PRIORITY ACTIONS PROGRAMME REGIONAL ACTIVITY CENTRE

SPLIT, KRAJ SV. IVANA 11

# INVITATION TO TENDER

PROCUREMENT SUBJECT:

Consultant for drafting the Guidance Factsheet for the

Candidate Common Indicator 41:

“Area of restored degraded coastal wetlands”

SIMPLE PROCUREMENT

Reference number 21/MTF/2025

Split, October 2025

**1. GENERAL INFORMATION**

**1.1. Client information:**

**Nam**e: Priority Actions Programme Regional Activity Centre – PAP/RAC – UNEP/MAP (hereinafter: the Client)

**Registered office - address**: 21000 Split, Kraj Sv. Ivana 11

**PIN:** 27788012253

**Telephone number**: +385 (21) 340470

**Website**: [www.paprac.org](http://www.paprac.org)

1. **Contact person:** Questions concerning the tender contents and format can be sent to the person in charge of communicating with Tenderers, Marko Prem, e-mail: marko.prem@paprac.org
2. **Procurement type:** Simple procurement
3. **Estimated procurement value:** Procurement value is estimated at USD 9.000,00 without VAT.

**2. INFORMATION ON THE PROCUREMENT SUBJECT MATTER**

**2.1. Introduction**

The Integrated Monitoring and Assessment Programme (IMAP) for the Mediterranean Sea and Coast and Related Assessment Criteria in the frame of the Barcelona Convention was adopted during COP 19 in 2016 through Decision IG.22/7. Since then significant progress took place, including the development of: IMAP-based national monitoring programmes for all Mediterranean Countries, for all IMAP Common Indicators; indicator Guidance Factsheets (GFS); assessment criteria; assessment methodologies; IMAP Info System, the regional data repository and IMAP data policy; 2 regional assessments, the 2017 and 2023 Mediterranean Quality Status Reports (MED QSR) (Decision IG.23/6 of COP 20, and Decision IG.26/3 of COP 23), as well as many additional sub-elements.

The key elements addressed through IMAP, in line with Decision IG.22/7 of COP19, are the Common Indicators, monitoring and assessment methodologies for all IMAP clusters (i.e., Biodiversity and Non-Indigenous Species, Pollution and Marine Litter, Coast and Hydrography), as well as assessment criteria. On the other hand, the objectives, indicators, GES definitions and targets are also part of the Ecosystem Approach (EcAp) Roadmap implementation.

In line with the above, integration is achieved through IMAP implementation at regional and national levels, through the standardized and harmonized monitoring systems, following common principles undertaken in a coordinated manner, with the overall aim to assess the Good Environmental Status (GES) of the marine and coastal environment.

Climate-change pose significant impacts to specific coastal ecosystems as recognized by the ICZM Protocol (Article 10) including on wetlands, coastal forests, as well as to areas threatened by flooding. Monitoring efforts should be put in place to have a holistic approach for their sustainable use, protection and restoration where needed. As all these ecosystems are under climate stress and changes happen relatively quick, the newly introduced Candidate Common Indicators would allow for adopting measures to mitigate and adapt to such changes so to maintain the diversity and integrity of coastal ecosystems and landscapes.

Under the cluster on coast and hydrography two EOs namely, EO7 hydrographic alterations and EO8 Coastal ecosystems and landscapes are coordinated by PAP/RAC. Drafting of the CCI 41 Area of restored degraded coastal wetlands is added to the other two existing CIs. These are: Common Indicator 16: Length of coastline subject to physical disturbance due to the influence of human-made structures, and Common Indicator 25: Land cover change. Since coastal wetlands are one of the five land cover classes within the CI Land Cover Change indicator, it is necessary to establish links between the two indicators to provide information on the extent and surface area of coastal wetlands in the Mediterranean, as well as on related changes. In particular, elements related to the data sources used to determine wetland extent should be harmonised.

