

REQUEST FOR TENDERS

RFT: 2024/052
File: AP_2/44
Date: 03 October 2024
To: Interested Service Providers
From: Loraini Sivo, Project Manager PEBACC+

Subject: Establishment of Agroforestry Demonstration Plots in the Tagabe and Lenakel Project Sites, Vanuatu

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 and experienced service providers to conduct training and field demonstrations focused on land use management and agroforestry approach, working with communities in the upper catchment of Tagabe River, and Lenakel, Vanuatu.

The training will target resident farmers located in the upper catchment of the Tagabe River and Lenakel to equip them with the necessary knowledge and skills to engage in sustainable agriculture, land use, and agroforestry practices. The training aims to raise awareness about the importance of sustainable land management, provide technical training to enhance the community's understanding of sustainable agriculture techniques, enable the community to adapt to environmental changes, encourage conservation and create synergies.

The service provider will be expected to conduct the following:

- a) Conduct an assessment to identify the specific training needs and priorities of the Erangorango and Lenakel communities regarding sustainable agriculture and land use practices.
- b) Develop a comprehensive training plan tailored to the needs and context of the Erangorango and Lenakel communities.
- c) Facilitate training sessions for community members, using a participatory and interactive approach to engage participants effectively.
- d) Work with Department of Forests and the Department of Agriculture and Rural Development to assist in the establishment of community managed demonstration plots to showcase sustainable agriculture practices.

- e) Provide technical guidance and support to community members as they implement sustainable agriculture practices on their own farms.
- f) Monitor the progress and impact of the training activities, collecting feedback from participants and assessing changes in knowledge, attitudes, and practices related to sustainable agriculture and land use.
- g) Document training activities, including lesson plans, training materials, participant attendance, and evaluation results. Prepare regular progress reports detailing the outcomes achieved, challenges encountered, and lessons learned during the training and farm level practices implementation process.
- h) Empower community members to take ownership of their learning and continue practicing sustainable agriculture beyond the training period.
- i) Erect relevant visibility boards to advertise the demonstration plots established.

- 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:
 - i. Must be able to travel to Port Villa, Vanuatu
 - ii. Submit a Curriculum vitae (preferably 1 or 2 page) of mobilised expert detailing qualification and experience
 - iii. Share references to previous relevant experience as per the scope of work (preferentially by providing links to specific webpages);
 - iv. Provide three referees relevant to this tender submission, including the most recent work completed:
 - v. 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.
 - vi. 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 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.
 - b) **Honour form**
 - c) **Curriculum Vitae** (preferably 1-2 pages) of the proposed personnel to demonstrate that they have the requisite skills and experience to carry out this contract successfully.
 - d) **Technical Proposal** (max 3 pages, focused on specific added-value of the tenderer against selection criteria below) which contains the details to achieve the tasks outlined in the Terms of Reference. Any expectation from the Tenderer or limitation of the service offered must be clarified in this Technical Proposal.
 - e) **Financial Proposal** – Breakdown cost for the services to render as per deliverables outlined in Annex A. The cost must be inclusive of all foreseen expenses.
 - f) Where relevant provide:
 - i. Business registration/license (For Entities/ Individual consultant's as per relevant national legislations)
 - ii. Tax Identification Number (TIN) Letter (If applicable for Individual consultant's as per relevant national legislations)
- 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 16 October 2024. A summary of all questions received complete with an associated response posted on the SPREP website www.sprep.org/tender by 18 October 2024.
- 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 diploma in tropical forestry, or agriculture; or environmental science, agroecology, sustainable development, or a related field would provide a strong foundation for understanding the principles and practices of sustainable agriculture and land use management.	10
	ii. More than 10+ years' experience in in the field of Forestry and Agriculture	20
	iii. In-depth knowledge of sustainable agriculture techniques, including crop rotation, intercropping, agroforestry, soil conservation, water management, and integrated pest management.	
	iv. Familiarity with agroecological principles and their application in sustainable farming system	

