



Request for Proposals (RfP)

Mid-term review Project FED/2018/399-416

Management of Mangrove Forests from Senegal to Benin. PAPBio C1-Mangrove

IUCN Central and West Africa Programme Office, PACO

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Closing date and time: 29 October 2021 at 23:59 GMT

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PART 1 - INSTRUCTIONS TO PROPOSERS AND CONDITIONS OF THE PROPOSAL

1.1. About the IUCN

IUCN is a membership organisation made up of both government and civil society organisations. It produces and makes available knowledge and tools for human progress, economic development and nature conservation.

Based in Switzerland, the IUCN Secretariat has a staff of about 950 in more than 50 countries.

Founded in 1948, IUCN is the world's largest and most diverse environmental network, drawing on the knowledge and resources of more than 1,300 member organisations and some 10,000 experts. It is the leading provider of conservation data, assessment tools and analysis. Through its broad membership, IUCN acts as an incubator and trusted repository for international environmental and biodiversity best practice, tools and standards.

IUCN is a neutral space where diverse stakeholders, including governments, NGOs, scientists, companies, local communities, indigenous peoples' organisations and many others, collaborate, develop and implement solutions to environmental challenges and sustainable development.

Working with many partners and collaborators, IUCN implements a large and diverse portfolio of conservation projects around the world. Combining the latest scientific advances with the traditional knowledge of local communities, these projects aim to reverse habitat loss, restore ecosystems and improve human well-being.

www.iucn.org

<https://twitter.com/IUCN/>

1.2. Summary of the application

IUCN wishes to receive proposals for the provision of expertise to carry out the mid-term evaluation of the project FED/2018/399-416 PAPBioC1-Mangrove, "Management of mangrove forests from Senegal to Benin". The details and content of the terms of reference can be found in part 2 of this call for tender.

1.3. The procurement process

The following key dates apply to this call for tenders

Date of publication of the call for tenders	08 october 2021
Closing date and time	29 october 2021 before 23 :59
Estimated date of signing the contract	15 november 2021

1.4. Conditions

IUCN is under no obligation to enter into a contractual or other arrangement with any bidder as a result of this tender. Nor is IUCN obliged to accept the lowest (expensive) or any other proposal. IUCN reserves the right to suspend the procurement process at any time prior to contract award. By participating in this tender, bidders accept the terms and conditions set out in this tender.

Bidders must sign the "Bidder's Declaration" and include it in their proposal.

1.5. Requests and questions during the tender period

Bidders should direct all questions and requests relating to the tender to the IUCN contact person mentioned above. No other IUCN staff should be contacted in connection with this tender.

Wherever possible, IUCN will share the answers to questions, duly formulated, with all applicants. If you consider the content of your question to be confidential, you should state this when you submit it.

1.6. Changes to application documents

IUCN may extend the closing date and time of the RFP if necessary, notifying bidders of offers already received.

1.7. Terms and conditions for submission of proposals

Applications must reach the IUCN-PACO Regional Office by Friday 29 October 2021 at 23:59 hours (UTC-GMT), signed and addressed to the Regional Director of the Central and West Africa Programme:

- or by deposit in separate envelopes for the technical offer and the financial offer, sealed with the mention " Management of mangrove forests from Senegal to Benin " :: Mid-term evaluation " " To be opened only during the evaluation session " at IUCN Central and West Africa Programme, Regional Office. Complexe SICAP Point E, Bâtiment D, 4ième étage. BP: 3215 Dakar, Senegal.
- or by email as password protected PDF files to paco@iucn.org with the title "Proposal-Mangrove Forest Management in Senegal to Benin": "Mid-term evaluation".

The name of the person holding the passwords, their telephone number, Skype number and email address should be mentioned in the email sent. The IUCN-PACO Regional Head of Finance and Administration, Mr. Ny-Andry Rakotoharintsifa, will contact this person for the passwords when the evaluation panel opens the files. Bidders should not accept requests for passwords from other people.

Passwords should only be sent by email to Ny-andry.rakotoharintsifa@iucn.org.

