

TERMS OF REFERENCE

(Fiji IAS Project)

Review of Eradication Plan

Reference No.	PN/FJI/112/22 – Readvertisement
Location	Fiji
Application deadline	4 th October, 2022
Type of Contract	Individual Contractor
Post Level	International Consultancy
Languages required:	English. Ability to converse in local language is advantageous.
Duration of Initial Contract:	20 working days 10 th October – 10 th December 2022

BACKGROUND

The United Nations Development Programme (UNDP), acting as an implementing agency of the Global Environment Facility (GEF), has been requested by the Biosecurity Authority of Fiji (BAF) to procure the services of the consultant. The objective of the IAS project is to improve the chances of the long-term survival of terrestrial endemic and threatened species on Taveuni Island, surrounding islets and throughout Fiji by building national and local capacity to manage Invasive Alien Species. Commonly referred to as the Fiji IAS Project, this is an initiative funded by the Global Environment Facility (GEF) over a 5-year period from 2018 – 2023 with a budget of USD 3,502,968.

Project Description

Invasive alien species (IAS) are the greatest threat to biodiversity in the Pacific Islands. Numerous IAS have been introduced to Fiji, with significant impacts on natural landscapes and biodiversity. The recent introduction of Giant Invasive Iguana – GII (*Iguana iguana*) – to Fiji represents the first established population of this species in the Pacific and is a potential bridgehead to some of the world’s most isolated island ecosystems. GII have already caused harm throughout the Caribbean where they are spreading fast and have significant detrimental effects, including on native biodiversity, agriculture and tourism. Although there are several national and local-level initiatives to address IAS in Fiji, these efforts, lack adequate capacity and an overall comprehensive strategy to ensure a systematic and effective protection of biodiversity-rich and important areas. An effective, systematic and comprehensive eradication effort against GII, before populations grow beyond the point where they can be controlled is currently lacking and urgently needed.

The preferred solution requires a suite of preventative measures to reduce IAS incursion and establishment, that will be introduced by this project, including:

- (i) Strengthened IAS policy, institutions and coordination at the national level to reduce the risk of IAS entering Fiji, including a comprehensive multi-sectorial coordination mechanism to ensure the best possible use of resources and capacities for prevention, management, eradication, awareness and restoration, and capacity building of biosecurity staff;
- (ii) Improved IAS prevention and surveillance operations at the island level on Taveuni, Qamea, Matagi and Laucala to reduce potential for pest species to enter and establish within the four-island group and move between these islands;
- (iii) Implementation of a comprehensive eradication plan for GII based on comprehensive survey and public outreach on Taveuni and an increase in removal effort of GII on the islands of Qamea, Matagi, and Laucala; and
- (iv) Strengthened knowledge management and awareness raising that targets the public, tour operations and visitors, to safeguard the nation from IAS.

Outcome 3 focusses on long-term measures for protection of terrestrial ecosystems and their biodiversity in Taveuni, Qamea, Matagi and Laucala. The four-island site for targeted IAS efforts and also serves as a pilot to test improved biosecurity systems and processes ahead of broader application across Fiji. It is aimed at long-term measures for protection of terrestrial systems in the four-islands through the eradication of Giant Invasive Iguana (GII).

Output 3.1 A detailed eradication plan developed and implemented simultaneously on Taveuni, Qamea, Matagi and Laucala.

Output 3.2 Reduction of GII sightings/captures on Qamea, Matagi and Laucala by 50% or more by the end of the project.

An eradication plan was devised by a specialist and used as a guide for the eradication of GII, which is led by team of officers based in Qamea. A mid-term review conducted of the IAS Project recommended that this eradication plan is reviewed.

GII was introduced to Qamea around 2000. GII have since become established island- wide on Qamea and Matagi, and probably also Laucala island. They have been found in isolated incidents on Taveuni at four widely separated localities, but it is not yet known if one or more populations are established if any. This same species has become widespread throughout the Caribbean, achieves high population densities in many of these areas (i.e. populations of hundreds of thousands or millions), and is credited with a range of negative impacts, including decline of native lizards, defoliation of trees and shrubs (both native and ornamental), undermining of roads and levees through burrowing activities, power outages, and interference with flight operations at airports. Typically, GII populations have been ignored for 30–40 years before damage becomes noticeable enough for humans to become concerned – and at which point eradication is impossible. All eradication efforts are high-risk endeavors because success is never guaranteed. But the risk of taking no action and allowing GII to continue spreading throughout Fiji (and from there to other archipelagos) is much higher through reduction of food security, loss of native biodiversity, and exacerbation of climate-induced damages.

