



**Mediterranean  
Action Plan**  
Barcelona  
Convention



**CALL FOR CONSULTANTS N°38/2024\_SPA/RAC\_SAPBIO**

**TERMS OF REFERENCE FOR THE PROVISION  
CONSULTING SERVICES**

**POST 2020 SAPBIO Mid Term Assessment**

**Adriatic Sub-region Expert**

October 2024

## A. TECHNICAL SPECIFICATIONS

### 1. CONTEXT

#### 1.1. SPA/RAC, 30 years of action for the Mediterranean

The Specially Protected Areas Regional Activity Centre (SPA/RAC) was established by the Contracting Parties to the Barcelona Convention in order to assist the Mediterranean countries in implementing the Protocol concerning Specially Protected Areas and Biological Diversity in the Mediterranean (SPA/BD Protocol) of the Barcelona Convention. Tunisia has been hosting the Centre since its establishment in 1985. The Centre works under the auspices of the United Nations Environment Programme / Mediterranean Action Plan (UNEP/MAP) - Barcelona Convention Secretariat, based in Athens, Greece.

SPA/RAC's main objective is to contribute to the protection, preservation and sustainable management of marine and coastal biological diversity in the Mediterranean and, in particular, the creation and effective management of marine and coastal areas of particular natural and cultural value and the conservation of threatened and endangered species of flora and fauna in the Mediterranean.

For more information, please consult: [www.spa-rac.org](http://www.spa-rac.org).

#### 1.2. CONTEXT

The Post-2020 Strategic Action Programme for the Conservation of Biodiversity and Sustainable Management of Natural Resources in the Mediterranean Region ([Post-2020 SAPBIO](#)), adopted by the 22<sup>nd</sup> Conference of the Parties (CoP22) through [Decision IG.25/11](#), sets a comprehensive framework aimed at preserving and restoring biodiversity across the region by 2030. In alignment with [Decision IG.26/5](#) of CoP23, the Regional Activity Centre for Specially Protected Areas (SPA/RAC) is tasked with conducting a mid-term evaluation of the Post-2020 SAPBIO to assess the collective progress made by the Contracting Parties.

This monitoring process must be fully in line with Chapter 7 "SAPBIO implementation and monitoring progress" of the POST 2020 SAPBIO and related articles of the [Decision IG.25/11](#) and [Decision IG.26/5](#).

The evaluation will engage key stakeholders, including Contracting Parties, UNEP/MAP components, and members of the SAPBIO Advisory Committee and the SAPBIO National Correspondents, to ensure a comprehensive and participatory review process.

### 2. OBJECTIVE

The primary objective of this consultancy is to implement the mid-term assessment of the Post-2020 SAPBIO, focusing on the evaluation of progress towards the 2025, 2027, and 2030 targets across the Mediterranean region. The consultancy aims to provide a detailed analysis of the implementation status of SAPBIO's Targets and Actions, as outlined in Annex III of the Post-2020 SAPBIO. The evaluation will identify key accomplishments, assess gaps in achieving the objectives, and propose strategic adjustments to ensure that the Post-2020 SAPBIO remains on track to meet its 2030 goals. The outputs of this consultancy will inform

the discussions at the 24<sup>th</sup> Conference of the Parties (CoP24) and will serve as a basis for refining national and regional biodiversity conservation strategies.

Specifically, the evaluation will:

- Assess the Current Status of each priority action within the Post-2020 SAPBIO framework by evaluating progress based on quantitative and qualitative indicators set for 2025.
- Provide a Comparison to 2027 Goals, analyzing whether the targets for 2027 have been achieved or if notable progress has been made toward their attainment.
- Identify the Path to 2030, highlighting areas that require additional efforts to meet the 2030 targets and outlining approaches to accelerate progress across the Mediterranean region.
- Formulate Strategic and Actionable Recommendations, based on the mid-term assessment, to improve the effective implementation of the Post-2020 SAPBIO programme. These recommendations will address identified achievements, challenges, and gaps, and outline necessary adjustments to ensure the achievement of the 2030 targets.

Additionally, the evaluation will need to apply indicators to monitor and measure progress towards the targets for 2025, 2027, and 2030. This framework will facilitate continuous assessment and adaptive management, providing a structured approach to tracking progress and achievements over time. Indeed, this consultancy will establish an evaluation approach and utilize it for the mid-term assessment. This evaluation approach will also serve as a model for future assessments planned by the Post-2020 SAPBIO.

In particular, the Targets and Actions that will serve as indicators of the implementation progress are:

### **Goal 1: Reduce the threats to biodiversity**

**Objective:** Strengthen conservation and protection efforts to preserve biodiversity and ecosystems in the Mediterranean.

#### **Key areas of focus within Goal 1 (1-15):**

1. SPECIES AND HABITATS PLANS
2. SPECIES RECOVERY
3. MARITIME TRAFFIC
4. NIS/IAS COMMITMENT
5. NIS/IAS CAPACITY
6. NIS/IAS CONTROL
7. LITTER
8. EIA/SEA
9. WIND ENERGY
10. MINERALS
11. SPATIAL PLANNING
12. RESTORATION

13. CLIMATE CHANGE
14. GOOD ENVIRONMENTAL STATUS
15. MCPAs AND OECMs

**Assessment Criteria:**

- Current Status: Evaluate the progress made on each start-up action since the adoption of the Post-2020 SAPBIO framework in 2021 based on quantitative and qualitative indicators for each priority action 1 to 15.
- Comparison to 2027 Goals: Assess whether the targets set for 2027 have been achieved or if progress has been made towards their attainment based on quantitative and qualitative indicators for each priority action 1 to 15.
- Path to 2030: Identify areas requiring additional efforts to meet the targets set for 2030 and outline strategies to accelerate progress based on quantitative and qualitative indicators for each priority action 1 to 15.

**Goal 2: Ensure that biodiversity is preserved and maintained or enhanced to meet people's needs**

**Objective:** Enhance monitoring and assessment capabilities to evaluate the status and trends of biodiversity in the Mediterranean.

