



Request for Proposals (RfP)

Consultant to perform Species conservation planning for the Fennec Fox and the Dorcas Gazelle in both Wadi El Rayan and Lake Quarun Protected areas.

IUCN ROWA, Effective Management of Wadi El Rayan and Lake Quarun Protected Areas, Biodiversity and Protected Areas, World Heritage Programme

RfP Reference: IUCN-24-09-P03296-001

Welcome to this Procurement by IUCN. You are hereby invited to submit a Proposal. Please read the information and instructions carefully because non-compliance with the instructions may result in disqualification of your Proposal from this Procurement.

1. REQUIREMENTS

- 1.1. A detailed description of the services and/or goods to be provided can be found in Attachment 1.

2. CONTACT DETAILS

- 2.1. During the course of this procurement, i.e. from the publication of this RfP to the award of a contract, you may not discuss this procurement with any IUCN employee or representative other than the following contact. You must address all correspondence and questions to the contact, including your proposal.

IUCN Contact: Procurement, Regional Office for West Asia. procurement.rowa@iucn.org

3. PROCUREMENT TIMETABLE

- 3.1. This timetable is indicative and may be changed by IUCN at any time. If IUCN decides that changes to any of the deadlines are necessary, we will contact you.

DATE	ACTIVITY
September 24, 2024	Publication of the Request for Proposals
September 25, 2024	Deadline for submission of questions
September 26, 2024	Planned publication of answers to questions
October 02, 2024	Deadline for submission of proposals to IUCN (" Submission Deadline ")
TBD	Clarification of proposals
TBD	Planned date for contract award
TBD	Expected contract start date

- 3.2. Please email the IUCN contact to confirm whether you are intending to submit a proposal by the deadline stated below.

4. COMPLETING AND SUBMITTING A PROPOSAL

- 4.1. Your Proposal must consist of the following three documents:

- Signed Declaration of Undertaking (see Attachment 2)
- Technical Proposal (see Section 4.4 below)

- Financial Proposal (see Section 4.5 below)

Proposals must be prepared in English.

- 4.2. Your Proposal must be submitted by email to the IUCN Contact (see Section 2). The subject heading of the email shall be [RfP Reference – bidder name]. The bidder name is the name of the company/organisation on whose behalf you are submitting the proposal, or your own surname if you are bidding as a self-employed consultant. Your proposal must be submitted in PDF format. You may submit multiple emails suitably annotated, e.g. Email 1 of 3, if attached files are too large to suit a single email transmission. You may not submit your Proposal by uploading it to a file-sharing tool.

IMPORTANT: Submitted documents must be password-protected so that they cannot be opened and read before the submission deadline. Please use the same password for all submitted documents. After the deadline has passed and within 12 hours, please send the password to the IUCN Contact. This will ensure a secure bid submission and opening process. Please DO NOT email the password before the deadline for Proposal submission.

- 4.3. *Eligibility*

Not applicable.

- 4.4. *Technical Proposal*

The technical proposal must address each of the criteria stated below explicitly and separately, quoting the relevant criteria reference number (left-hand column).

Proposals in any other format will significantly increase the time it takes to evaluate, and such Proposals may therefore be rejected at IUCN's discretion.

Where CVs are requested, these must be of the individuals who will carry out the work specified. The individuals you put forward may only be substituted with IUCN's approval.

IUCN will evaluate technical proposals with regards to each of the following criteria and their relative importance:

	Description	Information to provide	Relative weight
1	Quality of CV(s)	CV(s)	30%
2	Sample of similar assignments	Portfolio	30%
3	Proposed resources and timetable		20%
4	Quality of references		20%
TOTAL			100%

- 4.5. *Financial Proposal*

- 4.5.1. The financial proposal must be a fixed and firm price for the provision of the goods/services stated in the RfP in their entirety.