DUTIES AND RESPONSIBILITIES

Scope of Work

An eradication plan for the Giant invasive Iguana (GII) was compiled in 2019. This has guided the efforts of field officers based in Qamea in the eradication of GIIs on the island.

In 2021, a Mid-term Review of the project was conducted. A key recommendation in the MTR report called for a review of the 2019 eradication plan. Therefore, a consultant is being recruited to conduct a review and revise the current eradication plan and identify knowledge gaps and challenges in order to enhance the eradication efforts on the island.

Through this consultancy work the consultant will be expected to:

- Facilitate a series of consultations and discussions with key stakeholders to ensure that constructive and sound feedbacks and comments are reflected accordingly into the revised and updated 2019 Eradication Plan. Evaluate current eradication protocols and the efficacy of the various methods by comparing them to GII capture records.
- Assess all baseline data, reports and any secondary data available to ensure that the revised Eradication Plan addresses the challenges and shortfalls to ensure all targeted GII's in the three islands are put at risk.
- Propose new cost-efficient and field tested and proved methods that will put all GII's in the three islands at risk.

- Ensure that the revised Eradication Plan has Implementation Actions that are timebound for the next 5 years for BAF to use a guideline for implementing the plan.
- Ensure that the Eradication Plan is gender inclusive, environmentally sensitive and sustainable.
- Work with other consultants – Gender Specialist and Communications Specialist to ensure complimentary deliverables

Expected Outputs and Deliverables

The consultant is expected to deliver on the following product within and by the end of the consultancy:

- A first draft Eradication Plan that will be presented to key in-country technical specialist for comments and feedback
- A final draft reflecting comments and feedback addressed
- A final approved Eradication Plan document
- Present the revised eradication plan to technical specialists and BAF operations team.

Payment Schedule

	Details	%	Due Date
Deliverable 1	A first draft Eradication Plan that will be presented to key in-country technical specialist for comments and feedback	20%	17 th October
Deliverable 2	A final draft reflecting comments and feedback addressed	20%	4 th November
Deliverable 3	A final approved Eradication Plan document Presenting the final approved document to technical specialists and BAF operations team.	60%	25 th November

Institutional Arrangement

- The consultant will be working very closely with UNDP Programme Analyst (UNDP Pacific Office) specifically in charge of the project.
- He/She will be expected to work closely with the Biosecurity Authority of Fiji (BAF) that will provide guidance and support on stakeholders' consultation etc
- He/She will be expected to work as a team with all other consultants Gender and Communication to ensure that there is integration and complimentary approached to their work.
- All deliverables identified must be fully met by the consultant at the end of the consultancy term.
- The consultant is expected to provide his/her own computer.

Duration of the Work

The consultancy is for 20 working days within the period of 10th October to 10th December.

Duty Station

The consultant will be home based and will be expected to travel to Fiji to consult with national stakeholders. The Consultant is expected to supply their own computer/including camera.

Supervision / Reporting

- The Consultant will report directly to UNDP Head of Resilience and Sustainable Development Unit and/or her/his representative and UNDP Regional Technical Specialist/Advisor based in Bangkok, Thailand.

- The Consultant will support, supervise, train and mentor the PIU staff.
- The Consultant will provide regular reporting to BAF and any other relevant government stakeholders together with the Project Coordinator and stakeholders.
- The Consultant will supervise, guide, manage and monitor progress and deliverables of the team members comprising national and international experts.
- The Consultant is expected to produce a final report upon successful completion of activities according to the agreed schedules. The consultant is expected to provide his/her own computer.

