

# INTERNATIONAL TENDER (IT)

For Provision of eDNA Services on  
Request for Proposal (RFP) Basis

Reference No.:  
RC/NBSP/01/22

## SECTION 1: REQUEST FOR PROPOSAL (RFP)

### 1. About Reef Conservation (RC)

- 1.1. RC is a locally registered non-profit and non-governmental organisation (NGO) registered with the Registrar General since 2004 and accredited with the National Corporate Responsibility Foundation since 2009. The NGO is dedicated to the conservation, preservation and restoration of the marine and coastal environment of Mauritius through research and education-based activities. It also promotes the sustainable use of marine biodiversity through local and regional efforts in a partnership approach with concerned stakeholders.

RC is managed by a voluntary Board of seven members, headed by an Executive President and one Executive Director (Managing Director). It employs professional qualified scientists and support staff for the implementation and management of its projects. RC is also registered as a training institute with the Mauritius Qualification Authority (MQA).

RC is implementing a five-year project funded by the European Commission (EC) titled 'Nature-Based Solutions for Protecting the Coastal Zone'. The aim is to investigate the ecosystem services provided by seagrasses in Mauritius and trialling restoration techniques to maintain those services.

- 1.2. As per the project document, RC is seeking quotation(s) for the Provision of eDNA Services on a Long-Term Agreement (LTA) Basis, as detailed in Section 4 of this RFP.

This Request for Proposal comprises the following documents:

- Section 1: This request letter.
- Section 2: RFP instructions and data sheet.
- Section 3: Description of the project.
- Section 4: Project scope and mandatory tasks.
- Annex 1: Proposal Submission Form.
- Annex 2: Technical Offer.
- Annex 3: Financial Offer.
- Annex 4: Evaluation Process.
- Annex 5: General Terms and Conditions.
- Annex 6: Survey sites description.
- Annex 7: List of commercial fish species in Mauritius.

- 1.3. When preparing your proposal(s), please be guided by Section 2: RFP instructions and data sheet.
- 1.4. Proposal(s) must be submitted using Annex 1: Proposal Submission Form, Annex 2: Technical Offer and Annex 3: Financial Offer, by the method and by the date and time indicated in Section 2.

- 1.5. It shall remain your responsibility to ensure that your proposal(s) is submitted on or before the deadline date. Proposals(s) that are received after the deadline date, for whatsoever reason, shall not be considered for evaluation.
- 1.6. **About this document:** *This document has been prepared as a requirement for the procurement of goods, works and/or services by RC under its Grant Contract - External Actions Of The European Union CSO-LA/2020/418-819 with the European Commission on the project "Nature-Based Solutions for Protecting the Coastal Zone". For the purpose of RC's procurement exercises and in line with international and local minimum acceptable requirements for procurement, existing templates, guidelines, terms and conditions, rules and regulations from the EU have been extracted and adapted for inclusion in this RFP document.*

Thank you and we look forward to receiving your proposal.

<b>Issued by:</b>	
<b>Signature:</b>	
<b>Name:</b>	
<b>Title:</b>	
<b>Date:</b>	

## SECTION 2: RFP INSTRUCTIONS AND DATA SHEET

GENERAL PROVISIONS	
Introduction	<p>Bidders shall adhere to all the requirements of this RFP, including any amendments made in writing by RC.</p> <p>Any Proposal submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Proposal by RC. RC is under no obligation to award a contract to any Bidder as a result of this RFP.</p> <p>RC reserves the right to cancel the procurement process at any stage without any liability of any kind for RC, upon notice to the Bidders or publication of cancellation notice on RC website.</p>
Eligibility	<p>Bidders may be a private, public or government-owned legal entity or any association with legal capacity to enter into a binding Contract with RC and should be able to honour its commitment as per terms specified within this RFP.</p>
Bidder code of conduct	<p>RC expects all of its Bidders to respect the following Code of Conduct:</p> <ul style="list-style-type: none"> <li>• Employment is freely chosen.</li> <li>• Goods and services purchased are produced and developed under conditions that do not involve the abuse or exploitation of any persons including - but not limited to – children, women, minority groups etc.</li> <li>• The rights of staff to freedom of association are observed.</li> <li>• Working conditions are safe and hygienic.</li> <li>• No exploitation of children is tolerated.</li> <li>• Wages paid are adequate to cover the cost of a reasonable living.</li> <li>• Working hours are not excessive.</li> <li>• Regular working hours are provided.</li> <li>• No discrimination is practiced.</li> <li>• Local labour laws are complied with.</li> <li>• Social rights are respected.</li> <li>• Bidders comply with all statutory and other legal requirements relating to the environmental impacts of their business.</li> </ul>
Gifts and hospitality	<p>Bidders shall not offer gifts or hospitality of any kind to RC staff members. In pursuance of this policy, RC: (a) Shall reject a proposal if it determines that the selected Bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a Bidder ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the Bidder has engaged in any corrupt or fraudulent practices in competing for, or in executing the contract.</p>
Terrorism and sanctions	<p>RC does not engage in transactions with any terrorist group or individual or entity involved with or associated with terrorism or individuals or entities that have active exclusion orders and/or sanctions against them. RC shall therefore not knowingly purchase supplies or services from companies that are associated in any way with terrorism and/or are the subject of any relevant international exclusion orders and/or sanctions. If you submit a bid based on this request, it shall constitute a guarantee that neither your company nor any affiliate or a subsidiary controlled by your company are associated with any known terrorist group or is/are the subject of any relevant international exclusion order and/or sanctions.</p>

	<p>EU Sanctions under Council Regulation (EU) No 833/2014 of 31 July 2014 concerning restrictive measures in view of Russia's actions destabilising the situation in Ukraine. Please go to the link provided for the Frequently Asked Questions on EU Sanctions on Russia at <a href="https://finance.ec.europa.eu/document/download/ab483a0f-af69-4e4a-a814-d96d10f56fbe_en?filename=fags-sanctions-russia-public-procurement_en_0.pdf">https://finance.ec.europa.eu/document/download/ab483a0f-af69-4e4a-a814-d96d10f56fbe_en?filename=fags-sanctions-russia-public-procurement_en_0.pdf</a></p> <p>In general, contracts are prohibited with:</p> <ul style="list-style-type: none"> <li>• Russian nationals, companies, entities or bodies established in Russia as well as companies and entities directly or indirectly owned for more than 50% by them and persons bidding or implementing a contract on their behalf</li> <li>• any person, regardless of their place of establishment or nationality, who implements or intends to implement a contract using Russian or Russian owned subcontractors, suppliers or capacity providers for participation above 10% of the contract value See points (a)-(c) of article 5k(1) in the above link, of the Sanctions Regulation for the exact formulation.</li> </ul>
Conflict of interest	<p>Bidders must disclose any actual or potential conflict of interest and they shall be deemed ineligible for this procurement process unless such conflict of interest is resolved in a manner acceptable to RC.</p> <p>RC requires every prospective Bidder to avoid and prevent conflicts of interest, by disclosing to RC if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFP. Bidders shall strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified.</p> <p>Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of RC staff involved in the procurement functions or any Implementing Partner receiving goods and/or services under this RFP.</p> <p>Failure to disclose any actual or potential conflict of interest will lead to the Bidder being disqualified from this bidding exercise.</p>
<b>PREPARATION OF PROPOSALS</b>	
Cost of preparation of proposal	RC shall not be responsible for any costs associated with a Bidders preparation and submission of a proposal, regardless of the outcome or the manner of conducting the selection process.
Language of proposal	Proposals should be submitted in English.
Format for submission of proposal	Proposals should be submitted in the format template detailed in Annex 1, Annex 2 and Annex 3. Failure to submit proposals in the required format will, in almost all circumstances, result in the rejection of the proposal.
Currency of financial offer	Quotation(s) shall be quoted in EURO (EUR).
Documents to be submitted	<p>Bidders shall include the following documents in their Proposal:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Annex 1: Proposal Submission Form duly completed and signed;</li> <li><input checked="" type="checkbox"/> Annex 2 and Annex 3: Technical and Financial Offer duly completed and signed and in accordance with Section 4: Project Scope and Mandatory Tasks;</li> <li><input checked="" type="checkbox"/> Company Profile;</li> <li><input checked="" type="checkbox"/> Registration certificates and official licences (Valid Company Registration Certificate and any other legal certificates or licences);</li> </ul>