- 4.5.2. *Prices include all costs*

Submitted rates and prices are deemed to include all costs, insurances, taxes (except VAT, see below), fees, expenses, liabilities, obligations, risk and other things necessary for the performance of the Terms of Reference or Specification of Requirements. IUCN will not accept charges beyond those clearly stated in the Financial Proposal. This includes applicable withholding taxes and similar. It is your

responsibility to determine whether such taxes apply to your organisation and to include them in your financial offer.

4.5.3. *Applicable Goods and Services Taxes*

Proposal rates and prices shall be inclusive of Value Added Tax.

4.5.4. *Currency of proposed rates and prices*

All rates and prices submitted by Proposers shall be in United States Dollars (USD)

Breakdown of rates and prices

Please provide a comprehensive and detailed budget according to the following format:

	Description	Quantity	Unit Price	Total Price
1				
2				
	TOTAL			

All expenditures related to this service will be managed by the consultant including but not limited: to travel, accommodation, and transportation. Etc

4.6. Additional information not requested by IUCN should not be included in your Proposal and will not be considered in the evaluation.

4.7. Your proposal must remain valid and capable of acceptance by IUCN for a period of 90 calendar days following the submission deadline.

4.8. *Withdrawals and Changes*

You may freely withdraw or change your proposal at any time prior to the submission deadline by written notice to the IUCN Contact. However, to reduce the risk of fraud, no changes or withdrawals will be accepted after the submission deadline.

5. **EVALUATION OF PROPOSALS**

5.1. *Completeness*

IUCN will firstly check your proposal for completeness. Incomplete proposals will not be considered further.

5.2. *Technical Evaluation*

5.2.1. *Scoring Method*

Your proposal will be assigned a score from 0 to 10 for each of the technical evaluation criteria, such that '0' is low and '10' is high.

5.2.2. *Minimum Quality Thresholds*

Proposals that receive a score of '0' for any of the criteria will not be considered further.

5.2.3. *Technical Score*

Your score for each technical evaluation criterion will be multiplied with the respective relative weight (see Section 4.4) and these weighted scores added together to give your proposal's overall technical score.

5.3. *Financial Evaluation and Financial Scores*

The financial evaluation will be based upon the full total price you submit. Your financial proposal will receive a score calculated by dividing the lowest financial proposal that has passed the minimum quality thresholds (see Section 5.2.2) by the total price of your financial proposal.

Thus, for example, if your financial proposal is for a total of CHF 100 and the lowest financial proposal is CHF 80, you will receive a financial score of $80/100 = 80\%$

5.4. *Total Score*

Your proposal's total score will be calculated as the weighted sum of your technical score and your financial score.

The relative weights will be:

Technical:	70%
Financial:	30%

Thus, for example, if your technical score is 83% and your financial score is 77%, you will receive a total score of $83 * 70\% + 77 * 30\% = 58.1\% + 23.1\% = 81.2\%$.

Subject to the requirements in Sections 4 and 7, IUCN will award the contract to the bidder whose proposal achieves the highest total score.

6. **EXPLANATION OF PROCUREMENT PROCEDURE**

- 6.1. IUCN is using the Invitation Procedure for this procurement. This means that only invited bidders may submit a proposal. IUCN typically invites from four to six bidders to submit a proposal.
- 6.2. You are welcome to ask questions or seek clarification regarding this procurement. Please email the IUCN Contact (see Section 2), taking note of the deadline for submission of questions in Section 3.1.
- 6.3. All proposals must be received by the submission deadline in Section 3.1 above. Late proposals will not be considered. All proposals received by the submission deadline will be evaluated by a team of two or more evaluators in accordance with the evaluation criteria stated in in this RfP. No other criteria will be used to evaluate proposals. The contract will be awarded to the bidder whose proposal received the highest Total Score. IUCN does, however, reserve the right to cancel the procurement and not award a contract at all.
- 6.4. IUCN will contact the bidder with the highest-scoring proposal to finalise the contract. We will contact unsuccessful bidders after the contract has been awarded and provide detailed feedback. The timetable in Section 3.1 gives an estimate of when we expect to have completed the contract award, but this date may change depending on how long the evaluation of proposals takes.

