CALL FOR TENDERS FOR THE SELECTION OF AN EXPERT TO SUPPORT the development of several activities to improve the resilience of coastal Mediterranean tourism destinations towards climate change and improve the regional and destination governance structures through ecosystem-based approaches.

In the framework of the Interreg Euro-MED NaTour4CChange project

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1. BACKGROUND INFORMATION

About the tenderer

The CPMR is a think tank non-for-profit organisation acting as a platform for technical & political cooperation between regional authorities on priority issues and policies for peripheral maritime regions in Europe such as territorial cohesion, maritime affairs, transport, and accessibility but also climate and energy and sustainable tourism, among others. The CPMR is involved in this project through its Intermediterranean Commission (IMC) and Islands Commission (IC), which brings together over 40 Mediterranean regional authorities.

This call for tenders aims to select an expert to support the CPMR Intermediterranean Commission and Islands Commission and other project partners in the development of several activities to improve the resilience of coastal Mediterranean tourism destinations towards climate change and improve the regional and destination governance structures through ecosystem-based approaches.

The CPMR is addressing climate change mitigation and adaptation in coastal areas and develops its reflection towards building better governance structures. As well as being a signatory to the Glasgow Declaration, by the nature of the organisation, it plays a key role in linking regional policy development with the project, which is why it is the partner in charge of launching these Terms of Reference.

About NaTour4CChange project

The Mediterranean is one of the most vulnerable hotspots in the current climate crisis and faces many human pressures that threaten marine and coastal ecosystems and biodiversity. Tourism will be one of the most affected economic sectors by heightened risks, including floods and coastal erosion.

The recent Transition Pathway for Tourism and the Glasgow Declaration are building a global momentum for Climate Action in Tourism, but policymakers and destinations need support to better develop efficient climate mitigation and adaptation policies using ecosystem-based approaches and improved multi-level governance structures, including robust planning and ensure the long-term engagement of the private sector and citizens.

Indeed, ecosystem-based management is considered a good practice to effectively deal with these threats as it considers the different stakeholders and factors affecting ecosystems and the mechanisms involved, in order to find solutions.

NaTour4CChange will build on successful experiences at the Mediterranean and global level to test solutions for increasing the resilience of coastal destinations in the Mediterranean. The project will set common methods to allow participating regions to assess their tourism-related climate adaptation and mitigation priorities, and take climate action via plans and strategies, supported by cooperative governance.

In coastal destinations, cross-sector teams will deliver specific tourism climate action plans, focusing climate adaptation, where Nature-based Solutions will be tested to ensure their feasibility, while innovative destination marketing and communication approaches will engage private stakeholders, visitors, and residents in climate action.
The project will also ensure a cross fertilization among participating regions and destinations, to achieve common methods and to compare the different tested plans and solutions, which will lead to lessons, best practices, and policy recommendations.

Project overall objective

To improve sustainability and increase the resilience of coastal Mediterranean tourism destinations towards climate change, improving the engaged regional territories’ capacities of governing tourism development at local level through ecosystem-based approaches and capitalising the twofold role of nature: as tourism attractive and as a solution for destination resilience.

The consortium

The consortium is made up of 10 partners:

- Institute for Tourism Croatia - as Lead Partner - (Croatia)
- Plan Bleu for Mediterranean Environment and Development (France)
- Conference of Peripheral Maritime Region of Europe (France)
- International Union for Conservation of Nature and Natural Resources (IUCN) (Spain)
- Ministry of Tourism, Culture and Sports of Andalucía Regional Government (Spain)
- Autonomous Region of Sardinia (Italy)
- Natura-Jadera Public Institution for Management of Protected Areas in the county of Zadar (Croatia)
- Region of Crete (Greece)
- Hellenic Society for the Protection of Nature and the Ministry of Agriculture (Greece)
- Forestry and Water Management of Herzegovina-Neretva Canton (Bosnia-Herzegovina)

2. DESCRIPTION OF THE WORK

Purpose and expected outcome of the work

The project has a duration of 33 months (from January 2024 to September 2026) and has been split into three Work Packages (WP):

1. **WP 1**: Aiming to create the methods and sharing progress and learnings design the Climate Change action planning for project’s Regions and to improve the Climate Change-related resilience of pilot tourism destinations.