		<ul style="list-style-type: none"> v. Strong facilitation skills to engage participants in interactive learning activities and foster knowledge sharing and participation. vi. Ability to communicate complex technical concepts in a clear and accessible manner. vii. Experience working with rural communities in Vanuatu particularly in the context of forestry and agricultural extension services, community development projects, or environmental conservation initiatives. viii. Capacity to work collaboratively with diverse stakeholders, including community leaders, government agencies, NGOs, and other partners involved in the project 	40
Technical Proposal		ix. A detailed workplan / scope of works and proposed timeline to achieve deliverables listed in the TOR	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: 31 October 2024 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 2024/052 - **Establishment of Agroforestry Demonstration Plots in the Tagabe and Lenakel Project Sites, Vanuatu.**

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

Establishment of Agroforestry Demonstration Plots in the Tagabe and Lenakel Project Sites, Vanuatu

Duty Station	Port Vila, Vanuatu
Type of Assignment	Technical Support
Level of Engagement	In-country
Expected Start Date	As soon as contract is signed
Contract Duration	11 months – November 2024 to October 2025
Contact	PEBACC+ Vanuatu Project Coordinator, SPREP

Background

The Secretariat of the Pacific Regional Environment Programme (SPREP) is implementing the Pacific Ecosystem-based Adaptation to Climate Change Plus (PEBACC+) project. It is a sub-regional project designed to explore and promote the uptake of ecosystem-based management approaches in planning for climate change adaptation in the Pacific Island Region. The 4-year project is an initiative supported by Kiwa with funds from France, the European Union, Canada, New Zealand and Australia. It is implemented by SPREP in collaboration with the Governments of Fiji, Vanuatu and Solomon Islands, New Caledonia and Wallis and Futuna and in partnership with conservation and community development NGOs.

The PEBACC+ project is a scale up of the PEBACC phase 1 that was implemented between 2015 – 2020 in Vanuatu, Solomon Islands and Fiji. The project was funded by the German government International Climate Change Initiative and had focused on the development and implementation of a systematic approach to analysing climate and non-climate threats as a basis for adaptation planning and options in several pilot sites called Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM).

Through the ESRAM work a comprehensive Ecosystem- Based Adaptation Master Plan had been developed for the 3 countries detailing a range of activities some of which are being supported through PEBACC+ project. The implementation of PEBACC phase 1 has had some significant number of relevant and promising results such as the inclusion of ecosystem-based adaptation in climate change strategies and policies and the implementation of numerous activities at the national and pilot sites in the targeted countries.

In Vanuatu, PEBACC phase 1 and the PACRES project (EU-funded Pacific Adaptation to Climate and Resilience Building) had contributed to the integration of Ecosystem-based Adaptation approach in several policies and initiatives including Forests and Landscape Restoration Strategy (2020-2030), Port Vila Urban Greening Master Plan (2022), National Policy on Climate Change and Disaster-Induced Displacement (2018), Vanuatu National Biodiversity Strategic and Action Plan (2018-2030), Vanuatu Climate Change and Disaster Risk Reduction Policy (2016 – 2030).

At site level specific to Tagabe, the project was able to implement a few forests restoration activities which had included the following:

1. Setting up of a central nursery to provide the required planting materials
2. Employment of key positions – the nursery manager and nursery hands to look after the nursery and support the tree planning within the Tagabe River project site.
3. Planting of 21,000 seedlings of mostly native trees, palms, and Vetiver grass. The PACRES project has taken on the maintenance of the planted seedlings until it phased out in mid-2023.
4. Establishment of project committees at the community or site level

5. Training and awareness through the Government Department of Forests to the communities residing along the Tagabe River.

In Port Resolution, PEBACC1/PACRES had worked with communities in the development of a management plan to allow the establishment of Port Resolution protected area and the development of a sustainable livelihood plan. The project also trained marine champions including the development of a training manual that allowed them to do benthic survey monitoring while also marking the boundaries of the marine conserved areas. The project also conducted training on alternative livelihood activities including pig and poultry rearing and the propagation of native tree seedling. A nursery was also setup to assist the community to plant trees to combat soil erosion as well as to boost the terrestrial conservation component.

