



Government of Samoa

# Ministry of Agriculture and Fisheries

## **REQUEST FOR QUOTATION**

### **REQUEST FOR QUOTATION FOR PROVISION OF REVIEWING AND UPDATING THE SAMOA TUNA FISHERIES NATIONAL MONITORING, CONTROL AND SURVEILLANCE STRATEGY 2016- 2020**

#### **Background**

The Pacific Islands Forum Fisheries Agency (FFA) traces its origin to the South Pacific Forum meeting in Port Moresby in 1977 which adopted the Declaration on the Law of the Sea and a Regional Fisheries Agency and outlined its functions. FFA strengthens national capacity and regional solidarity so its 17 members can manage, control, and develop their tuna fisheries now and in the future.

Based in Honiara, Solomon Islands, FFA's 17 Pacific Island members are Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Nauru, New Zealand, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, and Vanuatu.

FFA was established to help countries sustainably manage their fishery resources that fall within their 200-mile Exclusive Economic Zones (EEZs). FFA is an advisory body providing expertise, technical assistance, and other support to its members who make sovereign decisions about their tuna resources and participate in regional decision-making on tuna management through agencies such as the Western and Central Pacific Fisheries Commission (WCPFC).

FFA consists of the governing body - the Forum Fisheries Committee (FFC) which is constituted by officials and Ministers, and a Secretariat. The Secretariat, with a current establishment of approximately ninety positions, is organized into four divisions: Fisheries Management, Fisheries Development, Fisheries Operations, and Corporate Services. FFA is led by an executive management unit headed by the Director-General.

The Vision of the Members of the Pacific Islands Forum Fisheries Agency is: "Our people will enjoy the highest levels of social and economic benefits through the sustainable use of our offshore fisheries resources".

The Mission of the Forum Fisheries Agency is: "To drive regional cooperation to create and enable the maximum long term social and economic benefit from the sustainable use of our shared offshore fishery resources."

The work of the Agency includes services delivered by three programmed: Fisheries Management, Fisheries Development, and Fisheries Operations. Each of these programmes have specific areas or topics that require training for effective implementation. The Agency also has an Executive that delivers High-Level Advice and a Corporate Services Division.

#### **Objective**

The objective of this Request for Quotation (RFQ) is to appoint the most suitable national local consultant to undertake the review and update the Samoa Tuna Fisheries National Monitoring, Control and Surveillance (MCS) Strategy 2016- 2020.

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***".....enhancing partnerships to develop and sustain agriculture and fisheries....."***

### *Samoa Tuna Fisheries National Monitoring, Control & Surveillance Strategy 2016- 2020*

In 2016, the Samoa Fisheries Division approved the Samoa Tuna Fisheries National Monitoring, Control and Surveillance Strategy 2016- 2020.

The purpose of the strategy was to provide a strategic guide for the monitoring, control and surveillance (MCS) programs for tuna fisheries in Samoa. It endeavors to improve the work of Samoa's MCS practitioners and was designed to anticipate potential challenges to Samoa MCS systems with the growing development of Samoa's tuna fisheries.

The goal of the strategy was to implement effective MCS programs in Samoa to prevent, deter and eliminate illegal, unreported and unregulated (IUU) fishing activities, and in support of tuna fisheries management. The Strategy contains 11 strategies designed to improve four key MCS areas to support the goal of the strategy. These include Monitoring programs; Controls of the utilization of tuna resources; Surveillance programs; and Organizational MCS capability and capacity development.

Since adoption, implementation of activities under the strategy have steadily progressed. Some of the key success of the strategy includes *inter alia*, the improvement of knowledge and understanding of MCS staff in the application of various MCS tools, progress in the development of a national training programme for fisheries observers and drafting of regulations to control the operation of fishing vessels in Samoa's area of national jurisdiction. There are however challenges with the implementation as well, and this is mainly due to capacity and the slow progress made on the necessary organizational restructure for the oceanic fisheries MCS.

The strategy is a four-year plan (2016- 2020) and has expired in 2020. The Samoa Fisheries Division wishes to review and update this strategy, building on the successful outcomes, identifying gaps and using lessons learnt to focus MCS activities into the future. The key outcome would be an updated Samoa Tuna Fisheries National Monitoring, Control, Surveillance and Enforcement (MCS&E) strategy to guide activities for the next four years.

The scope of the work is to review and update the Samoa Tuna Fisheries National MCS Strategy 2016- 2020. The consultant is also required to consult with individual Samoa Fisheries Division MCS staffs and key MCS stakeholders that include the Maritime Division of Samoa Police, Samoa Ports Authority, Maritime Division of Samoa's Ministry of Works Transport and Infrastructure and the Ministry of Foreign Affairs and Trade. The successful candidate will work closely with the Samoa Fisheries Division to obtain relevant documents to assist with the review and update of the strategy.

