



**Seafood Alliance for Legality & Traceability
Call for Expression of Interest – Traceability Advisor**

SUMMARY

The Seafood Alliance for Legality and Traceability (SALT) project is seeking to identify a Traceability Advisor with country and regional expertise in Indonesia and Southeast Asia, respectively. Interested consultants should respond to the following Expression of Interest (EOI) in the timeframe provided.

- Date of Issuance:** November 16, 2020
Questions Due: November 19, 2020 by 5:00 PM PST
EOI Submission Deadline: November 27, 2020 by 5:00 PM PST
- Period of Performance:** On/or about December 4, 2020 to April 30, 2021
Location of Work: Remote

Interested consultants should submit their inquiries and responses by email by the dates listed above. Responses should be directed to SALT@fishwise.org.

CONTRACT MECHANISM & TERMS OF PAYMENT

A not-to-exceed deliverables-based service agreement will be awarded. FishWise reserves the right to issue subsequent service agreements to the awarded individual or firm as a result of this solicitation within the defined period of performance.

BACKGROUND

FishWise promotes the health and recovery of ocean ecosystems by providing innovative market-based tools to the seafood industry, supporting sustainability through environmentally and socially responsible business practices. SALT is a global alliance for knowledge exchange and action to promote legal and sustainable fisheries through improved transparency in seafood supply chains, particularly the concept of comprehensive electronic catch documentation and traceability (eCDT) systems. SALT brings together the seafood industry, governments and nongovernmental organizations to accelerate learning and support collaboration on innovative solutions for legal and sustainable seafood, with a particular focus on traceability—the ability to track the movement of seafood through supply chains. SALT is a global alliance with interested participants around the globe. SALT is a public-private partnership between USAID and the Walton Family, Packard and Moore Foundations and is implemented by FishWise, a non-profit sustainable seafood consultancy.

PURPOSE

SALT is seeking a Traceability Advisor to provide country and regional support for their planned traceability activities in Indonesia and in the Southeast Asian Region.

SCOPE OF WORK

The Traceability Advisor shall continue to strengthen the relationship between SALT and the Ministry of Maritime Affairs and Fisheries (MMAF), strategize the application of the eCDT Principles in two to three locations in Southeast Asia, and provide technical assistance to SALT.

1) Continue to strengthen the relationship between SALT and MMAF.

- Act as SALT's point of contact and liaison to MMAF (2 LOE Days)

As the liaison the Traceability Advisor will identify and share synergies for opportunities to work together. They shall also provide information to SALT on MMAF's achievements in implementing traceability solutions that may be shared more broadly using the SALT community and platform.

- Support one to two learning events in Indonesia (7 LOE Days)

The Traceability Advisor shall participate in one in-person meeting and one to two virtual learning events. MDPI will be holding a Traceability Technology Co-Design Workshop. The Traceability Advisor shall represent SALT at the MDPI workshop providing an overview of SALT and introducing SALT's Comprehensive eCDT Principles. The Traceability Advisor will help to coordinate next steps from the workshop, and as relevant, opportunities for application of the Comprehensive eCDT Principles.

The one or two virtual learning events will be designed, coordinated, and hosted by the Traceability Advisor in collaboration with SALT. The learning events will cover a topic that the Traceability Advisor will finalize in consultation with MMAF and SALT such as the role of social responsibility within comprehensive eCDT systems or market access opportunities as a result of comprehensive eCDT systems.

2) Support Application of the eCDT Principles (18 LOE Days)

The seafood community has identified the need for shared guidance that identifies the minimum level of best practice for the design and implementation of comprehensive eCDT systems within seafood producing regions that address ecological, economic, and social goals. At the end of January 2021, SALT will launch the Comprehensive eCDT Principles to support producer country governments' eCDT adoption and institutionalization. The Traceability Advisor will work closely with SALT to advance the application of the Principles within Indonesia, Vietnam, and potentially one other context.

The context for application of the Principles will look different for each traceability system. For example, Indonesia has an advanced traceability system that is nearly fully aligned with the



Principles. Whereas, in Vietnam there may be opportunities to utilize the Principles to strengthen the finalization of the Comprehensive eCDT Guidelines and Roadmap.

