

Request for Proposals

Title: Survey Data of Coral and Reef Fish In Kaliuda Village and surrounding waters, East Sumba, East Nusa Tenggara Province.

RFP No: 014/X/22/2025

Date of Issuance: 22 October 2025

1. Background

East Sumba Regency, located on Sumba Island in East Nusa Tenggara (NTT) Province, is an important focal area for both marine biodiversity conservation and sustainable blue economy development. Sumba Island lies within the Lesser Sunda Seascape, with its coast partially falls under the legal designation of the Savu Sea Marine National Park (557.837,40 ha in Sumba Strait Waters and 2.797.512,42 ha in Timor-Rote-Sabu-Batek surrounding waters), making it an ecologically significant area that supports extensive coral reef ecosystems and associated marine biodiversity.

2. Project Overview

KI is looking for consultant to conduct and guide the implementation of baseline Data of collection on Coral and Reef Fish in Kaliuda Village and surrounding waters, East Sumba, East Nusa Tenggara Province. The study is expected to generate robust, science-based insights that will inform sustainable mariculture expansion and ensure alignment with conservation objectives. The consultancy will involve close collaboration with key stakeholders, including the Provincial and Regency Marine and Fisheries Department (*Dinas Kelautan dan Perikanan – East Nusa Tenggara Province and East Sumba District*), as well as the *Balai Kawasan Konservasi Perairan Nasional (BKKPN)* in Kupang, given the site's location within a national marine protected area.

3. Terms of Reference, Deliverables and Deliverables Schedule (ToR Attached)

4. Submission Details

- a. Deadline. Proposals must be received no later than **12 November 2025 at 11:00 PM WITA**. Late submissions will not be accepted. Proposals must be submitted via email to ewidyastuti@konservasi-id.org; mtami@konservasi-id.org; pseptiawan@konservasi-id.org; grantcontractid@konservasi-id.org. All proposals are to be submitted following the guidelines listed in this RFP.
- b. Validity of bid. 120 days from the submission deadline
- c. Clarifications. Questions may be submitted to mtami@konservasi-id.org; pseptiawan@konservasi-id.org by the specified date and time in the timeline below. The subject of the email must contain the RFP number and title of the RFP.

KI will respond in writing to submitted clarifications by the date specified in the timeline below. Responses to questions that may be of common interest to all bidders will be posted to the KI website and/or communicated via email.

- d. Amendments. At any time prior to the deadline for submission of proposals, KI may, for any reason, modify the RFP documents by amendment which will be posted to the KI website and/or communicated via email.

5. Proposal Documents to Include

- a. Signed cover page on bidder's letterhead with the bidder's contact information.
- b. Signed Representation of Transparency, Integrity, Environmental and Social Responsibility (Attachment 1)
- c. Technical Proposal.
 - i. Corporate Capabilities, Experience, Past Performance, and 3 client references. Please include descriptions of similar projects or assignments and at least three client references.
 - ii. Qualifications of Key Personnel. Please attach CVs that demonstrate how the team proposed meets the minimum requirements listed in section 5 (Minimum Requirements).
 - iii. Technical Approach, Methodology and Detailed Work Plan. The Technical Proposal should describe in detail how the bidder intends to carry out the requirements described in the Terms of Reference ([indicate Section 3 or Attachment 2](#)). ([Add specific requirements needed in the Technical Proposal here. Include page limit if appropriate](#))
- d. Financial Proposal. Offerors shall use the cost proposal template ([Attachment 3](#)).

6. **Evaluation Criteria** In evaluating proposals, KI will seek the best value for money considering the merits of the technical and costs proposals. Proposals will be evaluated using the following criteria:

Evaluation Criteria	Score (out of 100)
Is the proposed approach and methodology appropriate to the assignment and practical in the prevailing project circumstances?	20%/ Max points
Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	20%/ Max points
Does the bidder's past performance demonstrate recent proven experience doing similar work?	20%/ Max points
Does the bidder and the proposed personnel have the specific technical expertise for the assignment?	20%/ Max points
Cost: Costs proposed are reasonable and realistic, reflect a solid understanding of the assignment.	20%/ Max points

7. Proposal Timeline .

RFP Issued	22 Oktober 2025
Clarifications submitted to KI	01 November 2025
Clarifications provided to known bidders	05 November 2025
Complete proposals due to KI	12 November 2025
Final selection	19 November 2025

- 8. Resulting Award** KI anticipates entering into an agreement with the selected bidder by **26 November 2025**. Any resulting agreement will be subject to the terms and conditions of KI's Services Agreement. A model form of agreement can be provided upon request.

This RFP does not obligate KI to execute a contract, nor does it commit KI to pay any costs incurred in the preparation or submission of the proposals. Furthermore, KI reserves the right to reject any and all offers, if such action is considered to be in the best interest of KI. KI will, in its sole discretion, select the winning proposal and is not obligated to share individual evaluation results.