1.8. Late and incomplete proposals

Any proposal received by IUCN after the closing date and time of the RFP and any incomplete proposal will not be considered. IUCN will not take into account any delays in the transmission of the applicant's proposal to IUCN.

1.9. Repeals and amendments to the proposal

Proposals may be withdrawn or modified at any time prior to the closing date and time of the Call for Proposals, by written notification to the IUCN contact. No changes or withdrawals will be accepted after the closing date and time of the Call for Proposals.

1.10. Validity of the Proposal

Proposals submitted in response to this invitation to tender must remain valid for a period of 90 calendar days from the closing date of the tender

1.11. Evaluation of proposals

The evaluation of proposals will be carried out exclusively on the basis of the evaluation criteria and their relative weighting specified in Part 3 of this call for proposals

PART 2 - THE REQUIREMENTS

1. Context

The International Union for Conservation of Nature (IUCN) is a union of government and civil society members. It provides public, private and non-governmental organizations with the knowledge and tools to ensure that human progress, economic development and nature conservation are achieved in harmony. Founded in 1948, IUCN has grown over the years to become the world's largest and most diverse environmental network. IUCN brings together the experience, resources and strength of its 1,300 Member organizations and the expertise of more than 13,000 experts. Today, it is the international authority on the state of the world's nature and natural resources and on measures to preserve them. Our experts are divided into six Commissions, dedicated to species conservation, environmental law, protected areas, economic and social policy, ecosystem management, and education and communication. Within the framework of the implementation of the Regional Indicative Programme (RIP) of the European Union in West Africa 2014-2020 (11th European Development Fund), in Priority Area 3: Resilience, food and nutritional security and natural resources, an action to support the preservation of biodiversity and fragile ecosystems, environmental governance and climate change in West Africa has been selected in consultation with ECOWAS and WAEMU. It is within this framework that the EU, ECOWAS and WAEMU adopted the PAPBIO, "Support programme for the preservation of biodiversity and fragile ecosystems, regional governance and climate change in West Africa - PAPBio" (ROC/FED/039-269) at the end of a consultation carried out in 14 countries (Benin, Burkina Faso, Côte d'Ivoire, Ghana, Guinea, Guinea Bissau, Liberia, Mali, Mauritania, Niger, Nigeria, Senegal, Sierra Leone and Togo), and for a total budget of 53.5 million euros, of which 45 million euros is a contribution from the 11th FED-PIR-AO.

Within the framework of the PAPBio programme, the EU has signed two funding agreements with IUCN:

- the funding agreement for the implementation of component 1 "Management of mangrove forests from Senegal to Benin"; and
- the funding agreement for the implementation of component 2 "Regional governance of protected areas in West Africa".

The overall objective of the mangrove forest management project from Senegal to Benin component 1 is to achieve integrated protection of the diversity and fragile ecosystems of mangroves in West Africa and to strengthen their resilience to climate change.

More specifically, the project will strengthen stakeholders in the management of protected areas and unprotected mangrove sites. The aim is to link governance and production systems with mangrove conservation structures at the territorial level.

The actual implementation of the project started in March 2020. Since then, various programmed activities have been carried out, and others are in the process of implementation.

After one and a half years of project implementation, the EU delegation and IUCN would like to commission an external mid-term evaluation. This evaluation is in line with the project's contractual commitments and will provide initial elements for reflection on the future of the project

2. Objectives

Systematic and timely evaluation of its programmes and activities is an established priority of the European Commission. Evaluation focuses on the analysis of the achievements, the attainment and the quality of the **results** of the action, in the context of an evolving cooperation policy, with an increasing emphasis on **results-oriented approaches**. From this perspective, evaluators should **find evidence of why, where and how these results** are linked to the EU intervention and try to **identify the factors generating or hindering progress**.

Evaluators should provide an explanation of the **causal links between inputs and activities**, and outputs, outcomes and impacts. The evaluators' work should encourage accountability, decision-making, learning and management.

