

Title of the EOI:

Technical support to Enhance data and information management for decision support to the Eastern Caribbean flyingfish fishery

Date of this EOI: 24 August 2016

Closing Date for Receipt of EOI: 23 September 2016

EOI Reference: CLME/SP3-FF/EOI – EDI/01/16

DESCRIPTION OF THE ACTION

The main deliverables expected are:

1. Improved stakeholder access to data and information of relevance to application of the EAF assessment and management of eastern Caribbean flyingfish and improved availability of data and information to the global community
2. Strengthened EAF information and knowledge base

The main tasks / activities are as follows:

1. Work package 1 –
 - a) Establish a CRFM data and information repository for EAF management of Eastern Caribbean flyingfish, which would include identification and electronic consolidation of all published data and information;
 - b) Develop an online, keyword searchable, bibliographic database with facility for download of published documents;
 - c) Address any copyright issues which may impact on the sharing of data and information;
 - d) Support update of FIRMS resource and fisheries inventories for the eastern Caribbean stock of four-wing flyingfish through a FIRMS data query and automated report be created along with the database
 - e) Prepare an impact assessment tool for CRFM use in follow up work.
 - f) Prepare bi-monthly technical activity progress reports.
2. Work package 2 –
 - a) Update, as well as broaden, multi-objective assessment of the eastern Caribbean flyingfish fisheries to:
 - i. Determine the bio-economic and ecological status of the stock;
 - ii. Quantify baseline estimates of indicators and derive estimates for management reference points;
 - iii. Provide updated recommendations in support of adaptive EAF management.

- iv. Provide information on benefits and costs of EAF from social, economic, ecological and management perspectives and other economic factors related to the fishery
 - b) Carry out a comprehensive and gender-sensitive valuation (social and economic) of the current and potential future contribution of flyingfish and associated pelagic fisheries to food security (socio-economic), income (costs and earnings) and employment (socio-economic) and ecosystem goods and services (ecological), with recommendations for enhancement of the livelihoods and improvement of the conditions of work for fishers and processors – study to focus on 4 countries participating in the fishery;
 - c) Facilitate availability of new information for EAF management and policy cycle implementation support, including:
 - i. Options for value chain problem-solving;
 - ii. Refined operational objectives, indicators and reference points for monitoring and evaluation of management measures, with socio-economic objectives incorporating goals for achieving gender equality and youth development.
 - iii. National level recommendations made consistent with the sub-regional FMP, including provisions for further development of data collection and management systems
 - iv. National vessel census for quantifying existing fishing effort and fishing capacity, taking into account present and emerging management needs, including the need to establish a list of authorized fishing vessels, to reduce and eliminate IUU fishing practices, to reduce possible impacts of present fishing strategies on long-term flyingfish recruitment, and to guarantee resilience to climate change and climate variability impacts.
 - v. Establish a system for collection and storage of traditional (unpublished) knowledge about the ecosystem and fishery through interviews with local fisherfolks and other stakeholders.
 - vi. Revised Sub-Regional Fisheries management Plan for Eastern Caribbean Flyingfish, taking into account present and emerging needs and any new management advice generated.
 - d) Monitor and evaluate management performance at the national and regional levels
 - e) Identify key data and information requirements, associated sources of data and information and the mechanisms for data and information sharing at the regional, national, sectoral and local levels to inform development of a DSS
 - f) Develop a model catch documentation scheme for the flyingfish fishery based on the FAO CDS guidelines, that is using the guideline template as the starting point for developing the model;
 - g) Formulate a proposal to inform development of a decision support system
 - h) Prepare an impact assessment tool for CRFM use in follow up work
 - g) Prepare bi-monthly technical activity progress reports.
3. Develop, draft, revised and final versions of a final technical report which would comprise at least 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 defined in the

above work packages, project final financial report; other agreed reports

- a) Drafts of each product are to be reviewed by the CRFM, prior to finalization

The action should be conducted over 30 months and must be completed by mid-February 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:
 - i. Specific experience in fisheries data and information management, including database development and management;
 - ii. Experience in multi-objective assessment of fisheries, including comprehensive and gender-sensitive valuation of the contributions of fisheries to food security, income, employment and ecosystem goods and services (minimum 3 assignments);
 - iii. Experience in monitoring and evaluation of fisheries management performance (minimum 2 assignments);
 - iv. Demonstrated usage to information for EAF management and policy cycle implementation support
 - v. Demonstrated knowledge of flyingfish fisheries would be an asset;
 - vi. Familiarity with the fisheries management agenda internationally, as well as in CARICOM / CARIFORUM;
 - vii. The key expert(s) should have a post graduate degree in a biological science (such as fisheries biology, marine biology) mathematics or statistics;
 - viii. The firm / company / consortium's approach and methodology for implementing the project.
 - ix. Experience in carrying out consultancy assignments for the UNDP, FAO or other equivalent international development partners would be an advantage.

The completed proposal must be submitted to: the Executive Director, CRFM Secretariat no later than **23 September 2016 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)