7. **CONDITIONS FOR PARTICIPATION IN THIS PROCUREMENT**

- 7.1. To participate in this procurement, you are required to submit a proposal, which fully complies with the instructions in this RfP and the Attachments.
 - 7.1.1. It is your responsibility to ensure that you have submitted a complete and fully compliant proposal.
 - 7.1.2. Any incomplete or incorrectly completed proposal submission may be deemed non-compliant, and as a result you may be unable to proceed further in the procurement process.
 - 7.1.3. IUCN will query any obvious clerical errors in your proposal and may, at IUCN's sole discretion, allow you to correct these, but only if doing so could not be perceived as giving you an unfair advantage.

7.2. To participate in this procurement, you must meet the following conditions:

- Free of conflicts of interest
- Registered on the relevant professional or trade register of the country in which you are established (or resident, if self-employed)
- In full compliance with your obligations relating to payment of social security contributions and of all applicable taxes
- Not been convicted of failing to comply with environmental regulatory requirements or other legal requirements relating to sustainability and environmental protection.
- Not bankrupt or being wound up.
- Never been guilty of an offence concerning your professional conduct.
- Not involved in fraud, corruption, a criminal organisation, money laundering, terrorism, or any other illegal activity.

7.3. You must complete and sign the Declaration of Undertaking (see Attachment 2)

7.4. If you are participating in this procurement as a member of a joint venture, or are using sub-contractors, submit a separate Declaration of Undertaking for each member of the joint venture and sub-contractor, and be clear in your proposal which parts of the goods/services are provided by each partner or sub-contractor.

7.5. Each bidder shall submit only one proposal, either individually or as a partner in a joint venture. In case of joint venture, one company shall not be allowed to participate in two different joint ventures in the same procurement nor shall a company be allowed to submit a proposal both on its behalf and as part of a joint venture for the same procurement. A bidder who submits or participates in more than one proposal (other than as a subcontractor or in cases of alternatives that have been permitted or requested) shall cause all the proposals with the bidder's participation to be disqualified.

7.6. By taking part in this procurement, you accept the conditions set out in this RfP, including the following:

- It is unacceptable to give or offer any gift or consideration to an employee or other representative of IUCN as a reward or inducement in relation to the awarding of a contract. Such action will give IUCN the right to exclude you from this and any future procurements, and to terminate any contract that may have been signed with you.
- Any attempt to obtain information from an employee or other representative of IUCN concerning another bidder will result in disqualification.
- Any price fixing or collusion with other bidders in relation to this procurement shall give IUCN the right to exclude you and any other involved bidder(s) from this and any future procurements and may constitute a criminal offence.

8. CONFIDENTIALITY AND DATA PROTECTION

8.1. IUCN follows the European Union's General Data Protection Regulation (GDPR). The information you submit to IUCN as part of this procurement will be treated as confidential and shared only as required to evaluate your proposal in line with the procedure explained in this RfP, and for the maintenance of a clear audit trail. For audit purposes, IUCN is required to retain your proposal in its entirety for 10 years after the end of the resulting contract and make this available to internal and external auditors and donors as and when requested.

8.2. In the Declaration of Undertaking (Attachment 2) you need to give IUCN express permission to use the information you submit in this way, including personal data that forms part of your proposal. Where you include personal data of your employees (e.g. CVs) in your proposal, you need to have written permission from those individuals to share this information with IUCN, and for IUCN to use this information as indicated in 8.1. Without these permissions, IUCN will not be able to consider your proposal.

9. COMPLAINTS PROCEDURE

If you have a complaint or concern regarding the propriety of how a competitive process is or has been executed, then please contact procurement@iucn.org. Such complaints or concerns will be treated as confidential and are not considered in breach of the above restrictions on communication (Section 2.1).

10. CONTRACT

The contract will be based on IUCN's template in Attachment 3, the terms of which are not negotiable. They may, however, be amended by IUCN to reflect requirements from the donor funding this procurement.

11. ABOUT IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development, and nature conservation to take place together.