2. **WP 2**: Focused on improving regions capacity for integrated tourism climate policy and governance to mitigate and adapt to climate change.

3. **WP 3**: To increase the Climate Change-related resilience of pilot tourism destinations through a long-term planning of evidence-based activities to adapt the destination to CC and testing of Nature-based Solutions.

The service provider will be requested to work on the following tasks, under the coordination of the CPMR – Intermediterranean Commission and Islands Commission as coordinator of the consultancy and of Plan Bleu as Work Package Coordinator.
All the activities and related deliverables under this are expected to contribute to **Work Package 1 and Work Package 2.**

- **Activity 1.3: Survey of available best practices on climate action in coastal tourism destinations**

This activity consists of a survey of best practices in the tourism sector related to the assessment of climate change contributions by the sector, risk analysis, climate change mitigation and adaptation, etc. with focus on climate resilience. This will allow to set the state-of-the-art in the project’s topics and support develop the methodology for the assessments. This activity, coordinated by Plan Bleu, will be implemented through literature desk analysis, interviews with experts, questionnaires, etc.

  o **Deliverable 1.3.1: Report sheet on best practices:** Report sheet compiling the different practices identified.

Your role: The consultant is expected to support Plan Bleu, Plan Bleu’s external expert, and other project partners in this activity and to follow up on it to liaise with activities 1.5 and 1.6. This role mainly involves looking over the content when necessary, providing feedback, and taking into account the results for the other activities.

- **Activity 1.4 Approach to the identification and assessment of the main coastal tourism-related issues concerning climate change mitigation & adaptation in tourism at Regional and Destination level**

Design the common methods to be applied by each project Region and Destination to identify and assess the main coastal tourism-related issues concerning the climate change mitigation and adaptation in tourism at Regional and Destination level: GHGs determined contributions, vulnerability assessments - coastal erosion, invasive species, water exchange systems in lagoons and river mouths... etc. This activity will be developed under the coordination of Plan Bleu.

  o **Deliverable 1.4.1 Methodological framework for Regions:** Methodological framework for assessing the main coastal tourism-related issues concerning CC mitigation and adaptation, to be used in each project's pilot Regions.
  o **Deliverable 1.4.2 Methodological framework for Destinations:** Methodological framework for assessing the main coastal tourism-related issues concerning CC, to be used in each project's pilot Destination.

Your role: The consultant is expected to support Plan Bleu, Plan Bleu’s external expert, and other project partners in this activity and to follow up on it to liaise with activities 1.5 and 1.6. This role mainly involves looking over the content when necessary, providing feedback while taking into account results for the other related activities.

- **Activity 1.5: Approach for drafting Regional and Destinations Tourism Climate Strategies and Plans**

Consistent with the results of previous activities, designing methods to draft Regional and Destination (focus on adaptation) Strategies and Plans for Climate mitigation and adaptation concerning coastal tourism sector: evidence-based, stakeholder
engagement, pathways, etc. including the development of common templates and indicators for comparison purposes.

- **D1.5.1 Technical report and brief for Regions:** A technical report describing the methods and brief on how to apply them, to develop the Regional Tourism Climate Strategy/Plan
- **D.1.5.2 Technical report and brief for Destinations:** A technical report describing the methods and brief on how to apply them, to develop the Destination Tourism Climate Strategy/Plan

**Your role:** The consultant is expected to produce all related deliverables of this activity autonomously, under the support of the CPMR and other project partners. To carry out this activity it will be necessary to consider the state of play in each of the regions involved in the project and the results of activities 1.3 and 1.4. In this regard, it is worth mentioning that each region may be at a different starting point in the fight against climate change. A tool such as a decision tree diagram can be useful to better define the approach. Synergies with ongoing projects should be sought.

- **Activity 1.6: Approach for defining the enabling conditions for tourism climate action in regions.**

  Definition of a framework to establish the policy and governance enabling conditions for climate action in tourism at regional level, necessary for the drafting and implementation of a Regional Tourism Climate Strategy and Plan, which will be taken up by each project’s region in WP2, during the development of the Coordination Unit, climate planning and strategy making.