**Key areas of focus within Goal 2 (16-31):**

16. BIODIVERSITY PLATFORM
17. INVERTEBRATES
18. VERTEBRATES
19. HABITATS
20. NIS/IAS DATABASE
21. OVERFISHING and IUU
22. BY-CATCH
23. SMALL SCALE FISHERIES
24. AQUACULTURE
25. TOURISM
26. INTEGRATING BIODIVERSITY
27. STREAMLINE Post-2020 SAPBIO
28. POLITICAL WILL AND COORDINATION
29. STAKEHOLDER PARTICIPATION
30. TOP-DOWN AND BOTTOM-UP SCALING OF INTERNATIONAL COMMITMENTS
31. COMPLIANCE AND ENFORCEMENT

**Assessment Criteria:**

- Current Status: Evaluate the progress made on each start-up action since the adoption of the Post-2020 SAPBIO framework in 2021 based on quantitative and qualitative indicators for each priority action 16 to 31.
- Comparison to 2027 Goals: Assess whether the targets set for 2027 have been achieved or if progress has been made towards their attainment based on quantitative and qualitative indicators for each priority action 16 to 31.
- Path to 2030: Identify areas requiring additional efforts to meet the targets set for 2030 and outline strategies to accelerate progress based on quantitative and qualitative indicators for each priority action 16 to 31.

### **Goal 3: Enable transformative change through the implementation of tools and solutions**

**Objective:** Strengthen collaboration and capacity building initiatives to support biodiversity conservation efforts across the Mediterranean region.

#### **Key areas of focus within Goal 3 (32-42):**

32. IMAP Refinement
33. IMAP Implementation
34. Post-2020 SAPBIO Monitoring
35. Support to Run the SAPBIO
36. Capacity Building for the Post-2020 SAPBIO at National Level
37. Networking
38. Awareness
39. Outreach and Education
40. Employment
41. Sustainable Funding
42. Cooperation

#### **Assessment Criteria:**

- **Current Status:** Evaluate the progress made on each start-up action since the adoption of the Post-2020 SAPBIO framework in 2021 based on quantitative and qualitative indicators for each priority action 32 to 42.
- **Comparison to 2027 Goals:** Assess whether the targets set for 2027 have been achieved or if progress has been made towards their attainment based on quantitative and qualitative indicators for each priority action 32 to 42.
- **Path to 2030:** Identify areas requiring additional efforts to meet the targets set for 2030 and outline strategies to accelerate progress based on quantitative and qualitative indicators for each priority action 32 to 42.

## **3. TASKS AND EXPECTED RESULTS**

### **3.1. Recruitment and Composition of the Expert Team**

SPA/RAC will recruit a team of 5 international experts to jointly conduct the mid-term assessment of the Post-2020 SAPBIO in close concertation with SPA/RAC team and the assistance of SAPBIO Advisory Committee and the SAPBIO National Correspondents. The team will consist of:

- **Lead Team Expert:** Responsible for coordinating the overall assessment and compilation of information, including a focus on governance and policy topics.
- **Western Mediterranean Sub-region Expert:** Focused on the assessment of the Western Mediterranean area.
- **Ionian Sea and Central Mediterranean Sub-region Expert:** Focused on the assessment of the Ionian Sea and Central Mediterranean area.
- **Adriatic Sea Sub-region Expert:** Focused on the assessment of the Adriatic Sea area.
- **Aegean Sea and Levantine Basin Sub-region Expert:** Focused on the assessment of the Aegean Sea and Levantine Basin area.

The subregions are as follows:



WESTERN MEDITERRANEAN	IONIAN SEA AND CENTRAL MEDITERRANEAN	ADRIATIC SEA	AEGEAN SEA AND LEVANTINE BASIN
Algeria	Greece	Albania,	Cyprus
Spain	Italy	Bosnia and Herzegovina,	Egypt
France	Libya	Croatia,	Greece
Italy	Malta	Italy,	Israel
Morocco	Tunisia	Montenegro	Lebanon
Monaco		Slovenia	Türkiye
Tunisia			Syria

Tasks are as follow:

### 1. Lead Team Expert

#### o Responsibilities and Tasks:

- **Coordination:** Lead and coordinate the assessment team, ensuring effective communication and collaboration among all experts.
- **Technical Meetings:** Organize and facilitate dedicated technical meetings, ensuring all relevant stakeholders are engaged and informed.
- **Questionnaire Preparation:** Develop a comprehensive questionnaire based on Annex III of the Post-2020 SAPBIO. Coordinate with other experts to ensure the questionnaire covers all necessary aspects.
- **Questionnaire Circulation:** Manage the circulation of the questionnaire to Contracting Parties and partners. Compile and analyze responses.
- **Data Collection and Analysis:** Oversee the collection, analysis, and synthesis of data related to the implementation of the Post-2020 SAPBIO. Ensure data is comprehensive and accurate.
- **Document Review:** Conduct an in-depth review of relevant documents and reports to provide a solid foundation for the assessment.

- **Stakeholders Engagement:** Engage with Barcelona Convention contracting parties, UNEP/MAP components, and other stakeholders, including SAPBIO National Correspondents and the SAPBIO Advisory Committee, to gather input and validate findings.
- **Reporting:** Compile and draft the final mid-term assessment report, including governance and policy-related recommendations based on the assessment findings.
- **Follow-up:** Provide guidance on necessary follow-up actions to ensure the achievement of the Post-2020 SAPBIO objectives by 2030, including addressing key gaps and challenges identified during the assessment.

## 2. Western Mediterranean Sub-region Expert

### ○ Responsibilities and Tasks:

- **Data Collection:** Collect and analyze data on the implementation of the Post-2020 SAPBIO in the Western Mediterranean sub-region.
- **Progress Assessment:** Assess progress towards the targets and actions within Goals 1, 2, and 3 as they pertain to this sub-region.
- **Gap Analysis:** Identify gaps in the current implementation and provide recommendations to enhance progress toward the 2030 objectives.
- **Questionnaire Input:** Provide input and regional-specific questions for the questionnaire based on Annex III of the Post-2020 SAPBIO.
- **Stakeholders Engagement:** Engage with local stakeholders, including national correspondents and focal points, to gather insights and validate findings.
- **Reporting:** Contribute to the drafting of the mid-term assessment report with specific focus on the Western Mediterranean sub-region.
- **Follow-up:** Suggest follow-up actions and strategies to address identified gaps and accelerate progress towards the targets.

