



INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: [02/08/2022]

Country: São Tomé and Príncipe

Description of service: Hiring of a consultant for Capacity building of the Honey Producers' Cooperative of Príncipe (COOPAPIP).

Project name: Promoting the Agribusiness Value Chain for Exportation Sao Tome and Principe.

Duration of Contract: 42 WD in Principe Island up to a maximum of two months.

Proposal should be submitted at the following email to **BidsSTP@undp.org**, no later than August 17 2022.

Any request for clarification must be sent by standard electronic communication to the e-mail **procurement.st@undp.org** and will respond by standard electronic mail, including an explanation of the query without identifying the source of inquiry, to all consultants.

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1. BACKGROUND

Context and justification

STP has achieved remarkable progress in terms of human development, especially driven by public investments in health and education. However, its economy exhibits the criticalities and dependencies typical of a Small Island Developing State (SIDS), which underlie its limited capacity to generate business opportunities and create sufficient productive jobs. As a result, STP's economic growth has not been inclusive, with women and youth often left behind. The arrival of COVID-19 has further exacerbated this context of poverty and inequality.

The development of STP's economic potential as a small market is dependent on access to foreign markets and investors - both regional and global, in order to be able to expand its market frontiers, and on effectively strengthening the country's current limited competitiveness. It is also in this context that STP recently ratified and began implementation of the African Continental Free Trade Area (AfCFTA), aiming to accelerate its integration process with the African continent.

Agriculture, largely unexploited, is one of the most promising sectors for generating business (especially for SMEs) and decent employment opportunities (especially for women) for a more balanced and inclusive growth path. However, limited investment, weak know-how and a discouraging business environment are undermining the growth potential of this sector.

The main agricultural products that will serve as the basis for the agribusiness value chains supported by the project are cocoa (for chocolate and related products), coffee, fruits (for marmalade, nuts, liqueurs), plants (for tea, essential oils and cosmetic uses), coconut, palm products, breadfruit, banana, cassava, sweet potato, pepper, vanilla and brandies. Other agricultural products may be identified at a later stage. In this context, the project aims to create the conditions to generate meaningful employment and income generation opportunities, especially among women and youth, during this phase of post-covid recovery. The project is also expected to contribute indirectly to a number of social protection and social cohesion issues that are central to UNDP's work in STP.

As verified in technical visits that took place between 2018 and 2019, in the Bumbu D'ie project (From Bee-Burners to Beekeepers: Supporting Community Beekeeping Organization in Príncipe), supported by Fauna&Flora International and Príncipe Foundation, there is a difficulty for beekeepers to keep *Apis mellifera* colonies in standard Langstroth hives and in this format produce honey in a satisfactory volume and possible for marketing. After rescuing the wild colonies and accommodating them in the



Langstroth boxes, the colonies frequently leave the nest. The causes of this behaviour are in particular the nesting site that the colonies choose in nature, in high trees, often higher than 35 meters. At this height, beekeepers find it difficult to do an efficient job, without stressing the bees and damaging the brood combs, a factor that contributes to the swarms not remaining in the Langstroth hives.

In some successful cases, it is verified that when the colonies remain in the hive after rescue, beekeepers transport the hives to apiaries by installing them on 50cm high racks, but even then, after two or three months, the swarms return to swarming behavior and leave the hives. This phenomenon may be related to the drastic difference between the natural nesting environment of the swarms (high up in the trees) and the environment where the hives are installed (low racks in apiaries). Thus, a great difference in microclimate occurs which favours or not the development of some species of microorganisms and animals that develop together with the swarms.

After this finding, it was suggested the use of swarm removal techniques that were less invasive for the swarms and safer and more comfortable for the beekeepers. One example is the construction of decks so that the beekeepers can keep themselves well fixed and safe during the removal work, as well as the construction of apiaries, also with decks, on the trees where the hives can be installed.

