



Request for Proposals

Unit: Brazil Country Office

Project: Amazon Ecosystem Conservation Vision (IAPA)

Thematic Area: Financial Sustainability of Protected Areas

Issue Date: 15th September 2017

Closing Date and Time: 25th September 2017 at midnight, Swiss time (GMT+1 / GMT+2 during Daylight Saving Time, DST)

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PART 1 – INSTRUCTIONS TO PROPOSERS AND PROPOSAL CONDITIONS

1.1. About IUCN

IUCN, International Union for Conservation of Nature, helps the world find pragmatic solutions to our most pressing environment and development challenges.

IUCN's work focuses on valuing and conserving nature, ensuring effective and equitable governance of its use, and deploying nature-based solutions to global challenges in climate, food and development. IUCN supports scientific research, manages field projects all over the world, and brings governments, NGOs, the UN and companies together to develop policy, laws and best practice.

IUCN is the world's oldest and largest global environmental organization, with more than 1,200 government and NGO Members and almost 11,000 volunteer experts in some 160 countries. IUCN's work is supported by over 1,000 staff in 45 offices and hundreds of partners in public, NGO and private sectors around the world.

1.2. Summary of the Requirement

IUCN invites you to submit a Proposal for a Consultancy for identifying best practices on transboundary natural resource management and opportunities for deploying innovative mechanisms of financial sustainability of protected areas in the Amazon Biome. Further details of the Requirement are described in Part 2 of this Request for Proposals (RfP).

1.3. The procurement process

The following key dates apply to this RfP:

RfP Issue Date	15th September 2017
RfP Closing Date and Time	25th September 2017 at midnight, Swiss time
Estimated Contract Award Date	29 th September 2017 to 30 th October (1 month)

1.4. Conditions

By participating in this RfP, Proposers accept to be bound by the conditions set out in this RfP. In particular, Proposers acknowledge that:

- it is unacceptable to give or offer any gift or consideration to an employee of IUCN as a reward or inducement in relation to the awarding of a contract and that such action will give IUCN the right to exclude a Proposer from the procurement process
- any direct or indirect canvassing by a Proposer or their appointed advisers in relation to this procurement or any attempt to obtain information from any of the employees or agents of IUCN concerning another Proposer may result in disqualification; and
- any price fixing or collusion with other legal entities in relation to this RfP shall give IUCN the right to exclude the Proposer(s) from the procurement process and may constitute an offence.

By issuing this RfP, IUCN is not bound in any way to enter into any contractual or other arrangement with any Proposer. IUCN reserves the right to terminate the procurement process at any time prior to contract award.

IUCN is under no obligation to accept the lowest priced Proposal or any Proposal and reserves the right to reject any Proposal which is incomplete, conditional or not complying with the RfP documents.

It is the Proposer's responsibility to ensure that any consortium member, sub-contractor and adviser also abides by these conditions.

1.5. Queries and questions during the RfP period

Proposers are to direct any queries and questions regarding the RfP content or process to the IUCN Contact. No other IUCN personnel are to be contacted in relation to this RfP unless directed to do so by the IUCN Contact.

Proposers may submit their queries relating to this RfP no later than 20th September 2017. Any queries should clearly reference any appropriate paragraph in the RfP and, to the extent possible, should be aggregated rather than sent individually. As far as is reasonably possible, IUCN will respond to all questions submitted before the deadline.

IUCN reserves the right to issue the responses to any questions to all Proposers unless the Proposer asking the question expressly requests, at the time the question is posed, for it to be kept confidential. If IUCN considers the contents of the question and/or the answer not to be confidential, it will inform the Proposer, who will then have the opportunity to withdraw the question.

1.6. Amendments to RfP documents

IUCN may amend the RfP documents by issuing notices to that effect to all Proposers and may extend the RfP closing date and time if deemed appropriate.

1.7. Proposers' due diligence

IUCN has taken all reasonable care to ensure that this RfP is accurate; however IUCN gives no representation or warranty as to the accuracy or sufficiency of the contained information. Proposers are required to inform themselves fully of all conditions, risks and other circumstances relating to the proposed Contract prior to submitting a Proposal. Proposed prices shall be deemed to cover the cost of complying with all the conditions of the RfP and of all things necessary for the due and proper performance and completion of the proposed Contract.

