

**Terms of Reference
for an Expert in
preparation of a Conservation Action Plan (CAP)
for the endemic and endangered Prespa trout (*Salmo peristericus*)**

BACKGROUND INFORMATION

The Prespa region is a unique natural area whose geomorphology, ecology, biodiversity and cultural significance is of international importance, as a vital habitat for the conservation of numerous rare and endemic species, and as depository of significant natural and traditional heritage. National Park Pelister is the oldest protected area in Macedonia, recognized for the significant value of its biodiversity. It was proclaimed in 1948 and currently covers 17,150 ha, reaching the border with Greece. National Park Pelister is part of Emerald network, IUCN Green Belt and proposed for NATURA 2000 sites. NP Pelister is a unique natural area and a vital habitat for the conservation of numerous rare and endemic flora and fauna species.

The project activities will review institutional responsibilities, environmental monitoring and ecosystem management, international conservation activities, ongoing research on conservation and raising of public awareness. The project is financed by PONT (Prespa Ohrid Nature Trust) and CEPF (Critical Ecosystem Partnership Fund). Fundamental component of the project is development of Conservation Action Plan for the endemic Prespa trout (*Salmo peristericus*), that according to IUCN Red List and by previous findings, is considered as an endangered species (EN). For that purpose the project will engage an expert/experts with a task to perform the assessment, develop a Conservation Action Plan for the Prespa trout, as well as deliver training for the NP personnel and other relevant stakeholder's representatives concerning the conservation and monitoring of the Prespa trout. Additionally the synergy between BFSD and Ekosvest, on the one hand, and Public Institution Pelister National Park (PIPNP) with other stakeholders involved in management of water resources and freshwater biodiversity in Prespa region, on the other, will enhance and improve the institutional capacities for monitoring and conservation of the Prespa trout.

The Main objective of the project is to improve the conservation status of the Prespa trout populations in North Macedonia through protection, monitoring and conservation actions in the National Park Pelister and the Macedonian part of the Prespa region. The project has the following specific objectives:

- Preparation of a conservation action plan for the endemic and endangered trout (*Salmo peristericus*);
- Institutional strengthening for monitoring and conservation of endemic and endangered trout (*Salmo peristericus*);
- Raise awareness for protection and conservation of endemic and endangered trout (*Salmo peristericus*).

The main impact expected is the improved conservation status of the Prespa trout. The key activities of the project include the assessment of the population distribution, size and structure of the Prespa trout in North Macedonia, the risks and challenges these populations face, the development of a conservation action plan for the species, including monitoring, and capacity building of the personal of NP Pelister and other Stakeholders to implement the CAP and monitor its implementation.

LOCATION OF THE PROJECT

The geographical scope of the project activities will include all rivers in the Macedonian part of Prespa, for which previous research has confirmed the presence of the targeted species. The Assessment Study will be carried out on Brajcinska, Kranska and Leva River and their tributaries within the Macro Prespa catchment area in North Macedonia.

DESCRIPTION OF TASKS AND OBJECTIVES TO BE ACHIEVED BY THE CONSULTANT

Scope of work:

Under supervision of the Project Coordinator and in close cooperation with the relevant stakeholders the expert/experts, the consultant will be required to carry out the following tasks:

TASK I: Assess the conservation status of the Prespa trout

This task includes a survey of the spatial distribution, population size and identification of threats the populations of the Prespa trout are facing in order to assess the conservation status of the species in North Macedonia.

The activities in the task will include:

- Develop a detailed work plan for data collection in line with the proposed methodology, including a field campaign (to be agreed with the project coordinator);
- Collect existing data and provide review and analysis of secondary data i.e. literature data, previously developed studies and research of the Prespa trout;
- Conduct field research for the assessment of the spatial distribution, population size (quantitative and qualitative structure of trout population, migration patterns, spawning grounds), as well as relevant environmental parameters, through sampling at predetermined sampling sites, taking into account the locations from the previous studies (approximately 20 sites);
- Collect field data to assess the threats to the Prespa trout and its component populations, including the impact of the operations of the existing hydropower plants;
- Assess the conservation status of the Prespa trout using an established methodology (e.g. the IUCN Red List assessment methodology);

TASK II: Support the development of a Conservation Action Plan (CAP) for the Prespa trout

Activities within this task will build upon the previous task. It is expected the analyses of the collected data from the Assessment Study to identify the current conservation status of the Prespa trout. The identified gaps in data collection and management will need to be addressed by the draft of Conservation Action Plan (CAP).