Headquartered in Switzerland, IUCN Secretariat comprises around 1,000 staff with offices in more than 50 countries.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments, and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools, and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems, and improve people's well-being.

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12. ATTACHMENTS

Attachment 1: *Specification of Requirements / Terms of Reference*

Attachment 2: *Declaration of Undertaking (select 2a for companies or 2b for self-employed as applicable to you)*

Attachment 3: *Contract Template*



Terms of Reference for IUCN Consultancy

Title: Consultant to perform Species conservation planning for the Fennec Fox and the Dorcas Gazelle in both Wadi El Rayan and Lake Quarun Protected areas.

Objective of the Consultancy

This consultancy has the following objective(s):

1. Developing a species conservation action plan Fennec fox *Vulpes zerda*.
2. Developing a species conservation action plan Dorcas gazelle *Gazella dorcas*.

Background

Project Reference: **P03296**

Donor reference: **GFL- Ecosystem Division-M99-32GFL-11207-14AC0003-SB-008233**

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About the Project

Egypt's high biodiversity is partly due to its location at the juncture of four bio- geographical regions, namely the Irano-Turanian, Mediterranean, Saharo-Sindian and Afrotropical regions, and to its diversity of landscapes and topographic features, ranging from the rugged mountains of South Sinai and the Eastern Desert (up to 2,641 m) to the Qattara Depression (134 m below mean sea level), to flat featureless gravel plains and complex hilly country. Egypt is considered home to an extensive diversity of terrestrial habitats, fauna, flora and microorganisms, and although the country has comparatively low species numbers and few endemics, its biodiversity is exceptionally diverse in composition and has high global significance. A significant part of Egypt's diverse species lies within nationally designated protected areas.

In Egypt, there are 30 protected areas covering 15% of the terrestrial area, while over 9% of the coastal and nearshore environment is protected and all activities carried out in these protected areas

are to be subjected to the Egyptian Environmental Affairs Agency's (EEAA) control. A number of laws in Egypt provide the enabling environment that supports biodiversity management in the country. The law assigns a major role to the EEAA in the management and monitoring of protected areas, including the management of the licensing and permit system for any activity undertaken in protected areas requiring EIAs. All activities carried out in protected areas are to be subjected to the EEAA's control, which can take steps to enforce the rules and stop any illegal activity.

The International Union for Conservation of Nature - Regional Office for West Asia (IUCN ROWA) is currently executing the Project "Effective Management of Wadi El-Rayan and Lake Quarun Protected Areas in Egypt". The project is implemented in partnership with the Egyptian Environmental Affairs Agency (EEAA) and with the support of the Global Environment Facility (GEF) and UN Environment Programme (UNEP). The project aims to strengthen the overall management of the Wadi El-Rayan and Lake Quarun protected areas to safeguard biodiversity by addressing a range of threats. It seeks to enable community involvement, capacity building as the principle means toward improving effectiveness. The project mainly focuses on two PAs, Wadi El Rayan Protected Area (WRPA) and Lake Quarun Protected Area (LQPA) which are located within the Fayoum Governorate.

The project will enhance the management effectiveness of WRPA and LQPA through a number of interventions on the level of the PA and its surrounding communities. This assignment will focus on developing a species conservation action plan for **Fennec fox *Vulpes zerda* and Dorcas gazelle *Gazella dorcas* in both protected area.**

Description of the Assignment:

IUCN – ROWA is seeking the support of an experienced expert for developing and preparing a species conservation action plan for the below mentioned species found in both WRPA and LQPA as part of the "Effective Management of Wadi El Rayan and Lake Quarun Protected Areas" Project activities.