To continue the momentum of the work initiated through PEBACC phase 1 and PACRES, PEBACC+ will support the restoration of Tagabe River Catchment working with communities from upper to lower catchment. With the view to replicate some of the work that was carried out in other sites of PEBACC phase 1, Lenakel, in Tanna, was identified as another site for Vanuatu in which the project is working.

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.

Activity 1.1.4: The restoration of Tagabe River Catchment which further include the following activities to be supported:

- Support to the expansion of the Forestry Department nursery
- Support the implementation of the Tagabe Management Plan
- Support to Agroforestry initiative in the upland catchment areas for commercial farmers
- Tree planting in key areas of the catchment including monitoring and maintenance.
- Community awareness and mobilisation on erosion, flooding, tree planting and waste management

Activity 1.1.4: Implementation of the Marine Conservation Area (MCA) Management Plan and support for sustainable livelihoods in Port Resolution which further include the following activities to be supported:

- Implementation of Port Resolution Management Plan
- Development and implementation of sustainable livelihoods
- Provision of technical training to build community capacity in MCA management (survey and monitoring of the MCA)
- Nursery Setup for production of native tree seedlings
- Mangrove rehabilitation in Iweya

Activity 1.2.3: Support for reforestation, agroforestry and the creation of a community marine area in Lenakel which will further include the following activities to be supported:

- Greening of Lenakel town area
- Implementation of agroforestry and reforestation activities on key sites along the coastline, along creeks and water sources. This will also include setting up Agroforestry demo sites for farmers.
- Extension of Forestry Department nursery to supply fruiting trees, native trees and any other seedlings important for farmers.
- Creating an exchange learning environment between communities of Lenakel and Port Resolution in relation to Community Marine Area setup.

Site specific and activity rationale

The Tagabe River is the only source of water where over 50,000 inhabitants of Port Vila depend on for their daily water needs. The river runs through the peri-urban communities of Port Vila and a good number of people living on plains and along the river banks right down to the coastline depend on the river ecosystem for their daily livelihood activities. In the upper catchment, small holder agricultural farmers reside and make their living from the semi-commercial farming activities that they engage in daily. These upper catchment communities have ignorantly cleared land for gardening purposes right into the waterways that feed into the main Tagabe river. Soil erosion, nutrient leaching and siltation will soon be a problem in the area if proper farming practices are not adopted sooner. For Tagabe specifically, there is also the risk of losing the water source that supplies the Port Vila municipality and peri-urban communities. The UNELCo company which is responsible for supplying water to Port Vila has recorded reduction in the water level in recent years and it is believed that apart from the longer dry seasons experienced, the disappearance of forests has also contributed to the water level reduction.

More so, the clearing actions of the upper catchment residents will have cut off the corridor linkage for birds and other biodiversity that move from coastal and river ecosystems to the interior Efate Land Management Area conservation (ELMA). The same is true for the Lenakel inland and coastal ecosystems. The forests in both the Tagabe River and the Lenakel upland catchments can be classified as degraded rainforests and secondary regrowth, patches of regenerated forest, grassland areas with fern and shrubs. With such open forests, the invasive *Merrimia peltata* vine; which is a pest species, thrives easily and is a threat to forests regeneration as it is very aggressive and smothers the trees when not attended to.

It is thus, believed, that if proper farming practices are adopted by these upland communities, and more trees are planted through agroforestry practices, the risks of flooding impact on the lowland communities and infrastructure will be reduced. The same is true for nutrient leaching, soil erosion and river siltation and consequently the reduction in associate impacts on both and river and coastal ecosystems.