## 3. Adriatic Sea Sub-region Expert (Object of the present call)

### ○ Responsibilities and Tasks:

- **Data Collection:** Collect and analyze data on the implementation of the Post-2020 SAPBIO in the Adriatic Sea sub-region.
- **Progress Assessment:** Assess progress towards the targets and actions within Goals 1, 2, and 3 as they pertain to this sub-region.
- **Gap Analysis:** Identify gaps in the current implementation and provide recommendations to enhance progress toward the 2030 objectives.
- **Questionnaire Input:** Provide input and regional-specific questions for the questionnaire based on Annex III of the Post-2020 SAPBIO.

- **Stakeholders Engagement:** Engage with local stakeholders, including national correspondents and focal points, to gather insights and validate findings.
- **Reporting:** Contribute to the drafting of the mid-term assessment report with specific focus on the Adriatic Sea sub-region.
- **Follow-up:** Suggest follow-up actions and strategies to address identified gaps and accelerate progress towards the targets.

#### 4. Aegean Sea and Levantine Basin Sub-region Expert

##### ○ Responsibilities and Tasks:

- **Data Collection:** Collect and analyze data on the implementation of the Post-2020 SAPBIO in the Aegean Sea and Levantine Basin sub-region.
- **Progress Assessment:** Assess progress towards the targets and actions within Goals 1, 2, and 3 as they pertain to this sub-region.
- **Gap Analysis:** Identify gaps in the current implementation and provide recommendations to enhance progress toward the 2030 objectives.
- **Questionnaire Input:** Provide input and regional-specific questions for the questionnaire based on Annex III of the Post-2020 SAPBIO.
- **Stakeholders Engagement:** Engage with local stakeholders, including national correspondents and focal points, to gather insights and validate findings.
- **Reporting:** Contribute to the drafting of the mid-term assessment report with specific focus on the Aegean Sea and Levantine Basin sub-region.
- **Follow-up:** Suggest follow-up actions and strategies to address identified gaps and accelerate progress towards the targets.

#### 5. Ionian Sea and Central Mediterranean Sub-region Expert

##### ○ Responsibilities and Tasks:

- **Data Collection:** Collect and analyze data on the implementation of the Post-2020 SAPBIO in the Ionian Sea and Central Mediterranean sub-region.
- **Progress Assessment:** Assess progress towards the targets and actions within Goals 1, 2, and 3 as they pertain to this sub-region.
- **Gap Analysis:** Identify gaps in the current implementation and provide recommendations to enhance progress toward the 2030 objectives.
- **Questionnaire Input:** Provide input and regional-specific questions for the questionnaire based on Annex III of the Post-2020 SAPBIO.
- **Stakeholders Engagement:** Engage with local stakeholders, including national correspondents and focal points, to gather insights and validate findings.



- **Reporting:** Contribute to the drafting of the mid-term assessment report with specific focus on the Ionian Sea and Central Mediterranean sub-region.
- **Follow-up:** Suggest follow-up actions and strategies to address identified gaps and accelerate progress towards the targets.

### 3.2. Overall Expected Results

- Establishment of a standardized evaluation approach to be used for both the current mid-term assessment and future assessments as outlined in the Post-2020 SAPBIO.
- A comprehensive mid-term assessment report that evaluates the progress of the Post-2020 SAPBIO's Targets and Actions towards the 2025, 2027, and 2030 goals.
- Identification of key accomplishments and gaps in the implementation of the Post-2020 SAPBIO, with a particular focus on Mediterranean action plans listed under the SPA/BD Protocol, given the SAPBIO's alignment with the ECAP/IMAP.
- Recommendations for strategic adjustments to ensure that the Post-2020 SAPBIO remains on track.

### 3.3. Specific Tasks and Expected Results for Each Expert

- **Lead Team Expert :**
  - **Coordinate the overall assessment process**, ensuring alignment with the objectives of the Post-2020 SAPBIO, including milestones for 2025, 2027, and 2030.
  - **Develop and validate the assessment methodology and questionnaire** in collaboration with SPA/RAC, ensuring it is suited for both regional and sub-regional analyses, and based on established indicators and SAPBIO Targets and Actions.
  - **Oversee and support the work of sub-regional experts**, providing guidance and ensuring consistency and harmonization across sub-regional reports, particularly in terms of methodology, data use, and interpretation.
  - **Integrate inputs from sub-regional experts into a single comprehensive regional report**, paying particular attention to cross-cutting issues, governance, and policy aspects, while ensuring the final report addresses progress, gaps, and recommendations for 2025, 2027, and 2030 goals.
  - **Provide direct inputs on governance and policy topics**, ensuring these are addressed effectively in both the sub-regional assessments and the overall regional report.
  - **Facilitate the organization of and participate in online meetings** with Contracting Parties, regional partners, and other stakeholders to gather additional information, validate findings, and ensure stakeholder engagement throughout the assessment process.

- **Provide leadership during meetings** to ensure the integration of sub-regional findings and alignment with SAPBIO's overarching objectives.
  - **Ensure quality control and timely submission** of the final assessment report to SPA/RAC, ensuring all inputs are coherent and actionable.
- **Western Mediterranean Sub-region Expert:**
    - Conduct an assessment of the **Western Mediterranean** sub-region, analyzing progress on relevant Targets and Actions based on established indicators.
    - Prepare a sub-regional report that details accomplishments, challenges, identifies critical gaps, and suggests actionable steps for this sub-region.
    - Ensure findings are incorporated into the broader regional assessment report through collaboration with the Lead Team Expert and the other sub-regional experts.
    - Participate and contribute to meetings when necessary.
- **Adriatic Sea Sub-region Expert** (Object of the present call):
    - Conduct an assessment of the **Adriatic Sea** sub-region, analyzing progress on relevant Targets and Actions based on established indicators.
    - Prepare a sub-regional report that details accomplishments, challenges, identifies critical gaps, and suggests actionable steps for this sub-region.
    - Ensure findings are incorporated into the broader regional assessment report through collaboration with the Lead Team Expert and the other sub-regional experts.
    - Participate and contribute to meetings when necessary.
- **Aegean Sea and Levantine Basin Sub-region Expert:**
    - Conduct an assessment of the **Aegean Sea and Levantine Basin** sub-region, analyzing progress on relevant Targets and Actions based on established indicators.
    - Prepare a sub-regional report that details accomplishments, challenges, identifies critical gaps, and suggests actionable steps for this sub-region.
    - Ensure findings are incorporated into the broader regional assessment report through collaboration with the Lead Team Expert and the other sub-regional experts.
    - Participate and contribute to meetings when necessary.
- **Ionian Sea and Central Mediterranean Sub-region Expert:**
    - Conduct an assessment of the **Ionian Sea and Central Mediterranean** sub-region, analyzing progress on relevant Targets and Actions based on established indicators.

