

*Konservasi Indonesia is a national foundation established to support sustainable development in the country. We are the main partner of Conservation International in Indonesia.*

*We envision a healthy and prosperous Indonesia where biodiversity is valued and preserved. With offices and project sites across Indonesia, we promote a sustainable landscape-seascape approach and establish partnerships with multiple stakeholders across sectors and jurisdictions to deliver lasting impacts for people and nature in Indonesia.*

*As we are constantly expanding, we are currently looking **Consultant** to fill the following Terms below:*

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## **CONSULTANT (Group/ Company)**

### **Pelagic Fishery Survey and Assessment in Fishery Management Area 572**

**(Code: Fishery-Data-Collection)**

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#### **Request for Proposals**

**Title: Pelagic data collection in WPP 572**

**RFP No:**

**Date of Issuance: 22 April 2024**

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#### **1. Background**

The Government of Indonesia (GoI) seeks to improve its fisheries regulatory framework to address issues of over-exploitation and Illegal, Unregulated, Unreported (IUU) in its 11 Fisheries Management Areas (FMA; *WPPNRIs*). To address IUU fishing, the GoI is developing a quota-based fishery management system that would transition Indonesia's fisheries from less effective input control to catch control management<sup>3</sup>. As the second-largest seafood producer globally, sustainable fisheries management is critical to conserving Indonesian fisheries and the millions of livelihoods that depend on them.

However, to ensure sustainable fisheries management, we need to ensure long-lasting improved data collection and robust research. Further, we also need to invest in building the capacity of communities and forge meaningful partnerships with government institutions. Community-based data collection and research is an opportunity to communicate governmental data needs, build local research capacity, and empower communities to manage their own resources.

Our region of interest, *WPPNRI 572*, especially would highly benefit from better understanding of its fishery resources. Effective sustainable fisheries management requires both top-down policy approaches as planned by the GoI but also bottom-up, community-based activities that build enduring collaboration, understanding on monitoring needs, and community feedback on what data collection and research projects would work best in the local context.

#### ***Our approach***

We aim to pursue an integrative marine conservation and fisheries management approach that closes the ecological and economic loop between ocean production and protection. When our ocean's resources are protected and well managed, the environmental benefits will impact livelihoods, equity, and food security. Correspondingly, sustainably managed ocean economic activities can help fund conservation activities. Konservasi Indonesia (KI) would pilot this approach in *WPPNRI 572* (west coast of Sumatra) with plans to upscale the approach across the *WPPNRIs*.



This integrated approach supports the Gol's blue economy goal of marine **production** through sustainable fisheries management and marine biodiversity and ETP (endangered, threatened, and protected) and migratory species **protection** through improved marine protected areas. The Blue Halo S is aligned the Gol's ambition to develop a sustainable blue economy as outlined in several national documents: the National Medium-Term Development Plan (RPJMN) 2020-2024 and National Long-Term Development Plan (RPJPN) 2005-2025. More granular roadmap and implementation of the blue economy vision is outlined in the Blue Economy Development Framework for Indonesia's Economic Transformation set up by the National Planning Development Agency (BAPPENAS). Both MPA Vision 30x45 and quota-based fisheries programs have been included in the background studies as inputs of RPJMN 2024-2029 and RPJP 2025-2050 currently developed by BAPPENAS.

The projects outlined in this concept note would address data and research needs to directly fisheries management and build capacity of the local communities and academic institutions in our pilot area. This project is a bottom-up approach to complement the top-down policy from the Gol.

## **2. Project Overview**

The objectives of this project are:

1. With Konservasi Indonesia, attend a kick-off meeting with the Ministry of Marine Affairs and Fisheries (KKP) and the National Committee on Fish Stock Assessment Indonesia (Komnaskajiskan / *Komisi Nasional Pengkajian Sumber Daya Ikan*) to inform them of the upcoming survey and data collection effort.
2. To conduct a frame survey where:
  - a) The distribution of the target fishery is identified (tuna, neritic tuna/ *tuna, tongkol, cakalang*) in coastal waters.
  - b) Total capacity / fishing effort of target fishery are quantified
  - c) Major harbors and supply lines are identified
  - d) Opportunistic survey of fleet distribution or supply line information on other fisheries in the same area
3. Conduct primary data collection on pelagic fishery to determine:
  - a) Catch composition
  - b) Fishing grounds
4. Calculate catch-per-unit-effort and conduct preliminary length-based stock assessment
5. Formulate recommendations for management and next steps
6. With Konservasi Indonesia, attend a wrap-up meeting with KKP and Komnaskajiskan to share results and recommendations for management.