It was also suggested to test other types of hives, such as hives on logs or even leaving the swarms with the honeycomb exposed, as they usually nest. Due to the duration of the project supported by Fauna&Flora International and Príncipe Foundation it was not possible to conclude these actions and beekeepers do not have the financial and technical resources to do so. With this situation, the honey production levels have dropped considerably, jeopardizing the regular operation of the processing unit installed by the Cooperative for treatment and marketing of honey and wax production, making the Cooperative financially unviable.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED ANALYTICAL WORK

1. Purpose

The purpose of this Request for Proposal is to recruit a service provider who will address the previously identified problems (noted above), train and advise the Cooperative on the implementation of solutions with a view to reversing the situation of low production and productivity due mainly to the flight of swarms.



2. Tasks and Responsibilities

Specific tasks to be undertaken by the consultant include:

- i. Diagnosis of the activities carried out by the cooperative between the end of the Bumbu D'ie project and the present moment.
- ii. Training in wax production for COOPAPIP's beekeepers;
- iii. Structuring for more adequate swarm rescue techniques;
- iv. Construction of natural nests.

The consultant must include in his proposal all the materials and equipment necessary to carry out the training, such as suits and others considered indispensable.

3. Work Methodology

The Reports should be prepared based on the following methodology:

- Work plan with details of the methodology and schedule of activities agreed with the contractor (Training Plan).
- Diagnosis of the activities carried out by the cooperative between the end of the Bumbu D'ie project and the present moment - report format/Situation point.
- Report on the training on wax production for COOPAPIP's beekeepers, with photographic records, contents, attendance, etc.
- Final report (with reference to the structuring of more appropriate swarm rescue techniques and construction of natural nests) to be delivered one week before the end of the consultancy.



4. Expected result

It is expected that at the end of this consultancy:

- The beekeepers members of COOPAPIP will be able to adopt new techniques of capturing bee swarms and carry out an adequate management to eliminate the possibility of swarm escape;
- COOPAPIP is able to improve the honey treatment and wax production;
- COOPAPIP is trained to use and maintain the equipment installed in the honey processing unit;

5. Deliverables

Deliverables	% of Contract
Work plan with details of the methodology and schedule of activities agreed with the contractor (Training Plan).	20%
Diagnosis of the activities carried out by the cooperative between the end of the Bumbu D'ie project and the present moment - report format/Situation point.	20%
Report on the training on wax production for COOPAPIP's beekeepers, with photographic records, contents, attendance, etc.	20%
Final report (with reference to the structuring of more appropriate swarm rescue techniques and construction of natural nests) to be delivered one week before the end of the consultancy.	40%



6. Supervision

The Consultant will be hired by UNDP and will work under the supervision of the Príncipe COOPAPIP Honey Producers Cooperative, in liaison with UNDP. The consultant must provide the original final products, namely: diagnosis of the activities carried out by the cooperative between the end of the Bumbu D'ie project and the current moment – report format/Status report; Report on the training in wax production for beekeepers of the COOPAPIP, with photographic records, content taught, attendance, Final report (referring to the structuring for more appropriate techniques for swarming rescue and construction of natural nests) to be delivered a week before the end of the consultancy.

3. REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

- More than 3 years of specific experience in the field of beekeeping for African and island countries.
- Proven experience in Sao Tome and Principe.
- Fluent to communicate in Portuguese.

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS.

The consultant's application process must comprise 5 documents, as transcribed below:

- Technical proposal with a brief explanation of the services provided (with the mention "125689_Formacao Apicultura_Proposta Tecnica")
- Consultant's CV with a description of the profile of the consultant based on professional experience in beekeeping
- Financial proposal (with the mention "125689_Formacao Apicultura_Proposta Financeira")
- Annex 2 - INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS, filled and signed
- Annex 3 - OFFEROR'S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY, filled and signed

Proposals will be accepted in Portuguese or English. The proposal must include a provisional timeline with delivery deadlines.