- Prepare a sub-regional report that details accomplishments, challenges, identifies critical gaps, and suggests actionable steps for this sub-region.
- Ensure findings are incorporated into the broader regional assessment report through collaboration with the Lead Team Expert and the other sub-regional experts.
- Participate and contribute to meetings when necessary.

The table below provides a summary of the tasks and results outlined above

<b>Task/Responsibility</b>	<b>Lead Team Expert</b>	<b>Sub-regional Experts</b>
<b>Questionnaire Development and Validation</b>	<ul style="list-style-type: none"> <li>- Coordinate with sub-regional experts to design a comprehensive questionnaire based on Annex III of the Post-2020 SAPBIO.</li> <li>- Submit the draft to SPA/RAC for review and incorporate feedback.</li> </ul>	<p><b>Western Mediterranean Expert</b></p> <ul style="list-style-type: none"> <li>- Provide input and regional-specific questions based on Annex III.</li> </ul> <p><b>Adriatic Sea Expert</b></p> <ul style="list-style-type: none"> <li>- Provide input and regional-specific questions based on Annex III.</li> </ul> <p><b>Aegean Sea and Levantine Basin Expert</b></p> <ul style="list-style-type: none"> <li>- Provide input and regional-specific questions based on Annex III.</li> </ul> <p><b>Ionian Sea and Central Mediterranean Expert</b></p> <ul style="list-style-type: none"> <li>- Provide input and regional-specific questions based on Annex III.</li> </ul>
<b>Questionnaire Dissemination</b>	Oversee the online survey setup and its circulation to Contracting Parties and regional partners.	<p><b>All Sub-regional Experts</b></p> <ul style="list-style-type: none"> <li>- Engage with local stakeholders for inputs.</li> </ul>
<b>Data Collection and Analysis</b>	<ul style="list-style-type: none"> <li>Oversee data collection to ensure it is comprehensive and accurate.</li> <li>- Facilitate coordination among sub-regional experts to avoid duplication of efforts.</li> </ul>	<p><b>Western Mediterranean Expert</b></p> <ul style="list-style-type: none"> <li>- Collect and analyze data on the implementation of the Post-2020 SAPBIO.</li> <li>- Assess progress towards Goals 1, 2, and 3.</li> </ul> <p><b>Adriatic Sea Expert</b></p> <ul style="list-style-type: none"> <li>- Collect and analyze data on the implementation of the Post-2020 SAPBIO.</li> <li>- Assess progress towards Goals 1, 2, and 3.</li> </ul> <p><b>Aegean Sea and Levantine Basin Expert</b></p> <ul style="list-style-type: none"> <li>- Collect and analyze data on the implementation of the</li> </ul>

		<p>Post-2020 SAPBIO.</p> <ul style="list-style-type: none"> <li>- Assess progress towards Goals 1, 2, and 3.</li> </ul> <p><b>Ionian Sea and Central Mediterranean Expert</b></p> <ul style="list-style-type: none"> <li>- Collect and analyze data on the implementation of the Post-2020 SAPBIO.</li> <li>- Assess progress towards Goals 1, 2, and 3.</li> </ul>
<b>Gap Analysis</b>	Provide guidance on identifying gaps in implementation and follow-up actions.	<p><b>All Sub-regional Experts</b></p> <ul style="list-style-type: none"> <li>- Identify gaps in implementation and provide tailored recommendations.</li> </ul>
<b>Sub-regional Reporting</b>	<p>Compile and draft the final regional report, ensuring integration of sub-regional findings including proposed follow-up actions for achieving objectives by 2030.</p> <ul style="list-style-type: none"> <li>- Ensure quality control of the final report.</li> </ul>	<p><b>Western Mediterranean Expert</b></p> <ul style="list-style-type: none"> <li>- Draft a mid-term assessment report focusing on the Western Mediterranean including follow-up actions to address identified gaps.</li> </ul> <p><b>Adriatic Sea Expert</b></p> <ul style="list-style-type: none"> <li>- Draft a mid-term assessment report focusing on the Adriatic Sea including follow-up actions to address identified gaps..</li> </ul> <p><b>Aegean Sea and Levantine Basin Expert</b></p> <ul style="list-style-type: none"> <li>- Draft a mid-term assessment report focusing on the Aegean Sea and Levantine Basin including follow-up actions to address identified gaps..</li> </ul> <p><b>Ionian Sea and Central Mediterranean Expert</b></p> <ul style="list-style-type: none"> <li>- Draft a mid-term assessment report focusing on the Ionian Sea and Central Mediterranean including follow-up actions to address identified gaps..</li> </ul>

**Key SAPBIO Documentation :**

- [POST 2020 SAPBIO](#)
- [POST 2020 MCPA and OECM strategy](#)

- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE WESTERN MEDITERRANEAN SUB-REGION BY 2030 AND BEYOND](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE ADRIATIC SEA SUB-REGION BY 2030 AND BEYOND](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE AEGEAN SEA AND LEVANTINE BASIN SUBREGION BY 2030 AND BEYOND](#)
- [CONSERVATION OF MARINE AND COASTAL BIODIVERSITY IN THE IONIAN SEA AND CENTRAL MEDITERRANEAN SUB-REGION BY 2030 AND BEYOND](#)
- [Decision IG.25/11](#)
- [Decision IG.26/5](#)

