



**FFA**

## **REQUEST FOR PROPOSAL**

**TO: SUITABLY QUALIFIED AND EXPERIENCED FISHERIES  
MONITORING SPECIALISTS AND AGENCIES**

**RFP No. CP15\_2021: AN INVESTIGATION OF THE POTENTIAL FOR  
E-MONITORING FOR LONGLINE VESSEL TRANSHIPMENTS IN THE  
WCPFC AREA**

**DATE: 20<sup>th</sup> April 2021**

**SUBJECT: AN INVESTIGATION OF THE POTENTIAL FOR E-MONITORING FOR  
LONGLINE VESSEL TRANSHIPMENTS IN THE WCPFC AREA**

Interested parties are invited to submit a proposal in response to the attached request for proposals to undertake an investigation into the potential for use of e-monitoring for long-line transshipments in the WCPFC area.

To enable you to submit a Request for Proposal (RFP) for this work, please find enclosed:

Annex I: Instructions to bidders

Annex II: Terms of Reference, containing a description of FFA's requirements for which these services are being sought

Annex III: FFA Standard Conditions of Contract

This letter is not to be construed in any way as an offer to contract to any specific party.

**Dr Manumatavai Tupou-Roosen  
DIRECTOR-GENERAL**

## Annex I

**Instruction to Bidders**

**REQUEST FOR PROPOSALS No CP15\_2021**

**AN INVESTIGATION OF THE POTENTIAL FOR E-MONITORING FOR  
LONGLINE VESSEL TRANSHIPMENTS IN THE WCPFC AREA**

### 1. Submission of Proposals

1.1. All proposals 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 case the interpreted document will be used for processing and evaluation purposes.

1.2. All prices in the proposals must be presented in US Dollars (USD).

1.3. The deadline for submission of proposals is 5.00pm on 25th May, 2021. Any proposal received after this date will not be considered. FFA may, at its discretion, extend the deadline for the submission of proposals by notifying all prospective bidders in writing. The extension of the deadline may accompany a modification of the solicitation documents prepared by FFA on its own initiative or in response to a clarification requested by a prospective bidder.

1.4. In submitting a proposal, interested parties should demonstrate a clear understanding of the Terms of Reference (TOR) as set out, with appropriate explanatory comments, proposed timelines for implementation and 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. The proposal should also include:

- i. A cover letter outlining proposed methodology and timelines for undertaking the assignment as per the Terms of Reference (Annex II);
- ii. A maximum of 10 pages of information on the CVs of the personnel proposed to complete the work, the background and relevant experience of the consultants or agency proposed to complete the work as well as a summary of any similar or related audit work; and
- iii. A separately enclosed financial proposed providing a detailed cost summary for the implementation of the work.

## 2. Period of validity of proposals

2.1. Proposals shall remain valid for sixty (60) days after the date of Proposal submission prescribed by FFA, pursuant to the deadline clause. A Proposal 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 Proposal.

## 3. Outputs required

The main output will be a **substantive report** covering the preparation and conduct of the field work, particularly describing the key requirements for on-board procedures for longline transshipment. The report should also provide **key recommendations** to enhance regional monitoring and data collection for longline transshipments.

## 4. Evaluation Criteria

A two-stage procedure will be used in evaluating the proposals, with evaluation of the technical proposal being completed prior to any price proposal reviewed and compared. The financial proposal will only be reviewed for submissions that have passed the minimum technical score of 70% of the total obtainable score in the evaluation of the technical proposals.

The technical proposal is evaluated on the basis of its responsiveness to the competency requirements as outlined in the following.

Competency Requirements	Score Weight (%)	Total Obtainable Score
Demonstrated field experience in monitoring longline transshipments on the high seas.	30	60
Demonstrated experience and qualifications in the design of Pacific tuna fishery monitoring and data collection systems, particularly transshipment.	20	40
Demonstrated experience in technical report writing.	20	40
Demonstrated experience in completing similar projects on schedule.	20	40
Demonstrated experience working with and supervising fisheries observers.	10	20
<b>Total Score</b>	<b>100%</b>	<b>200</b>
<b>Qualification Score</b>	<b>70%</b>	<b>140</b>

In the Second Stage, the financial proposal of all bidders, who have attained a minimum of 70% score in the technical evaluation, will be compared. The contract will be awarded to the bidder(s) offering the best value for money taking in account the accumulative scores of technical and financial evaluations.

Note: Submissions may include proposing an individual person to undertake this work or a team of personnel.

## 5. Financial Proposals

The financial proposal should be submitted as a separate document and not included as part of the technical proposal. Financial proposals should provide a budget for the project including professional fees, travel and accommodation and any other costs associated with the completion of this work.

## 6. Requests for further information

Queries or questions are to be emailed to FFA contacts, Ferral Lasi [ferral.lasi@ffa.int](mailto:ferral.lasi@ffa.int) or Rajneel Singh [rajneel.singh@ffa.int](mailto:rajneel.singh@ffa.int)

## 7. Award of Contract

FFA reserves the right to accept or reject any Proposal, and to annul the solicitation process and reject all Proposals at any time prior to award of 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.

## 8. FFA's right to vary requirements at time of award.

FFA reserves the right at the time of award of contract to vary the quantity of services and goods specified in the RFP without any change in unit price or other terms and conditions.

## 9. Closing date for proposals

Tenders must be received by **5.00pm (Solomon Island time) on the 25<sup>th</sup> May, 2021.**

Tenders should be addressed to:

### **Director General**

FFA Tender Committee Forum Fisheries Agency (FFA)  
RFP No CP15\_2021– An investigation of the potential for e-monitoring for long-line vessel transshipments in the WCPFC area  
PO Box 629  
Honiara

All proposals should be emailed to: [procurement@ffa.int](mailto:procurement@ffa.int) with e-monitoring for long-line transshipment noted in the heading.