5. FINANCIAL PROPOSAL

The Financial Proposal is evaluated according to the lowest value considered

- **Lump sum contract**

The financial proposal shall specify a total lump sum amount, and payment terms around specific and measurable (qualitative and quantitative) deliverables (i.e. whether payments fall in installments or upon completion of the entire contract). Payments are based upon output, i.e. upon delivery of the services specified in the TOR. In order to assist the requesting unit in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount (including travel, per diems, and number of anticipated working days).

- **Travel**

All envisaged travel costs must be included in the financial proposal. This includes all travel to join duty station/repatriation travel. In general, UNDP should not accept travel costs exceeding those of an economy class ticket. Should the IC wish to travel on a higher class he/she should do so using their own resources.

In the case of unforeseeable travel, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and Individual Consultant, prior to travel and will be reimbursed.

6. EVALUATION

- **Evaluation of technical proposals:**

Technical and financial proposals will be evaluated based on their compliance with the Terms of Reference, based on the evaluation criteria and the following points:

Evaluation summary of the Technical		Proposal Grade weighting coefficient
1.	Consultant	70%
2.	Financial offer	30%



1. Consultant Evaluation

Criteria	Maximum score
Profile of the consultant based on professional experience in beekeeping	30
Services provided to beekeepers with similar problems, and in a similar context to that of Príncipe;	20
Quality of the technical proposal and compliance with all descriptions of point 3 of the ToR	20
Total	70 Points

Individual consultants will be evaluated based on the following methodologies:

1. Lowest price and technically compliant offer

When using this method, the award of a contract should be made to the individual consultant whose offer has been evaluated and determined as both:

a) responsive/compliant/acceptable, and

b) offering the lowest price/cost

“responsive/compliant/acceptable” can be defined as fully meeting the TOR provided.

ANNEX

ANNEX 1- TERMS OF REFERENCES (TOR)

ANNEX 2- INDIVIDUAL CONSULTANT GENERAL TERMS AND CONDITIONS

ANNEX 3- OFFEROR’S LETTER TO UNDP CONFIRMING INTEREST AND AVAILABILITY

Project Promoting the Agribusiness Value Chain for Exportation Sao Tome and Principe

Terms of Reference

Hiring of a consultant for Capacity building of the Honey Producers' Cooperative of Príncipe (COOPAPIP)

UNDP STP intends to recruit a service provider with considerable experience in Beekeeping, to train and advise the Cooperative of Honey Producers of Príncipe on honey and wax production under local conditions on the island of Príncipe. The purpose of this consultancy is to improve the levels of honey and wax production by COOPAPIP members by more than 100%, thus allowing the viability of the existing processing infrastructure. The consultancy is part of the support that UNDP intends to give to the selected Small and Medium Enterprises (SMEs), with a view to the successful development of their activities within their value chains and the promotion of their exports. These services will be part of a project that aims to increase women's participation and boost the agribusiness sector in the post-covid recovery period in Sao Tome and Principe (STP), under the project "Promoting the Agribusiness Value Chain for Export in Sao Tome and Principe".

1

Context

STP has achieved remarkable progress in terms of human development, especially driven by public investments in health and education. However, its economy exhibits the criticalities and dependencies typical of a Small Island Developing State (SIDS), which underlie its limited capacity to generate business opportunities and create sufficient productive jobs. As a result, STP's economic growth has not been inclusive, with women and youth often left behind. The arrival of COVID-19 has further exacerbated this context of poverty and inequality.

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As verified in technical visits that took place between 2018 and 2019, in the Bumbu D'ie project (From Bee-Burners to Beekeepers: Supporting Community Beekeeping Organization in Príncipe), supported by Fauna&Flora International and Príncipe Foundation, there is a difficulty for beekeepers to keep *Apis mellifera* colonies in standard Langstroth hives and in this format produce honey in a satisfactory volume and possible for marketing. After rescuing the wild colonies and accommodating them in the Langstroth boxes, the colonies frequently leave the nest. The causes of this behaviour are in particular the nesting site that the colonies choose in nature, in high trees, often higher than 35 meters. At this height, beekeepers find it difficult to do an efficient job, without stressing the bees and damaging the brood combs, a factor that contributes to the swarms not remaining in the Langstroth hives.

