

## 2. Data Sheet

	<b>General</b>
<b>2.1.</b>	<p><b>Name of Client (Purchaser):</b> The Safeguarding Solomon Islands endemic and globally threatened biodiversity and ecosystem services from key threats, particularly invasive alien species and unsustainable land use practices (SAFE) Project under the Ministry of Environment, Climate Change, Disaster Management and Meteorology</p> <p><b>Method of selection:</b> Simplified Quality and Cost Based Selection (QCBS)</p> <p><b>The name and reference number of the Invitation for Proposals is:</b> Request For Proposals (RfP); “SAFE Project Diversified Resilient Livelihood Consultancy Services RFP No:</p>
<b>2.2.</b>	<p>Requests for clarifications must be received within <b>7 days</b> of deadline for submission at the following address:</p> <p><b>The Safeguarding Solomon Islands endemic and globally threatened biodiversity and ecosystem services from key threats, particularly invasive alien species and unsustainable land use practices (SAFE) Project; Ministry of Environment, Climate Change, Disaster Management and Meteorology</b></p> <p><b>Att:Jennifer Betina Kilua, National Project Manager, SAFE Project,</b>  <b>Or Silas Arukwai, Project Associate, SAFE Project PMU Office, Advance Technology Limited Building, Level 1, MECDM Headquarter, Point Cruz, Honiara, Solomon Islands</b>  <b>Tel: (+677) 23031/23032</b>  Email: <a href="mailto:Jennifer.Betina.Kilua@undp.org">Jennifer.Betina.Kilua@undp.org</a> or <a href="mailto:Silas.Arukwai@undp.org">Silas.Arukwai@undp.org</a> / <a href="mailto:lafasanga@gmail.com">lafasanga@gmail.com</a>/</p>
<b>2.3.</b>	Pre-bid conference meeting will not be held but clarifications can be sought through emails on the technical details of the assignment at: <a href="mailto:Jennifer.Betina.Kilua@undp.org">Jennifer.Betina.Kilua@undp.org</a> or and
	<b>Preparation of Proposals</b>
<b>2.4.</b>	The consultancy firm/NGO shall submit <b>one (1) original</b> and <b>two (2) copies</b> of proposal.
	<b>Submission and Opening of Proposals</b>
<b>2.5.</b>	<p><b>Deadline of application submission: Friday 17<sup>th</sup> October 2025, 4:30pm local time (GMT +11)</b></p> <p><b>Address the tender to:</b></p> <ul style="list-style-type: none"> <li>✓ National Project Manager, SAFE Project PMU Office, Advance Technology Limited Building, Level 1, MECDM Headquarter, Point Cruz, Honiara, Solomon Islands</li> <li>✓ All applications must be hand-delivered and sent by email.</li> <li>✓ Only those consultancy firms/NGOs who meet the technical qualification criteria will be contacted by the SAFE Project PMU and the Ministry.</li> <li>✓ For more information about the tender, collection of the specific Terms of Reference and tender documentation from SAFE Project PMU, call <b>23031/7657545</b> or email to the Project Associate <a href="mailto:Silas.Arukwai@undp.org">Silas.Arukwai@undp.org</a> or <a href="mailto:lafasanga@gmail.com">lafasanga@gmail.com</a></li> <li>• For any detailed clarifications on the scope of work, you may contact Ms Jennifer Betina Kilua: <a href="mailto:Jennifer.Betina.Kilua@undp.org">Jennifer.Betina.Kilua@undp.org</a> and Muhammad Sohail: <a href="mailto:muhammad.sohail@undp.org">muhammad.sohail@undp.org</a> Incomplete tender documents will not be considered. Every information required must be indicated.</li> <li>• Late or incomplete tender documents shall be rejected.</li> </ul>

## Selection Criteria (as prescribed in the TOR)

### A. Eligibility and Legal Status (Pass/Fail)

- a. Legally registered entity with valid certificate of registration.
- b. Tax Identification Number (TIN) and relevant IRD registration.
- c. Submission of all required documents:
  - Expression of Interest (EOI) letter,
  - Organizational profile and evidence of similar assignments,
  - Technical proposal/methodology,
  - Financial proposal.

### B. Technical Evaluation Criteria (Weighted Scoring)

Criteria	Weighting
<b>Technical Evaluation</b>	<b>70%</b>
<b>1. Institutional Experience and Track Record (20 points)</b> <ul style="list-style-type: none"> <li>- Minimum 7 years of proven experience implementing community-based livelihood, biodiversity conservation, natural resource management, or conservation enterprises.</li> <li>- Demonstrated experience in value chain development, market linkage facilitation, and rural enterprise development.</li> <li>- Documented success in implementing similar projects in Pacific Islands/SIDS context, preferably Solomon Islands or Melanesia.</li> <li>- Evidence of delivering assignments with gender and youth empowerment focus.</li> </ul>	
<b>Technical and Methodological Approach (30 points)</b> <ul style="list-style-type: none"> <li>- Clarity, feasibility, and innovation of the proposed methodology and work plan.</li> <li>- Application of participatory approaches with communities, ensuring local ownership.</li> <li>- Integration of ecosystem restoration, biodiversity conservation, and income diversification into livelihoods/business models.</li> <li>- Clear framework for capacity building, sustainable financing mechanisms, and market linkages.</li> <li>- Robust plan for monitoring, reporting, and adaptive management.</li> </ul>	
<b>3. Team Composition and Expertise (20 points)</b> <ul style="list-style-type: none"> <li>- Multidisciplinary team with expertise in:               <ul style="list-style-type: none"> <li>o Livelihoods and enterprise development,</li> <li>o Value chain and market analysis,</li> <li>o Community development and participatory facilitation,</li> <li>o Biodiversity conservation/natural resource management,</li> <li>o Gender, youth, and social inclusion,</li> <li>o Financial literacy, sustainable financing, and microfinance.</li> </ul> </li> <li>- Proven skills in facilitation, research, report writing, and training delivery.</li> </ul>	

<b>4. Local Context Knowledge and Engagement Capacity (15 points)</b> <ul style="list-style-type: none"> <li>- Demonstrated ability to work effectively with rural communities, CBOs, and provincial/national authorities.</li> <li>- Prior working experience in Solomon Islands is highly desirable.</li> <li>- Strong understanding of cultural, socio-economic, and environmental challenges in Western Province.</li> </ul>	
<b>5. Organizational Capacity and Resources (15 points)</b> <ul style="list-style-type: none"> <li>- Evidence of institutional systems to deliver and manage assignments (e.g., project management, financial management, monitoring and evaluation).</li> <li>- Ability to mobilize quickly and complete work within the assignment duration (6 months).</li> <li>- Partnerships or networks in-country to support implementation.</li> </ul>	
<b>Total (minimum qualifying score 70% out of 100)</b>	
<b>Financial Proposal</b>	<b>30%</b>