The FFA Standard Conditions of Contract are not negotiable.

<p style="text-align: center;"><b>Terms of Reference</b></p> <p style="text-align: center;"><b>RFP No CP15_2021</b></p> <p style="text-align: center;"><b>AN INVESTIGATION OF THE POTENTIAL FOR E-MONITORING FOR LONGLINE VESSEL TRANSHIPMENTS IN THE WCPFC AREA</b></p>
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A. Title

**REQUEST FOR PROPOSAL- AN INVESTIGATION OF THE POTENTIAL FOR E-MONITORING FOR LONGLINE VESSEL TRANSHIPMENTS IN THE WCPFC AREA**

B. Background and Terms of Reference

Fishing vessels operating in the WCPFC Area undertaking high-seas transhipments are required to carry observers as a requirement of the relevant WCPFC CMM (CMM 2009-06). Fishing vessels are required to submit a transhipment notification and declaration to the WCPFC Secretariat and coverage of these declarations appear to be high. However, the collection of independent, observer-reported information on transhipped catch is not mandatory and so coverage of submitted data is very poor.

Observers are sourced directly by vessel companies, mainly from Vanuatu and Kiribati, but also from time-to-time from RMI and FSM. These countries are SPC/FFA members and so there is an opportunity for SPC and FFA to provide technical assistance to improve the protocol and submission of the transhipped catch data, as collected by observers monitoring longline transhipments, **but also consider the potential of E-Monitoring to acquire data from at sea longline transhipment operations.**

A project (Phase 1) involving industry stakeholders has been conducted over the past two years and focussed on trials of an EM system to monitor frozen longline transhipment operations to better understand the role that EM can play in increasing transparency of transhipment activities. Phase 2 of this Project is now in the final planning stage and will involve a cooperative project of several stakeholders including The Nature Conservancy (TNC), Forum Fisheries Agency (FFA), the Pacific Community (SPC), Vanuatu, Tunago Fishing and Shipping Company, Key Traceability, the Thai Union Group.

Phase 2 of this project will also build and link to the important work of a recent FFA/SPC study which involved tuna longline and transhipment carrier vessels ([FFA Longline Transhipment Final Report link](#)).

Scientific support for the Phase 2 Project will be provided by staff from the Oceanic Fisheries Program of the Pacific Community (SPC) along with TNC staff and TNC consultants.

## Terms of Reference (TORS)

The objective of the project is the potential of E-Monitoring to acquire relevant data from at sea longline transshipments. The Phase 2 of the project is seeking an experienced regional contractor who will undertake the at-sea/in-port component of the Project.

TNC, FFA and SPC will facilitate contact and arrangements between the Consultant, relevant industry parties and the relevant member countries providing transshipment observers and involved in transshipment operations.

The following are the terms of reference (TORS) for this consultancy:

1. Conduct a trip on a carrier vessel for the purpose of monitoring the transshipment of frozen longline catch at sea. The trip will involve considerable transit time and estimated to be approximately 40-60 days.
2. Document in detail the onboard procedures for longline transshipment including but not limited to:
  - a) how species are mixed or separated in the cargo holds (e.g., strapped or cargo netted over),
  - b) where possible, how they are sorted pre-offloading on the longline vessels,
  - c) what information is recorded on the bridge including how each vessel is credited for its catch, and
  - d) the weights by species or species group per vessel offloaded at the final cannery or processing destination,
3. If technically feasible and practical, the consultant will conduct an EM video review and data annotation once the transshipment vessel is full (hatches sealed) and the long run back to port commences.
4. Provide supervision to a contracted Fisheries Observer who will also participate in the field work. The work of the Fisheries Observer will include (but not limited to):
  - a. collect data under the supervision and direction of the contractor;
  - b. In conjunction with the contractor, build a Scope of Work to direct data collection protocols, and
  - c. Support for the consultant directing the at-sea research components.
5. Provide a report of the field work, including the key requirements in documenting on board procedures and recommendations including consideration for
  - a. updating information on draft EM Transshipment Performance and Data Standards (e.g. the draft SPC/FFA/PNA Data Collection Committee – DCC standards), in collaboration with relevant stakeholders, to help guide the data collection and adoption and scaling up of EM on other transshipment carrier vessels operating in the WCPO.
  - b. specific data elements that would support an efficient, tandem EM-HO monitoring approach, both in stand-alone and in synergistic fashions.

### C. Possible Indicative Input Timelines

TORs 1–4: **Preparation will require at least 1 week** and will need to include consultation with TNC, FFA and SPC.

**Field work of up to 4 or more weeks**: This will depend on the logistics of getting on and of Carrier vessel for a trip coordinated with an FFA Member Observer.

TOR 5: **2 weeks**: This work can be initiated during the field work.

**NOTE:** Specific dates for the completion of these tasks have not been suggested. This is due to possible delays in accessing and departing from a carrier vessel for the at sea component of this assignment. However, it is important that the work be undertaken as soon as possible and a draft report be provided **no later than 2 months after disembarking from the carrier vessel**

### D. Institutional Arrangement

All communications and consultations for the preparation of proposals should be directed to Ferral Lasi [ferral.lasi@ffa.int](mailto:ferral.lasi@ffa.int) or Rajneel Singh [rajneel.singh@ffa.int](mailto:rajneel.singh@ffa.int)

In implementing the work, the successful bidder will be accountable to the FFA Director of Operations.

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