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It was also suggested to test other types of hives, such as hives on logs or even leaving the swarms with the honeycomb exposed, as they usually nest. Due to the duration of the project supported by Fauna&Flora International and Príncipe Foundation it was not possible to conclude these actions and beekeepers do not have the financial and technical resources to do so. With this situation, the honey production levels have dropped considerably, jeopardizing the regular operation of the processing unit installed by the Cooperative for treatment and marketing of honey and wax production, making the Cooperative financially unviable.

2

Objective

The purpose of this Request for Proposal is to recruit a service provider who will address the previously identified problems (noted above), train and advise the Cooperative on the implementation of solutions with a view to reversing the situation of low production and productivity due mainly to the flight of swarms. It is expected that at the end of this consultancy:

- The beekeepers members of COOPAPIP will be able to adopt new techniques of capturing bee swarms and carry out an adequate management to eliminate the possibility of swarm escape;
- COOPAPIP is able to improve the honey treatment and wax production;
- COOPAPIP is trained to use and maintain the equipment installed in the honey processing unit;

3

Scope of Work

Specific tasks to be undertaken by the consultant include:

- i. Diagnosis of the activities carried out by the cooperative between the end of the Bumbu D'ie project and the present moment.
- ii. Training in wax production for COOPAPIP's beekeepers;
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- iv. Construction of natural nests.

The consultant must include in his proposal all the materials and equipment necessary to carry out the training, such as suits and others considered indispensable.

4

Deliverables and Payment Conditions

The following table provides an indicative description of deliverables and payments.

Target Group	Deliveries / Services	% of Payment
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COOPAPIP	Work plan with details of the methodology and schedule of activities agreed with the contractor (Training Plan)	20%
	Diagnosis of the activities carried out by the cooperative between the end of the Bumbu D'ie project and the present moment - report format/Situation point	20%
	Report on the training on wax production for COOPAPIP's beekeepers, with photographic records, contents, attendance, etc.	20%
	Final report (with reference to the structuring of more appropriate swarm rescue techniques and construction of natural nests) to be delivered one week before the end of the consultancy.	40%

Fees and Expenses

Consultancy Fee (42 WD) to be negotiated directly with UNDP, plus reimbursement of mission expenses (flights, local transport, accommodation, all inclusive) according to a "forfait" value estimated by the consultant according to the mission plan and/or local travel. All these expenses must be described in the proposal.

Place of work

The Consultant will be required to travel to São Tomé and Príncipe Island within a maximum period of 42 working days.

5

Duration

The consultancy is scheduled to last two months (60 days) from the time the contract is signed.

6

Evaluation Criteria

Desired Qualifications / Consultant Profile

- More than 3 years of specific experience in the field of beekeeping for African and island countries;
- Proven experience in similar areas or other work experience in São Tomé and Príncipe
- Fluent to communicate in Portuguese;

The contract will be awarded based on the quality of the technical proposal (70%) and the amount of

the financial proposal (30%). The points for the technical proposal will be awarded as follows:

Criteria	Maximum Score
Profile of the consultant based on professional experience in beekeeping	30
Services provided to beekeepers with similar problems, and in a similar context to that of Príncipe;	20
Quality of the technical proposal and compliance with all descriptions of point 3 of the ToR	20
Total	70

7

Proposal Submission

The technical proposal with a brief explanation of the services provided (with the mention "125689_Formacao Apicultura_Proposta Tecnica "), the financial proposal (with the mention "125689_Formacao Apicultura_Proposta Financeira ") and the consultant's CV must be submitted to the following e-mail address: bidsSTP@undp.org, within 10 days from the date of launching of this call, until 11:59pm New York time. Additional information and clarifications may be requested, up to 5 days after the date of launching of the present tender, until 5pm São Tomé and Príncipe time, through e-mail, to the e-mail address: procurement.st@undp.org.