- **Fennec fox; *Vulpes zerda* (Zimmermann, 1780):**

According to the (Wacher, T., Bauman, K. and Cuzin, F. 2015) assessment published on the IUCN Red List of Threatened Species, this species is listed as Least Concern (LC) as this species is widespread in the sandy deserts and semi-deserts of northern Africa, ranging from Western Sahara and Mauritania to northern Sinai, and there currently are no known major range-wide threats believed to be resulting in a population decline that would warrant listing in a threatened category. but following the study conducted by (Karssene et al. 2017) shows that distribution of Fennec Fox in the North Sahara Desert predicted to contract due to the decrease of the Suitable habitat by more than 40% between 2010s and 2050s which is the effect of climate change. The conservation actions that were taken to protect this species, CITES – Appendix II as June 2019. Additionally, it is legally protected in Morocco (including Western Sahara), Algeria, Tunisia and Egypt. This species could be found in several PAs over the Sahara and in Egypt can be found both Wadi El Rayan and Lake Qaroun protected area along with Bir El Abd Conservation Area.

- **Dorcas gazelle; *Gazella dorcas* (Linnaeus, 1758):**

According to the (IUCN SSC Antelope Specialist Group. 2017) assessment published on the IUCN Red List of Threatened Species, this species is listed as Vulnerable (VU). The numbers of Dorcas Gazelle have been in decline for some time mainly due to hunting, and these declines have worsened with more intensive motorized hunting. Habitat degradation resulting from overgrazing by livestock and drought have also had negative impacts. Over the whole range, these declines are continuing and are estimated to have exceeded 30% over the last 15 years (three generations). The gazelle considers to be resident in these countries Algeria; Chad; Djibouti; Egypt: Elba National Park and Saint Catherine Protectorate (Sinai) and in both protected areas as well; Eritrea; Ethiopia; Jordan; Libya; Mali; Mauritania; Morocco; Niger; Somalia; Sudan; Tunisia; Western Sahara. The gazelle could be found in the arid and sub-arid zones. It is the most ubiquitous of all the Sahelo-Saharan Antelopes. Habitats in which *Gazella dorcas* has been observed include regs, dunes, flat gravel-plains, mixed gravel and dune areas and gravel plateaux, wadis and rocky areas. It can be found throughout the Sahara and the Sahel, but it tends to avoid very sandy areas or true deserts. According to East (1999) compiled figures that suggested a sub-Saharan population of 35,000 to 40,000 and a total population

somewhere in the tens of thousands. Numbers were declining generally, except where hunting pressure was low (East 1999). Lafontaine et al. (2005) report recent declines in almost all range states and say it has disappeared from many regions and is seriously reduced in numbers where it survives. A population of 1,000-2,000 is in rapid decline in Egypt, mostly outside protected areas (Saleh 2001). According to (Attum, 2018) the population in WRPA in the late 1990's was estimated to be between 6 and 14 animals. By 2008, three gazelle were confirmed through a systematic survey within and nearby WRPA, indicating the minimum population size. The species is listed on the Convention on the Conservation of Migratory Species of Wild Animals (CMS) Appendix I and included in the CMS Sahelo-Saharan Antelopes Action Plan.

The scope of work of this assignment includes developing a species conservation action plan for the Fennec fox and Dorcas gazelle in both Wadi El Rayan and Lake Qaroun protected areas.

Key Responsibilities:

To develop a species conservation action plan, the consultant should follow these detailed steps based on the Species Conservation Planning Cycle which include, but not limited to:

- Assemble a diverse team that includes ecologists, conservationists, local stakeholders, and other relevant experts and ensure that team members have complementary skills and knowledge.
- Choose an appropriate planning method (e.g., IUCN SSC SCS) and tools for facilitation & Establish timelines and set up meetings to discuss progress.
- Conduct a thorough analysis of the current status of target species and gather data on population numbers, distribution, habitat conditions, and ecological roles.
- Identify critical threats to the species' survival.
- Set a vision that reflect achievable and long-term goals for species population recovery and habitat restoration.
- Translate the vision into specific operational goals that can guide implementation and define indicators that will help measure success.
- Break down goals into short-term objectives with clear indicators for evaluation which should outline immediate actions needed to achieve longer-term goals.
- Identifying possible actions and strategies through brainstorm potential actions that could be taken to meet each objective, such as considering various strategies like habitat restoration, legal protection measures, community engagement programs, etc.
- Select actions based on their predicted effectiveness, feasibility, cost-effectiveness, and stakeholder support.
- Develop conservation action plan for each target species which,
 - Track progress toward achieving objectives against established indicators
 - Specify what data will be collected, how it will be analyzed, and who will be responsible for monitoring.
 - Outline specific activities required for implementation along with timelines and budgets.
 - Monitor feedback from team members and stakeholders to inform ongoing efforts.
 - Analyze results to determine if adjustments are necessary in strategies or actions based on what has been learned during implementation