The Ecosystem Approach Correspondence Group on Monitoring (CORMON) is a technical body that discusses and proposes the GES, targets and GFS to the EcAp Coordination Group meeting that has a more of policy nature. The recent CORMON on Coast and Hydrography was held on 30 September 2025, as a teleconference. The meeting agreed to develop GFS, including GES and targets for the following three Candidate Common Indicators:

* CCI 41: Area of restored degraded coastal wetlands
* CCI 42: Extent and frequency of coastal flooding
* CCI 43: Changes in burnt forest areas

This ToR specifies elements for the development of the GFS for the CCI 41: Area of restored degraded coastal wetlands.

**Basic elements of the Guiding Factsheet**

Below are the basic elements for the development of the Guidance Factsheet (GFS) that can be taken into account. A full-scale GFS should be developed using the common format for all IMAP common indicators (format/example in Annex 4).

Rationale / Justification

Mediterranean wetlands, located in a biodiversity hotspot are crucial habitats for flora and fauna, especially migratory birds. Over the last century, nearly 50% of Mediterranean coastal wetlands have been lost due to human pressures, sea-level rise, warming, and extreme climate events. Coastal wetlands provide essential ecosystem services including habitat for wildlife, flood regulation, buffers against erosion and carbon sequestration.

They support endemic species and plant communities adapted to salinity and water fluctuations, stabilizing soil and regulating the microclimate. Economically, wetlands act as natural water purifiers, saving billions in treatment costs, support agriculture, and provide livelihoods through diverse fish species. They also foster ecotourism and outdoor activities.

Despite their value, wetlands face threats from urbanization, pollution, altered water regimes, and climate change. Sea-level rise, altered precipitation patterns, and increasing temperatures can irreversibly modify ecosystems, leading to biodiversity loss and exacerbating climate change. Adaptive management strategies integrating wetland conservation into broader landscape and coastal plans are essential. Restoration plans should be developed for degraded coastal wetlands.

Restoring degraded coastal wetlands is therefore crucial for maintaining biodiversity, improving water quality, and enhancing resilience to climate change.

Proposal for the GES definition and target

GES: Natural dynamics of coastal wetlands is achieved when these areas are restored to a condition that supports their ecological functions, biodiversity and resilience.

Target: Restoration of at least 50% of the total area of habitats within the wetlands that are not in good condition by 2050.

Policy context

Restoration of coastal wetlands aligns with several international and regional policies and frameworks:

• Sustainable Development Goals (SDGs): In addition to Goal 14 (Life Below Water) and Goal 15 (Life on Land), coastal management and wetlands are also addressed under Goal 6 (Clean Water and Sanitation), Goal 13 (Climate Action) and Goal 11 (Sustainable Cities and Communities).

These goals underscore the importance of wetlands in achieving sustainable development, protecting biodiversity, and enhancing resilience to climate change.

• ICZM Protocol: In its Article 10 on specific coastal ecosystems recognises coastal wetlands as crucial ecosystems. It calls for prevention from disappearance and requires Parties 'to undertake restoration of degraded coastal wetlands with a view to reactivating their positive role in coastal environmental processes'.

• Post 2020 SAP BIO: Strategic Action Programme for the conservation of Biological Diversity in the Mediterranean region provides some specific details on the restoration of wetlands in the Mediterranean region, namely: The Post-2020 SAP BIO aims to reverse the loss of biodiversity and put Mediterranean marine and coastal biodiversity on the path to recovery by 2030, and emphasises the importance of restoring degraded coastal wetlands to enhance their ecological functions, support biodiversity, and improve resilience to climate change.

• Mediterranean Strategy for Sustainable Development (MSSD): emphasizes the importance of restoring degraded coastal wetlands to enhance their ecological functions, support biodiversity, and improve resilience to climate change. Wetlands are recognized for their role in water purification, flood mitigation, groundwater replenishment, sediment retention, and carbon sequestration. The strategy advocates for the integration of NbS into national policies across sectors. This includes using wetlands for natural flood defense, enhancing biodiversity, and supporting climate adaptation efforts.

• European Union policies: Including the EU Biodiversity Strategy for 2030 and the Water Framework Directive and the EU Nature Restoration Law.