The proposals will be evaluated after the deadline for submission, according to the criteria indicated in chapter 5 of this document and may be submitted in English or Portuguese.

Proposals must contain the name and e-mail address of the contact person of the service provider, as well as all information necessary for the selection process (see chapter 6 of this document).

The proposal must include a provisional timeline with delivery deadlines, being the period of implementation of the tasks as developed in the terms of reference.

Data: 21/07/2022

Projecto Promoção da Cadeia de Valor do Agronegócio para Exportação São Tomé e Príncipe

Termos de Referência

Contratação de um consultor para Capacitação da Cooperativa dos produtores de Mel do Príncipe (COOPAPIP)

O PNUD STP pretende recrutar um prestador de serviços com considerável experiência em Apicultura, para formar e assessorar a Cooperativa de Produtores de Mel do Príncipe em matéria de produção de mel e da cera nas condições locais da ilha do Príncipe. Pretende-se com esta consultoria melhorar os níveis de produção do mel e da cera pelos membros da COOPAPIP em mais de 100% permitindo, deste modo, a viabilização da infraestrutura de processamento já existente. A consultoria enquadra-se no apoio que o PNUD pretende dar as Pequenas e Médias Empresas (PMEs) selecionadas, com vista ao desenvolvimento bem-sucedido das suas atividades dentro das suas cadeias de valor e ao fomento da sua exportação. Estes serviços farão parte de um projeto que tem como objetivos aumentar a participação das mulheres e impulsionar o setor do agronegócio no período de recuperação pós-covid em São Tomé e Príncipe (STP), no âmbito do projeto "Promoção da Cadeia de Valor do Agronegócio para Exportação em São Tomé e Príncipe".

1

Contexto

STP alcançou progressos notáveis em termos de desenvolvimento humano, especialmente impulsionado por investimentos públicos na saúde e educação. Todavia, a sua economia exhibe as criticidades e dependências típicas de um Pequeno Estado Insular em Desenvolvimento (PEID), as quais fundamentam a sua limitada capacidade de gerar oportunidades de negócio e de criar empregos produtivos suficientes. Como resultado, o crescimento económico de STP não tem sido inclusivo, sendo as mulheres e os jovens frequentemente deixados para trás. A chegada da COVID-19 exacerbou ainda mais este contexto de pobreza e desigualdade.

O desenvolvimento do potencial económico de STP enquanto pequeno mercado está dependente do acesso aos mercados e investidores estrangeiros - tanto regionais como globais, de forma a conseguir expandir as suas fronteiras de mercado, e do reforço efetivo da atual

competitividade limitada do país. É também neste contexto que STP ratificou e iniciou recentemente a implementação da Zona de Comércio Livre Continental Africana (*AfCFTA*), pretendendo acelerar o seu processo de integração com o continente africano.

A agricultura, largamente inexplorada, é um dos setores mais promissores para gerar negócios (especialmente para as PME's) e oportunidades de emprego decente (especialmente para as mulheres) para uma trajetória de crescimento mais equilibrada e inclusiva. Todavia, o investimento limitado, o fraco know-how e um ambiente empresarial desencorajador estão a comprometer o potencial de crescimento deste setor.

Os principais produtos agrícolas que servirão de base para as cadeias de valor de agronegócio apoiadas pelo projeto são o cacau (para chocolate e produtos relacionados), o café, os frutos (para marmelada, frutos secos, licores), as plantas (para chá, óleos essenciais e usos cosméticos), o coco, os produtos de palmeira, a fruta-pão, a banana, a mandioca, a batata-doce, a pimenta, a baunilha e as aguardentes. Outros produtos agrícolas podem ser posteriormente identificados. Neste contexto, o projeto pretende criar as condições para gerar emprego significativo e oportunidades de geração de rendimentos, especialmente entre mulheres e jovens, durante esta fase da recuperação pós-covid. Espera-se também que o projeto contribua indiretamente para uma série de questões de proteção e coesão social que são centrais para o trabalho do PNUD em STP.

