



SPREP
Secretariat of the Pacific Regional
Environment Programme



10th Pacific Islands Conference

**NATURE CONSERVATION
AND PROTECTED AREAS**

Nature Conservation Action for a Resilient Pacific

ANSWERS TO CLARIFICATION QUESTIONS

File: AP_3/28/2
Date: 15 January 2021
To: Interested suppliers
Contact: Maraea S. Pogi maraeap@sprep.org
Subject: Request for tenders: **‘Climate Information Services for Resilient Development in Vanuatu’ – Communication Coordinator**

Question 1:

Does SPREP have a consultancy rate scale, or does it use World Bank/ARF/UN rates?

Response:

SPREP does not have a consultancy rate scale. However, for Green Climate Fund projects the UN / GCF framework for consultancy rates based on international and national rates tends to be used as the baseline.

For this consultancy, the tender is evaluated on ‘value for money’ with the expectation the consultant will submit their own rate for consideration.

Question 2:

Do I need to budget for the cost of travel or is this to be directly managed by the project as required during the course of the assignment?

Response:

You do not need to budget for travel as this is directly managed by the project under a separate budget.

Question 3:

The Tender application documentation does not specify whether a proposed methodology needs to be attached, yet the RFT requests this. Is the methodology to be attached to the tender application, and is there a page or word limit for this?

Response:

The expectation is for each applicant to submit a proposal which details the proposed methodology or approach to be undertaken by the applicant to achieve the outputs outlined in the terms of reference. There is no word limit for the proposal.



Question 4:

May I please get a copy of the Project Implementation Plan?

Response:

The project has undergone a recent review with changes to the original framework and activities. At this time the project implementation plan is undergoing revisions to reflect the changes to the project and is not available. A copy of the theory of change has been provided to illustrate the broad framework for the project.

Question 5:

Can you please share a copy of the Traditional Knowledge Strategy?

Response:

The Traditional Knowledge Strategy is currently being finalised and is not available for public dissemination at this stage.

Question 6:

Business license for the Specialist/Consultant: I am a Ni Vanuatu professional and able to work legally in Vanuatu, my home country, as an individual for contracting. Do you require me to have a separate business license in order to tender for this position?

Response:

The requirements are for applicants to have a legal right to live and work in Vanuatu. You will require a business license, however, if you do not currently have a license, this can be applied for at a later date, if you are the successful applicant.

Question 7:

Is a detailed financial proposal required or needed?

Response:

The tender is evaluated on a financial proposal. The financial proposal should reflect the daily rate and be cognizant that this is a long-term consultancy. The financial proposal should also correspond to the full proposal which outlines the proposed methodology or approach to be undertaken to fulfill the requirements of the terms of reference.