The FFA wishes to appoint a suitably qualified and experienced policy/Monitoring Control and Surveillance specialist to provide the following services.

1. Conduct a review of the Samoa Tuna Fisheries National MCS Strategy 2016- 2020 to ascertain successes, challenges faced in the implementation of the strategy and any gaps for improvements;
2. Document those successes, challenges and gaps in a report;
3. Draft and update the national strategy that aligns with regional strategy such as the FFA Regional Monitoring, Control and Surveillance Strategy (RMCSS) 2018- 2023 focusing MCS activities into the future; and
4. Assist Samoa Fisheries Division to conduct consultation of the draft updated strategy.

**Timetable:**

The quotation process will follow the timetable as set out below:

STAGE	DATE
Invitation sent to potential service providers	5 September 2022
Individual Q & A session with representatives from FFA	Week commencing 19 September 2022
Quotations submitted by potential services providers before 4:30 pm Solomon Islands Time (SBT)	30 September 2022
Review of quotations and award of contract	Week commencing 3 October 2022

## **Instruction to Bidders**

### **1. Submission of Quotation**

- 1.1 All quotations submitted together with all correspondence and related documents shall be in English. If any of the supporting documentation or printed literature is in any other language, a written translation of the document in English should also be provided. In such cases, the interpreted document will be used for processing and evaluation purposes.
- 1.2 All prices in the quotation must be presented in US Dollars (USD)
- 1.3 The deadline for submission of quotation is before 4:30 pm Solomon Islands Time (SBT) on 30 September 2022. Any proposal received after this date will not be considered. FFA may, at its discretion, extend the deadline for the submission of the quotation by notifying prospective bidders in writing. The extension of the deadline may accompany a modification of solicitation documents prepared by FFA on its own initiative or in response to a clarification requested by the bidder.
- 1.4 In submitting a quotation, interested parties should demonstrate a clear understanding of the Terms of Reference (TOR) as set out, with appropriate explanatory comments, proposed timelines for implementing the delivery of the required work.
- 1.5 The successful bidder will be required to sign an FFA standard contract for the delivery of services. The FFA Standard Conditions for Contract are not negotiable
- 1.6 Quotation should also include:
  - i. A cover letter outlining the proposed methodology and timelines for undertaking the tasks as per the objectives of the service.
  - ii. Bidder's profile and the CVs of the personnel proposed to provide the services required.

### **2. Period of validity of quotation**

- 2.1 Quotations shall remain valid for thirty (30) days after the date of submission of quotation prescribed by FFA, pursuant to the deadline clause. A quotation valid for a shorter period may be rejected by FFA on the grounds that it is non-responsive.

- 2.2 In exceptional circumstances, FFA may solicit the bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. A bidder granting the request will not be required nor permitted to modify its quotation.

### 3. Objective

- 3.1 The aim of this consultancy is to conduct a review and update of the Samoa Tuna Fisheries National MCS Strategy 2016- 2020.
- 3.2 The Strategy came into effect in 2016. It was a four-year strategy and expired in 2020. The Samoa Fisheries Division wishes to review and update this strategy that will focus Samoa's national MCS activities going forward.
- 3.3 As such, FFA requires a most suitable consultant(s) with experience in reviewing and updating fisheries policy, particularly MCS plan/ strategy.

### 4. References

- 4.1 All submissions are required to provide evidence of professional or technical capacity such as educational or professional qualifications, and details of experience on similar projects.
- 4.2 All submissions are required to verify financial capacity, for example, evidence may include a banker's reference or audited financial statements and details of professional indemnity insurance.

### 5. Award of Contract

- 5.1 FFA reserves the right to accept any quotation, and to annul the solicitation process and reject all quotations at any time prior to the award of any contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such action.
- 5.2 FFA standard terms and conditions will apply and are non-negotiable.

### 6. Request for further information

- 6.1 All questions and clarification regarding any aspect of the delivery of the services must be directed to Forum Fisheries Agency at [jason.raubani@ffa.int](mailto:jason.raubani@ffa.int)
- 6.2 Other requirements
- A principal point of contact;
  - A schedule of fees.

### 7. Closing date of quotation

- 7.1 Quotation must be emailed to: [jason.raubani@ffa.int](mailto:jason.raubani@ffa.int) at the FFA before 4:30 pm Solomon Islands Time (SBT) on 30 September 2022. Please state the following in the subject line:  
**Request for Quotation for Provision of Reviewing and Updating the Samoa Tuna Fisheries National Monitoring, Control and Surveillance Strategy 2016- 2020**