COMPETENCIES

The following competencies are required:

- Strong interpersonal and communication skills;
- Ability to work well as part of a multi-cultural team and displays gender, religion, race, nationality and age sensitivity and adaptability;
- Ability for team working;
- Self-management, emotional intelligence and conflict management;
- Analytical and strategic thinking/results orientation;
- Experience in participating and following the project cycle, creative capacity solving problems;
- Computer literacy (e.g. Microsoft Word, Excel, and Power Point) is a prerequisite;
- Ability to engage various partners and stakeholders and builds strong relationships with clients and other stakeholders;
- Demonstrates strong commitment and patience to deal with competing deadlines, demands, and interests.

REQUIRED SKILLS AND EXPERIENCE

Following is the required qualifications and experience:

Educational Qualifications:

- Minimum Master's degree in natural or environmental sciences, conservation, biology, ecology and/or equivalent

Experience

- Experience in developing and/or reviewing eradication strategies and action plans
- At 6 years experiences in invasive species management
- Experiencing in conducting and/or managing research in the Pacific Region
- Technical experience in biodiversity surveys including reptiles and amphibians is advantageous
- Experience working with government departments, civil society, statutory organizations and private organizations.

Language requirements

- Fluency of English language is required (verbal and written).

Price Proposal and Schedule of Payments

Lump Sum Amount. The total amount quoted shall be all-inclusive and include all costs components required to perform the deliverables identified in the TOR, including professional fee, travel costs, living allowance (if any work is to be done outside the IC's duty station) and any other applicable cost to be incurred by the IC in completing the assignment. The contract price will a fixed output-based price regardless of extension of the herein specified duration. Payments will be done upon completion of the deliverables/outputs and as per below percentages:

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In general, UNDP shall 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 event of unforeseeable travel not anticipated in this TOR, payment of travel costs including tickets, lodging and terminal expenses should be agreed upon, between the respective business unit and the Individual Consultant, prior to travel and will be reimbursed.

Evaluation Method and Criteria

Individual consultants / Company will be evaluated based on the following methodology:

Cumulative analysis

The award of the contract shall be made to the individual consultant/company whose offer has been evaluated and determined as a) responsive/compliant/acceptable; and b) having received the highest score out of set of weighted technical criteria (70%). and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by UNDP for the assignment.

Criteria	Max. Point
Qualification <ul style="list-style-type: none"> Minimum Master's degree in natural or environmental sciences, conservation, biology, ecology and/or equivalent 	10%
Experience <ul style="list-style-type: none"> Experience in developing and/or reviewing eradication strategies and action plans At 6 years experiences in invasive species management Experiencing in conducting and/or managing research in the Pacific Region Technical experience in biodiversity surveys including reptiles and amphibians is advantageous Experience working with government departments, civil society, statutory organizations and private organizations. 	20% 10% 10% 10% 10%
Total	70%

Only candidates obtaining a minimum of 49 points (70% of the total technical points) would be considered for the Financial Evaluation.

Shortlisted candidates shall be called for an interview which will be used to confirm and/or adjust the technical scores awarded based on documentation submitted.

Documentation required

Interested individual consultants must submit the following documents/information to demonstrate their qualifications. Please group them into **one (1) single PDF document** as the application only allows to upload maximum one document:

- **Letter of Confirmation of Interest and Availability** using the template provided in Annex II.
- **Personal CV**, indicating all past experience from similar projects, as well as the contact details (email and telephone number) of the Candidate and at least three (3) professional references.
- **Technical proposal**, including a) a brief description of why the individual considers him/herself as the most suitable for the assignment; and b) a methodology, on how they will approach and complete the assignment.
- **Financial proposal**, as per template provided in Annex II. Note: National consultants must quote prices in United States Dollars (USD).

Note: Successful individual will be required to provide proof of medical insurance coverage before commencement of contract for the duration of the assignment.

Incomplete and joint proposals may not be considered. Consultants with whom there is further interest will be contacted. The successful consultant shall opt to sign an Individual Contract or a Reimbursable Loan Agreement (RLA) through its company/employer with UNDP.

Annexes

- Annex I - [Individual IC General Terms and Conditions](#)
- Annex II – [Offeror's Letter to UNDP Confirming Interest and Availability for the Individual IC, including Financial Proposal Template](#)

Proposal Submission

All applications must be clearly marked with the title of consultancy and submitted by 5:00pm, 4th October 2022, (Fiji Time) online via UN Jobs website <https://jobs.undp.org/> or etenderbox.pacific@undp.org