#### 4. TIME DURATION OF THE CONTRACT, DELIVERABLES & TIMELINE

The Adriatic Sub-region Expert will be contracted for a period of seven (7) months, during which an estimated effort of 25 working days is expected. Key deliverables include:

<b>Deliverable</b>	<b>Deadline</b>
Draft Methodology/Questionnaire:	To be submitted 15 days after the start of the contract.
Final Methodology/Questionnaire incorporating feedback from SPA/RAC and its partners/Contracting Parties	To be finalized no later than the end of week 5 after the contract signature,
Adriatic Sub-regional and regional Mid-term Assessment Draft Reports (Draft 1):	To be submitted by the end of week 16 after the signature
Revised Adriatic Sub-regional and Regional Mid-term Assessment Reports (Draft 2):	To be submitted 7 days after receiving feedback from SPA/RAC, but no later than the end of week 19 after the contract signature.
Final Draft Mid-term Assessment Report:	To be submitted following the SAPBIO Advisory Committee meeting and the National Correspondents meeting, but no later than the end of week 24 after the contract signature.

#### 5. SKILLS AND EXPERIENCE REQUIRED OF CONSULTANT

##### 3. Expert for the Adriatic Sea Sub-region

**Objective:** To conduct the assessment in the Adriatic Sea sub-region, focusing on the specific challenges and progress in this area.

**Qualifications:**

- In-depth knowledge of biodiversity and conservation issues in the Adriatic Sea.
- Experience in evaluating progress and identifying gaps in conservation initiatives.
- Good knowledge of the principles and methods for evaluating strategic frameworks, particularly in international and environmental contexts
- Strong analytical skills and ability to communicate findings effectively.
- Proven collaboration with regional organizations and stakeholders.
- Familiarity with the Post-2020 SAPBIO framework.
- Proficiency in English is required. Knowledge of other UN languages, such as French, is an asset. Familiarity with dominant regional languages in the Adriatic is advantageous.

## 6. Proposed Methodology

The Mid-Term Assessment of the Post-2020 SAPBIO will be executed through a structured and collaborative process, ensuring a comprehensive and accurate evaluation across the Mediterranean region. The assessment will focus on four specific sub-regions: the Western Mediterranean, Adriatic Sea, Aegean Sea and Levantine Basin, and Ionian Sea and Central Mediterranean. The methodology involves the following steps:

### a. Questionnaire Development and Validation

- **Coordination:** The Lead Expert, in collaboration with the Sub-regional Experts, will design a comprehensive questionnaire. This questionnaire will be developed based on Annex III of the Post-2020 SAPBIO, ensuring alignment with the framework's objectives for 2025, 2027, and 2030.
- **Consultation with SPA/RAC:** The draft questionnaire will be submitted to SPA/RAC for review and validation. SPA/RAC will ensure that the draft questionnaire will also be shared online with the SAPBIO Advisory Committee and National Correspondents to obtain additional feedback before finalization. Feedback will be incorporated to ensure that the questionnaire accurately reflects the assessment needs and objectives.

### b. Questionnaire Dissemination

- **Online Survey Setup:** Once the questionnaire is validated, it will be deployed using an online survey form. SPA/RAC will be responsible for developing and configuring the survey to ensure it meets the assessment needs and allows for the attachment of relevant documents or references as required.
- **Targeted Circulation:** The online survey will be circulated to Barcelona Convention Contracting Parties, including Focal Points and SAPBIO National Correspondents. Additionally, it will be distributed to regional partners, particularly those within the SAPBIO Advisory Committee.

### c. Sub-regional Data Collection and Analysis

Each Sub-regional Expert (Western Mediterranean Sub-region, Ionian Sea and Central Mediterranean Sub-region, Adriatic Sea Sub-region, Aegean Sea and Levantine Basin Sub-region,) will be responsible for gathering data from stakeholders within their designated sub-region, focusing on specific conservation challenges and progress related to the Post-2020 SAPBIO goals. This work includes engaging with local stakeholders, such as national correspondents and focal points, through online meetings and consultations to gain deeper insights and validate the data collected.

Since some Contracting Parties are involved in more than one subregion, coordination among Sub-regional Experts and the lead expert will be crucial to prevent duplication of data requests to these countries. This coordination will also facilitate the appropriate use of the data collected for each subregion, ensuring consistency and alignment with the Post-2020 SAPBIO goals.

#### **d. Sub-regional Reporting**

- **Drafting of Sub-regional Reports:** Each expert will prepare a detailed mid-term assessment report for their respective sub-region. These reports will highlight key accomplishments, gaps, and provide tailored recommendations for achieving the 2030 objectives. The structure of each sub-regional report shall align with a format agreed upon with SPA/RAC to ensure consistency.
- **Review and Feedback:** The sub-regional reports will be reviewed by SPA/RAC to ensure consistency, accuracy, and relevance to the overarching goals of the Post-2020 SAPBIO.

#### **e. Regional Synthesis and Final Reporting**

- **Compilation by Lead Expert:** The Lead Expert with support from the sub-regional experts, will compile the sub-regional reports into a cohesive regional mid-term assessment report. This report will follow a similar structure to the sub-regional reports, as agreed upon with SPA/RAC, to ensure a consistent and comprehensive overview of progress, challenges, and necessary adjustments to the Post-2020 SAPBIO.
- **Report Aspects:** The final report will cover the following aspects:
  - The framework of the evaluation.
  - A summary of main findings of the evaluation.
  - An analysis of progress, including the framework of indicators per objective and target measures, baseline levels, achieving ratings for each, and justifications for these ratings.
  - Data gaps and any major areas of concern or recommendations.
  - Evaluation Framework: Outline the methodology and criteria used for the assessment.
  - Summary of Findings: Present a concise overview of the main results from the evaluation.

- **Progress Analysis:** Provide a detailed analysis of the implementation status of SAPBIO's Targets and Actions. This includes evaluating progress towards the 2025 targets using the specific indicators outlined in Annex III, assessing both quantitative and qualitative data collected for each priority action, and identifying gaps, particularly in relation to achieving the 2027 and 2030 targets.
- **Recommendations:** Present strategic recommendations to address the identified gaps and challenges. These recommendations will aim to enhance the effectiveness of SAPBIO's implementation and ensure progress towards the 2027 and 2030 targets
- **Review Process:** The draft regional report will undergo multiple levels of review, including by SPA/RAC, the Coordinating Unit (CU), the SAPBIO Advisory Committee, and the SAPBIO National Correspondents before being finalized.
- **Final Submission:** The finalized mid-term assessment report will be submitted for consideration at the 17th SPA/BD National Focal Points Meeting, where it will be presented along with key recommendations for future action.