	<i>Attention: All documents submitted as above should be stamped with the Bidder's seal. Information supplied by Bidders will be treated as contractually binding. However, RC reserves the right to seek clarification or verification of any such information.</i>
Duties and taxes	All proposal(s) shall be submitted with prices detailing VAT and other applicable indirect taxes (if any and if applicable).
Clarifications and query handling	RC has taken care to be as clear as possible in the language and terms it has used in compiling this RFP. Where any ambiguity or confusion arises from the meaning or interpretation of any word or term used in this document or any other document relating to this Bid, the meaning and interpretation attributed to that word or term by RC will be final. RC will not accept responsibility for any misunderstanding of this document or any others relating to this Bid. Requests for clarification from Bidders will not be accepted any later than 11-11-2022 before 11.00 pm Mauritius Standard Time <b>UTC+4</b> . Responses to request for clarification will be communicated by email before 18-11-2022 before 11.00 pm Mauritius Standard Time <b>UTC+4</b> .
Contact for correspondence, notifications and clarifications	E-mail address: <a href="mailto:admin@reefconservation.mu">admin@reefconservation.mu</a> Any delay in RC's response shall be not used as a reason for extending the deadline for submission, unless RC determines that such an extension is necessary and communicates a new deadline to the Proposers.
Proposal validity period	Proposal(s) shall remain valid for 60 days from the deadline for the Submission of Proposal.
Price variation	No price variation due to escalation, inflation, or any other market factors shall be accepted at any time during the validity of the proposal after the proposal has been received.
Partial proposals	<input checked="" type="checkbox"/> Not permitted <input type="checkbox"/> Permitted
Alternative proposals	<input type="checkbox"/> Not permitted <input checked="" type="checkbox"/> Permitted If permitted, an alternative proposal may be submitted only if a conforming proposal to the RFP requirements is submitted. Where the conditions for its acceptance are met, or justifications are clearly established, RC reserves the right to award a contract based on an alternative proposal. If multiple/alternative proposals are being submitted, they must be clearly marked as "Main Proposal" and "Alternative Proposal".
<b>SUBMISSION OF PROPOSAL/BID</b>	
Important Timelines (Mauritian time)	Date of publication of RFP: 01-11-2022. Closing date for queries and clarifications: 11-11-2022 before 11.00 pm Mauritius Standard Time <b>UTC+4</b> . Closing date and time for submission of bids: 30-11-2022 before 11.00 pm Mauritius Standard Time <b>UTC+4</b> . Bid opening date: 05-12-2022 at 10.00 am Mauritius Standard Time <b>UTC+4</b> .
Method of Submission	Proposal(s) may be submitted on or before the set deadline via e-mail E-mail: <a href="mailto:admin@reefconservation.mu">admin@reefconservation.mu</a>  Proposal(s) submitted should clearly mention the Ref No. and subject of this RFP as "RC/NBSP/01/22: eDNA Services". Proposal(s) submitted must be limited to a maximum of 10 MB, virus-free or corrupted contents to avoid rejection, and no more than 5 email transmissions. Kindly ensure that they are signed, stamped (to authenticate the document with your personal or business signature, emblem or logo), and provided in the .pdf format, free from any virus or corrupted files.

	<p>Multiple emails must be clearly identified by indicating in the subject line “email no. X of Y”, and the final “email no. Y of Y.</p> <p>It is recommended that the entire proposal be consolidated into as few attachments as possible.</p> <p>The Bidder should receive notification acknowledging receipt of documents.</p>
<b>EVALUATION OF PROPOSALS</b>	
Confidentiality	<p>Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award.</p> <p>Any effort by a Bidder or anyone on behalf of the Bidder to influence RC in the examination, evaluation and comparison of the Bids or contract award decisions may, at RC’s decision, result in the rejection of its Bid.</p>
Evaluation method	RC will conduct the evaluation solely on the basis of the Bids received and the bid evaluation process will be undertaken in accordance with conditions laid out at Annex 4.
Evaluation criteria	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Technical responsiveness/Full compliance to minimum requirements as specified in Annex 2 and Annex 4.</li> <li><input checked="" type="checkbox"/> Value for money (price offer and related services).</li> <li><input checked="" type="checkbox"/> Comprehensive support services.</li> <li><input checked="" type="checkbox"/> Full acceptance of the PO and General Terms and Conditions (Annex 5).</li> <li><input checked="" type="checkbox"/> Compliance with delivery timeframe.</li> <li><input checked="" type="checkbox"/> Commercial registration of company.</li> </ul>
Due diligence	<p>RC reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following:</p> <ul style="list-style-type: none"> <li>• Verification of accuracy, correctness and authenticity of information provided by the Bidder;</li> <li>• Validation of extent of compliance to the RFP requirements and evaluation criteria based on what has so far been found by the evaluation team;</li> <li>• Inquiry and reference checking with previous clients on the performance on on-going or completed contracts;</li> <li>• Other means that RC may deem appropriate, at any stage within the selection process, prior to awarding the contract.</li> </ul>
Nonconformities, Reparable Errors and Omissions	<p>Provided that a Bid is substantially responsive, RC may waive any non-conformities or omissions in the Bid that, in the opinion of RC, do not constitute a material deviation. RC may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify non-material non-conformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request will result in the rejection of its Bid.</p>
<b>AWARD OF CONTRACT</b>	
Right to accept, reject, any or all bids	RC reserves the right to accept or reject any Bid, to render any or all of the Bids as non-responsive, and to reject all Bids at any time prior to award of contract, without

	incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for RC's action. RC <b>shall not</b> be obliged to award the contract to the lowest priced offered.
Award Criteria	Prior to expiration of the period of Bid validity, RC shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements and has offered the best value for services.
Right to vary requirement at time of award	At the time of award of Contract or Purchase Order, RC reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.
Type of contract to be awarded	<input checked="" type="checkbox"/> Purchase Order (PO). <input checked="" type="checkbox"/> Contract Face Sheet (i.e., signed LTA) accompanied by PO for call-off. <input checked="" type="checkbox"/> Contract for Works.
Special conditions of contract	RC reserves the right to cancel a PO/Contract if the delivery/completion is delayed by 45 days after award of the contract.
Payment terms	By bank transfer through instalments for the contract period after receipt of good(s) and/or service(s), subject to submission of payment documentation.
Conditions for release of payment	<input type="checkbox"/> Passing Inspection / Complete Installation. <input type="checkbox"/> Passing all Testing. <input type="checkbox"/> Completion of Training on Operation and Maintenance. <input checked="" type="checkbox"/> Written Acceptance of Goods, Services and Works, based on full compliance with RFQ requirements.
Expected date for contract award and delivery	Contract award notification: 12-12-2022. Delivery date Phase 1 of Contract: Forty-five days from the issuance of the purchase order.
Publication of contract award	RC will publish the contract award on its website.



## SECTION 3: DESCRIPTION OF THE PROJECT

Reef Conservation is implementing a 5-year interdisciplinary project initiated in 2021 titled 'Nature-Based Solutions for Protecting the Coastal Zone' in collaboration with the World Maritime University (Sweden) and Södertörn University (Sweden). The project will strengthen resilience against coastal erosion by initiating nature-based solutions and identifying and evaluating ecosystem services provided by seagrasses and seagrass restoration that benefit communities, biodiversity and support the management of resources.

Seven specific objectives (SPOs) have been identified for this project.

- SPO1 - Investigate stakeholder and citizen needs and perceptions of cultural ecosystem services provided by ecosystem-based protection measures.
- SPO2 - Inventory seagrass meadows improve knowledge of their status and biodiversity in Mauritius.
- SPO3 - Investigate best practices for seagrass restoration adapted to Mauritius.
- SPO4 - Empower community members through Citizen Science to participate in ecosystem-based solutions.
- SPO5 - Investigate the carbon sequestration potential of impacted and unimpacted seagrass meadows.
- SPO6 - Assess connectivity of economically important fish species across seagrass meadows.
- SPO7 - Evaluate how seagrass restoration can lead to sustainable coastal management, to inform evidence-based decision making.

Two central questions will be answered under SPO6 is: 1) which fish species are present in the seagrass meadows, and 2) the structure and migration behaviour of these fish species across seagrass meadows to develop appropriate management and protection strategies.

For this tender, Environmental DNA (eDNA) will be used to answer the first question and help to build a database of fish biodiversity as well as identify commercially important fish species that utilise seagrass meadows and nearby coastal habitats.

### 4. Project Scope and Mandatory Tasks

4.1. Reef Conservation is seeking for a professional and reputable laboratory to perform eDNA analyses from sea water samples using international recognised techniques and standards. This includes but not limited to, support from the laboratory for the development of the field survey design to acquire the relevant results, provide sampling kits and training, provide laboratory services for the extraction of DNA from environmental samples (collected from three time points), building amplicon libraries, and sequencing of eDNA samples including any required bioinformatics analysis in order to identify tropical fish to species level. The analyses will be undertaken over three-time periods accordingly: Phase 1: before any seagrass restoration, Phase 2: right after restoration and Phase 3: two years after restoration.