The main purpose of this evaluation is to provide the relevant EU services, interested stakeholders and the general public with

- an overall and independent analysis of the performance of the Mangrove Forest Management Project from Senegal to Benin, with particular attention to its mid-term results, in comparison with the objectives set;
- lessons and recommendations, so as to improve, if necessary, present and future actions.

In particular, this evaluation will serve to highlight the performance of the action, its determining factors and those which have hindered the achievement of results, so as to modify its implementation modalities.

The main users of this evaluation will be the EU Delegation in Senegal, WAEMU, ECOWAS, IUCN, WETLAND International, the Collective 5Delta, the operators of the other projects of the PAPBio programme, the ministries, partners and beneficiaries of the countries concerned.

3. Mission specifications

a. The scope of the evaluation

The mission will be carried out in several stages which are:

- the start-up phase with the scoping meeting ;
- the documentary research phase
- the phase of data collection, meetings with the implementing actors and beneficiaries of the action;
- the phase of data analysis and elaboration of the final deliverables.

A validation workshop of the report will be organised by IUCN at the end of the mission.

The evaluators are expected to make 4 field visits of 3 days each to 4 countries benefiting from the action. The bidders will propose the 4 countries to be visited (1 country per priority conservation landscape) which will be discussed and decided during the scoping meeting.

The mission will analyse the action according to the five DAC evaluation criteria, namely: relevance, effectiveness, efficiency, sustainability and impact prospects. In addition, the evaluation will follow two specific EU evaluation criteria:

- the visibility of the action and of all technical and financial partners;
- the coherence of the action itself with the EU strategy for environmental management and with other EU policies and Member States' actions.

The evaluation team should furthermore verify whether the cross-cutting issue of gender equality was taken into account in the identification/formulation of the documents and to what extent this was reflected in the implementation and monitoring of the action.

The evaluation questions as formulated below are indicative. After initial consultations and document analysis, the evaluation team will propose in the inception report a complete and exhaustive list of evaluation questions, indicating specific criteria and indicators of judgement, as well as relevant sources of data collected and tools used.

Once validated after the approval of the inception report, the evaluation questions acquire a binding contractual value.

b. Criteria and evaluation questions

The programme will be assessed on the basis of the five standard OECD DAC criteria: relevance, effectiveness, efficiency, sustainability and impact. In addition, two EU-specific evaluation criteria will be examined:

- the visibility, the European added value of the programme, both in terms of its design and implementation
- the coherence of the programme itself, in relation to the strategy pursued by the European Union and the Member States.

The evaluation team should propose evaluation questions and tools for data and information collection. These questions may be discussed during the documentation phase and will then be agreed upon. Once agreed, they are contractually binding.

The evaluation team will also need to examine whether the cross-cutting issue of "gender equality" has been taken into consideration in the formulation documents and to what extent it has been taken into account in the implementation of the programme and its monitoring.

c. Management and steering of the evaluation

The project management team, responsible for overseeing the evaluation, must monitor the quality of the process, evaluation design, inputs and deliverables of the evaluation mission. In particular, he/she should

- validate the evaluation questions with the evaluators
- facilitate contacts between the consultant(s) and all project stakeholders
- ensure that the consultants have access to and consult all sources of information and documentation related to the action to be evaluated
- support the evaluators in their roles, mainly in relation to data and information collection. In this respect, the project team should ensure that in each phase of the evaluation, the specific deliverables are provided by the evaluators;
- provide support and quality control of the evaluators' work throughout the assignment;
- ensure that the evaluators have the necessary resources to complete all their tasks and meet the contract deadlines;
- Assist the feedback process on the results, conclusions, recommendations and lessons learned from the evaluation;
- ensure a good follow-up of the action plan after the evaluation is completed.

d. Working language

The language of the contract will be French and English

4. Delivrables

The successful consultant team will be required to develop and submit to IUCN the following deliverables

- an inception report
- data collection tools to be validated at the project level
- an interim mission report
- a final mission report;
- a summary of the report highlighting the main findings and recommendations of the mission.

5. Profile of the firm/consultancy group

For this contract, bidders are requested to propose a team of two consultants, one expert in project evaluation and one expert in coastal zone management.