	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20	Week 21	Week 22	Week 23	Week 24	Week 25	Week 26	Week 27	Week 28	Week 29	Week 30
Review of the Sub-regional and regional Mid term assessment Draft Reports by SPA/RAC and CU																														
Revision of the Reports by the Expert Team																			LTE+ WME+ ASE+ALB E+ISCM											
Revised Subregional and regional mid-term assessment Reports shared with the SAPBIO Advisory committee and National correspondents for revision																														
SAPBIO Advisory Committee Meeting (online, 1 day)																						LTE+ WME+ ASE+ ALBE+ ISCM								
11 <sup>th</sup> SAPBIO National Correspondent Meeting (1.5 day)																								LTE+ WME+ ASE+ ALBE+ ISCM						

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20	Week 21	Week 22	Week 23	Week 24	Week 25	Week 26	Week 27	Week 28	Week 29	Week 30	
Final Draft mid-term assessment report to be proposed for the 17th SPA/BD FP meeting considering the 11th SAPBIO NC meeting conclusions																									LTE+ WME+ ASE+ ALBE+ ISCM						
Presentation of the draft mid-term assessment report and recommendations at the 17th SPA/BD National Focal Points Meeting																															LTE

(Lead Team Expert: LTE, Western Mediterranean Expert: WME, Adriatic Sea Expert: ASE, Aegean Sea and Levantine Basin Expert: ALBE, Ionian Sea and Central Mediterranean Expert: ISCM)

## **B. ADMINISTRATIVE SPECIFICATIONS**

### **ARTICLE 1- CONDITIONS FOR PARTICIPATION IN THE CONSULTANCY**

Only individual consultants could participate to this consultancy work.

The consultant must prove that he/she has all the legal and professional guarantees required for the performance of this assignment under good conditions.

### **ARTICLE 2. COMPOSITION AND PRESENTATION OF OFFERS**

The submitted offer must include separately: (i) a technical offer, (ii) administrative documents, and (iii) a financial offer.

The services provided as part of this assignment consist of an overall fixed and non-revisable cost.

#### **2.1. Technical offer**

It must contain:

1. A curriculum vitae including higher education degrees, information and highlighting references to previous relevant works and publications in relation to the ToRs requests.
2. A methodological note on how to approach, conduct and complete the assignment, including the collaboration with the other experts and SPA/RAC' team and stakeholders.
3. Works Planning and detailed time schedule, including a chronogram of intervention of the consultant based on the proposed timeline;

Applicants are encouraged to send references of previous works completed on subjects relevant to the consultancy and send relevant documents by e-mail if those cannot be easily found online.

The selection process may include interviews (through Skype or phone), as well as a pre-selection phase followed by requests for complementary information / negotiation if required

#### **2.2. Administrative documents**

The administrative offer should include the following administrative documents:

1. A cover letter outlining the consultant's suitability for the job;
2. Document certifying the ability to practice this profession (registration certificate, for example) according to the legislation of their country with the tax number on it.  
In cases where the bidder has an academic profession (Researcher or University teaching staff), a sworn statement that he/she is complying with the law applicable to taxes and fees in force in his/her country would be accepted.
3. A sworn statement that the bidder is in no situation that could in any way be incompatible with

- the mission or compromise independence in carrying out the mission; and
4. Terms of reference signed (date, signature of the provider at the end of the document).

### 1.3. Financial offer

The tasks to be implemented within the present contract are expected to need a maximum of 40 working days.

The financial offer must be expressed in **US Dollars**, in both tax-free and all tax-included prices. It should include all the costs connected to the provision of the service

The financial offer should also include the following documents:

- submission letter, using the template attached in Annex 1; and
- the details of the global price using the template in Annex 2.

Should any administrative documents be missing, the consultant will be contacted to complete the offer documents. If after a period of seven (7) days, the documents are still not completed the candidate will be rejected even if already chosen as best positioned.

### ARTICLE 3 - SUBMISSION

**Proposals must be received electronically at the following e-mail address [procurement@spa-rac.org](mailto:procurement@spa-rac.org) before the 24 October 2024** at 23:59 U.T.C.+1.

E-mails should have the following subject:

**“Call for consultancy n°38/2024 SPA/RAC - POST 2020 SAPBIO Mid Term Assessment- Adriatic Sub-region Expert - Name of the consultant”**

Proposals received after this deadline will not be considered.

### Article 4 - Additional information

Should any problems of interpretation arise in the course of drawing up the proposal, bidders may submit a written request by email for further information to :mailto:[procurement@spa-rac.org](mailto:procurement@spa-rac.org) Cc: [car-asp@spa-rac.org](mailto:car-asp@spa-rac.org) Request for additional information, if needed, should be done no later than 05 calendar days before the deadline for the proposal submission.

## Article 5 - Terms of payment

Payment for the mission will be made as follows:

- 25% upon submission and validation of the Final Methodology/Questionnaire by SPA/RAC (no later than the end of week 5 after the start of the contract).
- 30% upon submission and validation of the Revised Adriatic Sub-regional and Regional Mid-term Assessment Reports (Draft 2) by SPA/RAC (no later than the end of week 19).
- 25% upon submission and validation of the Final Draft Mid-term Assessment Report after the SAPBIO Advisory Committee meeting and the National Correspondents meeting (no later than the end of week 24).
- 20% within one month after the submission of any final revisions and the acceptance of the Final Report by SPA/RAC, following feedback from the relevant meetings.
- All payments will be made by bank transfer after the receipt of an invoice from the contractor. Payments shall be made to a bank account held by the contractor.