## **3. Terms of Reference, Deliverables and Deliverables Schedule**

### **Timeline**

It is estimated that the Consultation will have a period from 1 May 2024 – 1 September 2025 for a series of activities to survey and collect primary catch data on pelagic fisheries in WPPNRI 572.

### **Location**

Frame survey and data collection will be conducted in WPPNRI 572. Consultants may be based outside of WPPNRI 572, with some field personnel to be based in key field locations (i.e., high fishing activity areas) as identified by the frame survey.

### **Deliverables**



#	Activities	Deliverable date	Deliverables	Value (%) to be disbursed upon deliverable submission
1	Kick-off meeting with KKP and Komnaskajiskan to inform them of the upcoming survey and data collection effort	June 2024	a) Consultants to prepare a presentation and share methodology during the kick-off meeting. <i>(Konservasi Indonesia to organize and fund the meeting itself)</i> b) Brief summary of inputs or comments from KKP and Komnaskajiskan	5%
2	Workplan and desktop research	June 2024	a) Workplan b) Frame survey methodology c) Desktop research results (a simple write up of key findings and next steps)	20%
3	Frame survey	June 2024- April 2025	Interim report Frame survey report/ results on a) Target fishery distribution within WPPNRI 572 b) Total capacity / fishing effort of target fishery quantified	10% (upon submission of the interim report)  15% (upon submission of the final report)



			c) Major harbors and supply lines identified	
4	Updating KKP	January 2025/ as needed	Accompany and support KI during online update meetings with KKP	5%
5.	Fish catch data collection	July 2024- August 2025	<ul style="list-style-type: none"> <li>a) Initiate partnership with fishers or community members for data collection</li> <li>b) Secure data collection permission to local fishery agency</li> <li>c) Collected data should contain a minum of time/ day, catch species, fish size, fishing ground, and fishing effort.</li> <li>d) Interim update meetings with the Konservasi Indonesia team</li> </ul>	20%
6.	<p>Wrap-up meeting with local stakeholders (community members, local government officials, private sector)</p> <p>Wrap-up meeting with KKP and Komanskajiskan held</p>	July 2025	<p>Consultants to prepare a presentation and share findings during the wrap-up workshop.</p> <p><i>(Konservasi Indonesia to organize and fund the meeting itself)</i></p>	5%



7.	Final report of length-based stock assessment results, recommendations, and next steps	August 2025	Final report containing maps, assessment results, data set, recommendations, and inputs/comments/ proposed next steps from KKP and Komnaskajiskan included	10%
			TOTAL FEE	100%

**Method**

Species-specific length-based stock assessment to assess the pelagic fishery in WPPNRI 572.

**Technical Direction**

The main contact for contract-related inquiries is KI's MPA-Fisheries Senior Manager and/or Oceans Program Director. Consultants will receive technical direction from experts at KI and KI Field program coordinators to ensure all tasks, results, and quality run on time. We expect the consultants to maintain an open and transparent line of communication to share updates on progress and challenges.

**4. Submission Details**

- a. Deadline. Proposals must be received no later than **May 12, 2024**. Late submissions will not be accepted. Proposals must be submitted via email to [ewibisono@konservasi-id.org](mailto:ewibisono@konservasi-id.org) and [grantcontractID@konservasi-id.org](mailto:grantcontractID@konservasi-id.org). All proposals are to be submitted following the guidelines listed in this RFP.
- b. Validity of bid. 120 days from the submission deadline
- c. Clarifications. Questions may be submitted to [ewibisono@konservasi-id.org](mailto:ewibisono@konservasi-id.org) and [grantcontractID@konservasi-id.org](mailto:grantcontractID@konservasi-id.org) by the specified date and time in the timeline below. The subject of the email must contain the RFP number and title of the RFP. KI will respond in writing to submitted clarifications by the date specified in the timeline below. Responses to questions that may be of common interest to all bidders will be posted to the KI website and/or communicated via email.