The minimum requirements for the evaluation team are as follows

Minimum requirements for the project evaluation expert :

- a level of education corresponding to a Master's degree in project management, economics, political science or equivalent
- at least 10 years of experience in the field of project and programme evaluation;
- have conducted or participated in at least 5 evaluation studies (mid-term or final) of projects or programmes, including at least 3 studies in the field of the environment;
- experience in the field of marine protected area and coastal zone management;
- knowledge of the European Commission's evaluation principles and methods;

- perfect written and spoken command of the French and English languages;
- a good knowledge of the project area would be an asset.
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Minimum requirements for the coastal zone management expert ::

- a level of education corresponding to a Master's degree, in environment, marine and coastal zone management or equivalent full course of post-baccalaureate studies of five years or more, leading to a diploma;
- at least 10 years experience in the field of coastal zone management;
- work experience in evaluation studies of at least 3 projects;
- perfect written and oral command of the French and English languages
- good knowledge of the project area and the context of coastal zone management.

6. Duration of the mission

The total working time of the assignment is 70 hours per day to be divided equally between the two consultants over a period of 40 days. The planning and organisation of the working time remains at the initiative of the bidders, who must propose a schedule for the assignment which will take effect from the date of signature of the contract

PART 3 - EVALUATION MODEL

The selected bid will be the one that presents the most robust technical bid, supported by the most advanced analysis and the financial bid with the best price/quality ratio according to the criteria below:

- understanding of the assignment (10%);
- the qualification of the consultants (20%);
- the quality of the technical offer (30%);
- the amount of the financial offer (40%).

PART 4 - INFORMATION TO BE PROVIDED BY TENDERERS

By participating in this tender, tenderers indicate that they agree to be governed by the conditions set out in this tender.

4.1 Statement

Please read and sign the declaration from this [link](#) and include it in your application.

4.2 Proposal for a service

Firms/consultants interested in this call for tender are kindly requested to provide an application file including

A technical offer that :

- indicates the desired start date of the work;
- describes the general understanding of the issue, the objectives of the assignment including information on previous similar assignments that can serve as a model or basis for analysis and comparison in the region and worldwide;
- demonstrates the expertise of the proposed experts, including a detailed CV, list of relevant studies and at least one copy of relevant study report carried out;
- describes the modalities for each step, methods and tools proposed, for each deliverable as well as a detailed schedule of activities to be carried out;
- includes the CVs of the bidders;
- includes the declaration of possible conflict of interest.

4.3 Financial proposal

In addition to the fees, the financial proposal should include all other expenses deemed necessary for the conduct of the mission, with the exception of travel and accommodation costs, which will be covered by IUCN at its usual rates. The appropriateness of the expenditure lines will be discussed at a scoping meeting with the bidder whose bid will be targeted to conduct the mission.

The meetings planned as part of the mission will therefore be organised by IUCN, which will be responsible for the logistical aspects.

Currency of rates and prices quoted

Unless otherwise stated, all rates and prices submitted by bidders are in CFA Francs or Euros.

Rates and prices

The financial offer will include:

- a detailed budget in relation to each deliverable;
- fees broken down by man/day and other detailed costs showing quantities and proposed unit prices;
- a proposed payment schedule

PART 5 - DEFINITIONS

The following definitions apply to this call for tenders (CFT) :

Contract	Means any contract or other legal commitment resulting from this call for proposals.
Contractor	Refers to the entity that contracts with IUCN for the provision of services.
Instructions	Means the instructions and conditions set out in Part 1 of this RFP.
IUCN	International Union for Conservation of Nature and Natural Resources.
IUCN Contact	Means the person designated by IUCN to be contacted exclusively in connection with this RFP and contract.
Proposal	Means a written offer submitted in response to this RFP.
Tenderer	Refers to an entity that submits, or is invited to submit, a proposal in response to this call for proposals.
Requirement	Refers to the service to be provided by the Contractor to IUCN in accordance with Part 2 of the RfP.
RfP	Request for Proposals