- 9. Confidentiality** All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals. KI may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been awarded. KI's evaluation results are confidential and applicant scoring will not be shared among bidders.
- 10. Code of Ethics** All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with KI's Code of Ethics [for GCF-funded projects only, add: "and the Green Climate Fund's Policy on Prohibited Practices"]. Conservation Indonesia's reputation derives from our commitment to our values: Integrity, Respect, Courage, Optimism, Passion and Teamwork. KI's Code of Ethics (the "Code") provides guidance to KI employees, service providers, experts, interns, and volunteers in living KI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violation of the Code of Ethics, as well as concerns regarding the integrity of the procurement process and documents should be reported to KI via its Ethics Hotline at www.ci.ethicspoint.com.

11. Attachments:

Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility
Attachment 2: Terms of Reference
Attachment 3: Cost Proposal Template
[Attachment X: any other attachments]

Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility

RFP No. XXXXXXXX

UEI Number (if applicable): XXX-XXX-XXX

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with KI's Code of Ethics. KI's Code of Ethics provides guidance to KI employees, service providers, experts, interns, and volunteers in living KI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violations of the Code of Ethics should be reported to KI via its Ethics Hotline at www.ci.ethicspoint.com.

KI relies on the personal integrity, good judgment and common sense of all third parties acting on behalf, or providing services to the organization, to deal with issues not expressly addressed by the Code or as noted below.

I. With respect to KI's Code of Ethics, we certify:

- a. We understand and accept that KI, its contractual partners, grantees and other parties with whom we work are expected to commit to the highest standards of Transparency, Fairness, and Integrity in procurement.

II. With respect to social and environmental standards, we certify:

- a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse, exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights. We protect those who are most vulnerable to infringements of their rights and the ecosystems that sustain them.
- b. We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.

III. With respect to our eligibility and professional conduct, we certify:

- a. We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as



determined by a regulatory body responsible for licensing and/or regulating the offeror's business

- b. We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
- c. We are/were not involved in writing or recommending the terms of reference for this solicitation document.
- d. We have not engaged in any collusion or price fixing with other offerors.
- e. We have not made promises, offers, or grants, directly or indirectly to any KI employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.
- f. We have taken no action nor will we take any action to limit or restrict access of other companies, organizations or individuals to participate in the competitive bidding process launched by KI.
- g. We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.
- h. We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws (including USA Patriot Act and U.S. Executive Order 13224).
- i. We certify that neither we nor our directors, officers, key employees or beneficial owners are included in any list of financial or economic sanctions, debarment or suspension adopted by the United States, United Nations, the European Union, the World Bank, or General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension". [\[Include additional sanctions lists of the country of a public donor, if required by the donor.\]](#)

Name: _____

Signature: _____

Title: _____

Date: _____

Terms of Reference

Survey Data of Coral and Reef Fish In Kaliuda Village and surrounding waters East Sumba, East Nusa Tenggara Province

Timeframe	: 25 th October 2025 – 29 th April 2026
Amount	: IDR. 130.540.000,- / (all inclusive)
Project	: 1002574//GFCR-SEAWEED//A3.1.2//40313
Location	: East Sumba Regency, Kaliuda Village and surrounding waters
Counterparts	: Meldus Tami, Livelihood Coordinator; Prastiano Septiawan Lesser Sunda Conservation Officer

1. BACKGROUND

East Sumba Regency, located on Sumba Island in East Nusa Tenggara (NTT) Province, is an important focal area for both marine biodiversity conservation and sustainable blue economy development. Sumba Island lies within the Lesser Sunda Seascape, with its coast partially falls under the legal designation of the Savu Sea Marine National Park (557.837,40 ha in Sumba Strait Waters and 2.797.512,42 ha in Timor-Rote-Sabu-Batek surrounding waters), making it an ecologically significant area that supports extensive coral reef ecosystems and associated marine biodiversity.

The Indonesian Government has identified Sumba as one of two inaugural hubs for seaweed commercialization (“Seaweed Villages”), with an estimated 15.000 ha of suitable area for seaweed farming. However, only around 2.5% of this potential is currently utilized. While the government’s ambition to expand seaweed mariculture offers significant economic and livelihood opportunities for coastal communities, unsustainable farming practices and poorly planned siting of farms pose serious risks to coral reef health and associated ecosystems. Without proper safeguards, the rapid expansion of seaweed mariculture could degrade reef ecosystems, undermining both biodiversity and the long-term economic potential of the sector.

