



Call for Quotation/Application for Consultancy Services

Title:

Guideline translator

Objective of the Consultancy

This consultancy aims to deliver the Vietnamese translation of the guideline General Guidelines for Surveillance of Diseases, Pathogens and Toxic Agents in Free-ranging Wildlife

<https://portals.iucn.org/library/sites/library/files/documents/2024-038-En.pdf>

Background

Project Reference: Healthy forests, healthy animals, healthy people: reducing zoonosis risk in Viet Nam through upstream prevention and N4H mainstreaming (N4H project)

Reference number: P04827

RfP Reference: IUCN-2026-05-P04827

About IUCN

The International Union for Conservation of Nature (IUCN) is a global membership Union uniquely composed of both government and civil society organisations. It provides public, private, and non-governmental entities with the tools and knowledge needed to advance sustainable development and biodiversity conservation. IUCN combines the latest science with traditional knowledge and stakeholder engagement to support effective and equitable environmental governance.

More information: www.iucn.org | Twitter

About the Project

Nature for Health (N4H) is a global initiative, works to reduce the risk of pandemics by strengthening environmental aspects of One Health, a multidisciplinary inclusive approach focused on the interdependencies of human, animal and ecosystem health. N4H engages across sectors and communities at different societal levels to catalyse integrated policies, evidence-based action and capacity development for impact locally, nationally and regionally (<https://nature4health.org/about>)

N4H was initiated by the German Federal Ministry for the Environment, Nature Conservation, Nuclear Safety and Consumer Protection (BMUV) with a contribution of €50 million globally. BMUV is one of eight N4H Partners including the Convention on Biological Diversity, United Nations Development Programme, United Nations Environment Programme, World Health Organization, World Organisation for Animal Health, International Union for the Conservation of Nature (IUCN), and EcoHealth Alliance, who bring extensive multisectoral and diverse One Health practical experiences. N4H is hosted by the UN Multi-Partner Trust Fund Office (MPTFO) and the Secretariat is based at UNEP in Nairobi, Kenya.

In Viet Nam, N4H project will be implemented by IUCN and UNDP in Ha Noi, Thanh Hoa Province (Xuan Lien National Park) and Ninh Binh Province (Cuc Phuong National Park) with the financial support of MPTFO, from January 2026-December 2028.

The main project's goal is to reduce zoonosis risks in Viet Nam through upstream prevention and N4H mainstreaming with four linked objectives including:

1. Reduce upstream zoonosis risk by testing equitable models to reduce snaring and livestock grazing in protected areas in cooperation with IPLCs, thereby maintaining ecological balance and enabling safe reintroductions.
2. Reduce zoonosis risk associated with confiscation and rescue of trafficked animals by training and capacitating rangers, law enforcement officials, and rescue center staff to handle stressed wildlife safely and quickly.

3. Reduce upstream zoonosis risk for release of rescued animals by implementing protocols to accelerate the reintroduction of healthy animals to the wild, thereby maintaining ecological balance (rewilding).
4. Support OHP with strengthening N4H policy formulation and inter-agency coordination, thereby mainstreaming project results from objectives 1-3 into policy and planning.

Under Objective 1, IUCN will translate some international guidelines into Vietnamese and localise based on Viet Nam context. These materials will be used to train IPLCs and protected area staff in Cuc Phuong and Xuan Lien NPs. Therefore, IUCN will commission a consultant to translate the guideline “General Guidelines for Surveillance of Diseases, Pathogens and Toxic Agents in Free-ranging Wildlife” into Vietnamese.

Position Details

- **Title:** Guideline translator
- **Category:** National Consultant
- **Duration:** 8-30 June 2026
- **Payment Modality:** Delivery-based (against accepted deliverables)

Description of the Assignment

- To translate the guideline “General Guidelines for Surveillance of Diseases, Pathogens and Toxic Agents in Free-ranging Wildlife” into Vietnamese.

Scope of Work

The consultant will be responsible for the following tasks:

- To provide translation of the guideline into Vietnamese
- To ensure the contents are accurately translated and terminology consistency throughout the document
- Quality assurance, including proofreading and editing
- Maintaining the structure, meaning, and intent of the original document

Deliverables and Timeline

No	Deliverables	Description	Deadline
1	Contract signed	Contract preparation	8 June 2026
2	Drafted guideline translated into Vietnamese	Translated the guideline into Vietnamese	18-19 June 2026
3	Final draft version submitted to IUCN for comments/review	Send translation to IUCN for comments/review	20 June 2026
4	Comments incorporated and translations revised	Incorporate comments and revise the translation	3 rd week of June 2026
5	Guideline translation finalised	Finalize the translation	30 June 2026

Duration and Level of Effort

The assignment will be completed within nearly 1 month.

Qualifications and Experience

Applicants must meet the following criteria:

- MSc or PhD in Vet/wildlife disease/wildlife conservation.
- A minimum of 10 years of experience in Vet, wildlife disease, animal health, wildlife conservation,...
- Experienced with international guidelines and know how to translate them in Viet Nam context
- Excellent command of English and Vietnamese in both written and spoken.

Duty Station

IUCN Viet Nam

No required travel to project field sites.

Travel Requirements (N/A)

Travel to project field sites within [Insert Country] is required. All related travel costs will be reimbursed according to IUCN's travel policy. Travel insurance will be arranged and covered by IUCN.

Application Process

Eligibility Requirements:

Applicants must:

- Be free of any conflict of interest.
- Be a citizen of Viet Nam
- Be compliant with all applicable tax obligations.
- Not have been found guilty of environmental, financial, or ethical misconduct.
- Not be involved in any pending bankruptcy or legal proceedings.

Required Documents:

Applicants must submit the following documents in PDF format:

- Letter of Expression of Interest (EOI), including proposed daily rate (inclusive of all applicable taxes).
- CV
- Copy of Citizenship Certificate and PAN/VAT Registration.
- Signed Declaration Form [Attach if applicable]

Submission Details:

- **Submission Deadline: 5 June 2026**
- Email Address: thuyanh.NGUYEN@iucn.org
- Email Subject Line: IUCN-2026-05-P04827– Applicant Name
- All submissions must be in PDF format. If necessary, split large files into multiple emails (e.g., Email 1 of 2, Email 2 of 2).
- Do not use file-sharing links or platforms for submission.

Additional Information

- IUCN reserves the right to accept or reject any or all applications without providing any reason.
- Only shortlisted candidates will be contacted for further steps.