Conforme verificado em visitas técnicas ocorridas entre 2018 e 2019, no projeto Bumbu D'ie (From Bee-Burners to Beekeepers: Supporting Community Beekeeping Organization in Príncipe), apoiado pela Fauna&Flora International e Fundação Príncipe, há uma dificuldade dos apicultores de manterem os enxames de *Apis mellifera* em colmeias padrão Langstroth e nesse formato produzir mel num volume satisfatório e possível de comercialização. Após o resgate dos enxames silvestres e a acomodação destes nas caixas Langstroth, os enxames frequentemente abandonam o ninho. As causas constatadas deste comportamento são em especial o local de nidificação que os enxames escolhem na natureza, em altas árvores, comumente superior a 35 metros. A esta altura, os apicultores têm dificuldade de conseguir realizar um trabalho eficiente, sem stressar as abelhas e danificar os favos de cria, fator que contribui para a não permanência dos enxames nas colmeias Langstroth.

Em alguns casos de sucesso, verifica-se que quando os enxames permanecem na colmeia após o resgate, os apicultores transportam as colmeias para apiários instalando-as em cavaletes com 50cm de altura, mas, mesmo assim, passados dois ou três meses, os enxames retornam ao comportamento enxameatório e abandonam as colmeias. Este fenômeno pode estar relacionado com a drástica diferença entre o ambiente de nidificação natural dos enxames (alto das árvores) e o ambiente de instalação das colmeias (cavaletes baixos em apiários). Assim, ocorre uma grande diferença de microclima que favorece ou não o desenvolvimento de algumas espécies de microrganismos e animais que se desenvolvem junto com os enxames.

Após esta constatação, foi sugerido o uso de técnicas de remoção dos enxames que fossem menos invasivas para estes e mais seguras e confortáveis para os apicultores. Um exemplo é a construção de decks para que os apicultores possam manter-se bem fixados e seguros durante o trabalho de remoção, assim como a construção de apiários, também com decks, sobre as árvores onde possam ser instaladas as colmeias.

Foi, ainda, sugerido testar outros tipos de colmeias, tais como, colmeias em toras ou mesmo até deixar os enxames com os favos expostos, como costumam nidificar. Devido ao período de duração do projeto apoiado pela Fauna&Flora International e Fundação Príncipe não foi possível concluir estas ações e os apicultores não dispõem dos recursos financeiros e técnicos para o realizar. Com esta situação, os níveis de produção do mel têm baixado consideravelmente, prejudicando o funcionamento regular da unidade de processamento instalada pela Cooperativa para tratamento e comercialização do mel e produção da cera inviabilizando financeiramente a Cooperativa.

2

Objetivo

O objetivo deste Pedido de Proposta é recrutar um prestador de serviços que irá abordar os problemas previamente identificados (apontados acima), capacitar e assessorar a Cooperativa na implementação de soluções com vista a inverter a situação de baixa produção e produtividade devido principalmente à fuga dos enxames. Espera-se que no final desta consultoria:

- Os apicultores membros da COOPAPIP seja capazes de adoptar novas técnicas de captação de enxames de abelhas e realizar um maneo adequado para eliminar a possibilidade de fuga dos enxames;
- A COOPAPIP esteja capacitada para melhorar o tratamento do mel e a produção da cera;
- A COOPAPIP seja capacitada para o uso e manutenção dos equipamentos instalados na unidade de processamento do mel;

3

Âmbito de trabalho

As tarefas específicas a realizar pelo consultor/a incluem:

- i. Diagnóstico das atividades realizadas pela cooperativa entre o término do projeto Bumbu D'ie e o momento atual
- ii. Formação em produção de cera para os apicultores da COOPAPIP;
- iii. Estruturação para técnicas mais adequadas de resgate dos enxames;
- iv. Construção de ninhos naturais.