1.8. Costs of preparing Proposals

All costs relating to the preparation and submission of a Proposal are the sole responsibility of the Proposer. IUCN shall not pay any Proposer, wholly or in part, for their Proposal.

1.9. Confidentiality

Except as required for the preparation of a Proposal, Proposers must not, without IUCN's prior written consent, disclose to any third party any of the contents of the RfP documents. Proposers must ensure that their employees, consultants and agents also are bound and comply with this condition of confidentiality.

1.10. Proposal lodgement methods and requirements

Proposers must submit their Proposal (CV, Technical Proposal and Financial Offer) to IUCN no later than 25th September 2017 at midnight, Swiss time, by email to: Miguel.MORAES@iucn.org. The subject heading of the email shall be [RfP – Baseline – IAPA – 4.4 [Proposer Name]]. Electronic copies are to be submitted in PDF and native (eg MS Word) format and proposers may submit multiple emails (suitably annotated – eg Email 1 of 3) if attached files are deemed too large to suit a single email transmission.

IMPORTANT: 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 submitted documents. After the deadline has passed and no later than midnight on 25th September, please send the relevant password to the same email address as used for submitting your Proposal. This will ensure a secure bid submission and opening process. Please **DO NOT** email me the password before the deadline for Proposal submission.

Proposals must be prepared in English and in the format requested in Part 3 of this RfP.

1.11. Late Proposals

Proposers are responsible for submitting their Proposals prior to the RfP closing date and time in accordance with the acceptable lodgement requirements described in 1.10. There will be no allowance made by IUCN for any delays in transmission of the Proposal from Proposer to IUCN. Any Proposal received by IUCN later than the stipulated RfP closing date and time will not be considered.

1.12. Incomplete Proposals

IUCN shall have the right to disqualify any Proposal that is incomplete. IUCN shall also have the right to disqualify Proposals at any stage in the process if it becomes aware of any omission or misrepresentation in response to any question.

1.13. Withdrawals and Changes to the Proposal

Proposals may be withdrawn or changed at any time prior to the RfP closing date and time by written notice to IUCN. No changes or withdrawals will be accepted after the RfP closing date and time.

1.14. Partial and Alternative Proposals

Proposals must be for the entire Requirement; partial Proposals will not be accepted.

Proposers may submit additional, alternative Proposals if they feel it may offer IUCN additional benefits whilst still complying with the Requirement. IUCN reserves the right to accept or reject any proposed alternative either wholly or in part.

1.15. Validity of Proposals

Proposals submitted in response to this RfP are to remain valid for a period of 30 calendar days from the RfP closing date.

1.16. Exclusion Criteria

Proposers will be excluded from taking part in a procurement procedure if they or persons having powers of representation, decision-making or control over them:

- a) are not registered on the professional or trade register of the State in which they are established;
- b) have been convicted of failing to comply with environmental regulatory requirements or other legal requirements relating to sustainability and environmental protection;
- c) are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- d) have been convicted of an offence concerning their professional conduct by a judgment of a competent authority which has the force of res judicata;
- e) have been guilty of grave professional misconduct;
- f) are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of Switzerland or those of the country where the contract is to be performed;
- g) have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity.

1.17. Evaluation of Proposals

The evaluation of proposals shall be carried out exclusively with regards to the evaluation criteria and their relative weights specified in part 3 of this RfP.

1.18. Acceptance of Proposals

A Proposal will not be considered accepted by IUCN unless and until IUCN has signed a Contract or sent a 'Notice of Award' or Purchase Order in writing to the successful Proposer.



PART 2 – THE REQUIREMENT

Consultancy for Identifying Best Practices on Transboundary Natural Resource Management and Opportunities for Deploying Innovative Mechanisms of Financial Sustainability of Protected Areas in the Amazon Biome

TERMS OF REFERENCE

2.1 Unit Background

In Brazil, IUCN has a status of non-governmental organization, with Brazilian legal personality since 2010, being its office based in Brasília-DF. Its activities are focused on the application of the IUCN Global Program in Brazil, involving various themes such as: governance, environmental policies and legislation, protected areas, threatened species and ecosystems, ecology and landscape planning, ecological restoration, climate change, ecosystem services, marine issues, sustainable development, green economy, among others.