4.1.1. These results will be used to: Establish a baseline for fish diversity in seagrass meadows up to species level.

4.1.2. Identify commercially important fish species.

4.1.3. Determine if there is a difference in fish species composition between degraded sites and intact, healthy seagrass meadows.

4.1.4. Determine the potential of restoration actions to attract commercially important fish to areas that have been restored (just after restoration and again after two years).

### 4.2. Objective

4.2.1. This work will help RC build experience with advanced environmental genomics techniques for assessing fish diversity in seagrass habitats and the impact of seagrass restoration activities on the fish population present. The project activities will take place in three identified lagoons around Mauritius, namely Mon Choisy, Roches Noires and Bel Ombre (Annex 6). The aim is to use state-of-the-art eDNA methods to assess and monitor the effects of seagrass restoration at the identified sites by looking at the differences in fish species diversity over a set period compared to reference sites. The end-result will have three components: (1) a baseline of fish biodiversity at the identified sites, (2) an assessment of the effects of seagrass restoration on fish species composition at the identified sites, (3) an expert opinion of findings and how eDNA methods could play a role in seagrass monitoring and management programmes.

The requirements of the contract and the mandatory tasks associated with each requirement of the contract are listed below:

### 4.3. *Support the development of the study proposal and field survey design*

4.3.1. To be done in conjunction with RC, taking into account data from past field surveys of the identified sites and surrounding areas, study objectives and the logistics of the field work. The Bidder must provide highly qualified (PhD and above) and experienced scientists to

support the local team for the duration of the project with any required guidance and training; including but not limited to sampling design, water sampling techniques, data analyses and interpretation of results.

- 4.3.2. The field study design must allow for comparison of fish diversity in the seagrass site footprint and the environs outside the footprint as well as reference sites, to be able to draw conclusions about fish diversity in seagrass meadows including commercially important fish species.

#### 4.4. *Sample collection support*

The bidder must facilitate the collection of samples by RC field staff, including the following:

- 4.4.1. Assist in the design of the sampling strategy which should include positive and negative sampling controls.
- 4.4.2. Provide all necessary eDNA-suitable collection kits for the collection of up to 168 marine water samples, including replicates. The sampling kits provided must be easy to use by non-experts, adapted to tropical marine environments with no additional equipment or refrigeration required. To note, additional kits should be supplied free of charge for testing.
- 4.4.3. Provide all field standard operating procedures (SOPs) for collection, storage, and transport of samples from the field to overseas shipping and to the laboratory for analysis.
- 4.4.4. Provide training to RC field staff on the collection, storage, and transport of samples.
- 4.4.5. Provide logistical support (i.e., be available to answer questions by phone, online meetings, or email) to field operations as necessary prior to and during field operations to facilitate the collection, storage and transport of samples.

#### 4.5. *Laboratory analysis and sequencing*

- 4.5.1. Extraction of DNA from water samples, library preparation, and reading DNA sequences using advanced high throughput technologies.
- 4.5.2. Analysis of the eDNA samples to assess fish biodiversity present within and outside seagrass meadows with a focus on commercial fish species present in Mauritius (Annex 7).
- 4.5.3. To minimize contamination of samples, the Bidder must be able to provide dedicated, physically isolated lab spaces for pre-PCR (low template) DNA work, post-PCR (high template) DNA work, and sequencing. Appropriate controls (e.g., negative field control, negative extraction control, negative PCR control, positive PCR controls to verify the success of the molecular biology procedure and evaluate the presence of sequencing errors), must be included in the workflow.
- 4.5.4. The Bidder must be specialized to handle environmental DNA samples and adhere to a strict quality management program.
- 4.5.5. To allow for safety and or flexibility in future analyses, the contractor must have the capability to provide secure preservation and long-term storage of the extracted environmental genetic material in the marine samples in ultra-cold storage units.

4.6. *Bioinformatics and Report Writing*

- 4.6.1. The Bidder must interpret the data and provide a summary of the biodiversity inventory and community analysis in a report along with statistical interpretation of biodiversity patterns among stations for each study area.
- 4.6.2. The Bidder must explain the fish diversity in the seagrass site footprint and the environs outside the footprint as well as reference sites for Phase 1. For Phases 2 and 3 (immediately after restoration and two years following restoration) the Bidder must facilitate the comparative analyses of the fish diversity present within seagrass meadows sampled over time.
- 4.6.3. Reports should also include a qualitative and or quantitative indication of the species richness, composition, and relative abundance of the different fish species present.
- 4.6.4. The Bidder must ensure proper interpretation of results obtained whenever required.

<b><i>Name and Signature of the Bidder's Authorized Person</i></b>	
<b><i>Designation</i></b>	
<b><i>Date</i></b>	

## ANNEX 1: PROPOSAL SUBMISSION FORM

*Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their quotation along with Annexes 2 & 3: Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.*

<b>Name of Bidder:</b>		
<b>RFP reference:</b>		<b>Date:</b>

### Company Profile

Item Description	Detail
<b>Legal name of Bidder.</b>	
<b>Legal Address, City, Country.</b>	
<b>Telephone.</b>	
<b>Email.</b>	
<b>Website.</b>	
<b>Year of Registration. Business Registration Number (BRN).</b>	
<b>VAT/TVA/Tax Registration Number.</b>	
<b>Legal structure.</b>	<input type="checkbox"/> Limited company <input type="checkbox"/> NGO <input type="checkbox"/> Institution <input type="checkbox"/> University <input type="checkbox"/> Others [Specify].....
<b>Bank Information</b>	Bank Name: Bank Address: IBAN: SWIFT/BIC: Account Currency: Bank Account Number:

## Bidder's Declaration

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	<b>Requirements and Terms and Conditions:</b> I have read and fully understand the RFP, including the RFP Instruction and Data sheet, TOR, and General Conditions of Contract. I confirm that the Bidder agrees to be bound by them.
<input type="checkbox"/>	<input type="checkbox"/>	I confirm that the Bidder has the necessary capacity, capability, and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Ethics:</b> In submitting this Quote I warrant that the Bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of RC (other than the Point of Contact) to lobby or solicit information in relation to the RFP; has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of RC.
<input type="checkbox"/>	<input type="checkbox"/>	I confirm to undertake not to engage in proscribed practices, or any other unethical practice, with RC or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to RC.
<input type="checkbox"/>	<input type="checkbox"/>	<p><b>Sanctions:</b> I declare under honour that there is no Russian involvement in the contract of the company I represent exceeding the limits set in Article 5k of Council Regulation (EU) No 833/2014 of 31 July 2014 concerning restrictive measures in view of Russia's actions destabilising the situation in Ukraine, as amended by Council Regulation (EU) No 2022/578 of 8 April 2022. In particular I declare that:</p> <p>(a) the contractor I represent (and none of the companies which are members of our consortium) is not a Russian national, or a natural or legal person, entity or body established in Russia;</p> <p>(b) the contractor I represent (and none of the companies which are members of our consortium) is not a legal person, entity or body whose proprietary rights are directly or indirectly owned for more than 50 % by an entity referred to in point (a) of this paragraph;</p> <p>(c) neither I nor the company represent is a natural or legal person, entity or body act on behalf or at the direction of an entity referred to in point (a) or (b) above,</p> <p>(d) there is no participation of over 10 % of the contract value of subcontractors, suppliers or entities whose capacities the contractor I represent relies on by entities listed in points (a) to (c).</p>
<input type="checkbox"/>	<input type="checkbox"/>	<b>Conflict of interest:</b> I warrant that the Bidder has no actual, potential, or perceived Conflict of Interest in submitting this Proposal or entering a Contract to deliver the requirements. Where a Conflict of Interest arises during the RFP process the Bidder will report it immediately to the Procuring Organisation's Point of Contact.
<input type="checkbox"/>	<input type="checkbox"/>	<b>Bankruptcy:</b> I warrant that the Bidder has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, has not suspended business activities or is not in any analogous situation arising from a similar procedure under national laws and regulations, and there is no judgment or pending legal action against us that could impair our operations in the foreseeable future.
<input type="checkbox"/>	<input type="checkbox"/>	I confirm that neither a Director or Partner of the Bidder, has not been convicted of an offence concerning his professional conduct by a judgement which has the force of res judicata, nor been guilty of grave professional misconduct in the course of their business.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	I confirm that the Bidder has fulfilled its obligations relating to the payment of taxes or social security contributions in Mauritius or any other Country in which the Bidder is located.
<input type="checkbox"/>	<input type="checkbox"/>	I confirm that that neither a Director or Partner of the Bidder has not been found guilty of fraud or corruption, or money laundering.
<input type="checkbox"/>	<input type="checkbox"/>	I confirm that that neither a Director or Partner of the Bidder has not been convicted of being a member of a criminal organisation or any other illegal activity.
<input type="checkbox"/>	<input type="checkbox"/>	I confirm that that neither a Director or Partner of the Bidder has not has not been found guilty of serious misrepresentation in providing information to a public buying agency
<input type="checkbox"/>	<input type="checkbox"/>	<b>Offer Validity Period:</b> I confirm that this Proposal, including the price, remains open for acceptance for the Offer Validity.
<input type="checkbox"/>	<input type="checkbox"/>	I understand and recognise that you are not bound to accept any Proposal you receive, and I certify that the services offered in our Proposal are new and unused.
<input type="checkbox"/>	<input type="checkbox"/>	I certify that the information provided above is accurate and complete to the best of my knowledge. I understand that the provision of inaccurate or misleading information in this declaration may lead to my organisation being excluded from participation in future tenders.
<input type="checkbox"/>	<input type="checkbox"/>	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorised by the Organisation/s to make this declaration on its/their behalf.

