



Madrid – January 26, 2011

## ICCAT CIRCULAR # 320 / 2011

**SUBJ: TERMS OF REFERENCE – CALL FOR TENDERS – DATA RECOVERY PLAN:  
GBYP 02/2011**

I have the honor to transmit to you the attached Terms of Reference - Call for Tenders for the “Data Recovery Plan” of the ICCAT Atlantic-Wide Research Programme on Bluefin Tuna (GBYP Phase 2 / 2011).

This information has been translated to French and Spanish by the ICCAT Secretariat.

Please accept the assurances of my highest consideration.

  
Driss Meski  
*Executive Secretary*

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Commission Chairman: F. Hazin  
SCRS: J. Santiago  
Compliance: C. Rogers  
PWG: R. Lent  
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Korea	Jang-Woo Seo	USA	R. Smith
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#### **Cooperating Parties, Entities, or Fishing Entities (English):**

Chinese Taipei H. Y. Huang  
Guyana D. Permaul  
Curaçao S. Mambi

cc: Head Scientists

**Attachments:** Terms of Reference – Call for Tenders – Data Recovery Plan (GBYP 02/2011)  
BFT Catalogs  
Data Recovery Form

# TERMS OF REFERENCE - CALL FOR TENDERS – GBYP 02/2011

## DATA RECOVERY PLAN

### ATLANTIC-WIDE RESEARCH PROGRAMME ON BLUEFIN TUNA (ICCAT/GBYP Phase 2 – 2011)

#### Background and objectives

The comprehensive ICCAT Atlantic-Wide Research Programme on Bluefin Tuna (GBYP) is required to improve basic data collection, our understanding of key biological and ecological processes, assessment models and management.

An important element of this programme is to recover the existing data sets which are not currently incorporated in the ICCAT database on bluefin tuna, to support the improvement of the assessment analytical work. This data recovery is related to all types of data sets and fisheries and might include catch data (total nominal catches by gear/region/flag and/or fleet characteristics per year), catch and effort detailed data by month, by square and by area, catch details on length and/or weight frequencies by gear/sampling area, biological data (length/age, length/ or age maturity, etc.), genetic data, trade statistics, i.e., SDT or auction sales sets, and historical data sets prior to 1950. Catch data sets are preferred if they contain the corresponding fishing effort information.

As part of this plan, scientific institutes and public or private entities are asked to submit tenders to provide data not currently included in the ICCAT database on bluefin tuna.

All the data collected under the Programme (ICCAT GBYP) shall be used only for scientific purposes and in accordance with ICCAT rules (see also Appendix 10 of the 2009 SCRS Report). Any other use of these data should be specifically authorised by ICCAT.

#### Contractor tasks

The Contractor, who will work in close consultation with the ICCAT GBYP Coordinator and the Steering Committee, will conduct a data recovery exercise to provide specific data sets previously identified by the same Contractor and proposed to ICCAT GBYP.

The tender shall provide a detailed description of the data sets that will be made available to ICCAT, after checking them against the ICCAT table on bluefin tuna and the ICCAT table on the Bi-annual Statistical Documents and Re-export Certificates (attached herewith as separate files).

The tender shall also include the declaration that the data will be provided in a format usable by ICCAT. Reports can be submitted according to the time frame specified by the tender, but not later than 23 September 2011, unless exceptionally a different date is agreed in advance by all parties on the basis of well documented needs.

#### Contractor minimum qualifications

- Documented multi-year experience in bluefin tuna studies and/or studies on large pelagic species or on fishery data collection (or, for the genetic data, multi-year experience in genetic studies).
- Knowledge of the ICCAT data system and ICCAT procedures to incorporate data sets.
- University degree in one of the following: Fisheries Science, or Marine Biology or Statistics or Natural Sciences or Biological Sciences or Environmental Sciences or closely related fields (in case of individual scientists).
- Excellent working knowledge of one of the three official languages of ICCAT (English, French and Spanish). A high level of knowledge of English is highly desirable.