These sustainable agriculture and farming practices are not only ideal but are also supported by national policies and strategies. The Department of Agriculture, Horticulture and Rural Development (DARD) has been trialling drought and flood resistant crops in recent years and has recommended certain crop varieties for farmers to cultivate in preparation for disasters. The agroforestry farming approach has been promoted by both the Department of Forests and DARD in order to lessen the pressure on the reduction of natural forests and to do away with the notion of shifting cultivation. The Department of Forests' Forests and Landscape Restoration Strategy (FLRS) seeks to address replanting of trees in degraded forests areas and on barren land.

The PEBACC+ project will thus, provide interventions in a series of Ecosystem based Adaptation (EbA) options interventions as identified in Activities 1.1.4. and 1.2.3. In this regard, PEBACC+ will be supporting ecosystem and forest rehabilitation in the upland communities of Tagabe (Erangorango) and Lenakel inland communities, which will be identified with the assistance of the Department of Forests office at Isangel, by way of agroforestry training to farmers and agroforestry demonstration plot setups. This will comprise trainings focused on sustainable agriculture, sustainable land use and agroecology. Such trainings and demonstration will enable the participating communities to build their capacity and assist them to acquire enhanced technical knowledge on sustainable land use management, and agroecology

Objective of the Assignment:

PEBACC+ wishes to recruit a service provider to conduct training and demonstration set up on land use management and agroforestry approach, working with communities in the upper catchment of Tagabe River, and Lenakel. These communities will cover approximately 20% and 40% of the total population within Tagabe and Lenakel Catchment respectively and targeting 100 men and 100 women including youth participants. The service provider will work in coordination with Agriculture, Forestry and Livestock to develop the content of the training and set up of the demonstration sites.

The training will target resident farmers located in the upper catchment in the Tagabe and Lenakel Catchment to equip them with the necessary knowledge and skills to engage in sustainable agriculture, land use, and agroforestry practices. This training aims to:

Raise awareness: Educate community members about the importance of sustainable land management and the benefits of adopting environmentally-friendly farming practices.

Build capacity: Provide technical training and hands-on demonstrations to enhance the community's understanding of sustainable agriculture techniques, such as diversified crop rotations, intercropping, and reduced tillage.

Promote resilience: Enable the community to adapt to environmental challenges, including climate change impacts like floods, droughts, and soil degradation, by implementing resilient farming methods.

Encourage conservation: Foster a sense of stewardship among community members towards their local ecosystem, emphasising the importance of preserving natural habitats and biodiversity.

Empower livelihoods: Empower farmers to improve their agricultural productivity and livelihoods while simultaneously safeguarding the integrity of the water catchment areas and surrounding ecosystems.

Create synergies: Enable communities to share with other on-going Agroforestry initiative in the PEBACC+ project sites and create a learning platform on success and challenges.

Scope of the assignment:

Specific tasks are to include the following:

The service provider will do the following

- **Training Needs Assessment:** Conduct an assessment to identify the specific training needs and priorities of the Erangorango and Lenakel communities regarding sustainable agriculture and land use practices. This assessment should consider the existing knowledge, skills, and resources within the communities.
- **Training Plan Development:** Develop a comprehensive training plan tailored to the needs and context of the Erangorango and Lenakel communities. The plan should cover topics such as sustainable farming techniques, agroforestry and agroecology principles, soil conservation, water management, and climate change adaptation strategies.
- **Training Delivery:** Facilitate training sessions for community members, using a participatory and interactive approach to engage participants effectively. The training should include a mix of theoretical sessions, practical demonstrations, hands-on activities, and group discussions to ensure active learning and knowledge retention.
- **Demonstration Plot Design & Establishment:** Work with Department of Forests and the Department of Agriculture and Rural Development to assist in the establishment of community managed demonstration plots to showcase sustainable agriculture practices. Three trainings and demonstration plots will be conducted in the Tagabe Catchment site and 5 trainings and demonstration plot setups will be conducted in the Lenakel project site. The demonstration plots will be established as practical exercises for the participants during the trainings. This may involve site selection and preparation, resilient crop type choices, crops planting, and plot maintenance.