## ARTICLE 6 - EVALUATION PROCEDURE

The evaluation will be based on combined technical and financial criteria as follows:

### 6.1. Technical evaluation

The technical offers will be first examined, while the financial offers remain sealed. Applications will be evaluated based on the following criteria:

- Individual consultant(s) experience and diploma (60 points);
- the methodology proposed for conducting the mission (25 points),
- the planning and detailed time schedule (including a chronogram of intervention) (10 points), and
- Languages (5 points).

**The evaluation will be based on combined technical and financial criteria as follow:**

Criteria			Scoring
			Application by one consultant
Adriatic Sub-region Consultant' Experience	Experience	Experience in regional and national assessments of biodiversity and conservation strategies	<b>35 points maximum</b> (8 points/assessment + 2 additional points for assessments in the Mediterranean + 1.5 additional points if the assessment is in the Adriatic Sub-region)
		Experience with the Post-2020 SAPBIO	<b>15 points maximum</b> (5 points/experience with

		framework and objectives	<u>SAPBIO-related assessments or frameworks)</u>
		Knowledge of EcAp, IMAP, and the Barcelona Convention	<b>5 points maximum</b> (2 points/experience involving these frameworks)
		No relevant experience	<b>0 points (Offer eliminated)</b>
	<b>Diploma</b>	The titles of Master or PhD in biology/ecology or related disciplines	<b><u>5 points maximum</u></b>
		A university degree in biology / ecology or related disciplines	3 points
		No university degree in the above-mentioned or related disciplines	0 point <i>(In this case the offer is eliminated)</i>
<b>The methodology proposed for conducting the mission, the planning and detailed time schedule (including a chronogram of intervention)</b>	<b>a. The methodology proposed for conducting the mission</b>	Methodology clearly presented, well developed and meets the study terms of reference and objectives	<b><u>25 points maximum</u></b>
		Methodology clearly presented, fairly well developed and meets the study terms of reference and objectives	15 points
		Methodology not well developed but meets the terms of reference and objectives	5 points
		Methodology not clearly presented and does not meet the study terms of reference and objectives, or No methodology	0 point

		presented	
	<b>b. the planning and detailed time schedule (including a chronogram of intervention)</b>	Realistic planning clearly presented, coherent with the time schedule considering the requested time for reports validation and with the chronogram of intervention	<b><u>10 points maximum</u></b>
		Realistic planning but more or less well presented, fairly coherent with the time schedule and with the chronogram of intervention	8 points
		Planning unclearly presented, doesn't respect the deadline, or no planning, or no time schedule or no chronogram of intervention	0 points
<b>Languages</b>	<b>Proficiency in English</b>	<b>Required (Mandatory)</b>	<b>2 points</b>
	<b>Proficiency in at least one other UN languages used in the Mediterranean</b>	Arabic and/or French and or Spanish	<b>Maximum 2 points</b> :1 point per language
	<b>Familiarity with at least one dominant regional language in the Mediterranean (different from UN official languages)</b>		1 point
<b>Total score (100 points maximum)</b>			<b>... points</b>

Any offer that has not attained the minimum score of 80 points will be eliminated.



In the event of no offer obtains 80 points or more, the call for consultancy process will be declared unsuccessful.

## **6.2. Financial evaluation**

Once the technical evaluation has been completed, the financial offers of applicants that have not been eliminated during the technical evaluation will be examined.

The evaluation committee will check that the financial offers do not contain any obvious arithmetical errors. Any possible obvious arithmetical errors will be corrected, and the corrected figures will be taken into consideration.

The evaluation committee will then proceed to a financial comparison. The lowest financial offer that is judged acceptable will receive 100 points. The other offers will be attributed a score based on the following equation:

Financial score = (amount of the lowest accepted offer/amount of the offer in question) x 100

## **6.3. Conclusions of the evaluation committee**

The choice of the best offer is achieved by weighting the technical and financial scores using a distribution key of 80/20 basis. To this end:

- The technical score will be multiplied by a coefficient of 0.80.
- The financial score will be multiplied by a coefficient of 0.20.

The weighted technical - financial scores thus calculated will be added to ascertain the offer with the best technical and financial score.

If two offers obtain the same weighted technical-financial scores, preference will be given to the applicant in the following order:

- having obtained the best technical score.
- having obtained the best score for methodology.
- having obtained the best total score for experience and qualifications of experts.

Note: The selection process may include interviews (through a teleconferencing platform), as well as a pre-selection phase followed by requests for complementary information / negotiation if required.

## **Article 7 - Monitoring, control and validation of the work**

The consultant will work under the supervision of SPA/RAC. The consultant will submit draft version of each deliverable. The consultant will submit the final version of deliverables as indicated in section 5 (Deliverables and deadlines) of the technical specifications.

## **Article 8 - Deadline for the execution of the mission**

The Adriatic Sub-region Expert will be contracted for a period of seven (7) months as from the date of signature of the contract, including the deadlines for handing in the final documents and deliverables according to the following timeline:

<b>Deliverable</b>	<b>Deadline</b>
Draft Methodology/Questionnaire:	To be submitted 15 days after the start of the contract.
Final Methodology/Questionnaire incorporating feedback from SPA/RAC and its partners/Contracting Parties	To be finalized no later than the end of week 5 after the contract signature,
Adriatic Sub-regional and regional Mid-term Assessment Draft Reports (Draft 1):	To be submitted by the end of week 16 after the signature
Revised Adriatic Sub-regional and Regional Mid-term Assessment Reports (Draft 2):	To be submitted 7 days after receiving feedback from SPA/RAC, but no later than the end of week 19 after the contract signature.
Final Draft Mid-term Assessment Report:	To be submitted following the SAPBIO Advisory Committee meeting and the National Correspondents meeting, but no later than the end of week 24 after the contract signature.

### **Article 9 – Penalty**

In the absence of completion by the consultant of the services at his/her charge within the contractual deadlines envisaged in section 5 of the technical specifications (Deliverables and deadlines), and Article 8 (Deadline for the execution of the mission), it will be applied as of right and without notice, a penalty of one two hundredth (1/200) of the total amount of the contract (All Taxes Included - ATI) for each calendar day of delay.