The activities in the task will include:

- Provide input in meetings and participate in interviews with stakeholders to develop Conservation Action plan;
- Develop structured questionnaires to collect information from stakeholders concerning the assessment of the conservation status of the Prespa trout and the topics to be addressed in the CAP;

- Provide input in evaluation of the role and responsibilities of individual stakeholders in the implementation of the CAP, according national legislation, internal rulebooks, previous activities and future plans and opportunities connected with project objectives;
- Draft the CAP including measures and recommendations for the conservation of the Prespa trout to be shared with the key stakeholders for comments and suggestions;
- Finalize the CAP by addressing the comments and suggestions collected through consultation of stakeholders.

TASK III: Design a long-term monitoring program for the Prespa trout

- Design a monitoring program (monitoring protocols and methodologies) and pilot/test its implementation on the ground to track the progress in implementing the CAP and the conservation status of the Prespa trout, in cooperation with the PIPNP and other relevant Stakeholders to ensure its long-term sustainability and division of responsibilities for effective monitoring program and needed conservation actions.

TASK IV: Design and implement a training program for the staff of the PIPNP and other stakeholders

The Activities within this task will build upon the previous two tasks. It is expected to be based on the Assessment Study and draft Conservation Action Plan developed, and focus on building capacity among the managers technical personnel of the PIPNP and other stakeholders for implementing the CAP, including the long-term monitoring program for the Prespa trout.

The activities in the task will include, but are not limited to:

- Design and deliver a training program to the managers and technical personnel at the PIPNP and other stakeholders composed of theoretical courses concerning the conservation and practical training by involving them in the field testing of the monitoring protocols designed under Task III. ;
- Provide training materials i.e. presentation, photos, meeting minutes, attendees' lists, etc.;
- Provide input in raising awareness and promotion of biodiversity values with the focus on the Prespa trout;
- Participate in kick off and closing workshop/meeting.

EXPECTED OUTPUTS/DELIVERABLES PER PROJECT COMPONENTS

Component I: Assess the conservation status of the Prespa trout

Deliverable 1: Final methodology (sampling method and data collection) and detailed action plan for assessment of the spatial distribution, population size and conservation status of endemic and endangered trout (*Salmo peristericus*): 5 days after signature of the contract;

Deliverable 2: Field measurements in line with the proposed methodology and work plan: October 2020;

Deliverable 3: Draft report on the Assessment Study of the spatial distribution, population size, conservation status, detected threats and risks, including the influence of hydropower plants to the Prespa trout: no later than 31.12.2020;

Deliverable 4: Final Report on the Assessment Study, taking into account the comments from the project coordinator, stakeholders and other experts: by end of January 2021.

Component II: Support the development of a Conservation Action Plan (CAP) for the Prespa trout

Deliverable 5: Structured questionnaire for the stakeholders no later than 30.11.2020;

Deliverable 6: Draft CAP with including measures and recommendations for conservation of Prespa trout and a monitoring plan to follow the progress of its implementation no later than 31.06.2021;

Deliverable 7: Final Report with integrated final version of the CAP no later than 31.10.2021.

Component III: Designing of a long-term monitoring program for the Prespa trout

Deliverable 8: A monitoring protocol for long-term monitoring of key parameters required to assess the conservation status and threats to the Prespa trout populations in North Macedonia, including a detailed description of the required equipment and skills, sampling methodology (with the accompanying data sheets), locations and frequency of sampling, data management and interpretation and the reporting format, to be finalized after the testing in the field: no later than 31.8.2021.

Component IV: Design and implement a training program for the staff of the PIPNP and other stakeholders

Deliverable 9: A practical and theoretical training program for implementing the long-term monitoring for the Prespa trout, delivered to managers and technical personnel of the PIPNP and other stakeholders no later than 30.10.2020;

Deliverable 10: Develop, apply a training assessment questionnaire for the trainees, and provide a summary of the results: no later than 30.10.2020;

WORKING LANGUAGE

Language proficiency in both written and oral, English and Macedonian. The working languages for the assignment are Macedonian and English. Reporting language for the assignment is English.

REQUIRED SKILLS AND EXPERIENCE

Academic Qualifications:

- Advanced university degree in natural sciences, ecology, forestry, agriculture or related areas (higher degree shall be considered as an asset, PhD is recommended)

Professional Experience:

- Practical experience in designing and implementing ecological surveying and monitoring of fish for at least 10 years
- Practical experience in developing conservation action plans for fish species
- A track record of at least 5 relevant projects of similar nature and complexity is required;

Other skills:

- Excellent communications and facilitation skills;
- Excellent analytical, negotiation and presentation skills;
- Demonstrates good team work skill;
- Ability to work independently as well as in cooperation with stakeholders;

- Demonstrates excellent organizational skills and proven ability to deliver consultancy products within deadlines;
- Excellent report writing skills, good command in English is required;
- Proven project experience and experience of working in multicultural and complex project environment and project teams;
- Computer literacy (MS Word, Excel, Power Point);
- Availability during the terms of the contract.