• EU Biodiversity Strategy for 2030: Aims to put Europe's biodiversity on a path to recovery by 2030, with specific actions to protect and restore ecosystems1.

• Water Framework Directive: Focuses on achieving good qualitative and quantitative status of all water bodies, including coastal waters, by reducing pollution and ensuring sustainable water use2.

• EU Nature Restoration Law: Sets binding targets for restoring degraded ecosystems, including wetlands, with the goal of restoring at least 30% of the EU's land and sea areas by 2030 and 90% of all ecosystems in need of restoration by 2050. Member states are required to develop national restoration plans outlining specific measures, timelines, and financial resources.

Methodology for indicator calculation

The area of restored degraded coastal wetlands is calculated using satellite imagery, GIS mapping, and field surveys. Restoration projects are monitored to assess changes in vegetation cover, water quality, and wildlife presence. Data is collected periodically to track progress and ensure restoration goals are met. The methodology should first define the baseline, the current surface of coastal wetlands. Then, the surface of degraded coastal wetlands should be defined and finally the surface of restored coastal wetlands should be calculated. The reporting period (the frequency of reporting) should be defined so to track changes in time. Since coastal wetlands are one of the five land cover classes within the CI Land Cover Change indicator, it is necessary to establish links between the two indicators. In particular, elements related to the data sources used to determine wetland extent should be harmonised. The Guidance Factsheet for the CI 25 is contained in Annex 5.

Indicator units

The indicator is measured in hectares (ha) of restored wetlands.

Data sources

Data for this indicator is sourced from:

• Satellite imagery and remote sensing data.

• National and regional environmental agencies.

• Reports from restoration projects and scientific studies.

• Field surveys conducted by environmental organizations and research institutions.

The above mention CORMON meeting requested to take country specificities and applicability into account. As well as, it required to pay a particular attention on the data availability of relevant parameters related to this indicator at national and Mediterranean scales. An analysis of availability of data, where and how they are collected, reporting obligations (if existing), formats at national level (analysis in selected countries) and at international level should be performed in order to justify applicability / feasibility of monitoring this CCI41. Therefore, this element will be crucial for discussion at CORMON meeting.

**2.3. Deliverables and deadlines**

The deliverables and tentative deadlines related to the activities/tasks defined in 2.2 are as follows:

|  |  |
| --- | --- |
| **Deliverables** | **Deadlines** |
| 1. Extended Table of Content for the Guidance Factsheet (GFS) for CCI41 "Area of restored degraded coastal wetlands" indicator for the Mediterranean region | 14 November 2025 |
| 1. Draft GFS including underpinning Methodology, GES, targets, data needs and assessment of data availability at national (in selected Med countries) and at international level | 12 December 2025 |
| 1. Final Draft GFS for 1st round of consultations for CORMON | 22 December 2025 |

The above-listed deliverables shall be written in English in an electronic form on a PC compatible programme (Word for Windows).

**3. ELIGIBILITY OF ECONOMIC OPERATORS (SELECTION CRITERIA)**

**3.1. Technical and professional capacity**

**The Tenderer shall prove it has the following qualifications:**

* Education: higher education in the fields of spatial planning and analysis, environmental monitoring and/or landscape management and planning,
* Experience: 6 years of experience in the required fields of expertise

**For the purposes of establishing the grounds set out in item 3.1. of the Invitation to Tender the Tenderer shall submit the following in his/her Tender:**

1. *The Tenderer’s* ***curriculum vitae (CV),*** *clearly highlighting,**among others,* ***required technical and professional qualifications.***

**4. INFORMATION ON THE TENDER**

**4.1. Tender contents and format**

The tender offers must include the following documents, which are to be completed following the guidelines provided in this Invitation to Tender:

1. **Curriculum vitae** of the Tenderer,proving required technical and professional capacity;
2. **Tender sheet** signed andfilled in according to this Invitation to Tender (Annex 1);
3. **Cost statement** signed andfilled in according to this Invitation to Tender (Annex 2);
4. **List of projects verifying expertise (see chapter 5) of the Tenderer**(Annex 3);

**4.2. Tender format and submission**

Tender proposals must be drafted according to the requirements laid out in the Invitation to Tender and submitted electronically to the following email addresses: [paprac@paprac.org](mailto:paprac@paprac.org) and [marko.prem@paprac.org](mailto:marko.prem@paprac.org) with the subject line - “GFS for the CCI41”.