<b>Signature</b>	
<b>Name</b>	
<b>Title</b>	
<b>Date</b>	

## ANNEX 2: TECHNICAL OFFER

### Technical Offer

*Bidders are requested to complete this form, sign it and return it as part of their proposal along with Annex 1 Proposal Submission Form. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted.*

<b>Name of Bidder:</b>		
<b>RFP reference:</b>		<b>Date:</b>

In their technical bid, bidders should demonstrate their understanding of the requirements contained in **Section 4. Project Scope and Mandatory Tasks** and explain how they will meet these requirements.

Bidders should demonstrate their capability and describe their approach in a thorough, concise, and clear manner for carrying out the work. The technical bid should address clearly and in sufficient depth the points that are subject to the **evaluation criteria** against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, RC requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Bidders should use font and font size Calibri 11. The language if the bid is English. Proposal(s) submitted should clearly mention the Ref No. and subject of this RFP as “RC/NBSP/01/22: e DNA Services”.

### Mandatory Technical Criteria and Point Rated Technical Criteria

The Bidder should include the following table in their proposal, indicating that their proposal meets the mandatory criteria, and providing the proposal page number or section that contains information to verify that the criteria has been met.

It is the Bidder’s responsibility to ensure that a sufficient level of information is included in the proposal to allow the evaluation team to make an accurate assessment of the bid.

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation that is identified specifically with the words “must” or “mandatory” is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be considered non-compliant.

For the purpose of evaluation, one (1) year is defined as twelve (12) cumulative months. To qualify as a reference project, the proposed resource has to have worked full-time on the project for a minimum of six (6) months.

For each project that is cited as experience, the following information must be identified on the proposed resource’s resume:

- a) The name of the client organization (to whom the services were provided);



- b) The name, title, telephone number and e-mail address of the Project Authority;
- c) A brief description of the type and scope of services that meets the identified criteria provided by the resource;
- d) The dates and duration of the project (indicating the years and months of engagement and the start and end dates of the work).

#	Mandatory Criteria	Meets Criteria (yes/no)	Proposal Page # (to be filled out by Bidder)
M1	The Bidder must submit a list of the persons who will form part of the project team <b>Attachment 1 to Annex 2</b> .		
M2	The Bidder must submit a detailed resume of at least one project team member that has a minimum of 5 years of experience with a PhD qualification, as a lead or co-lead investigator of eDNA studies <b>Attachment 2 to Annex 2</b> .		
M3	The Bidder must submit a detailed proposal <b>Attachment 3 to Annex 2</b> that demonstrates their understanding of the requirements contained in Section 4. Project Scope and Mandatory Tasks and explain how they will meet these requirements.		
M4	The Bidder meets the required laboratory specifications for extraction, storage, and analysis of eDNA as requested in <b>Section 4</b> .		
M5	The Bidder meets the requirements and clearly demonstrates the training and sample collection support they will provide during the different sampling periods.		
M6	The Bidder must submit a list of minimum 10 relevant peer- reviewed publications (i.e. genomics, biodiversity monitoring) published in the past 20 years, from bid closing date that was authored or co-authored by the project team member identified in M2.		
M7	The Bidder must demonstrate by completing the Company Experience Table at <b>Attachment 4 to Annex 2</b> a minimum of 5 projects undertaken in the past 10 years that demonstrate the bidder's experience as a lead or co-lead investigator of eDNA studies (i.e. genomics and biodiversity studies), including study design, eDNA analysis, data interpretation and making recommendations.		

**Point Rated Technical Criteria**

The Point Rated evaluation criteria will be used by RC to evaluate only those bids that meet all of the Mandatory Technical Criteria. Bidders are advised to address these requirements in the following order and in sufficient depth in their bids to enable a thorough assessment. RC’s assessment will be based solely on the information contained within the bids.

If a bid does not meet the required minimum points of the Point Rated Criteria, the bid will not be considered further.

Bids will be ranked solely upon the information provided in the proposal, using the factors and criteria in the evaluation table.

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly.

#	Point-Rated Criteria	Points Awarded	Proposal Page # (to be filled out by Bidder)
R1	<p>Project team member identified in M2 exceeds 5 years’ experience with a minimum PhD qualification in the field as a lead or co-lead level investigator for eDNA studies.?</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>30 points:</b> 10+ years of experience</li> <li>- <b>20 points:</b> 5 years 1 month to 10 years of experience</li> <li>- <b>10 points:</b> 2 years 1 month to 5 years of experience</li> </ul> <p><b>0 points:</b> does not indicate</p>	/30	
R2	<p>The Bidder submits a list of relevant peer-reviewed publications (i.e., genomics, biodiversity monitoring) in the past 20 years that were authored by the project team / bidder.</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 80+ publications</li> <li>- <b>30 points:</b> 57 to 79 publications</li> <li>- <b>20 points:</b> 34 to 56 publications</li> <li>- <b>10 points:</b> 11 to 33 publications</li> </ul> <p><b>0 points:</b> does not provide more than 10</p>	/40	

R3	<p>The Bidder demonstrates by completing the <b>Company Experience Table</b> (Attachment 4 to Annex 2) a list of projects undertaken in the past 10 years up to the bid solicitation closing date <b>that demonstrate the bidder’s experience as a lead or co-lead investigator of eDNA studies</b> (i.e. genomics and biodiversity studies), including study design, providing quality eDNA analysis, where applicable data interpretation and making recommendations.</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 7+ projects</li> <li>- <b>30 points:</b> 5-6 projects</li> <li>- <b>20 points:</b> 3-4 projects</li> <li>- <b>10 points:</b> 1-2 projects</li> </ul> <p><b>0 points:</b> no demonstrated projects</p>	/60	
R4	<p>The Bidder demonstrates by completing the <b>Company Experience Table</b> (refer to Attachment 4 to Annex 2) a list of eDNA related projects undertaken in the laboratory specified in the Bid in the past 10 years up to the bid solicitation closing date <b>that involve an assessment of fish biodiversity using eDNA technology.</b></p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 91+ projects</li> <li>- <b>30 points:</b> 61-90 projects</li> <li>- <b>20 points:</b> 31-60 projects</li> <li>- <b>10 points:</b> 10-30 projects</li> </ul> <p><b>0 points:</b> less than 10 demonstrated projects</p>	/60	
R5	<p>The Bidder demonstrates by completing the <b>Company Experience Table at</b> (Attachment 4 to Annex 2) a list of projects undertaken in the laboratory specified in the Bid in the past 15 years up to the bid solicitation closing date <b>that involve eDNA analysis of fish biodiversity with a focus on marine species within the Western Indian Ocean Region.</b></p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 4+ projects</li> <li>- <b>30 points:</b> 3 projects</li> <li>- <b>20 points:</b> 2 projects</li> <li>- <b>10 points:</b> 1 project</li> </ul> <p><b>0 points:</b> no demonstrated projects</p>	/40	

R6	<p>The Bidder demonstrates by completing the <b><i>Proposal Details Template</i></b> (Attachment 3 to Annex 2) that the laboratory specified in the Bid has been operational and has provided eDNA extraction, sequencing, and analysis services for 5+ years and has processed 10,000+ samples.</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 5+ years and 10,000+ samples</li> <li>- <b>30 points:</b> 4+ years and 7500+ samples</li> <li>- <b>20 points:</b> 3+ years and 5000+ samples</li> <li>- <b>10 points:</b> 2+ years and 2500+ samples</li> <li><b>0 points:</b> less than 2 years</li> </ul>	/40	
R7	<p>The Bidder demonstrates by completing the <b><i>Proposal Details Template</i></b> (Attachment 3 to Annex 2) that the laboratory specified in the Bid have experience using Illumina MiSeq and/or NovaSeq 6000 sequencing platforms or equivalent, with a target minimum sequencing depth of 100,000 sequences per DNA marker per sample in the past 5 years.</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>25 points:</b> 5+ years of experience</li> <li>- <b>20 points:</b> 4 years of experience</li> <li>- <b>15 points:</b> 3 years of experience</li> <li>- <b>10 points:</b> 2 years of experience</li> <li>- <b>5 points:</b> 1 year of experience</li> <li><b>0 points:</b> less than one year of experience, or does not indicate</li> </ul>	/40	
R8	<p>The Bidder demonstrates by completing the <b><i>Proposal Details Template</i></b> (Attachment 3 to Annex 2) that they provide dedicated logistics for handling samples in and out of countries and provide a list of projects undertaken in the past 10 years up to the bid solicitation closing date that required these services.</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 4+ projects</li> <li>- <b>30 points:</b> 3 projects</li> <li>- <b>20 points:</b> 2 projects</li> <li>- <b>10 points:</b> 1 project</li> <li><b>0 points:</b> no demonstrated projects</li> </ul>	/40	