#### Request for bids

Interested entities should submit an offer to the attention of Mr. Driss Meski, the Executive Secretary of ICCAT, at the following address: [driss.meski@iccat.int](mailto:driss.meski@iccat.int) by **11 March 2011**, including:

- a. A detailed offer, which shall include: (a) the detailed description of the available data sets; (b) the type of support (paper, electronic file, etc.); (c) the estimated difficulty to recover these data; (d) the level of reliability of these data; (e) the estimated amount of work required; (f) the time frame within which these data will be delivered to ICCAT; (g) the full cost of the data recovery.
- b. The date for the interim report and the date for the draft final report (23 September 2011 at the latest);
- c. The *Curriculum vitae* of the tender (in case of individual scientists) and of any collaborator;
- d. The Curriculum of the institution (if an institution is the tender), with any documented experience in studies on bluefin tuna, or other large pelagic species or in data collection, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information);
- e. A preliminary estimated budget for the data recovery.
- f. The name, address, and telephone number of the tendering body;
- g. The institutional and administrative background of the tendering body (e.g.: statutes, type of institution, annual budget, budget control procedures, etc.), if applicable.
- h. A detailed list of any subcontracting activities;
- i. The declaration that the offering entity shall follow the ICCAT procedures and formats for the data sets to be provided.
- j. A declaration that all the comments eventually made on the draft final report will be incorporated in the final report prior to submission to the ICCAT SCRS.
- k. Acknowledgment of this Call for Tenders (if applicable);
- l. A statement specifying the extent of agreement with all terms, conditions, and provisions herein included.

Offers that fail to furnish the required documentation or information, or reject the terms and conditions of the Call for Tenders will not be considered.

Contractors can be either research institutions such as government or private laboratories, universities, or private consultancy firms or individual scientists or other entities having the qualifications required.

The Contractor should be available to report to any meeting requested by ICCAT.

The ICCAT Secretariat will make a selection of the offers and, in consultation with the ICCAT GBYP Steering Committee. Following the selection process, the ICCAT Executive Secretary will notify the entity selected for the contract by 18 March 2011.

### **Deliverables**

- 1) A preliminary short report to be submitted at the latest by 2 September 2011, including the description of the work carried out up to that date; eventually, any draft final report ready at this date can be also presented.
- 2) The draft final report to be submitted at the latest by 23 September 2011 (unless exceptionally a different date is agreed in advance by all parties on the basis of well documented needs), including:
  - a. Full description of the work carried out to recover the data;
  - b. Detailed description of the data sets provided, with reference to the ICCAT data bank on BFT;
  - c. Detailed description of the methodology;
  - d. Detailed data sets;
  - e. If any scientific analysis is conducted, it should be documented taking into account the relevant literature;
  - f. Summary.
- 3) A short PowerPoint presentation of the main results to the ICCAT SCRS 2011 Species Group Meeting or to any other ICCAT SCRS meeting.
- 4) The definitive final report, to be prepared taking into account the eventual comments provided by ICCAT and to be submitted by 3 October 2011 at the latest, unless exceptionally a different date is agreed in advance by all parties on the basis of well documented needs.

**Payment details**

Disbursements will be made according to the following schedule:

1. 50% of the total amount of the contract upon signing of the contract;
2. 50% after the approval of the final report by the ICCAT SCRS upon incorporation of comments by the ICCAT GBYP Steering Committee.

**Logistics**

All documents provided by the Contractor must be in MS Word or compatible software, tables must be in Excel format or compatible, figures and pictures must be in JPEG or TIFF format or compatible. All documents submitted must be in English, French or Spanish.

**Copyright**

All the material produced by the Contractor will remain the property of ICCAT GBYP, will be kept confidential, and cannot, in any case, be circulated by the Contractor selected. The scientific use of the data by the Contractor shall always be notified to ICCAT in advance for clearance.

For information concerning this call for tenders, please contact the Program Coordinator at the following address: [antonio.dinatale@iccat.int](mailto:antonio.dinatale@iccat.int)

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