The amount of the late penalties will be deducted from the accounts. The amount of the penalties is capped at 10% of the total amount of the contract in ATI. When this threshold is reached, SPA/RAC reserves the right to terminate the contract at the holder's fault, in accordance with Article 14 (Cancellation conditions) below, without that the holder cannot raise disputes or claim any compensation.

### **Article 10 - Intellectual property rights, ownership of document**

All legal rights throughout the world in works or inventions created by the provider in connection with the consultancy shall be allowed to SPA/RAC. The provider recognizes that such rights include, but are not limited to, copyright and other rights in written material, sound and video recordings (including films), maps, photographs, etc. as well as patents and other rights in inventions, and that the said rights enable SPA/RAC to prepare all publications, publicity material and other exploitation of the said works and inventions.

All the plans, drawings, software, photos, videos, data, presentations, study reports and any other documents, elaborated and submitted by the provider to SPA/RAC for the execution of the contract, will become and remain the property of SPA/RAC, and the consultant will submit them to SPA/RAC.

The provider does not have the right to use or copy the products resulting from this consultancy, whatever their form or their media, without the explicit written non objection of the SPA/RAC.”

### **Article 11 - Arbitrage, dispute settlement**

Every dispute arising from or in connection with this contract execution shall be solved by way of amicable negotiations by the parties. The contract is deemed to have been made in Tunisia and to be subject to Tunisian law. In case of dispute, the Court of Tunis is competent.

### **Article 12 - Liability and insurance**

SPA/RAC does not accept any liability for acts of third parties, accidents, sickness, losses of any kind, however caused arising during the implementation of the specific actions and the production of the relative outputs expected. The bidder confirms that themselves or any involved staff will be covered by appropriate insurance.

### **Article 13 - Force majeure**

Force majeure means any event outside the control of a party so that it is impossible for one party to carry out his obligations or the implementation of these obligations becomes so difficult that it is considered to be impossible to carry them out under such circumstances.

The party which invokes force majeure must inform its co-contractor within seven (7) days of its occurrence so that the contractual deadline will be suspended with a joint agreement between the parties for the period which is covered by the case of force majeure.

SPA/RAC has a right to assess the circumstances of the impediments invoked by the holder as a case of force majeure to see if they are convincing, and if this should not be the case, then the days of discontinued work will be accounted for as days of delay.

Failure by either party to fulfil any of its contractual obligations does not entail a contract termination or failure to fulfil its contractual obligations if such a failure is due to a case of force majeure, if the party that finds itself in such a situation has done the following:

- a. has taken all the reasonable precautions and measures to allow it to comply with the terms and conditions of the contract; and
- b. has informed the other party of the event, as soon as possible. Any timeline given to a party for the execution of its contractual obligation will be prolonged by a period which is equal to the period during which that party was prevented from fulfilling its obligations.

Any timeline given to a party for the execution of its contractual obligations will be prolonged by a period which is equal to the period during which that party was unable to fulfil its obligations due to the case of force majeure.

### **Article 14 - Cancellation conditions**

SPA/RAC could cancel the contract in case of non-respect of the deadline of execution (Article 8: Deadline for the execution of the mission) or of non-conformity to the content of the service listed in the technical specifications of the present consultancy (section 4 of the technical specifications: Tasks to be undertaken), and in the case described in the Article 9 (Penalty), when the amount is capped at 10% of the total amount of the consultancy. In case of cancellation, the payment will be done in proportion to the tasks already carried out and judged satisfactory.

### **Article 15 - Provisional and final acceptance**

The provisional acceptance is pronounced after complete completion of the services covered by this consultancy i.e., after the completion of the service described in section 2 tasks to be undertaken of the technical specifications, and Article 8 (Deadline for the execution of the mission).

The provisional acceptance will be pronounced only in the case of complete conformity deemed conclusive by SPA/RAC and a provisional acceptance report issued by the SPA/RAC no later than 30 days from receipt of the deliverables and at the written request of the service provider and the signing of a report of completion of the work/services jointly by the service provider and SPA/RAC.

The Service Provider shall, however, correct any deficiencies identified by the SPA/RAC upon completion of the various phases.

Final acceptance will be given one (1) month after the date of provisional acceptance without reservation of the contract. The final acceptance report will only be delivered once the service provider has fulfilled all his obligations resulting from sections 2 (Tasks to be undertaken) and section 4 (Deliverables) of the "Technical Specifications" and after corrections of all deficiencies signaled by SPA/RAC.

## ANNEX 1 SUBMISSION LETTER

I, the undersigned..... (Adriatic Sub-region Expert), after having taken due note of the dossier documents of the call for consultancy N° ..... launched by ....., pertaining to a mission of .....

..... I hereby pledge to execute the requested services in conformity with the provisions defined in the documents referred to, for the prices as established by myself without taking into account the taxes and knowing that the stamp duties and registration are to be covered by the insurer. The total price of the bid is .....

(.....) US Dollars. I take due note of the fact that you are not obliged to proceed with the tendering

procedure and that I cannot claim a compensation. I pledge that the conditions in my offer will remain valid for a period of one hundred and twenty days (120 days) starting from the day after the date for the deadline for the receipt of tenders. SPA/RAC pledges to pay the amount after the signing of a convention into the bank current account of the Bank ..... In the name of

Under the number of ..... RIB (BIC – IBAN) .....

In ....., on .....  
(Name, first name and function) Right for  
submission (Signature)

## ANNEX 2 DETAILS OF TOTAL PRICE

The bidder, in support of its bid, should provide a breakdown of each unit price according to the following model:

Designation	Designation	Unit price		Task 1: Methodology/Questionnaire		Task 2: Sub-regional and regional Mid-term Assessment Draft Reports		Task 3 Sub-regional and regional Mid-term Assessment Final Reports	
			Duration	Sub- total	Duration	Sub- total			Duration
Adriatic Sub-region consultant									
Travel and accommodation									
Other costs necessary for the proper execution of the present consultancy									
Sub-total / task (excluding VAT)									
TOTAL Excluding VAT									
VAT Amount									
TOTAL All Taxes Included									

Amount of the offer excluding Tax is fixed at the sum of .....

Amount of the VAT is fixed at the sum of .....

Amount of the offer is fixed at the sum of..... All Taxes Included (ATI).

**(Signature and official stamp of the bidder)**