The Traceability Advisor shall work closely with SALT and relevant partners to identify opportunities to provide technical assistance in the different country contexts for application of the Principles. The Traceability Advisor will work with SALT to identify country counterparts to provide direct consultation to support application of the Principles in their unique context. A summary report, template provided by SALT, identifying the opportunities, challenges, and impact of their work as well as next steps for each country context shall be shared with SALT.

3) Provide Traceability Advisory technical assistance to SALT (LOE 2 days)

The Traceability Advisor shall provide high-level technical review and guidance on topics related to eCDT systems. The call for TA shall come from the SALT team but may be for the global SALT community. The TA will require attending (virtual) meetings, reviewing data collection tools, providing feedback on draft and final reports, or other forms of high-level guidance related to eCDT systems.

DELIVERABLES

All deliverables shall be submitted in electronic format by the consultant to the designated FishWise contact person by the anticipated due dates.

Deliverables	Due Date
1. Strengthen the relationship of MMAF and SALT.	April 30th, 2021 LOE 2 Days
2. Submit final presentations to SALT for the MDPI Traceability Technology Co-Design Workshop	December 15, 2021 LOE 3 Days
3. Design, coordinate, and facilitate a webinar on traceability for theme one i.e. social responsibility or market access.	February 26, 2021 LOE 4 Days
4. Summary reports, in the format provided by SALT, on the Principles application in two country contexts.	On/before April 30, 2021 LOE 18 Days
5. Attendance and/or comments provided on technical documents.	On/before April 30, 2021 LOE 2 Days

SKILLS & EXPERIENCE

The following skills and experience are required for the Traceability Advisor:

- Minimum 12 years of experience in the development/humanitarian sector, with at least 5

- years of experience in ocean conservation.
- Technical expertise and knowledge of electronic catch documentation and traceability systems.
- Knowledge of electronic traceability systems in at least three Asian countries.
- Demonstrated ability to analyse large amounts of information and present concise and clear results and recommendations.
- Familiarity with the Comprehensive eCDT Principles.
- Experience working with USAID preferred.
- Written and oral proficiency in English.
- Exceptional interpersonal communications and presentation skills.

SUBMISSION REQUIREMENTS

Interested offerors must provide the following to be considered:

- 1) A **cover letter**, not-to-exceed 2 pages. Please provide a short description of how you would address activity one in the scope of work. Also, indicate your availability to perform the work during the anticipated period of performance, and highlight how your skills and experience match those needed in the list above. Please provide your projected LOE to complete the work and proposed daily rate.
- 2) The **CV** should include at least three references that can verify past work.
- 3) Provide your proposed daily rate and a completed and signed biographical data form(s). See Annex A.

Applicants must provide full, accurate, and complete information as required by this solicitation and its attachments. Incomplete application packages will not be considered for the consultancy.

EVALUATION CRITERIA

Submissions will be evaluated and ranked according to the conditions described in the evaluation criteria below, with a total overall maximum point value of 100. The selection will be based on the best value/trade off (weighing price against technical factors) as follows:

Experience & Capabilities	60 points
Cost	40 points

During the evaluation, the bidder may be requested to supply additional information in writing concerning content and/or to clarify points in their responses.



NOTE

- FishWise will not compensate individuals for preparation of their response to this Solicitation.
- Issuing this Solicitation is not a guarantee that FishWise will award a contract.
- FishWise reserves the right to issue a contract based on the initial evaluation of offers without discussion.
- FishWise may choose to award a contract for part of the activities in the Solicitation.
- FishWise may choose to award contracts to more than one offeror for specific parts of the activities in the Solicitation.
- FishWise may request from short-listed offerors a second or third round of either oral presentation or written response to a more specific and detailed scope of work that is based on a general scope of work in the original Solicitation.
- FishWise has the right to rescind the solicitation, or rescind an award prior to the signing of a contract due to any unforeseen changes, be it funding or programmatic.
- FishWise reserves the right to waive any deviations by offerors from the requirements of this solicitation that in FishWise's opinion are considered not to be material defects requiring rejection or disqualification; or where such a waiver will promote increased competition.
- Data produced by this belongs to FishWise and USAID. Any distribution of data must first have written authorization from FishWise or its designated representative.