

Title of the EOI:

Technical support to implementation of management/stress reduction measures in the Eastern Caribbean Flyingfish fishery

Date of this EOI: 4 May 2017

Closing Date for Receipt of EOI: 19 May 2017

EOI Reference: CLME/SP3-FF/EOI-IMS/01/17

DESCRIPTION OF THE ACTION

The main deliverables expected are:

1. Technical Support to effect the implementation of the sub-regional FMP for flyingfish in (at least) the major harvesting countries (by year 2)
2. Recommendations for further development of agreement on and implementation of improved national data collection systems in support of the EAF assessment and management of the eastern Caribbean Flyingfish fishery in at least 3 major harvesting countries participating in the fishery by year 3
3. National vessel licensing regulations formulated for adoption in accordance with legislation, and census of flyingfish vessels used to establish list of authorised fishing vessels, by year 3

The main tasks/activities are as follows:

Work Package 1

- a) Provide Technical support for National-level planning, promotion and implementation of the sub-regional FMP at National stakeholder consultations (funded under Output 3.2) and meetings of the NICs and FACs for FMP monitoring and evaluation (funded under Output 1.3)
- b) Assist with refinement of national-level management recommendations based on FAC and NIC FMP monitoring and evaluation reports, and taking into account the need to incorporate present and emerging management needs, including the need to establish a limited vessel entry system, to reduce and eliminate IUU fishing practices, to reduce possible impacts of present fishing strategies on long-term flyingfish recruitment, and to improve resilience to climate change and climate variability impacts.
- c) Over the consultancy period, evaluate the process implementation of the recommendations for national-level management,

Work Package 2

- a) Review of fisheries operations and related data collection systems as well as general national data collection systems in 3 countries
- b) Provide recommendations for improvements in national data collection systems to be incorporated into the FMP update upon completion of the first policy cycle, in consultation with States and taking into account appropriate in-country processes for agreement and implementation
- c) Over the consultancy period, evaluate the process of implementation of the recommendations for improvements in national data collection systems

Work Package 3

- a) Carry out an assessment of samples of national fisheries legislation in respect of licensing arrangements, in 3 countries – if provisions are already made for licensing of fishing vessels then (b)
- b) Develop model regulations, consistent with management recommendations in the Sub-regional FMP, in consultation with States and taking into account appropriate in-country processes for adoption
- c) Develop a [regional] list of authorised fishing vessels for flyingfish by SPY 3
- d) Conduct national censuses of flyingfish fishing vessels in (at least) the major harvesting countries (which would allow measurement of fishing capacity required for imposing fishing effort regulations)

General

- a) Prepare impact assessment tools for CRFM use in follow up work
- b) Prepare bi-monthly technical activity progress reports.
- c) Prepare a final technical report, taking into account comments provided by the CRFM Secretariat. The report would at least contain the following sections: Acknowledgements; Abbreviations and Acronyms; Executive Summary; Introduction; Approach to the Assignment; Comments on Terms of Reference; Organization and Methodology ; Delivery of Terms of Reference ; Description of Activities Carried Out; Project Mobilization; National Missions; Reporting; Comments and Conclusions; Recommendations (including lessons learned); Annex 1 Terms of Reference ; Annex 2 Inception Report ; Annex 3 Mission Reports ; Annex 4 Consultancy Products, namely, Work plan; programme reports; reports on support provided for National-level planning, promotion and implementation of the sub-regional FMP; report on the review of fisheries operations and related data collection systems as well as general national data collection systems in (at least) 3 countries; reports of stakeholder consultations; reports of national censuses of flyingfish fishing vessels; model vessel licensing regulations; list of authorised flyingfish vessels; Reports of evaluations the processes of implementation of the recommendations for national-level management and improvements in national data collection systems; project final technical report; project final financial report; other agreed reports.
 - Drafts of each product are to be reviewed by the CRFM, prior to finalization

The action should be conducted over 23 months and must be completed by end of April 2019

SPECIFIC REQUIREMENTS for PROPOSAL SUBMISSION

1. Proposals must be written in Standard English and consist of a technical proposal and a financial proposal.
2. The Technical Proposal should provide the following information:
 - a. A description of the firm's/company's/consortium experience on comparable assignments
 - b. At least three client references, with information regarding similar services along with contact information (name, telephone numbers and e-mail addresses).
 - c. A detailed description of work plan/schedule for performing the assignment
 - d. Recent CVs of principal/key staff members
 - e. A detailed description of the proposed methodology.