  - **D.1.6.1 Technical report and brief:** A technical report describing the identified enabling conditions, with a checklist for supporting regions.

**Your role:** The consultant is expected to produce all related deliverables of this activity autonomously, under the support of the CPMR and other project partners and in line with activity 1.3 and 1.4. To facilitate the development of this activity and to obtain the maximum amount of information, different scenarios can be considered, such as bilateral calls, virtual workshops, focus groups, among others.

- **Other activities**
  - **Activity 2.4 Identification and assessment of the main coastal tourism-related issues concerning climate change mitigation and adaptation of each regional territory**
  - **Activity 2.5 Drafting the Regional Tourism Climate Strategy/Plan (mid-long term)**
  - **Activity 3.3 Identification and assessment of the main coastal tourism-related issues concerning climate change mitigation and adaptation of each Destination**
  - **Activity 3.4 Drafting the “Destination Tourism Climate Action Strategy/Plan” (mid-long long term)**

**Your role:** The consultant is expected to provide support in the activities which are related with the implementation of approaches and methodologies developed in activities 1.4, 1.5 and 1.6 to ensure that there is coherence throughout the project. The
main task will be to monitor the regions and destinations in their implementation, give support and feedback on their correct delivery.

**Expected schedule**

The tasks are expected to be delivered in two parts:

- **Part 1 (March-June 2024)**: Production of deliverables on methodologies and approaches (1.5) and support (1.3 and 1.4)
- **Part 2 (July 2024-June 2025)** - with a possible extension until December 2025: Production of deliverables on methodologies and approaches (1.6) and support to regions and destinations in their correct application (2.4, 2.5, 3.3, 3.4).

**PART 1**

<table>
<thead>
<tr>
<th>Month</th>
<th>Description</th>
<th>Activities</th>
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<tbody>
<tr>
<td>March 2024</td>
<td>Formalisation of the contract &amp; Working on the activities</td>
<td>- Kick-off meeting with the CPMR and other project partners to review the proposed work plan, methodology and coordination mechanism.</td>
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<td>- Work on the design of methods and processes through secondary sources, stakeholder engagement, existing pathways, etc. for drafting Regional and Destination Tourism Climate Strategies and Plans (activity 1.5).</td>
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<td>- Support Plan Bleu and Plan Bleu's external expert in the survey (activity 1.3).</td>
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<td>- Support Plan Bleu and Plan Bleu's external expert in the identification of the main coastal tourism-related issues concerning climate change mitigation &amp; adaptation in tourism at Regional and Destination level (activity 1.4)</td>
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<td></td>
<td>- Bilateral meetings with partners when necessary</td>
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<tr>
<td>April 2024</td>
<td>Submission of first draft</td>
<td>- Draft D1.5.1 Technical report and brief for regions.</td>
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<td>- Draft D.1.5.2 Technical report and brief for Destinations</td>
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<tr>
<td>June 2024</td>
<td>Submission of expected deliverables</td>
<td>- Final version of D1.5.1 Technical report and brief for regions</td>
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<td>- Final version of D.1.5.2 Technical report and brief for Destinations</td>
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<td></td>
<td></td>
<td>- Follow-up meeting and preparation for part 2</td>
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**PART 2**

<table>
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<tr>
<th>Month</th>
<th>Working on the activities</th>
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<tr>
<td>July 2024</td>
<td>Work on the definition of a framework to establish the policy and governance enabling</td>
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conditions for climate action in tourism at regional level (activity 1.6)

- Draft D.1.6.1 Technical report and brief

- Final version D.1.6.1 Technical report and brief

- Closing meeting with CPMR and other project partners to assess the external expertise performance

(!) From July 2024 to June 2025 the external consultant will also have a supportive role to assist regions and destinations to identify and assess the main coastal tourism-related issues concerning climate change mitigation and to apply the methodologies and approaches of activities 1.5 and 1.6 for the correct development of plans and strategies at regional and destination level. This will be done mainly online (a set of calls, meetings, emails for each region…)

Internal coordination mechanism

Online coordination meetings will be organised every 15 days to follow up the activities (dates to be agreed directly with the external expert). The external expert is also expected to participate in relevant meetings/events related to the activities to be carried out (i.e. WP meetings or steering committees).