R9	<p>The Bidder must submit a detailed resume of one project team member that has experience being part of an established network of experts in environmental genomics (i.e. working group, conference organizer, committee) in the past 15 years up to bid solicitation closing date.</p> <p><u>Evaluation Grid:</u></p> <ul style="list-style-type: none"> <li>- <b>40 points:</b> 15+ years of experience</li> <li>- <b>30 points:</b> 10 years 1 month to 15 years of experience</li> <li>- <b>20 points:</b> 5 years 1 month to 10 years of experience</li> <li>- <b>10 points:</b> 2 years to 5 years of experience</li> </ul> <p><b>0 points:</b> less than 2 years of experience</p>	/40	
----	--	-----	--

<b>Total Score</b>	/390
<b>Minimum Pass Score (70%)</b>	/273

**Attachment 1 to Annex 2: Proposed Project Team**

KEY EXPERTS

<b>Name of Team Member</b>	<b>Proposed position</b>	<b>Years of experience</b>	<b>Educational background</b>	<b>Specialist areas of knowledge</b>	<b>Experience in Western Indian Ocean Region</b>	<b>Languages and degree of fluency (VG, G, W)</b>

**Attachment 2 to Annex 2: Curriculum Vite of the Proposed Project Team**

The Bidder must complete a separate Curriculum Vite for each project team member and include it with its bid.

**CURRICULUM VITE**

**Proposed role in the project:**

Family name:

First names:

Date of birth:

Nationality:

Education:

Institution (Date from - Date to)	Degree(s) or Diploma(s) obtained (please provide copies):

**Publications (list from most recent first):**

**Membership to professional bodies (list with dates):**

**Present Position in the Organisation / Company**

Present Position	Years within the Company	Key Qualifications (relevant to the Bid)	Other Skills

**Specific experience including in the WIO region:**

Country	Project	Date from - Date to

### **Attachment 3 to Annex 2: Proposal Details**

To be completed by the Bidder. Please provide the following information.

#### **1. Company/Organisation Profile and Background**

#### **2. Strategy**

- An outline of the of the approach proposed for contract implementation.
- A list of the proposed tasks you consider necessary to achieve the contract objectives.
- Timetable of work and outputs

#### **3. Laboratory Facilities including Backstopping (support facilities)**

#### **4. Added value**



**Attachment 4 to Annex 2: Company Experience Table**

The Bidder must complete the Company Experience Table and include it with its bid. The Bidder must complete a separate table for each project.

**Project #**

<b>Project title:</b>	
<b>Client name:</b>	
<b>Contact information associated with the client name:</b>	
<b>Bidder's role in the project:</b>	
<b>Project start and end dates in yyyy-mm:</b>	
<b>Project objectives:</b>	
<b>Project location:</b>	
<b>Substrate sampled:</b>	<input type="checkbox"/> Water <input type="checkbox"/> Sediment
<b>Instrument used for eDNA analysis:</b>	
<b>Summary of eDNA project results:</b>	

## ANNEX 3: FINANCIAL OFFER

### Financial Offer

The Bidder should complete the Financial Bid Presentation Sheet and include it in its financial bid once completed. As a minimum, the Bidder must respond to this Financial Presentation Sheet by including in its financial bid for each of the periods specified below its quoted all-inclusive fixed rate (in Euro €).

The inclusion of volumetric data in this document does not represent a commitment by RC that RC's future usage of the services described in the bid solicitation will be consistent with this data.

### Initial Contract Period (ICP) Baseline (December 2022 to June 2023)

Task	Description	Estimated Quantity (A)	Firm Per Day / Sample (B)	Extended (C) = A x B	Total
1	Sample Collection Kit * <sup>1</sup>	x samples	€	€	
2	Laboratory Analysis and Sequencing * <sup>2</sup>	x samples	€	€	
3	Bioinformatics and Report * <sup>3</sup>	1 report	€	€	
* <sup>1</sup> Firm per sample rate includes tasks associated with Sections 2.2 and 3.2 of the Statement of Work.					
* <sup>2</sup> Firm per sample rate includes tasks associated with Sections 2.3 and 3.3 of the Statement of Work.					
* <sup>3</sup> Firm per day rate includes tasks associated with Sections 2.4 and 3.4 of the Statement of Work.					
<b>Subtotal for Phase 1 Contract Period (ICP) – excluding tax</b>			€		
<b>Applicable tax if any (please indicate the tax and %)</b>			€		
<b>Subtotal for Phase 1 Contract Period (ICP) – including tax if any</b>			€		

**Phase 1 Contract Period – immediately after restoration (October 2023 to June 2024)**

<b>Task</b>	<b>Description</b>	<b>Estimated Quantity (A)</b>	<b>Firm Per Day / Sample (B)</b>	<b>Extended (C) = A x B</b>	<b>Total</b>
1	Sample Collection Kit* <sup>1</sup>	x samples	€	€	
2	Laboratory Analysis and Sequencing * <sup>2</sup>	x samples	€	€	
3	Bioinformatics and Report * <sup>3</sup>	1 report	€	€	
* <sup>1</sup> Firm per sample rate includes tasks associated with Sections 2.2 and 3.2 of the Statement of Work.					
* <sup>2</sup> Firm per sample rate includes tasks associated with Sections 2.3 and 3.3 of the Statement of Work.					
* <sup>3</sup> Firm per day rate includes tasks associated with Sections 2.4 and 3.4 of the Statement of Work.					
<b>Subtotal for Phase 2 Contract Period (ICP) – excluding tax</b>				€	
<b>Applicable tax if any (please indicate the tax and %)</b>				€	
<b>Subtotal for Phase 1 Contract Period (ICP) – including tax if any</b>				€	

**Phase 2 Contract Period - (June 2025 to January 2026)**

Task	Description	Estimated Quantity (A)	Firm Per Day / Sample (B)	Extended Total (C) = A x B
1	Sample Collection Kit* <sup>1</sup>	x samples	€	€
2	Laboratory Analysis and Sequencing * <sup>2</sup>	x samples	€	€
3	Bioinformatics and Report * <sup>3</sup>	1 report	€	€
* <sup>1</sup> Firm per sample rate includes tasks associated with Sections 2.2 and 3.2 of the Statement of Work.				
* <sup>2</sup> Firm per sample rate includes tasks associated with Sections 2.3 and 3.3 of the Statement of Work.				
* <sup>3</sup> Firm per day rate includes tasks associated with Sections 2.4 and 3.4 of the Statement of Work.				
<b>Subtotal for Phase 2 Contract Period (ICP) – excluding tax</b>			€	
<b>Applicable tax if any (please indicate the tax and %)</b>			€	
<b>Subtotal for Phase 1 Contract Period (ICP) – including tax if any</b>			€	

Subtotal for Initial Contract Period (ICP)	€
Subtotal for Phase 1 (P1)	€
Subtotal for Phase 2 (P2)	€
Evaluated Price of Bid = ICP + P1 + P2	€

**Compliance with Requirements**

	Your Responses		
	Yes, we will comply	No, we cannot comply	If you cannot comply, pls. indicate counter - offer
Delivery Lead Time	<input type="checkbox"/>	<input type="checkbox"/>	
Validity of Quotation	<input type="checkbox"/>	<input type="checkbox"/>	
Payment terms	<input type="checkbox"/>	<input type="checkbox"/>	

I, the undersigned, certify that I am duly authorised to sign this quotation and bind the company below in event that the quotation is accepted.

Company Name:	Authorised Signature:
Address:	Date:
Phone No.:	Name:
Email Address:	Title of Authorised Signatory:

## ANNEX 4: EVALUATION PROCESS

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

RC will convene an evaluation team which will include members of the Board of Directors, the Head of Research Programmes and co-applicant partners. During the evaluation period, clarifications may be sought by e-mail from Bidders. Clarifications may include testimonials from customers in support of particular aspects of a tender, whether such aspects are contained in the original submission or in subsequent responses to requests for clarification. Deadlines will be imposed for the receipt of such clarifications and failure to meet these deadlines will result in the disqualification of the Bid or loss of marks in the selection score sheet. Responses to requests for clarification shall not materially change any of the elements of the proposals submitted. Unsolicited communications from Bidders will not be entertained during the evaluation period.

