

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES) – INDIVIDUAL SELECTION

SOUTH AFRICA

“Catalyzing Financing and Capacity for the Biodiversity Economy around Protected Areas”

Loan No./Credit No./ Grant No.: P170213

Assignment Title: The project seeks to contract a Knowledge Writer consultant who will support key areas of work to capture, document and create content about the project within the Addo to Amathole node.

Reference No. (as per Procurement Plan): ZA-SANPARKS-511346-CS-INDV

The Department of Forestry, Fisheries, and the Environment has received financing from the Global Environment Facility (GEF 7, administered by the World Bank) toward the cost of the **“Catalyzing Financing and Capacity for the Biodiversity Economy around Protected Areas”** project and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include assisting with the development of project-related outputs, including documents, reports, brochures, online content, stakeholder engagement, and related written deliverables, using 68 days as per the services required for the remaining duration of the project.

The detailed Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest or can be found on the following website: www.sanparks.co.za.

The South African National Parks (SANParks) now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Shortlisting criteria are as follows:

Mandatory Evaluation Criteria

The service provider will be disqualified if they do not fully comply with all mandatory requirements. No “unanswered” questions will be allowed. If a response to a question is indicated as "comply" but not elaborated upon or substantiated, it shall be regarded as mandatory non-compliance, and the bidder shall be disqualified.

Key experts’ CVs will not be evaluated at this stage.

Description of Requirements	Indicate COMPLY/NOT COMPLY	Comment or reference Proposal
CRITERIA 1 Proven experience of developing new content for brochures, fact sheets, online platforms and workshop reports		
CRITERIA 2 At least 5 years proven experience as a writer in the conservation field		
CRITERIA 3 Ability to Extract knowledge and information to document stories and lessons learnt		

The attention of interested Consultants is drawn to Sections 3.14, 3.16, and 3.17 of the World Bank’s “**Procurement Regulations for IPF Borrowers**” (November 2020), setting forth the World Bank’s policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment:

A consultant shall not be hired for any assignment that would conflict with their prior or current obligations to other clients or that may place them in a position of being unable to carry out the assignment in the best interest of the Borrower. Without limiting the generality of the foregoing, consultants shall not be hired under the circumstances set forth below:

- a) A firm that has been engaged by the Borrower to provide Goods, Works, or Non-consulting Services for a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm) shall be disqualified from providing Consulting Services resulting from, or directly related to, those Goods, Works, or Non-consulting Services. This provision does not apply to various firms (Consultants, contractors, or suppliers), which together are performing the contractor’s obligations under a turnkey or design-and-build contract.

- b) A firm that has been engaged by the Borrower to provide Consulting Services for the preparation or implementation of a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that Consulting firm) shall be disqualified from subsequently providing Goods, Works, or Non-consulting Services resulting from, or directly related to, those Consulting Services. This provision does not apply to various firms (Consultants, contractors, or suppliers), which together are performing the contractor’s obligations under a turnkey or design-and-build contract.

c) Neither a Consultant (including personnel and sub-consultants), nor an affiliate (that directly or indirectly controls, is controlled by, or is under common control with that Consultant), shall be hired for any assignment that, by its nature, creates a conflict of interest with another assignment of the Consultant.

d) Consultants (including their experts, other personnel, and sub-consultants), who have a close business or family relationship with a professional staff of the Borrower, the project implementing agency, or a recipient of a part of the Bank's financing, or any other party representing or acting on behalf of the Borrower, directly or indirectly involved in any part of: i. the preparation of the TOR for the assignment, ii. the selection process for the contract; or iii. the supervision of the contract, may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Bank throughout the selection process and the execution of the contract.

Consultants may associate with other firms to enhance their qualifications but should clearly indicate whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all partners in the joint venture shall be jointly and severally liable for the entire contract if selected.

A Consultant will be selected in accordance with the **Quality-Cost Based Selection (QCBS)** method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours [08:00 to 16:30 hours].

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the [insert approved selection method] method set out in the Procurement Regulations.

Kindly respond to this call for Expression of Interest by submitting the following by email:

1. The Company Profile.
2. Completed Mandatory Evaluation Criteria Table, including examples of relevant projects undertaken with references (see above).
3. Summary list of Key Experts' competencies and their role in the assignment.

Further information can be obtained at the address below during office hours 08:00-16:00.

Expressions of interest must be delivered in written form to the address below (in person, by mail, by fax, or by e-mail) by 30 September **2025 at 16:00**.

GEF 7 Project: Greater Addo to Amathole Biodiversity Economy Node
ATT: Sustene Jordaan -Project Administrator
South African National Park - Park Planning and development Unit
Port Elizabeth Regional Office

Parktone Acarde, Newton Street
Newton Park
Port Elizabeth
Tel: 041 508 5416
E-MAIL :Sustene.jordaan@sanparks.org