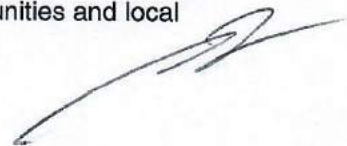
2.2 Project Background

The Amazonian biome covers 6.7 million km² and is spread over eight countries and one territory. The biome covers the largest contiguous tropical forest on the planet, with an unequalled diversity of species and habitats and critical ecosystem functions in regional and global climate dynamics. The Amazon is today increasingly threatened by logging, cattle ranching, agriculture, infrastructure and mining. The negative effects of these activities coupled with poor planning and weak governance are aggravated by the impact of climate change.

The second Latin American congress of protected areas (Bariloche, 2007) called for the establishment of networks and ecological systems of protected areas at all levels, with particular emphasis on the regional approach, including the Amazon as a pilot case to complement national systems, seeking representativeness through different conservation efforts. Subsequently, in the meeting held in Mexico (2008), the Latin American technical cooperation network of national parks and other protected areas of fauna and flora (REDPARQUES) identified opportunities for dialogue at the subregional level as priority actions in search of implementation of the protected areas work plan and considered the Amazon Biome as one of the priority subregions.

In this sense, with the leadership of REDPARQUES and the accompaniment of WWF, IUCN and the secretariat of the Convention on Biological Diversity (CBD), the "Ecosystem-based Conservation Vision for the Amazon Biome" was built through the participation of directors and technicians of the protected area systems of the Amazonian countries in discussion spaces, as part of the progress in the implementation of the work plan of protected areas at the regional level. As a result of this work, there is an action plan for the strengthening of the protected area system of the Amazon Biome approved at the Nagoya COP (2010).

In order to implement this action plan, REDPARQUES and its partners have been formulating and managing initiatives at the regional level that promote the consolidation of the regional technical cooperation network and contribute to conservation through the strengthening of the protected area system. This is how the Amazonian Protected Areas Integration (IAPA) project financed by the European Union coordinated by the Food and Agriculture Organization of the United Nations (FAO) and implemented by the United Nations Environment Program (UNEP) and the International Union for the Conservation of Nature (IUCN) and the World Wildlife Fund (WWF), seeks to contribute to increasing the resilience of the ecosystem to the effects of climate change, while maintaining the provision of goods and services that Benefit biodiversity, communities and local economies.



One of the objectives of the project is the strengthening of REDPARQUES, providing information on the analysis of vulnerability to climate change in the Biome, implementing local actions and contributing to local planning instruments and protected areas, strengthening governance, financial sustainability, improving conservation and supporting protected areas (PAs) to improve their management.

For the development of the actions, two priority conservation landscapes have been selected to systematize the learning and to exchange experiences at the biome level in the management of protected areas at regional level; these landscapes are:

- The Northern landscape, located on the triple border of Ecuador, Colombia and Peru, which includes the protected areas "Cuyabeno Fauna Production Reserve" in Ecuador, "La Paya Natural National Park" in Colombia and "Güepí-Sekime National Park" Communal reserves "Huimeki" and "Airo Pai" in Peru.
- The Southern landscape, located on the triple border between Bolivia, Peru and Brazil, which includes the "Manuripi Amazon National Wildlife Reserve" in Bolivia, "Alto Purús National Park" and "Purús Communal Reserve" in Peru; Finally, the "Cazumbá-Iracema Extractivist Reserve" and the "Chandless State Park" in Brazil.

2.3 Consultancy Objectives

The consultancy main objective is to produce a high quality technical report about community-driven solutions that could be used as a baseline for promoting the financial sustainability of protected areas in the Amazon Biome in transboundary landscapes. Therefore, the following specific objectives have been established:

- A. Identify best practices on transboundary natural resource management and protected areas;
- B. Build 3 case studies for each of the following sectors: 1) tourism (natural and cultural); and 2) non-timber forest products with designation of origin;
- C. Identify main challenges and opportunities for deploying innovative mechanisms of financial sustainability of protected areas for the IAPA landscapes in the Amazon biome.

2.4 Activities

- a) Literature review on transboundary natural resource management and protected areas;
- b) Literature review on financial sustainability of protected areas;
- c) Consolidation of 6 cases studies on transboundary (binational or tri-national) natural resource management involving protected areas. The cases must cover two specific sectors: tourism (natural and cultural) and non-timber forest products with designation of origin;
- d) Definition of main challenges and opportunities for deploying successful institutional arrangements needed to ensure financially sustainable protected areas;
- e) Conclude with insights and recommendations for designing innovative mechanisms to ensure financial sustainability of protected areas within 2 specific IAPA landscapes (South and North).
- f) Presentation of results for project partners during two specific sessions (one in each IAPA landscape) at local level (in Spanish).



