late submissions will be returned unopened to the sender.
- 8.3 Please send all tenders clearly marked: RFT 2025/028 - **Setting up a Community Based Marine Conservation Area (CBMCA), Lenakel, Tanna**

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.

Note: Submissions made to the incorrect portal will not be considered by SPREP. If SPREP is made aware of the error in submission prior to the deadline, the applicant will be advised to resubmit their application to the correct portal. However, if SPREP is not made aware of the error in submission until after the deadline, then the application is considered late and will be returned unopened to the sender.

SPREP reserves the right to reject any or all tenders and the lowest or any tender will not necessarily be accepted.

SPREP reserves the right to enter into negotiation with respect to one or more proposals prior to the award of a contract, split an award/awards and to consider localised award/awards between any proposers in any combination, as it may deem appropriate without prior written acceptance of the proposers.

A binding contract is in effect, once signed by both SPREP and the successful tenderer. Any contractual discussion/work carried out/goods supplied prior to a contract being signed does not constitute a binding contract.

For any complaints regarding the Secretariat's tenders please refer to the Complaints section on the SPREP website <http://www.sprep.org/accountability/complaints>

ANNEX A
Terms of Reference

Setting up a Community Based Marine Conservation Area (CBMCA), Lenakel, Tanna

Duty Station	Port Vila, Vanuatu
Type of Assignment	Technical Support
Level of Engagement	In-country
Expected Start Date	June 2025
Contract Duration	6 months – June to November 2025
Contact	PEBACC+ Vanuatu Project Coordinator, SPREP

Background

The Pacific Ecosystem-based Adaptation to Climate Change Plus (PEBACC+) project, led by the Secretariat of the Pacific Regional Environment Programme (SPREP), aims to promote ecosystem-based management approaches for climate change adaptation in the Pacific Island Region. This four-year initiative is funded by France, the European Union, Canada, New Zealand, and Australia, and is implemented in collaboration with the Governments of Fiji, Vanuatu, Solomon Islands, New Caledonia, and Wallis and Futuna. It builds on the earlier PEBACC phase 1 project, which ran from 2015 to 2020 in Vanuatu, Solomon Islands, and Fiji, focusing on climate and non-climate threat analysis as a basis for adaptation planning and options through Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM). PEBACC+ seeks to scale up these efforts, building on the successful integration of ecosystem-based adaptation in climate policies and national strategies in the region.

In Vanuatu, the PEBACC and PACRES projects have contributed significantly to the integration of ecosystem-based adaptation in various national policies, such as the Forests and Landscape Restoration Strategy (2020-2030) and the Vanuatu National Biodiversity Strategic and Action Plan (2018-2030). At the local level, the Tagabe River project site has seen key restoration activities, including the establishment of a central nursery for planting materials, the employment of nursery staff, and the planting of 21,000 seedlings of native trees, palms, and Vetiver grass. Furthermore, community involvement has been fostered through project committees and training led by the Government Department of Forests, ensuring long-term engagement and sustainability. The PACRES project has also supported the maintenance of these plantings until mid-2023.

PEBACC+ will continue the work initiated by phase 1 and PACRES, focusing on the restoration of the Tagabe River Catchment in collaboration with communities from upper to lower catchment areas. Additionally, the project has expanded to Lenakel, Tanna, as another site in Vanuatu, aiming to replicate successful interventions from other PEBACC phase 1 sites. Efforts in Port Resolution, such as the establishment of a protected area, marine conservation training, and alternative livelihoods, have been pivotal in advancing ecosystem-based adaptation, and PEBACC+ will further build on these successes to strengthen resilience and adaptation efforts across the region.

Project Introduction

The aim of PEBACC+ project is to address the current challenges of climate change adaptation through the implementation of nature-based solutions (NbS) in the Pacific and in doing so, the project will strengthen the resilience of ecosystems, economies and people to the impacts of climate change, how human activities are impacting on ecosystems and ensuring that interventions are targeted at addressing the root causes while at the same time investing in restoration activities.