Bids which will qualify for participation in the evaluation process prior to award of contract should meet the following criteria:

Phase#	Evaluation Process Stage	Basic requirements with which proposals must comply with
<p><i>The first phase of evaluation will determine whether Bids which have been submitted are in line with the RFP Instructions and Data Sheet as described in Section 2. Only those Bids which meet the mandatory criteria under Section 2 will qualify for the second phase of the evaluation process.</i></p>		
1	Essential criteria screening	<p><b>A. Closing Date:</b> Bid proposals must meet the deadlines set in the RFP Instructions and Data Sheet as described in Section 2, or such revised deadline as may be notified to Bidders by RC.</p> <p><b>B. Submission Method:</b> Bid proposals must be delivered in the method specified in Section 2. RC will not accept responsibility for bids delivered by any other method. Responses delivered in any other method will be rejected.</p> <p><b>C. Format and Structure of the Bids:</b> Bid proposals must conform to the format templates provided at Annexes 1, 2 and 3. Failure to comply with the prescribed format and structure may result in bids being rejected at this stage.</p> <p><b>D. Confirmation of validity of Bids:</b> Bidders must confirm that the period of validity of their proposal is not less than sixty (60) days.</p> <p><b>E. Minimum mandatory requirements of specifications or contract performance:</b> The Bid proposals should meet the minimum mandatory requirements as laid under Annex 2.</p>
<p><i>The second stage of the evaluation will involve an assessment of the Bidder's personal and legal circumstances, to fulfil the obligations of the contract</i></p>		

Phase#	Evaluation Process Stage	Basic requirements with which proposals must comply with
2	Legal criteria screening	<p><b>F. Submission of necessary documents:</b> Bidders must submit dully filled copies of Annex 1 along with any necessary document which has been requested including their Company Registration Certificate, Business Registration Number and Value Added Tax Certificate (if applicable).</p>
<p><i>Each proposal that conforms to the Essential and Legal Criteria will be evaluated according to the Award Criteria provided below.</i></p>		
3	Award Criteria	<p><b>G. Score/Marking system:</b> Bids will be awarded marks under each of the award criteria listed in this section to determine the most economically advantageous Bid:</p> <p>(a) Technical Specificity / Quality:  <i>This will be based on the quality of service being provided by the Bidder. Points will be awarded, and a score computed for technical bids based on the Point-Rated Criteria detailed in Annex 2. Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder’s affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or Bidders will not be considered.</i></p> <p>(b) Price:  <i>All prices must be shown in Euros. A clear breakdown of prices must be shown as part of the financial offer Annex 3 – any taxes (including VAT) etc. must be shown separately. Prices offered will be evaluated on full cost basis (including all fees and taxes that are applicable).</i></p>

**BASIS OF SELECTION - HIGHEST COMBINED RATING OF TECHNICAL MERIT (60%) AND PRICE (40%)**

1. To be declared responsive, a bid must:
  - (a) comply with all the requirements of the bid solicitation;
  - (b) meet all mandatory technical criteria and mandatory financial criteria; and
  - (c) obtain the required minimum of 273 points overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of 390 points.

2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40 % for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.



## ANNEX 5: GENERAL TERMS AND CONDITIONS

This Contract is between the Reef Conservation, an NGO registered with the Registrar General since 2004 and accredited with the National Corporate Responsibility Foundation since 2009 (hereinafter “RC”), on the one hand, and a company or organisation indicated in the Face Sheet of this Contract (hereinafter the “Contractor”), on the other hand.

1. **LEGAL STATUS OF THE PARTIES:** RC and the Contractor shall be referred to as a “Party” or, collectively, “Parties” hereunder, and:
  - 1.1. The Contractor shall have the legal status of an independent contractor vis-à-vis RC, and nothing contained in or relating to the Contract shall be construed as establishing or creating between the Parties the relationship of employer and employee or of principal and agent. The officials, representatives, employees, or subcontractors of each of the Parties shall not be considered in any respect as being the employees or agents of the other Party, and each Party shall be solely responsible for all claims arising out of or relating to its engagement of such persons or entities.
2. **OBLIGATIONS OF THE CONTRACTOR:**
  - 2.1. The Contractor shall perform and complete the services described in the Terms of Reference (hereinafter the “Services”), with due diligence and efficiency, and in accordance with this Contract. The Contractor shall also provide all technical and administrative support needed in order to ensure the timely and satisfactory performance of the Services.
  - 2.2. The Contractor represents and warrants the accuracy of any information or data provided to RC for the purpose of entering into this Contract, as well as the quality of the deliverables foreseen under this Contract, in accordance with the highest industry and professional standards.
  - 2.3. All time limits contained in this Contract shall be deemed to be of the essence in respect of the performance of the provision of the Services.
3. **LONG TERM AGREEMENT:**

If the Contractor is engaged by RC on the basis of a long-term agreement (“LTA”) as indicated in the Face Sheet of this Contract, the following conditions shall apply:

  - 3.1. RC does not warrant that any quantity of Services shall be ordered during the term of the LTA.
  - 3.2. The Contractor shall provide the Services, as requested by RC and reflected in a purchase order, which shall be subject to the terms and conditions stipulated in this Contract. For the avoidance of doubt, RC shall acquire no legal obligations towards the Contractor unless and until a purchase order is issued.
  - 3.3. In the event of any advantageous technical changes and/or downward pricing of the Services during the term of the retainer, the Contractor shall notify RC immediately. RC shall consider the impact of any such event and may request an amendment to the retainer.
  - 3.4. The LTA shall remain in force for the whole duration of the Contract.
4. **PRICE AND PAYMENT:**
  - 4.1. **FIXED PRICE:** For this Contract, Fixed Price will be implemented as a payment method pursuant to the Face Sheet of this Contract, in full consideration for the complete and satisfactory provision of the Services, RC shall pay the Contractor a fixed amount indicated in the Face Sheet of this Contract.
    - 4.1.1. The amount stated in the Face Sheet of this Contract is not subject to any adjustment or revision because of price or currency fluctuations, or the actual costs incurred by the Contractor in the performance of the Contract.
    - 4.1.2. RC shall effect payments to the Contractor in the amounts and pursuant to the schedule of payments set forth in the Terms of Reference, upon completion by the Contractor of the

corresponding deliverable(s) and upon acceptance by RC of the original invoices submitted by the Contractor to the RC Contact Person indicated in the Face Sheet of this Contract, together with whatever supporting documentation that may be required by RC.

4.1.3. If an advance payment is due to the Contractor pursuant to the Face Sheet of this Contract, the Contractor shall submit an original invoice for the amount of that advance payment upon signature of this Contract by the Parties.

5. SUBMISSION OF INVOICES AND REPORTS:

5.1. All invoices, reports (if any) and supporting documentation required under this Contract shall be submitted by email by the Contractor to RC's Contact Person. Upon request of RC, all original invoices and reports (if any) may be required to be submitted by mail to Reef Conservation for audit purposes.

6. TIME OF PAYMENT:

6.1. Invoices shall be paid one month in advance of the time of delivery of eDNA kits for each Phase of Work and within fifteen (15) days of the date of their acceptance by RC.

6.2. Invoices shall be paid no later than one (1) month after the acceptance of reports by RC.

7. ASSIGNMENT:

The Contractor shall not assign, transfer, pledge or make other disposition of this Contract or any part thereof, or any of the Contractor's rights, claims or obligations under this Contract except with the prior written consent of RC.

8. INDEMNIFICATION:

The Contractor shall indemnify, hold and save harmless, and defend, at its own expense, RC and its staff from and against all suits, claims, demands, and liability of any nature or kind, including their costs and expenses, arising out of acts or omissions of the Contractor in the performance of this Contract.

9. INSURANCE AND LIABILITY:

9.1. The Contractor shall provide and thereafter maintain insurance against all risks in respect of its property and any equipment used for the execution of this Contract.

9.2. The Contractor shall also provide and thereafter maintain liability insurance in an adequate amount to cover third party claims for death or bodily injury, or loss of or damage to property, arising from or in connection with the provision of Services under this Contract.

10. ENCUMBRANCES AND LIENS:

The Contractor shall not cause or permit any lien, attachment or other encumbrance by any person to be placed on file or to remain on file in any public office or on file with RC against any monies due to the Contractor or that may become due for any work done or against any goods supplied or materials furnished under the Contract, or by reason of any other claim or demand against the Contractor or RC.