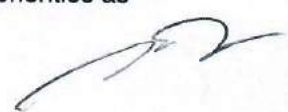
2.5 Deliverables

	Products	Language and File Format	Due Dates
1.	Draft version of Component 1 of the Technical Report with the literature review and a thematic overview on transboundary natural resource management, protected areas and financial sustainability highlighting main challenges and opportunities for deploying successful institutional arrangements;	Spanish - Word Document (approximately 30 pages)	16 th October 2017
2.	Draft version of Component 2 the Technical Report with six cases studies (3 on tourism and 3 on non-timber forest products with designation of origin) on transboundary (binational or tri-national) natural resource management and protected areas;	Spanish - Word Document (approximately 60 pages)	23 rd October 2017
3.	Final version of the Technical Report, including: <ul style="list-style-type: none"> a. Component 1 (complete Literature Review) b. Component 2 (six consolidated Case Studies) c. Insights and recommendations for designing an innovative mechanism to ensure financial sustainability of protected areas within 2 specific IAPA landscapes (South and North) d. Presentation with main topics of the report e. Executive Summary of the Report 	(a, b and c) Spanish -PDF and Word Document (approximately 100 pages) (d) Spanish - PDF and PowerPoint Document (e) English - PDF and Word Document (approximately 5 pages)	30 th October 2017

2.6 Professional Profile

The candidate/es is/are expected to have the following skills and expertise:

- Graduation in Environmental Sciences, Economy, Policies or related fields;
- More than 5 years of professional experience;
- Proven experience in leading technical studies and thematic consultancies;
- Proven experience in regional (multi-country) studies;
- Excellent Spanish, written and spoken, skills (professional level);
- Capacity to speak in public;
- Ability to work remotely with little oversight and under pressure, and to set own work priorities as appropriate with capacity to meet deadlines.



2.7 Supervision and Collaboration

The Consultant will work under the supervision of an IUCN Project Officer based in Brasilia-DF, Brazil, but also in close collaboration with IUCN SUR staff based in Quito, Ecuador. To coordinate the work, regular meetings, preferably by Skype but also face-to-face if possible, are expected with the team.

PART 3 – THE EVALUATION MODEL

3.1 How to Apply

Interested consultants must provide:

1. Curriculum vitae (CV) of the candidate/es with demonstrated experience on the relevant tasks;
2. Technical Proposal, including working methodology and schedule of activities;
3. Financial offer in BRL or USD;

Proposers must submit their Proposal (CV, Technical Proposal and Financial Offer) to IUCN no later than 25th September 2017 at midnight, Swiss time, by email to: Miguel.MORAES@iucn.org, as described in item 1.10.

3.2 Evaluation Criteria

The selection process will be based in the comparison of the material provided by applicants and interviews, if necessary. All offers will be evaluated based in the level of detail and quality of the technical proposal, the expertise of the candidate/es in relation with the tasks and the financial offer, as follows:

Expertise of the candidate/es in relation with the tasks (CVs)	Quality of the technical proposal	Level of detail of working methodology and schedule of activities	Financial offer
30%	30%	20%	20%

PART 4 – DEFINITIONS

For the purposes of this Request for Proposal (RfP) the following definitions apply:

Contract	Means any contract or other legal commitment that results from this Request for Proposals.
Contractor	Means the entity that forms a Contract with IUCN for provision of the Requirement.
Instructions	Means the instructions and conditions set out in Part 1 of this Request for Proposals.
IUCN	Means IUCN, International Union for Conservation of Nature and Natural Resources.
IUCN Contact	Means the person IUCN has nominated to be used exclusively for contact regarding this Request for Proposals and the Contract.
Proposal	Means a written offer submitted in response to this Request for Proposals.
Proposer	Means an entity that submits, or is invited to submit, a Proposal in response to this Request for Proposals.
Requirement	Means the supply to be made by the Contractor to IUCN in accordance with Part 2 of the RfP.
RfP	Request for Proposals



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15/SEP/2018