- **Technical Assistance:** Provide technical guidance and support to community members as they implement sustainable agriculture practices on their own farms. Offer advice on crop selection, planting techniques, soil management, pest and disease control, and other relevant topics to optimise farm productivity and environmental sustainability.
- **Monitoring and Evaluation:** Monitor the progress and impact of the training activities, collecting feedback from participants and assessing changes in knowledge, attitudes, and practices related to sustainable agriculture and land use. Use evaluation findings to refine training approaches and improve future interventions.
- **Documentation and Reporting:** Document training activities, including lesson plans, training materials, participant attendance, and evaluation results. Prepare regular progress reports detailing the outcomes achieved, challenges encountered, and lessons learned during the training and farm level practices implementation process.
- **Community Empowerment:** Empower community members to take ownership of their learning and continue practicing sustainable agriculture beyond the training period. Encourage active participation, knowledge sharing, and collaboration among participants to foster a culture of sustainability within the community.
- Erect relevant visibility boards to advertise the demonstration plots established.

Expected Outputs

At the end of this assignment, 200 (50 men, 50 women and 100 youth participants) farmers are trained on sustainable farming techniques in the 2 sites selected in Tagabe and Lenakel Catchment and they are further able to:

Adopt sustainable farming practices: Community members can implement sustainable agriculture techniques learned during the training, such as crop rotation, intercropping of agriculture and forestry crops, and reduced tillage, on their own farms. This adoption can lead to improved soil health, increased crop yields, and reduced environmental impact.

Establishment of demonstration plots: Setting up demonstration plots within the community can showcase the effectiveness of sustainable farming practices. These plots can serve as learning hubs for the community where sustainable practices and techniques are encouraged for adoption.

Enhanced capacity and knowledge: Community members can acquire enhanced technical knowledge and skills related to sustainable agriculture and land use management. This increased capacity can empower individuals to make informed decisions about their farming practices and adapt to changing environmental conditions.

Improved ecosystem resilience: By implementing sustainable farming practices, the communities of Erangorango and Lenakel can contribute to the restoration and conservation of local ecosystems. This can enhance ecosystem resilience to climate change impacts such as floods, droughts, and soil erosion.

Community networking and collaboration: The training can facilitate networking and collaboration among community members, as well as with external partners and organisations working on sustainable agriculture and environmental conservation. This collaboration can foster knowledge sharing, resource mobilisation, and collective action towards shared goals.

The work conducted through this assignment should be able to contribute to the mentioned targets of the project:

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.

- # and type of EbA activities implemented and % of implementation.
- # of beneficiaries from EbA actions implemented (disaggregated by activities, sex and age); [end of project:] % surveyed participants reporting an **increased** involvement into EbA activities
- % women and youth in community involved recognising an **increased** engagement/participation to decision-making processes and planning regarding EbA

- # of community trainings 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.

- # small/model farms in conversion or practicing agroecology approaches
- Hectares of land set up as sites for demonstration models to enhance agroecology practices and/or agro-forestry planting and/or mixed plantation

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"
- # of women and youth supported to develop income-generating activities (disaggregated by Women and youth)

Key Reporting Deliverables

The following key deliverables will be expected from this assignment:

- In discussion with Agriculture and Forestry Department, develop a detailed training plan outlining the topics, objectives, and methodologies covered during the training sessions. There should be at least 3 trainings conducted in Tagabe and 5 trainings in Lenakel. Learning from the trainings will need to be applied to the demonstration sites. This training plan should be tailored to the specific needs and context of the Tagabe and Lenakel communities.
- Develop training materials, including presentations, handouts, manuals, and visual aids, to support the delivery of each training session. These materials should be accessible, engaging, and culturally appropriate for the target audience.
- Conducted training sessions for community members, covering various aspects of sustainable agriculture, land use management, and agroecology.
- Setting up of demonstration plots within the community showcasing sustainable agriculture practices such as crop rotation, intercropping, and agroforestry. These plots should serve as practical learning resources for community members from the training conducted.
- Provide the technical assistance needed for the demonstration sites and individual farms within the community during the duration of the assignment and conduct regular monitoring and evaluation assessing the progress and impact of the training activities. Ensure that towards the end of the project, the outcome of the work demonstrated is linked to Forestry and Agriculture for their future work engagement.
- Document best practices and success stories emerging from the training program, highlighting examples of community members successfully implementing sustainable agriculture techniques and achieving positive outcomes.