Duration of the Assignment

From 1st of October till the 30th of November 2024

Deliverables and Activities

The consultant is expected to work for 30 working days between October 2024 and November 2024 through office and field work, and consultation with the EEAA and relevant stakeholders. The consultant shall submit an invoice at the end of all tasks and delivery of all the above- mentioned reports. The payment of full instalment will be made upon satisfactory completion of deliverables.

Deliverable	Description	Deadline
Deliverable 1	Inception report covering the detailed workplan, methodology, conservation plan draft outline.	15 October 2024
Deliverable 2	Status review and data collection report for target species: this includes but not limited to (Species description, the species' functions and values, Historical population, current distribution (which should include distribution range map) and, demography, Habitat and resource assessment, threat analysis, conservation and management, etc.).	25 October 2024
Deliverable 3	A draft Conservation species Plan for target species according to the IUCN standard.	30 October 2024
Deliverable 4	Monitoring and Evaluation Reports, Reports documenting the progress of the implementation of conservation actions, findings from monitoring activities, and recommendations for adaptive management.	30 October 2024
Deliverable 5	A finalised Species Conservation Action Plan: Comprehensive and actionable final plan, incorporating feedback from stakeholders.	15 November 2024
Deliverable 6	Presentations for all the above-described deliverables.	30 November 2024

Payment Schedule

The Timetable below summarizes the chronological order of deliverables and indicates milestones at which IUCN will pay the Consultant.

Deliverable	Payment
1. Deliverable 1	20%
2. Deliverable 2	20%
3. Deliverable 3	20%
4. Deliverable 4	20%
5. Deliverable 5 & 6	20%

Skills and Experience

- PhD degree in ecology, environmental sciences, biodiversity conservation, or any other related fields. Scientific research published in specialized journals in the above-mentioned field would be an asset.
- Previous experience in the field of biodiversity conservation management and capacity building.
- At least 15 years of experience in developing species conservation plans or similar strategic documents, with a demonstrated track record of successful projects, preferably with a focus on Egypt or similar regions.

- In-depth knowledge of the ecology, behaviour, and conservation needs of the Slender-billed Gull and the Fennec Fox.
- Familiarity with the specific challenges and opportunities related to these species in Egypt as whole and in Wadi El Rayan and Lake Qaroun protected areas in specific.
- Experience in conducting stakeholder consultations and incorporating feedback into conservation planning including government agencies, the private sector, and civil society.
- Ability to compile large amounts of information succinctly into a coherent document for conservation practitioners and government officials.
- Excellent facilitation and coordination skills, the ability for managing the timely and effective delivery of both quantity and quality work on time.
- Proficiency in written and spoken English is required and a proficiency in Arabic languages is an advantage.

Supervision and coordination

The consultant will report to and work under the supervision of Eng. Natalia BOULAD - Protected areas, Biodiversity and World Heritage Programme Manager.

Important note:

Consultation sessions can be done physically or virtually (conference call, online sessions) or both depending on the country situation. The consultant shall support in the preparation and organization of any physically held session if needed.

1. All the deliverables from the consultants, whether reports, presentations, documents, etc. should include (IUCN, EEAA, GEF and UNEP) logos and the four institutions should be mentioned whenever this activity is mentioned.
2. Any pictures, figures, charts, etc. used in this consultancy must include the copyrights.
3. Any works on maps for this consultancy, the shape files and map packages will need to be submitted (JPEG and PDF).
4. The final compiled reports for this assignment will need to follow the IUCN's visual identity and publication guidelines, which will be provided by the IUCN.