3. The Financial Proposal should list all costs associated with the assignment. It is expected that the stipulated costs would be broken down by activity and outputs.
4. In the case of a Firm/Company, proof of Legal status must be submitted.
 - a. Articles of incorporation
5. The following contact information must be provided:
 - a. Legal Name of Company/Individual(s)
 - b. Company's Authorised Representative(s) (Name/Title) (in the case of a Firm)
 - c. Full address
 - d. Telephone and Fax numbers
 - e. Skype Address
 - f. Email address
 - g. Website
 - h. Number of technical persons in the company
6. The cost of preparing and submitting the proposal is not reimbursable as a direct cost of the assignment.
7. CRFM is not bound to accept any of the proposals submitted.
8. CRFM's policy requires that respondents provide professional, objective, impartial advice and at all times, hold CRFM's interests paramount without any consideration for future work, and strictly avoid conflicts with other assignments or their own corporate interests. Respondents shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of not being able to carry out the assignment in the best interest of CRFM.

SUBMISSION, RECEIPT, AND EVALUATION OF PROPOSALS

1. Proposals shall be evaluated taking into consideration, but not limited to, the requirements listed below:
 - a. Fisheries Management Specialist and Team Leader
 - i. At least 10 years experience working with national /regional/ international bodies in fisheries management;
 - ii. Proven report-writing, communication and project management skills
 - iii. Specific experience in the process of elaboration and implementation of fisheries management measures (minimum 3 major assignments);
 - iv. Experience in developing and implementing fisheries management plans (minimum 2 assignments);
 - v. Demonstrated knowledge of flyingfish fisheries;
 - vi. Familiarity with the fisheries management agenda in CARICOM and internationally, particularly in the context of the Caribbean Community Common Fisheries Policy (CCCFP);
 - vii. The Fisheries Management Specialist and Team Leader should possess a post-graduate degree in fisheries management, fisheries biology and/or related areas.
 - viii. Experience in carrying out consultancy assignments for the UNDP, FAO or other equivalent international development partners would be an advantage.

b. Data Management Specialist

- ix. At least 6 years experience working with fisheries data and information systems
- x. Demonstrated knowledge of fisheries data and information management policy and system development
- xi. Experience in reviewing and of fisheries operations and related data collection systems; and, development of such systems (minimum 3 assignments);
- xii. Familiarity with the data management agenda in CARICOM and internationally;
- xiii. Working experience in the Caribbean region would be an advantage
- xiv. The Data Management Specialist should possess a degree in data management, systems management and/or related areas

c. Legal Expert

- xv. At least 5 years experience in ocean and/or fisheries law;
- xvi. Specific experience drafting legislation (minimum 3 assignments);
- xvii. Experience in the drafting of vessel licensing guidelines, standards or legislation would be an asset;
- xviii. Demonstrated knowledge of sanitary standards, food hygiene, and food safety would be an advantage;

The Legal Expert should possess a post-graduate degree in fisheries law, ocean law, international law of the sea, maritime law, or any other related field;

The completed proposal must be submitted to: the Executive Director, CRFM Secretariat no later than **19 May 2017 at 4:00 p.m. (GMT -6)** at the address below. Proposals submitted after this date will not be evaluated.

Address:
CRFM Secretariat
Princess Margaret Drive
P.O. Box 642
Belize City Belize, C.A.
Telephone: (501) 223-4443/4/5

Proposals are to be submitted in separate envelopes containing, respectively: a) the technical proposal; b) the financial proposal; and c) the legal documents (only applicable for Firms/Companies). All envelopes must be sealed and bear the name of the Firm/Company/Consortium Leader, Title and Number of EOI and the contents of the envelope.

Note: An electronic copy (PDF Format on CD or Flash Drive) of the proposal should also be submitted in the envelope

NOTE: Inquiries pertaining to this solicitation are to be directed to the attention of: The Executive Director, CRFM Secretariat, Belize, (secretariat@crfm.int), copied to Deputy Executive Director, CRFM Secretariat, St. Vincent and the Grenadines (crfmsvg@crfm.int) and include the EOI reference.

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Catalyzing Implementation of the Strategic Action Programme for the Sustainable Management of shared Living Marine Resources in the Caribbean and North Brazil Shelf Large Marine Ecosystems (CLME+ Project)