Required Deliverables and Payment Percentage

No.	Deliverables	Tentative Time-line	Fee %
1	Submission of a training plan (including timeline of delivery of the training) and list of training materials that will be used for the training as per reporting deliverable in (a) above.	December 2024	20%
2	Submission of a signed FPIC from relevant target audiences identified to participate in the training activity.	December 2024	20%

2	Workshop report on the training and application of the training in setting up a demonstration site. At least 2 trainings to be conducted every month. The report provided must also clearly articulate the technical assistance provided detailing the setting up of demonstration sites and the types of assistance offered, including at farm level, challenges encountered, and outcomes achieved. The report should also provide monitoring and evaluation assessing the progress and impact of the training activities conducted.	February 2025	10%
		April 2025	10%
		June 2025	10%
		August 2025	10%
4	Final Report: A comprehensive final report summarising the overall outcomes and lessons learned from the training program. This report should provide a detailed analysis of the training process, key achievements, challenges faced, and recommendations for future interventions. It should also include summaries of best practices,	September 2025	20%

Information on Working Arrangements

- The work is based in Port Vila and Lenakel targeting formal and informal communities. 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.
- The service provider will be responsible for carrying out all activities that will contribute to achieving the deliverables of the trainings and the establishment of the agroforestry demonstration plots
- Deliverable payment must be inclusive of professional costs and travel within Tagabe and to and from Lenakel to carry out the work assigned

Qualification and Experiences

Apart from individual applications, qualified consortia and organisations are also encouraged to apply. A primary applicant representing a consortia or organisation should meet both the qualification and experience identified.

Qualification

- A diploma in tropical forestry, or agriculture; or environmental science, agroecology, sustainable development, or a related field would provide a strong foundation for understanding the principles and practices of sustainable agriculture and land use management.
- More than 10+ years' experience in in the field of Forestry and Agriculture

Experiences

- In-depth knowledge of sustainable agriculture techniques, including crop rotation, intercropping, agroforestry, soil conservation, water management, and integrated pest management.
- Familiarity with agroecological principles and their application in sustainable farming system
- Understanding of climate change impacts on agriculture and adaptation strategies for resilient farming.
- Experience in developing training materials tailored to the needs of diverse audiences, particularly rural communities.

- Strong facilitation skills to engage participants in interactive learning activities and foster knowledge sharing and participation.
- Ability to communicate complex technical concepts in a clear and accessible manner.
- Experience working with rural communities in Vanuatu, particularly in the context of forestry and agricultural extension services, community development projects, or environmental conservation initiatives.
- Capacity to work collaboratively with diverse stakeholders, including community leaders, government agencies, NGOs, and other partners involved in the project.
- Cultural sensitivity and adaptability to work in multicultural settings, particularly in the context of Pacific Island communities like Erangorango and Lenakel.

Documentation to be submitted:

Detailed CV of the main applicant or of 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 technical proposal outlining proposed timeline, capacity building approach, stakeholders analysis and sites that you will work in using the ESRAM mapped information as a guide.
- Detailed breakdown of budget including professional fees and travel to Tanna) **Offers above USD 45,000 will not be considered**

References:

Tagabe reviverbank Restoration and Stabilisation Plan through EbA options https://www.nab.vu/sites/default/files/documents/Final%20report%20for%20Tagabe%20EBA%20Options_25.04.22.pdf

Port Vila ESRAM <https://library.sprep.org/content/greater-port-vila-social-mapping-and-analysis-ecosystem-use>