11. PUBLICITY, AND USE OF THE NAME, LOGO OF RC: The Contractor shall not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with RC, nor shall the Contractor, in any manner whatsoever use the name and logo of RC.

12. CONFIDENTIAL NATURE OF DOCUMENTS AND INFORMATION:

Information and data that is considered proprietary by either Party or that is delivered or disclosed by one Party ("Discloser") to the other Party ("Recipient") during the course of performance of the Contract, and

that is designated as confidential (“Information”), shall be held in confidence by that Party and shall be handled as follows:

12.1. The Recipient shall use the same care and discretion to avoid disclosure, publication or dissemination of the Discloser’s Information as it uses with its own similar Information that it does not wish to disclose, publish or disseminate; and use the Discloser’s Information solely for the purpose for which it was disclosed.

12.2. The Contractor may disclose Information to the extent required by law, provided that, subject to and without any waiver of the privileges and immunities of RC, the Contractor will give RC sufficient prior notice of a request for the disclosure of Information in order to allow RC to have a reasonable opportunity to take protective measures or such other action as may be appropriate before any such disclosure is made.

13. FORCE MAJEURE; OTHER CHANGES IN CONDITIONS:

In the event of and as soon as possible after the occurrence of any cause constituting force majeure, the affected Party shall give notice and full particulars in writing to the other Party, of such occurrence or cause if the affected Party is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under the Contract. The affected Party shall also notify the other Party of any other changes in condition or the occurrence of any event which interferes or threatens to interfere with its performance of the Contract. Not more than fifteen (15) days following the provision of such notice of force majeure or other changes in condition or occurrence, the affected Party shall also submit a statement to the other Party of estimated expenditures that will likely be incurred for the duration of the change in condition or the event of force majeure. On receipt of the notice or notices required hereunder, the Party not affected by the occurrence of a cause constituting force majeure shall take such action as it reasonably considers to be appropriate or necessary in the circumstances, including the granting to the affected Party of a reasonable extension of time in which to perform any obligations under the Contract.

13.1. If the Contractor is rendered unable, wholly or in part, by reason of force majeure to perform its obligations and meet its responsibilities under the Contract, RC shall have the right to suspend or terminate the Contract on the same terms and conditions as are provided for in Article 14, “Termination,” except that the period of notice shall be seven (7) days instead of thirty (30) days. In any case, RC shall be entitled to consider the Contractor permanently unable to perform its obligations under the Contract in case the Contractor is unable to perform its obligations, wholly or in part, by reason of force majeure for any period in excess of ninety (90) days.

13.2. Force majeure as used herein means any unforeseeable and irresistible act of nature, provided that such acts arise from causes beyond the control and without the fault or negligence of the Contractor.

14. TERMINATION:

14.1. Either party may terminate this Contract for cause, in whole or in part, upon thirty (30) days’ notice, in writing, to the other party.

14.2. RC may terminate the Contract at any time by providing written notice to the Contractor in any case in which the funding of RC applicable to the Contract is curtailed or terminated, whether in whole or in part. In addition, unless otherwise provided by the Contract, upon sixty (60) day’s advance written notice to the Contractor, RC may terminate the Contract without having to provide any justification therefor.

14.3. In the event of any termination of the Contract, no payment shall be due from RC to the Contractor except for the Services satisfactorily provided to RC in accordance with the requirements of the Contract.

14.4. Should the Contractor be adjudged bankrupt, or be liquidated or become insolvent, or should the Contractor make an assignment for the benefit of its creditors, or should a Receiver be appointed on

account of the insolvency of the Contractor, RC may, without prejudice to any other right or remedy it may have under the terms of these conditions, terminate this Contract forthwith. The Contractor shall immediately inform RC of the occurrence of any of the above events.

15. NON-WAIVER OF RIGHTS:

The failure by either Party to exercise any rights available to it, whether under the Contract or otherwise, shall not be deemed for any purposes to constitute a waiver by the other Party of any such right or any remedy associated therewith, and shall not relieve the Parties of any of their obligations under the Contract.

16. NON-EXCLUSIVITY:

Unless otherwise specified in the Contract, RC shall have no obligation to purchase any minimum quantities of services from the Contractor, and RC shall have no limitation on its right to obtain services of the same kind, quality and quantity described in the Contract, from any other source at any time.

17. SETTLEMENT OF DISPUTES:

The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the Contract or the breach, termination, or invalidity thereof.

18. MODIFICATIONS:

No modification or change in this Contract shall be valid and enforceable against RC unless executed in writing by the duly authorised representatives of the Parties.

19. AUDITS AND INVESTIGATIONS:

19.1. Each invoice paid by RC may be subject to a post-payment audit by auditors, whether internal or external from RC, at any time during the term of the Contract and for a period of one (1) year following the expiration or prior termination of the Contract.

19.2. The Contractor shall provide its full and timely cooperation with any such post- payment audits. Such cooperation shall include, but shall not be limited to, the Contractor's obligation to make available its personnel and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to auditors, access to the Contractor's premises at reasonable times and on reasonable conditions in connection with such access to the Contractor's personnel and relevant documentation.

20. ESSENTIAL TERMS:

The Contractor acknowledges and agrees that each of the provisions in Articles 21 to 25 hereof constitutes an essential term of the Contract and that any breach of any of these provisions shall entitle RC to terminate the Contract or any other contract with RC immediately upon notice to the Contractor, without any liability for termination charges or any other liability of any kind.

21. SOURCE OF INSTRUCTIONS:

The Contractor shall neither seek nor accept instructions from any authority external to RC in connection with the performance of its obligations under the Contract. Should any authority external to RC seek to impose any instructions concerning or restrictions on the Contractor's performance under the Contract, the Contractor shall promptly notify RC and provide all reasonable assistance required by RC. The Contractor shall not take any action in respect of the performance of its obligations under the Contract that may adversely affect the interests of RC, and the Contractor shall perform its obligations under the Contract with the fullest regard to the interests of RC.

22. STANDARDS OF CONDUCT:

The Contractor warrants that it has not and shall not offer any direct or indirect benefit arising from or related to the performance of the Contract, or the award thereof, to any representative, employee or Board member of RC. The Contractor shall comply with all laws, ordinances, rules and regulations bearing upon the performance of its obligations under the Contract.

23. CHILD LABOR:

The Contractor represents and warrants that neither it, its parent entities (if any), nor any of the Contractor's subsidiary or affiliated entities (if any) is engaged in any practice inconsistent with the rights set forth in the Convention on the Rights of the Child, including Article 24 thereof, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral, or social development.

24. SEXUAL EXPLOITATION:

24.1. The Contractor shall not engage in any conduct that would constitute sexual exploitation or sexual abuse and shall take all appropriate measures to prevent sexual exploitation or abuse of anyone by its employees. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, shall constitute the sexual exploitation and abuse of such person. In addition, the Contractor shall refrain from, and shall take all reasonable and appropriate measures to prohibit its employees from exchanging any money, goods, services, or other things of value, for sexual favours or activities, or from engaging any sexual activities that are exploitive or degrading to any person.