PEBACC+ specific objective is to develop, sustain and institutionalise the Ecosystem based Adaptation (EbA) and NbS approach to climate change adaptation in the target countries and territories through:

Component 1: Strengthen stakeholders' experience in the practical implementation of EbA and NbS as a climate change adaptation strategy in Fiji, Vanuatu & Solomon Islands

Component 2: Integrate and support the implementation of EbA and NbS approach as a strategy contributing to climate change adaptation in New Caledonia and Wallis and Futuna

Component 3: Strengthen regional cooperation among Pacific Countries and Territories on ecosystem-based adaptation by promoting the sharing of experiences and lessons learned from projects to increase the resilience of people and ensure the sustainability of EbA implementation activities

Under component 1 for Vanuatu, a number of Ecosystem based Adaptation (EbA) activities have been identified for implementation referred to as activities. In Lenakel, the project under Activity 1.2.3 is implementing the following activities:

- Support the development of a marine conservation area
- Support the upgrading and expansion of the Isangel tree nursery
- Agroforestry training and demo plot establishment
- Environmental awareness campaign to Lenakel communities
- Support the greening of Lenakel town

Site specific and activity rationale

Lenakel, located on the western coastline of Tanna Island, serves as the business hub for the entire Tafea province. The town hosts the only wharf in the province, frequently visited by inter-island boats, and attracts people from across Tanna and the nearby islands. Fishing is a major activity for the local coastal community, with fish being caught for both domestic consumption and commercial purposes. However, over the years, local fish populations have significantly declined, with many community members reporting that there are no longer enough large fish to catch. This observation is supported by the small fish sizes seen at local markets, and both the local Fisheries Officer and community fisheries chairman have voiced similar concerns. To address this, the Vanuatu Fisheries Department (VFD) has introduced a fish aggregating device offshore to promote deep-sea fishing and reduce pressure on reef fish. Establishing a marine conservation area along Lenakel's coastline has also been identified as essential to boost fish reproduction and enhance marine biodiversity in the area. The Vanuatu Fisheries Department is supportive of the idea, and they have even identified and engaged a lead person in the community, with whom the consultant will work with to consult the wider community in the establishment process of the CBMCA.

PEBACC+ will be collaborating with the Lenakel communities to establish a community-based marine conservation area and develop its corresponding management plan. In response to concerns over declining fish populations along the coastline and the absence of effective governance mechanisms for managing marine resources, representatives from 12 Lenakel tribes convened in a consultation held in July 2024. During this meeting, they collectively agreed on the need to create a locally driven marine conservation area. Taking on the lessons learnt from what was done in Port Resolution through PEBACC1, the main objectives of setting up the conservation area will be to protect and restore critical ecosystems, including coral reefs, mangroves, seagrass beds, and fish populations, that will enhance the resilience of the community to climate change impacts through improved ecosystem services. The initiative of the conservation area will help promote sustainable livelihoods by supporting alternative income-generating activities, such as eco-tourism and sustainable fishing practices. Setting up the conservation areas will also help build community's capacity in marine resource management and conservation, ensuring that they will play a central role in the long-term sustainability of the area. It is expected that the conservation area will be managed directly by local communities that use the resources within the Lenakel coastal area working with the provincial government as well as with the Lenakel municipality and with technical support from the Vanuatu Fisheries Department which has a resident officer at the project site. This initiative aligns with national and local environmental policies and is in response to the observed decline in marine biodiversity and fisheries resources in the target area. Some of these policies are as follows:

- Create and manage conservation and protected areas; support local conservation and protection of endangered, threatened or endemic species and ecosystems, including through traditional knowledge and practices, (Vanuatu Environment Policy and Implementation Plan, 2016-2030)
- Promote community-based fisheries management (Vanuatu National Fisheries Sector Policy, (2016-2031)
- Support ecosystem adaptation and risk reduction services (Vanuatu Climate Change and Disaster Risk Reduction Policy, (2016-2030)

A consortium of consultant is required to provide technical support to communities of Lenakel in the designing of a Community Based Marine Conservation Area (CBMCA) including the development of its Management Plan

Objective of the Assignment:

The objective of the consultant's work will be to provide expert guidance and technical support throughout the planning to design a CBMCA and the development of its management plan. The consultant will be responsible for facilitating stakeholder engagement, conducting ecological and socio-economic assessments, and developing a comprehensive management plan for the CBMCA. The role will involve ensuring that the design of the CBMCA and its management plan is aligned with both conservation goals and the socio-economic needs of the local communities. The consultant will be tasked with building the capacity of local stakeholders by organising training programs, providing technical expertise on sustainable marine resource management, and ensuring that the governance framework for the CBMCA is inclusive, transparent, and effective. It is expected that the consultant will also support the development of an institutional framework using community governance approach to formalise the conservation area and guide its management.