**4.3. Date, time and place of tender submission**

Tender offers must be received **by 17 October, 4 pm CEST.**

All offers received after the bid opening deadline will be marked as late and excluded from the procedure.

* 1. **The Tenderer may amend or withdraw his Tender before the Tender submission deadline.** The amended Tender shall be submitted in the same manner as the original and clearly marked as amended. The Tenderer may withdraw his Tender by submitting a written statement before the Tender submission deadline. The written statement shall be submitted in the same manner as the original Tender and clearly marked as a statement of Tender withdrawal. Alternative Tenders are not permitted.
  2. **Tender currency: US dollars.**

The Tenderer currency shall be expressed in USD ($).

* 1. **Language and script:** The Tender shall be drafted in English language, using the Latin script.
  2. **Period of validity:** The offer must remain valid for a minimum of30 days after the tender submission deadline.

**4.8. Price setting method**

Tenderers based in the Republic of Croatia who are registered under the VAT system are required to complete the VAT field in Annex 1 and Annex 2. Other tenderers should leave this field blank in both the 'Tender Sheet' and the 'Cost Statement Sheet' (Annex 1 and Annex 2)

**Evaluation:**

During the evaluation of Tender proposals, the Client will consider the total price inclusive of VAT (as specified in Annexes 1 and 2).

**Expense Inclusions:**

The Tender price excluding VAT should include all expenses, including taxes (up to 34% for individual consultants/experts under the Croatian Act on Income Tax), as well as any applicable discounts.

**Supplementary Charges:**

Transport and accommodation expenses associated with the Tender (if applicable) are not part of the aforementioned amount and will be covered by the Client as supplementary charges.

Daily subsistence allowances (DSA) linked to the Tender, should be integrated within the Tender price.

**5. AWARD CRITERIA**

The Tender will be awarded according to the **most economically advantageous tender (MEAT) criteria**.

The following table sets out the criteria, units of measure, labels and their relative importance. They will be applied to Tenderers who satisfy technical and professional capacity criteria set in ch 3.1.The MEAT award criteria are the following:

* proposed price (Annex 2);
* expertise of the Tenderer (Annex 3); and

Determining the MEAT according to the above criteria for selecting the MEAT will be done as follows: after the Client has determined the score value by individual criteria for each Tenderer, the points awarded to Tenderer according to each of the criteria will be summed in order to obtain the total number of points for each Tenderer. The most favourable Tenderer will be the one who has earned the highest total score according to all the above criteria.

At that, the MEAT is equal to the highest total score resulting from the ranking of the Tenders; the total maximum number of points is 100.00 with the total points being calculated in two decimal places. In case that two or more Tenders achieve equal number of points, the one received earlier will be chosen. As a proof, data will be used on the order in which tenders have been received.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Criteria** | **Criteria label** | **Description and measuring unit** | **Methodology** | **Number of points** | **Maximum** |
| Price | P | The Tender price, i.e. the financial Tender amount in USD including VAT, if applicable | C = (lowest bid price/bid price being evaluated) x 60 | 60 | 60 |
| Expertise | E | Number of projects **related to spatial planning and analysis, environmental monitoring and/or landscape management and planning)**, in which the tenderer was involved as the expert/coordinator | 1 - 2 | 5 | 40 |
| 3-4 | 10 |
| More than 4 | 25 |

Selection of the most economically advantageous Tenders (ENP) will determine the basis for evaluating the criteria for each individual Tender according to the delivery of the requested Tenderer's documentation in the appropriate form: **ENP = P + E**.

**For the purposes of establishing the grounds set out in item 5. of the Invitation to Tender, the Tenderer shall submit the following in his/her Tender:**

1. ***List of projects verifying the expertise of the Tenderer*** (Annex 2)*; and*
2. ***Cost statement*** *(Annex 3)*.