Since 2022, Konservasi Indonesia (KI) has been implementing the “*Terumbu Karang Sehat Indonesia*” project, funded by the Global Fund for Coral Reefs (GFCR), to enhance the protection and resilience of priority coral reef ecosystems in Indonesia. In East Sumba, KI’s work focuses on integrating conservation goals with sustainable economic development by fostering investments in reef-positive industries, in this case focusing on seaweed farming in East Nusa Tenggara. In 2025, KI established a ground activity presence in Kaliuda Village, East Sumba by collaborating with Mataram University to introduce seaweed seedlings from West Nusa Tenggara Province and to develop a seaweed nursery program in partnership with local communities. These grassroots initiatives have laid the foundation for sustainable seaweed production and provided a platform for capacity building and local engagement.

To ensure the long-term sustainability and ecological compatibility of seaweed mariculture, it is essential to establish a comprehensive and ongoing baseline of the biophysical conditions surrounding nursery and farming areas. This includes information on the status of coral reefs, associated fish populations, sediment and soil characteristics, seabed contours, and other relevant ecosystem components that are indicated by seaweed farming activities. These data are critical not only for monitoring ecological changes over time but also for informing investment design, adaptive management strategies, and future livelihood programs under the GFCR initiative.

This Terms of Reference (TOR) have been prepared to guide the implementation of a baseline Data of Coral and Reef Fish in Kaliuda Village and surrounding waters, East Sumba, East Nusa Tenggara Province. The study is expected to generate robust, science-based insights that will inform sustainable mariculture expansion and ensure alignment with conservation objectives. The consultancy will involve close collaboration with key stakeholders, including the Provincial and Regency Marine and Fisheries Department (*Dinas Kelautan dan Perikanan – East Nusa Tenggara Province and East Sumba District*), as well as the *Balai Kawasan Konservasi Perairan Nasional (BKKPN)* in Kupang, given the site's location within a national marine protected area.

Ultimately, the outputs of this study will contribute directly to KI and GFCR's mission of protecting priority coral reef ecosystems while simultaneously transforming local economies through sustainable, reef-positive livelihoods. By grounding mariculture expansion in strong ecological data and community partnerships, this project seeks to ensure that both people and reefs in East Sumba thrive in the long term.

2. CONSULTANCY OBJECTIVES

The overall objective of this consultancy is to establish a robust ecological baseline and monitoring frame work that will inform the sustainable expansion of seaweed mariculture in East Sumba while ensuring the protection and resilience of coral reef ecosystems.

Specifically, the consultancy aims to:

1. Conduct a comprehensive baseline assessment of coral reef health, reef fish populations, and associated biophysical parameters in Kaliuda Village and surrounding waters.
2. Generate science base data and insights to support evidence base decision making for seaweed mariculture expansion that aligns with biodiversity conservation goals
3. Generate science base data and insights to strengthen stakeholder collaboration, including local communities, government agencies and conservation authorities, in monitoring and managing the ecological impacts of seaweed farming.
4. Contribute to adaptive management strategies and investment planning under the Global Fund For Coral Reefs (GFCR) initiative by providing reliable ecological data and practical recommendations.
5. Promote reef positive livelihood by ensuring that seaweed farming practices are ecologically compatible and sustainable, thereby enhancing long term economic opportunities for local coastal communities.

6. All the Raw Data will be given to Konservasi Indonesia through a hard drive and uploaded in the Marine, Ecological, Research Management Aid (MERMAID) Platform

3. ACTIVITIES AND DELIVERABLES

Table of Deliverables

#	Deliverable	Activities	Acceptance Criteria	Due Date
1	Detailed workplan, methods and list of team and CV/ Profile Compilation / <i>Rencana kerja, metode dan Kompilasi CV/Profile Para Peneliti</i>	Work preparation & coordination – completion of workplan / <i>Persiapan pekerjaan & koordinasi – penyelesaian rencana kerja</i>	- Can be in consultant template. - Timely in all deliverable submission to Konservasi Indonesia. - Submission should be to Meldus and Prastiano via email. - Workplan is approved by Konservasi Indonesia.	Nov 10 th 2025
2	1. Implemented field research / <i>Penelitian lapangan terlaksana</i> 2. Interim survey report / <i>Laporan sementara hasil survei</i> 3. All the raw data is given and uploaded in the Marine Ecological Research Management Aid (MERMAID) Platform	1. Conduct field research to be completed no later than 31 November 2025 / <i>Melaksanakan survei lapangan yang selesai paling lambat 31 November 2025</i> 2. Drafting of Interim Report / <i>Menyusun laporan sementara</i> 3. Input data in Marine Management Ecological Research Management Aid (MERMAID) Platform	- Can be used as consultant template. - Timely in all deliverable submission to Konservasi Indonesia for review, provide feedback, and comments. - Submission should be to Meldus and Prastiano via email. - Report is approved by Konservasi Indonesia	Jan 30 th 2026
3	1. Preparing and conducting seminar in collaboration with Konservasi Indonesia / <i>Menyiapkan dan melakukan Seminar bersama</i>	Disseminate the survey results to stakeholders / <i>Mensosialisasi-kan hasil-hasil survei ke para pemangku kepentingan</i>	- Can be in consultant template. - Timely in all deliverable submission to Konservasi Indonesia. - Submission should be to Meldus and Prastiano via email. - Report is approved by Konservasi Indonesia	March 30 th 2026