TERMS AND CONDITIONS FOR PROVISION OF SERVICES

Timeframe

The assignment must be completed in a period of maximum 14 months after the signing of the contract and shall be completed no later than the end of November 2021. The startup of the work is expected during October 2020.

Reporting

The written reports should be prepared as per the schedule indicated above. All reports shall be prepared in English. The consultant is expected to be in regular communications and reporting to Project Coordinator Silvana Manasievska Simikj. The entire produced documentation needs to be submitted in English, including raw data.

Duration of assignment

All tasks should be completed in the period from October 2020 to end of November 2021. The overall duration of the tasks covered by this TOR has been estimated to not exceed 95 working days.

Travel

The expert/experts is expected to work from home with travel to targeted location as indicated in the TOR. All travel on the field will be organized by the expert.

Eligibility

Participation is open to all persons or institutions (participating either individually or in as a team - consortium) from national and international organizations. No more than one application can be submitted by a person whatever the form of participation (individually or part of a team). In the event that a person submits more than one application, all application in which that person has participated will be excluded.

SCOPE OF PRICE PROPOSAL AND SCHEDULE OF PAYMENT

The financial offer of the consultant should be a total lump sum in MKD for the deliverables specified in the TOR. The financial offer should not exceed 14250 EUR. The financial offer shall include a breakdown of this lump sum amount indicating: consultancy fee per day, number of working days, travel related costs and any other possible cost. The lump sum implies that all costs (professional fees, travel costs, living allowances, communications, consummables, etc.) that could possibly be gained by the Expert/Experts are already factored into the final amounts submitted in the proposal.

The payment for the services will be carried out in following installments:

- 1st Installment (20%) -upon submission and acceptance of the Deliverable, 1 no later than 30 October 2020;

- 2nd installment (20%) –upon submission and acceptance of the Deliverable 2, 3, 4, 5, 9 and 10, no later than 31 January 2021;
- 3rd installment (30%) – upon submission and acceptance of Deliverables: 6 and 8 no later than 15 September 2021;
- 4th installment (30%) – upon submission and acceptance of Deliverable 7, no later than 31 December 2021;

APPLICATION PROCEDURE

Applicants should send following documents:

- Personal CV indicating all past experiences from similar projects and contact details of the key expert. Additionally key expert can send CV's of other proposed experts;
- Reference list of at least 5 relevant work/projects of similar nature and complexity (as a separate document);
- Technical proposal, a proposal about the methodology for the Assessment study and list of equipment to be used; (as a separate document), proposal for modification of the deliverables timetable (if needed);
- Financial offer – specifying a total lump sum in MKD for the deliverables specified in the TOR. The financial offer shall include a breakdown of this lump sum amount indicating: consultancy fee per day, number of working days, travel related costs and any other possible cost.

Failing to submit any of these documents may result in disqualification of the application.

Please note that shortlisted candidates might be interviewed (contacted).

All relevant document should be exclusively submitted in English. Application submitted by any other means will not be considered. By submitting an application, applicants accept to receive notification of the outcome of the procedure by electronic means.

EVALUATION OF OFFERS

Expert/experts will be evaluated based on the following methodology:

- Technical Criteria -70% - maximum 70 points
- Financial Criteria - 30% - maximum 30 points (the offer with the lowest price will receive the maximum of 30 points)

| Technical Criteria | Points |
|--|---------------|
| 1. Education - CV, Reference list (including the years of relevant expertise); (BSc-5p; MSc-10p; PhD-20p) | 40 points max |
| 2. Experience and skills required for this consultancy (<10 yrs-5p; >10 yrs-10p; >15 yrs-15p; > 20 yrs -20p) | |
| 3. Methodology , technical approach, equipment, demonstrating and explaining an understanding of the scope of work (Inadequate-0p; adequate-10p, good-15p; very good - 20p; excellent – 30p) | 30 points max |
| Financial criteria | Points |
| Financial offer | 30 points max |

The contract will be awarded to the candidate that will obtain the highest aggregate score based on the technical and financial evaluation.



**CRITICAL ECOSYSTEM
PARTNERSHIP FUND**



HOW TO APPLY

To apply, please send an e-mail with your CV, CV's of team experts (if applicable), reference list, letter of interest, proposed methodology along with the financial offer for the engagement to the e-mail address: smanasievaska28@yahoo.com and silvanam@fznh.ukim.edu.mk using the subject line: "Expert in preparation of a conservation action plan for the endemic and endangered trout (*Salmo peristericus*)". Deadline for submissions of documents is 14th October 2020 (Wednesday), 17.00 p.m. We encourage applicants to submit the application well before the stated deadline date. If you need help, or have queries, please contact: smanasievaska28@yahoo.com and silvanam@fznh.ukim.edu.mk. E-mails sent only during the announcement will be considered for evaluation procedure.