**6. DUE DATE, CONTRACT DURATION AND TERMS OF PAYMENT**

The Client shall make the payment to the Tenderer in one instalment upon submission of the deliverables and clearance by PAP/RAC.

An advance payment by the Client is not permitted.

Due date: The envisaged duration of the contract is 22 December 2025.

# Annex 1 - Tender sheet

**Client**: Priority Actions Programme Regional Activity Centre (PAP/RAC), Kraj Sv. Ivana 11, 21000 Split, Croatia

**Procurement subject**: Consultant to draft the Guidance Factsheet for the

Candidate Common Indicator 41: “Area of restored degraded coastal wetlands

**Tenderer information:**

|  |  |
| --- | --- |
| **Tenderer’s name and registered seat** |  |
| **PIN[[1]](#footnote-1)** |  |
| **Bank name** |  |
| **IBAN** |  |
| **SWIFT** |  |
| **The economic operator is VAT registered (select)** | YES NO |
| **Name, family name and position of a person / persons authorised to sign the public procurement contract** |  |
| **Name and title of the contact person:** |  |
| **Mail address:** |  |
| **E-mail address:** |  |
| **Telephone number:** |  |

**Tender price in USD:**

|  |  |
| --- | --- |
| Tender price, excluding VAT (USD) |  |
| VAT (25%)[[2]](#footnote-2) |  |
| Total tender price with VAT (USD) |  |

|  |  |
| --- | --- |
| Tender validity date[[3]](#footnote-3): |  |

|  |  |  |
| --- | --- | --- |
| **Date:** |  | **For the Tenderer:** |
|  |  |  |
|  |  | Full name and signature of the legal representative |

# Annex 2

# Cost statement

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Technical description and cost statement for the Consultant to draft the Guidance Factsheet for the Candidate Common Indicator 41: “Area of restored degraded coastal wetlands*** | | | | | |
| No. | Deliverable description | Unit | Quantity | Unit price in USD (excluding VAT) | Total price in USD (excluding VAT) |
| 1 | *Extended Table of Content for the Guidance Factsheet (GFS) for CCI41 "Area of restored degraded coastal wetlands" indicator for the Mediterranean region* | set | 1 |  |  |
| 2 | Draft GFS including underpinning Methodology, GES, targets, data needs and assessment of data availability at national (in selected Med countries) and at international level | set | 1 |  |  |
| 3 | Final Draft GFS for 1st round of consultations for CORMON | set | 1 |  |  |
| Tender price in USD, excluding VAT (total unit amount): | | | | |  |
| VAT amount in USD (25%)[[4]](#footnote-4): | | | | |  |
| Total Tender price in USD, inclusive of VAT: | | | | |  |

|  |  |
| --- | --- |
| **Place:** |  |
| **Date:** |  |

|  |
| --- |
|  |
| Full name of the legal representative |
|  |
|  |
| Signature of the legal representative |

# Annex 3

# Practical experience verifying expertise of the Tenderer

Relevant experience of the tenderer- expert (*Name and Surname*) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, related to laws development (drafting, providing comments to draft laws/international agreements) in which the Tender was involved as a key expert/coordinator:

|  |  |  |  |
| --- | --- | --- | --- |
| No[[5]](#footnote-5). | Experience (name of the project or other type of engagement) | Role of the expert | Year |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |
| 6. |  |  |  |

|  |  |
| --- | --- |
| **Place:** |  |
| **Date:** |  |

1. Or national identification number according to the economic operator’s country of establishment, if applicable [↑](#footnote-ref-1)
2. Economic operators registered in Croatia who are not part of the VAT system and economic operators registered outside the Republic of Croatia should leave the respective column blank. [↑](#footnote-ref-2)
3. Please refer to the Chapter 4.7 Tender validity date [↑](#footnote-ref-3)
4. Please refer to the Chapter 4.7 Tender validity date [↑](#footnote-ref-4)
5. Add rows, as necessary [↑](#footnote-ref-5)