	dengan Konservasi Indonesia 2. An activity report / <i>Laporan kegiatan seminar</i>			
4	Final report / <i>Laporan akhir</i>	Finalize and submit the Final Report to Konservasi Indonesia/ <i>Menyelesaikan dan mengirimkan Laporan Akhir ke Konservasi Indonesia</i>	• Can be in consultant template and should integrate relevant comments and feedback from Konservasi Indonesia and stakeholders • Timely in all deliverable submission to Konservasi Indonesia. • Submission should be to Meldus and Prastiano via email. • Report is approved by Konservasi Indonesia.	April 29 th 2026

3.1. STUDY OBJECTIVE

The main objective of this research is to update evidence-based information to support the development of a sustainable and Reef-positive seaweed sector in Kaliuda, East Sumba. Specifically, the study aims to:

1. Conduct biological surveys to assess the current health status of coral reef ecosystems in areas influenced by seaweed farming activities.
2. Identify the ecological Interactions between seaweed farming practices and coral reef health.
3. Provide scientific evidence as a baseline for adaptive management, monitoring and sustainable development of the seaweed sector that supports coral reef conservation.
4. Generate recommendations for reef-positive seaweed cultivation practices that minimize ecological risk and enhance co-benefits for biodiversity and local livelihood.

3.2. STUDY SPECTRUM

The study should be designed and conducted to meet the above objectives and cover the following aspects:

1. Coral reef condition: Live coral cover, Substrate composition, habitat complexity and signs of stress
2. Reef fish Community: Abundance, species richness and biomass
3. Seaweed Farming and Nursery area: Distribution, scale and proximity to reef habitats

3.3. STUDY TEAM

The study should be conducted by a multidisciplinary team led by an aquaculture scientist. The team members consist of marine biologists, oceanographers, and seaweed technologists. The team leader should have at least 5 years of work experience, and each team member should have at least 3 years of work experience. The team can be helped by field enumerators and surveyors.

3.4. STUDY METHOD

The team should develop rigorous methods of survey, data collection, and analysis in accordance with the above study spectrum.

4. REPORTING AND TERMS OF PAYMENT

Three reports must be submitted in English by the team are (1) inception report, (2) progress report, and (3) final report. The inception report is a study plan, setting out study methods, information on data sources and collection, sampling and key indicators, timeline, and team structure. The inception report is submitted prior to field data collection. The progress report covers all activities during field data collection, a list of raw data, and important evidence or facts encountered during field data collection. The final report that contains results of data analysis, interpretation, discussion, conclusions, and recommendations is to be submitted before the end of the deliverables due date. All the report submissions should be emailed to mtami@konservasi-id.org and pseptiawan@konservasi-id.org.

The maximum amount of this consultancy is include all services, inclusive of tax. Payment is transferable upon receipt and approval of deliverables by KI, as elaborated in the table above. The consultant should send payment requests by invoice.

Attachment 3: Cost Proposal Template

The cost proposal must be all-inclusive of profit, fees or taxes. Additional costs cannot be included after award, and revisions to proposed costs may not be made after submission unless expressly requested by CI should the offerors proposal be accepted. Nevertheless, for the purpose of the proposal, Offerors must provide a detailed budget showing major expense line items. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. All cost information must be expressed in [Indonesian Rupiah](#).

If selected, Offeror shall use its best efforts to minimize the financing of any taxes on goods and services, or the importation, manufacture, procurement or supply thereof. If Offeror is eligible to apply for refunds on taxes paid, Offeror shall do so. Any tax savings should be reflected in the total cost.

Cost Breakdown by Deliverable

Deliverable	Price (Lump Sum, All Inclusive)
Insert deliverable 1 from Section 3 or attached TOR	
Insert deliverable 2 from Section 3 or attached TOR	
Insert deliverable 3 from Section 3 or attached TOR	
Insert deliverable 4 from Section 3 or attached TOR	
Insert deliverable 5 from Section 3 or attached TOR	

Cost Breakdown by Cost Component [\(example only\)](#)

Description	Unit of measure (day, month etc)	Total period of engagement	Unit cost/rate	Total Cost for the Period
Consultant 1				
Consultant 2				
Sub-total Personnel				
Travel Costs (if applicable)				
Other related Costs (please specify)				
Total Cost of Financial Proposal				