O consultor deverá incluir na sua proposta todos os materiais e equipamentos necessários a realização da formação tais como fatos e outros considerados indispensáveis.

4

Entregáveis, Cronograma e Pagamentos

A tabela seguinte providencia uma descrição indicativa de entregáveis e pagamentos.

Grupo Alvo	Entregas / Serviços	% de Pagamento
COOPAPIP	Plano de trabalho com detalhamento da metodologia e cronograma das atividades acordado com o contratante (Plano de formação)	20%
	Diagnóstico das atividades realizadas pela cooperativa entre o término do projeto Bumbu D'ie e o momento atual – formato de relatório/Ponto de situação	20%
	Relatório da Formação em produção de cera para os apicultores da COOPAPIP, com registos fotográficos, conteúdo ministrado, presenças, etc.	20%
	Relatório final (fazendo referência à estruturação para técnicas mais adequadas de resgate dos enxames e construção de ninhos naturais)a ser entregue uma semana antes do término da consultoria.	40%

Honorários (Fees) e Despesas

Fee de Consultoria (42 WD) a ser negociado diretamente com o PNUD, mais reembolsos dos gastos de missões (voos, transporte local, acomodação, all inclusive) de acordo com um valor “forfait” estimado pelo consultor de acordo com o plano de missões e/ou deslocamentos locais. Todos estes gastos devem ser discriminados na proposta.



Local de Trabalho

O Consultor deverá deslocar-se a Ilha de Sao To Ilha do príncipe num período máximo de 42 dias uteis.

5

Duração do Trabalho

A duração da consultoria está prevista para dois meses (60 dias) a partir do momento da assinatura do contrato.

6

Critérios de Seleção

Qualificações Desejadas / Perfil do Consultor

- Mais de 3 anos de experiência específica na área de apicultura para países africanos e insulares;
- Experiência comprovada em áreas similares ou outras experiências de trabalho realizado em São Tomé e Príncipe
- Fluente a comunicar em Português;

O contrato será adjudicado com base na qualidade da proposta técnica (70%) e no montante da proposta financeira (30%). Os pontos para a proposta técnica serão atribuídos da seguinte forma:

Critério	Pontuação Máxima
Perfil do consultor baseado na experiência profissional em Apicultura	30
Serviços prestados a apicultores com uma problemática semelhante, e num contexto semelhante ao de Príncipe;	20
Qualidade da Proposta tecnica e cumprimento com todas as descrições do ponto 3 dos TdR	20
Total	70

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Submissão da Proposta

A proposta técnica com breve explicação dos serviços prestados (com a menção "125689_Formacao Apicultura_Proposta Tecnica"), a proposta financeira (com a menção "125689_Formacao Apicultura_Proposta Financeira"), e o CV do consultor devem ser submetidas para o endereço eletrônico: bidsSTP@undp.org, com prazo máximo de 10 dias a partir da data de lançamento do presente concurso, até ao limite das 23:59 horas conforme horário de Nova Iorque. Informações adicionais e esclarecimentos poderão ser solicitados, até 5 dias após a data de lançamento do presente concurso, até ao limite das 17:00 horas de São Tomé e Príncipe, através de e-mail, para o endereço eletrônico: procurement.st@undp.org.

As propostas serão avaliadas após o prazo para a submissão, de acordo com os critérios indicados no capítulo 5 do presente documento, e podem ser entregues em Inglês ou em Português.

As propostas terão de conter o nome e o e-mail da pessoa de contacto do prestador de serviços, assim como toda a informação necessária para o processo de seleção (consultar o capítulo 6 do presente documento).

A proposta deve incluir um cronograma previsional com prazos de entrega, sendo o período de implementação das tarefas tais como foram desenvolvidas nos termos de referência.

Data: 21/07/2022