- d. Amendments. At any time prior to the deadline for submission of proposals, KI may, for any reason, modify the RFP documents by amendment which will be posted to the KI website and/or communicated via email.

## **5. Minimum Requirements**

Prospective candidates must meet the following minimum requirements:

1. An institution, organization, or team, consisting of:
  - a) Team Lead (Fishery Scientist)
  - b) Team Members, including field-based members
2. Team Lead should have:
  - a) Knowledge and expertise in fishery data collection, fish identification, and data-poor or length-based fishery stock assessments
  - b) Have a professional degree in fisheries, marine biology, environmental science or other similar fields
  - c) Knowledge and experience in ethical communication with government officials and local communities
  - d) Strong and organized communication skills, including report writing skills
  - e) Fluent in Indonesian and English both oral and written
3. Team members should have:
  - a) Knowledge and experience in fishery data collection and fish identification
  - b) Have at least a bachelor's degree in fisheries, biology, environmental science or other similar fields
  - c) Knowledge and experience in ethical communication with local government official and local communities
  - d) Strong and organized communication skills
  - e) Fluent in Indonesian, both oral and written; understanding local dialects is a plus

### **Evaluation criteria:**

Technical planning, including approach, methodology, work plan, and timeline (50%). Portfolio and qualifications of key personnel (25%) and proposed budget (25%). We will assess the data quality and granularity as a large component of the technical planning category.

## **6. Proposal Documents to Include**

- a. Signed cover page on bidder's letterhead with the bidder's contact information.
- b. Signed Representation of Transparency, Integrity, Environmental and Social Responsibility (Attachment 1)
- c. Technical Proposal.
  - i. Corporate Capabilities, Experience, Past Performance, and 3 client references. Please include descriptions of similar projects or assignments and at least three client references.
  - ii. Qualifications of Key Personnel. Please attach CVs that demonstrate how the team proposed meets the minimum requirements listed in section 5 (Minimum Requirements).
  - iii. Technical Approach, Methodology and Detailed Work Plan. The Technical Proposal should describe in detail how the bidder intends to carry out the requirements described in the Terms of Reference (Section 3).
- d. Financial Proposal. Offerors shall use the cost proposal template (Attachment 2).



- 7. Evaluation Criteria** In evaluating proposals, KI will seek the best value for money considering the merits of the technical and costs proposals. Proposals will be evaluated using the following criteria:

<b>Evaluation Criteria</b>	<b>Score (out of 100)</b>	<b>Percentage</b>
Is the proposed approach and methodology appropriate to the assignment and practical in the prevailing project circumstances? Does the proposed approach use the most economical way to maximize the quantity and quality of the data?	30	50%
Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	20	
Does the bidder's past performance demonstrate recent proven experience doing similar work?	15	25%
Does the bidder and the proposed personnel have the specific technical expertise for the assignment?	10	
Budget: Costs proposed are reasonable and realistic, reflect a solid understanding of the assignment.	25	25%

**8. Proposal Timeline**

RFP publish	22 April – 6 May 2024
Clarifications submitted to KI	7 May 2024
Clarifications provided to known bidders	10 May 2024
Complete proposals due to KI	12 May 2024
Final selection	20 May 2024

- 9. Resulting Award** KI anticipates entering into an agreement with the selected bidder by **1 June 2024**. Any resulting agreement will be subject to the terms and conditions of KI's Services Agreement. A model form of agreement can be provided upon request.

This RFP does not obligate KI to execute a contract, nor does it commit KI to pay any costs incurred in the preparation or submission of the proposals. Furthermore, KI reserves the right to reject any and all offers, if such action is considered to be in the best interest of KI. KI will, in its sole discretion, select the winning proposal and is not obligated to share individual evaluation results.

- 10. Confidentiality** All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals. KI may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been awarded. KI's evaluation results are confidential and applicant scoring will not be shared among bidders.