3. HOW TO APPLY

Profile of the tender

The profile of the applicants (freelance or company) must meet the following criteria:

a) Relevant experience (>10 years’ experience) in sustainable coastal and maritime tourism in the Mediterranean region.

b) Strong understanding of ecosystem-based approaches and nature-based solutions applied to climate change adaptation and mitigation.
c) Good knowledge of all Mediterranean regions and understanding of the main tourism actors in the basin and experience in governance processes and multilevel collaboration.
d) Ability to mobilise information and existing knowledge in an efficient way focus to the development of strategies and plans at different level.
e) Capacity to work effectively in multidisciplinary teams in the framework of cooperation projects.
f) Strong conceptual and synthesis ability combined with good English writing and communication skills.
g) Skills in capacity building

Application procedure

The offer, containing the methodological approach that will be followed for the development of the activities and deliverables, a description of the organisation's experience and/or the concise curriculum vitae of the candidate(s), and finally an economic offer, must be sent in one file on PDF format to jordi.juarez@crpm.org, lise.guennal@crpm.org, flora.leroy@crpm.org with the following subject 'NaTour4CChange call for tenders', before 23:59 CEST on 14 March 2024.

Review of Proposal and Awards Criteria

The CPMR-IMC, as a contracting body, and with the support of project partners, will proceed to examine the documentation provided to verify compliance with the technical and economic requirements of the bids and may request from the tenderer any additional documentation required. The contracting authority shall exclude from the evaluation and proposal of award the bids that do not comply with the requirements of the contract. Following the examination of the proposals, and after a detailed assessment of the selected offer, a team - whose composition shall be determined internally - will formulate the corresponding final proposal of the award. In the event of observing omissions or deficiencies in the documentation provided, the applicable legislation for the correction of defects and omissions in documentation will apply. The presentation of the certifications accrediting the fulfilment of the tax and social security obligations by the tenderer will be mandatory.

Selection Process

The selection of the consultant will be carried out jointly by the CPMR Intermediterranean Commission and Islands Commission and other project partners based on the evaluation of the technical and financial offer.

- Evaluation of methodological approach, maximum 30 points.
- Evaluation of the experience of the organisation and/or concise resume of the candidate(s). Maximum 40 points.
- Evaluation of the economic offer, maximum 30 points.

The offer that gathers the maximum score will be selected.
4. CONTRACTUAL AND FINANCIAL TERMS

Administrative details of the Contracting Authority
Conférence des Régions Périphériques Maritimes
6 Rue Saint Martin, 35460 Rennes – France
VAT: FR31 530 548 361

Budget
The maximum amount available for this service is **€60 000 including VAT** (€50 000 net of VAT + €10 000 of VAT to be directly paid to French Authorities by the CPMR)

Contracting and Payment
The acceptance of the offer of the successful tender implies the acceptance of the conditions and schedules detailed in these ToRs. The payment term for the invoice will be made by bank transfer (bank account details will be asked).

Formalisation of the Contract
The contract must be formalised in writing by 18 March 2024. The contract shall enter into force by its signature and will last until 30 June 2025.

Intellectual Property
In the spirit of cooperation and exchange, the ownership of the work covered by the contract related to these Terms of Reference and co-funded by the Interreg Euro-MED Programme is open to the public and free of rights. The deliverables and results of the project should be accessible and available for free to the general public in a usable format. The Managing Authority/Joint Secretariat and any other relevant Programme stakeholder can use them for information and communication purposes. The authorship of the work covered by the contract related to these Terms of Reference is co-shared between the author and all the partners of the engaged project.

Confidentiality Clause
Despite the public execution of the project, part of the information exchanged for the development of the purpose of this contract between the CPMR Intermediterranean Commission and Islands Commission and the selected specialist may be confidential. On this basis, only the documents and other pieces of information provided explicitly with the statement “confidential” will be dealt with as such. The selected expert ensures that it respects its confidentiality and does not disseminate it, forward it to third parties or use it without prior written consent from the CPMR Intermediterranean Commission and Islands Commission.