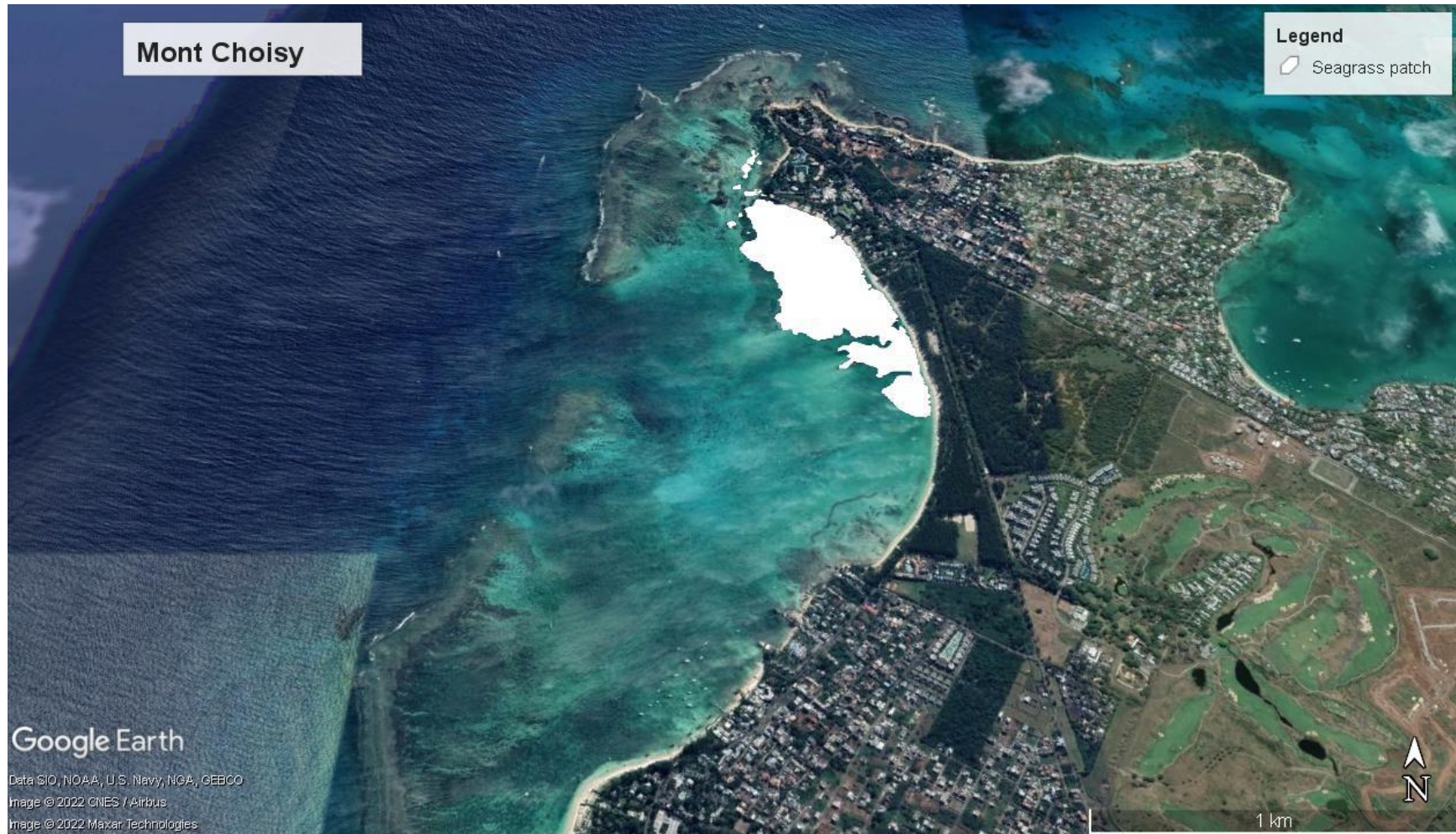
25. SANCTIONS AND ANTI-TERRORISM:

The Contractor agrees to undertake all reasonable efforts to ensure that none of the RC funds received under the Contract is used to provide support to individuals or entities who are sanctioned or are associated with any form of terrorism.

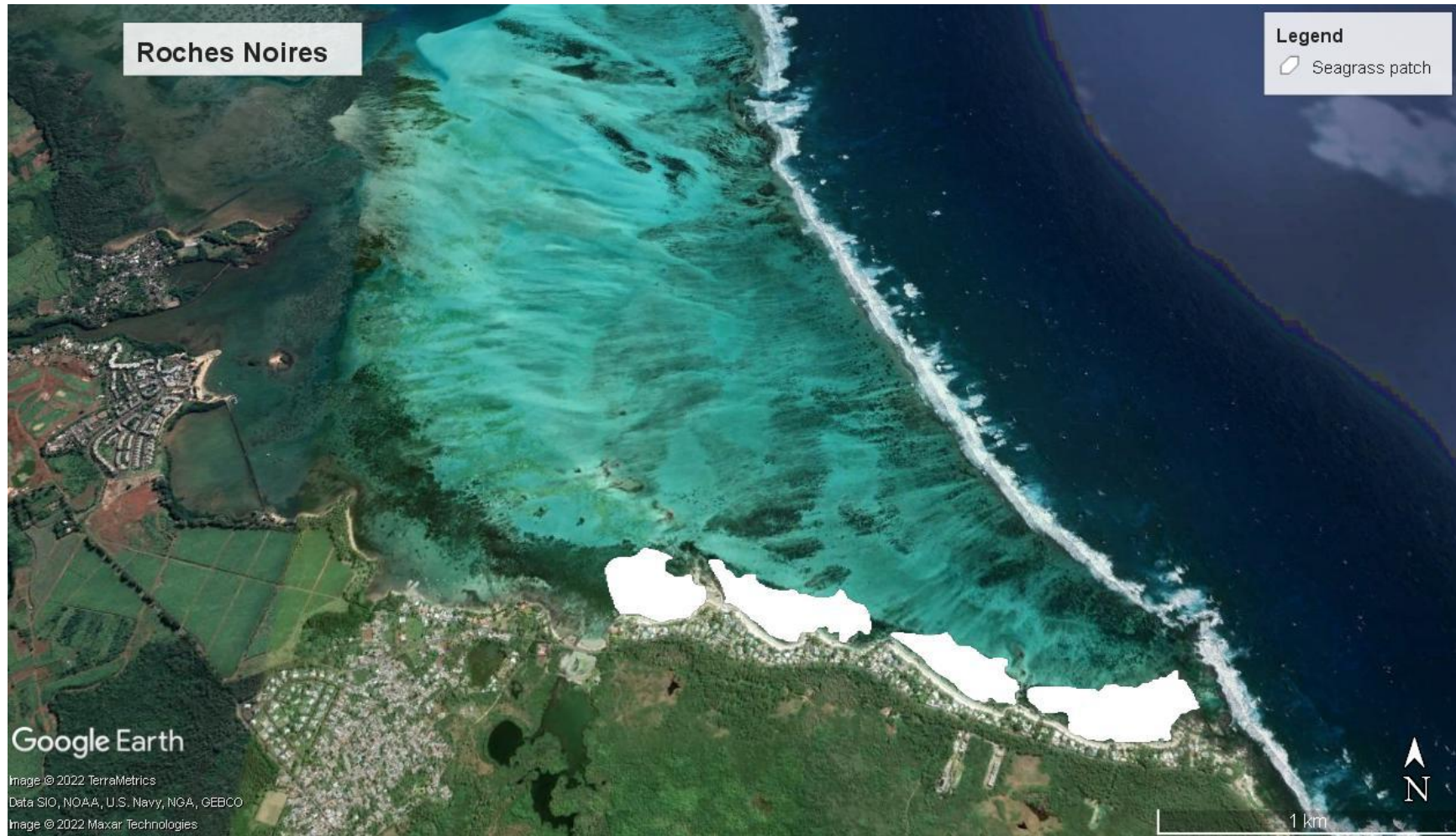
## ANNEX 6: SURVEY SITES DESCRIPTION















## ANNEX 7: LIST OF COMMERCIAL FISH SPECIES AVAILABLE IN MAURITIUS

<b>Species</b>
<i>Acanthocybium solandri</i>
<i>Aprion virescens</i>
<i>Carangoides fulvoguttatus</i>
<i>Caranx ignobilis</i>
<i>Carcharhinus amblyrhynchos</i>
<i>Cheilinus chlorourus</i>
<i>Cheilinus trilobatus</i>
<i>Chlorurus cyanescens</i>
<i>Chlorurus enneacanthus</i>
<i>Chlorurus sordidus</i>
<i>Coryphaena hippurus</i>
<i>Crenimugil seheli</i>
<i>Elagatis bipinnulata</i>
<i>Epinephelus fasciatus</i>
<i>Epinephelus merra</i>
<i>Etelis carbunculus</i>
<i>Etelis coruscans</i>
<i>Euthynnus affinis</i>
<i>Gerres oyena</i>
<i>Gymnocranius grandoculis</i>
<i>Heniochus acuminatus</i>
<i>Hipposcarus harid</i>
<i>Katsuwonus pelamis</i>
<i>Leptoscarus vaigiensis</i>
<i>Lethrinus borbonicus</i>
<i>Lethrinus lentjan</i>
<i>Lethrinus mahsena</i>
<i>Lethrinus nebulosus</i>
<i>Lethrinus rubrioperculatus</i>
<i>Lethrinus variegatus</i>
<i>Lutjanus fulvus</i>
<i>Lutjanus monostigma</i>
<i>Lutjanus kasmira</i>
<i>Makaira mazara</i>
<i>Mugil cephalus</i>
<i>Mulloidichthys flavolineatus</i>
<i>Naso unicornis</i>
<i>Parupeneus indicus</i>
<i>Parupeneus macronema</i>
<i>Plectropomus punctatus</i>
<i>Polysteganus baissaci</i>

<i>Priacanthus hamrur</i>
<i>Pristipomoides filamentosus</i>
<i>Pritipomoides zonatus</i>
<i>Rhabdosargus sarba</i>
<i>Sargocentron diadema</i>
<i>Scarus caudofasciatus</i>
<i>Scarus ghobban</i>
<i>Scarus russellii</i>
<i>Scolopsis ghanam</i>
<i>Siganus sutor</i>
<i>Thunnus aibacares</i>
<i>Thunnus obesus</i>
<i>Variola albimarginata</i>
<i>Xiphias gladius</i>