



# Request for Proposals (RfP) Capacity-building plan and training for the Wildlife and Nature Heritage Department, Royal Commission for AIUla, KSA

**IUCN-ROWA, AIUla PAN, Biodiversity and Protected Areas, World Heritage Programme**

**RfP Reference: IUCN-23-02-P04042\_PC-18**

Welcome to this Procurement by IUCN. You are hereby invited to submit a Proposal. Please read the information and instructions carefully because non-compliance with the instructions may result in disqualification of your Proposal from this Procurement.

## 1. REQUIREMENTS

1.1. A detailed description of the services and/or goods to be provided can be found in Attachment 1.

## 2. CONTACT DETAILS

2.1. During the course of this procurement, i.e. from the publication of this RfP to the award of a contract, you may not discuss this procurement with any IUCN employee or representative other than the following contact. You must address all correspondence and questions to the contact, including your proposal.

IUCN Contact: Procurement, Regional Office for West Asia, [procurement.rowa@iucn.org](mailto:procurement.rowa@iucn.org)

## 3. PROCUREMENT TIMETABLE

3.1. This timetable is indicative and may be changed by IUCN at any time. If IUCN decides that changes to any of the deadlines are necessary, we will publish this on our website and contact you directly if you have indicated your interest in this procurement (see Section 3.2).

DATE	ACTIVITY
July 10, 2023	Publication of the Request for Proposals
July 21, 2023	Deadline for expressions of interest
July 25, 2023	Deadline for submission of questions
July 28, 2023	Planned publication of responses to questions
August 07, 2023	Deadline for submission of proposals <b>Submission Deadline</b>

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3.2. Please email the IUCN contact to express your interest in submitting a proposal by the deadline stated below. This will help IUCN to keep you updated regarding the procurement.

#### **4. COMPLETING AND SUBMITTING A PROPOSAL**

4.1. Your Proposal must consist of the following four separate documents:

- Signed Declaration of Undertaking (see Attachment 2)
- Pre-Qualification Information (see Section 4.3 below)



## **5. EVALUATION OF PROPOSALS**

### **5.1. *Completeness***

IUCN will firstly check your proposal for completeness. Incomplete proposals will not be considered further.

### **5.2. *Pre-Qualification Criteria***

Only proposals that meet all of the pre-qualification criteria will be evaluated.

### **5.3. *Technical Evaluation***

#### **5.3.1. *Scoring Method***

Your proposal will be assigned a score from 0 to





Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve human well-being.

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## **12. ATTACHMENTS**

Attachment 1 *Specification of Requirements / Terms of Reference*

Attachment 2 *Declaration of Undertaking (select 2a for companies or 2b for self-employed as applicable to you)*

Attachment 3 *Contract Template*

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*Under Output 5.2:*

Activity 5.2.1: Design a competence model for the RCU Wildlife and Nature Heritage team.











Activity 5.4.5: Researchers, scientists.

Activity 5.4.9: PA Rangers.

Activity 5.4.11: Support







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performance under the Agreement. All financial records and other relevant documents relevant to or pertaining



affairs of IUCN except as required by IUCN or as required by law. In particular, but without prejudice to the generality of the foregoing, the Consultant shall keep confidential all Intellectual Property and know-how disclosed to it by IUCN, which becomes known to it during the period of this Agreement or which it develops or helps to develop in providing the Services to IUCN.

8.2 The Consultant may communicate confidential information only to those of its employees who are directly and necessarily involved in the performance of this Agreement or who are bound to the Consultant by obligations no less stringent as the ones mentioned in this Agreement.

8.3 The Consultant shall:

8.3.1 not disclose to third parties (including news and social media) without express prior written consent of IUCN the contents of this Agreement and the results of work performed as part of the provision of the Services;

8.3.2 disclose know-how and other confidential information of IUCN which is provided by IUCN to the Consultant for the purpose of carrying out the Services only to those persons necessary to accomplish the Services and only to the extent necessary for the proper performances of the Services or to persons bound to the Consultant by obligations no less stringent as the ones mentioned in this Agreement.

8.4 The Consultant agrees to immediately notify IUCN in writing if it becomes aware of any disclosure in breach of the obligations of this clause 8. It shall be responsible for any breach of these obligations by its employees or subcontractors. The Consultant will take all steps necessary to prevent further disclosure.

## 9. PROPERTY OF RESULTS

All notes, memoranda, correspondence, records, documents and other tangible items made, by the Consultant in the course of providing the Services will be and remain at all times the property of IUCN. At any time, even after the termination of this Agreement, the Consultant shall, upon request, promptly deliver to IUCN all such tangible items which are in its possession or under its control and relate to IUCN, its business affairs and C0 G -02t0-4( 1e07 -0. )-9







## **17. APPLICABLE LAW AND DISPUTE RESOLUTION**

17.1 The performance and interpretation of this Agreement will be subject exclusively to the laws of Switzerland, excluding its conflict of laws principles.

17.2 Any dispute arising out of or in



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