The consortium of consultants will work closely with community members and key stakeholders to ensure the successful implementation of the conservation strategies and establish long-term monitoring and adaptive management practices.

Scope of the assignment:

The consortium of consultants will be supporting the designing of the Community-Based Marine Conservation Area (CBMCA) by guiding the community and stakeholders through a structured process that includes ecological and socio-economic assessments, designing a management plan, developing community based or traditional governance frameworks, and building local capacity for long-term success.

Expected Outputs

The expected output of the consultants will be a comprehensive, community-driven Marine Conservation Area (CBMCA) management plan, developed through active stakeholder engagement and consultation, incorporating traditional ecological knowledge, cultural and socio-economic uses of the marine ecosystem to be managed to ensure that conservation efforts align with local needs. The consultant will deliver a clear, inclusive governance framework and zoning strategies that balance conservation with sustainable resource use, alongside a robust monitoring plan for tracking progress. The consultant will also provide a formalised, community-based institutional framework, including community by-laws for resource management and conflict resolution, while facilitating capacity-building activities through training workshops that equip local stakeholders with the necessary skills in marine resource management, eco-tourism, and adaptive management.

Project indicators

SO 1 & 2: The Ecosystem-based Adaptation (EbA) and Nature-based Solutions (NbS) approach as a strategy contributing to climate change adaptation is supported and implemented in the 5 project countries.

- % women and youth in community involved recognising an **increased** engagement/participation to decision-making processes and planning regarding EbA
- # of community training related to NbS/sustainable resource management;
- # people trained disaggregated by sex and age

Result 1: Support EbA and NbS demonstration activities at the historical PEBACC project sites and expand to new sites, to consolidate and diversify funded adaptation options.

- area (ha) of coastal ecosystem restored-rehabilitated
- area (ha) benefiting from new marine sustainable management plans (disaggregated per site); plan implementation per site

Result 2: Build community capacities regarding NbS approaches and activities

- # of community trainings related to NbS/sustainable resource management.; # people trained disaggregated by sex and age"

Key Reporting Deliverables

All deliverables identified should align to what is the expected approach both with national and provincial level government in setting up a CBMCA.

The consortium of consultants will be expected to provide the following reports:

Stakeholder Engagement and Consultation Report: The report should summarise the outcomes of all consultations conducted through planning workshops, meetings, and focus group discussions etc with key stakeholders, including national and provincial governments, local communities, resource owners and users, tourism and hotel operators, and others. The report should: a) consolidate stakeholders' interests and concerns to ensure they are addressed in the management plan; b) capture traditional ecological knowledge to inform the design of conservation sites and ensure sustainable practices; c) identify both positive and negative potential impacts on livelihoods around the proposed conservation areas; d) document resource use practices within the area to understand how different groups utilise the space and identify opportunities to promote sustainability or areas where interventions are needed; e) highlight conflict areas and opportunities for collaboration where necessary; f) suggest management and enforcement mechanisms for consideration in the management plan; g) acknowledge the cultural and social significance of the selected areas to respect local traditions and integrate cultural values into the management proposals; and the local knowledge of the marine ecosystem to determine its health, threats and area requiring immediate attention. The engagement of the Ministry of Environment and Ministry of Fisheries to the consultation planning process is also important to understand and should be documented.

Rapid Ecological Baseline and Socio-Economic Assessment Report: This delivery will include a rapid analysis of the current ecological health of the marine ecosystems, such as coral reefs, mangroves, and seagrass beds, along with an assessment of the socio-economic reliance of local communities on marine resources. It should also highlight any human impacts (overfishing, pollution, etc.) and suggest potential conservation actions. The report should also include findings on local livelihoods and identify opportunities for sustainable alternatives like eco-tourism or sustainable fishing practices. The use of secondary data will also be useful for this exercise where necessary. The results should be presented to communities to allow them to make well informed decision for the CBMCA Management planning.