- 11. Code of Ethics** All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with



**KONSERVASI  
INDONESIA**

KI's Code of Ethics. Konservasi Indonesia's reputation derives from our commitment to our values: Integrity, Respect, Courage, Optimism, Passion and Teamwork. KI's Code of Ethics (the "Code") provides guidance to KI employees, service providers, experts, interns, and volunteers in living KI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violation of the Code of Ethics, as well as concerns regarding the integrity of the procurement process and documents should be reported to KI via its Ethics Hotline at [www.ci.ethicspoint.com](http://www.ci.ethicspoint.com).

**12. Attachments:**

Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility  
Attachment 2: Cost Proposal Template



**Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility**

RFP No. XXXXXXXX

UEI Number (if applicable): XXX-XXX-XXX

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with KI's Code of Ethics. KI's Code of Ethics provides guidance to KI employees, service providers, experts, interns, and volunteers in living KI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violations of the Code of Ethics should be reported to KI via its Ethics Hotline at [www.ci.ethicspoint.com](http://www.ci.ethicspoint.com).

KI relies on the personal integrity, good judgment and common sense of all third parties acting on behalf, or providing services to the organization, to deal with issues not expressly addressed by the Code or as noted below.

**I. With respect to KI's Code of Ethics, we certify:**

- a. We understand and accept that KI, its contractual partners, grantees and other parties with whom we work are expected to commit to the highest standards of Transparency, Fairness, and Integrity in procurement.

**II. With respect to social and environmental standards, we certify:**

- a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse, exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights. We protect those who are most vulnerable to infringements of their rights and the ecosystems that sustain them.
- b. We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.

**III. With respect to our eligibility and professional conduct, we certify:**

- a. We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as determined by a regulatory body responsible for licensing and/or regulating the offeror's business
- b. We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
- c. We are/were not involved in writing or recommending the terms of reference for this solicitation document.
- d. We have not engaged in any collusion or price fixing with other offerors.



- e. We have not made promises, offers, or grants, directly or indirectly to any KI employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.
- f. We have taken no action nor will we take any action to limit or restrict access of other companies, organizations or individuals to participate in the competitive bidding process launched by KI.
- g. We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.
- h. We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws (including USA Patriot Act and U.S. Executive Order 13224).
- i. We certify that neither we nor our directors, officers, key employees or beneficial owners are included in any list of financial or economic sanctions, debarment or suspension adopted by the United States, United Nations, the European Union, the World Bank, or General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension".

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachment 2: Cost Proposal Template

The cost proposal must be all-inclusive of profit, fees or taxes. Additional costs cannot be included after award, and revisions to proposed costs may not be made after submission unless expressly requested by CI should the offerors proposal be accepted. Nevertheless, for the purpose of the proposal, Offerors must provide a detailed budget showing major expense line items. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. All cost information must be expressed in USD.

If selected, Offeror shall use its best efforts to minimize the financing of any taxes on goods and services, or the importation, manufacture, procurement or supply thereof. If Offeror is eligible to apply for refunds on taxes paid, Offeror shall do so. Any tax savings should be reflected in the total cost.

### Cost Breakdown by Deliverable

<b>Deliverable</b>	<b>Price (Lump Sum, All Inclusive)</b>
Insert deliverable 1 from Section 3 or attached TOR	
Insert deliverable 2 from Section 3 or attached TOR	
Insert deliverable 3 from Section 3 or attached TOR	
Insert deliverable 4 from Section 3 or attached TOR	
Insert deliverable 5 from Section 3 or attached TOR	
Insert deliverable 6 from Section 3 or attached TOR	
Insert deliverable 7 from Section 3 or attached TOR	

### Cost Breakdown by Cost Component (example only)

<b>Description</b>	<b>Unit of measure (day, month etc)</b>	<b>Total period of engagement</b>	<b>Unit cost/rate</b>	<b>Total Cost for the Period</b>
Consultant 1				
Consultant 2				
Sub-total Personnel				
Travel Costs (if applicable)				
Other related Costs (please specify)				
<b>Total Cost of Financial Proposal</b>				