CBMCA Management Plan: A comprehensive management plan for the CBMCA, including clearly defined conservation goals, zoning strategies (e.g., no-take zones, sustainable use zones), roles and responsibilities of stakeholders, and monitoring strategies. The plan should also include basic methods for tracking reef health, fish populations, habitat quality, and socio-economic impacts, along with adaptive management strategies for addressing emerging challenges. The management plan should be developed through consultation processes with key stakeholders and communities and must be presented back for endorsement before finalising it.

CBMCA Institutional Framework Report: A report detailing the review of existing traditional governance systems and legal frameworks relevant to the CBMCA, providing recommendations for formalising the CBMCA through traditional institutional structures like a management committee etc. It should include draft by-laws, conflict resolution mechanisms, and suggestions for capacity-building to ensure the long-term sustainability and effective management of the CBMCA.

Training and Capacity Building Report: This report should summarise the training sessions and workshops conducted for community members, government officials, and other stakeholders. It should document the topics covered, the participants involved, feedback from attendees, and the outcomes in terms of increased understanding of marine resource management, sustainable practices, and governance roles. The report should also assess the effectiveness of the training in building local capacity for managing the CBMCA.

Youth Marine Monitoring Network Report: A report on the training provided to youth groups to form a network of reef monitors. It should include an overview of the monitoring techniques taught (e.g., species identification, underwater surveys, water quality monitoring), the organization of the youth groups, their designated monitoring areas, and the established monitoring schedule. This report should also evaluate the youth groups' progress in monitoring and their contributions to the overall CBMCA conservation efforts.

Required Deliverables and Payment Percentage

No.	Deliverables	Tentative Timeline	Fee %
1	Stakeholder Engagement and Consultation Report:	June 2025	20%
2	Rapid Ecological Baseline and Socio-Economic Assessment Report	July 2025	20%
3	CBMCA Management Plan:	August 2025	20%
4	CBMCA Institutional Framework Report:	September 2025	10%
5	Training and Capacity Building Report:	October 2025	20%
6	Youth Marine Monitoring Network Report:	November 2025	10%

Information on Working Arrangements

- The work is based in Lenakel (Tanna) targeting formal and informal communities – 12 of which are landowning groups plus the Lenakel township which comprises of people from elsewhere in the province. The project will target the beneficiary communities including youth, men's and women's group, church group etc.
- Free, Prior and Informed Consent must be obtained prior to rolling out of any activities on the ground especially when working with communities.
- Communication with project coordinator is necessary prior to any commencement of work to ensure transparency and accountability.
- The implementing partner should respect and work closely with the relevant project stakeholders on the ground.

Qualification and Experiences

Qualified consortia and organisations are encouraged to apply. A primary applicant representing a consortia or organisation should meet both the qualification and experience identified.

Qualification

- A bachelor's degree or master's degree in marine biology, or environmental management; or a related field would provide a strong foundation for understanding the principles and practices of marine conservation and environmental sustainability.
- More than 10 years' experience in the field of marine, environment, or related field.

Experiences

- Proven experience in managing marine protected areas, coastal ecosystems, or similar conservation projects in Vanuatu is essential. The consultant should have a deep understanding of marine biodiversity, including coral reefs, mangroves, seagrass beds, and fish populations, as well as the ecological processes that sustain them.
- Proven experience and strong knowledge of the Vanuatu cultural context and CBMCA process.
- Strong background in facilitating participatory processes and engaging with diverse stakeholders, including local communities, government agencies, NGOs, and private sector entities.
- Experience in navigating local customs and engaging marginalised or vulnerable populations is essential.
- Proven ability to design and deliver training workshops, focusing on marine resource management, sustainable practices, and governance structures.
- Experience in building the capacity of local communities, stakeholders, and government entities to ensure long-term sustainability of the conservation area.
- Familiarity with the cultural, social, and environmental context of the specific region where the project will be implemented, particularly in the Pacific Islands or similar coastal regions.
- Knowledge of local languages and customs is an advantage. Strong organisational and project management skills, with the ability to manage multi-stakeholder projects, timelines, and deliverables.
- The consultant should also be familiar with international standards and best practices in marine conservation and community-based natural resource management.

Documentation to be submitted:

- Detailed CV of the team that will work together to deliver this work.
- If an organisation is applying, background detail of organisation and work being carried that is similar to the work required in this TOR
- Detailed methodology on how the CBMCA will be developed taking into consideration the different reporting requirements