TERMS OF REFERENCE (TOR)

BIODIVERSITY ASSESSMENT IN DU GIA NATIONAL PARK, TUYEN QUANG PROVINCE

I. BACKGROUND AND OBJECTIVES

1. About the BLOOM Project

The BLOOM Project (Biodiversity and Livelihood Opportunities for Ethnic Minority Women) is a five-year initiative funded by Global Affairs Canada (GAC) and jointly implemented by SOCODEVI (Société de Coopération pour le Développement International) and DID (Développement International Desjardins).

The project's goal is to "Improve health of key ecosystems for biodiversity and climate change adaptation (CCA) of ethnic minority (EM) women and their communities in Tuyen Quang and Dak Lak provinces (Vietnam)".

Key Expected Results:
• Outcome 1100: Increased adoption by ethnic minority women and their communities of gender-sensitive nature-based solutions (NbS) that protect the ecological integrity of Key Biodiversity Areas for conservation and climate change adaptation.
• Outcome 1200: Increased sustainable use of KBAs biodiversity by EM women vulnerable to CC.
• Outcome 1300: Increase the influence of EM women on governance, policies and programs of KBAs that are strategic for biodiversity conservation and CCA.

2. Context and Objectives of this Assignment

Du Già National Park is currently part of the Du Gia Special-Use Forest Management Board, which, since May 2025, comprises Du Gia National Park, Căng Bắc Mê Nature Reserve, Chí Sán Mèo Vạc Forest Management Board, and Du Già Forest Protection Management Board. The biodiversity assessment supported by the BLOOM project will focus on Du Gia National Park, which has a total area of approximately 15,000 hectares.

Accordingly, the Project will conduct different research and baseline assessments to enhance and forest management and biodiversity conservation within national park. A comprehensive biodiversity assessment will provide baseline database for the national park and it will provide input data and information to support conservation and forest management plans.

To carry out biodiversity assessment for Du Gia national park, BLOOM project is seeking for a consulting entity/ consultant team who have capacity to implement the required assessment.

3. Specific Objectives:

- Assess the status of fauna and flora in the proposed survey area, including species composition, distribution, relative abundance where applicable, and key habitats.
- Identify threatened and native plant species, referring to the IUCN Red List and Viet Nam's Red Book, and identify potential areas for species conservation, propagation and restoration.
- Assess forest protection and management practices, including existing patrol systems, major threats to biodiversity, and priority areas requiring enhanced protection and management.
- Develop a standardized Baseline Survey and Monitoring Protocol and establish GIS-based datasets for integration into the SMART database, enabling Du Gia National Park to conduct subsequent monitoring and update biodiversity information independently.
- Develop GIS-based distribution maps of priority species and identify their key habitats, important conservation areas and major threats to support spatial planning and targeted conservation interventions.
- Develop an evidence-based five-years Forest Protection and Biodiversity Conservation Plan, including priority conservation areas, species-specific protection measures, monitoring indicators, and practical interventions to reduce direct threats to biodiversity, habitat restoration and forest rehabilitation.

II. LEGAL FRAMEWORK

- Law on Biodiversity (Consolidated Document No. 73/VBHN-VPQH dated March 25, 2026) and its guiding documents.
- Law on Forestry and its guiding documents.
- Law on Environmental Protection and relevant regulations on biodiversity investigation, monitoring and conservation.
- Circular No. 83/2025/TT-BNNMT dated December 31, 2025, issued by the Minister of Agriculture and Environment, detailing a number of provisions of the Law on Biodiversity, certain decrees guiding the implementation of the Law on Biodiversity, and the Law on Environmental Protection.
- Circular No. 85/2025/TT-BNNMT dated December 31, 2025, issued by the Minister of Agriculture and Environment, on the management of endangered, precious and rare species, ordinary forest animals, and implementation of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES).
- Circular No. 83/2025/TT-BNNMT, Circular No. 85/2025/TT-BNNMT, and any amendments, supplements or replacements thereto, to the extent relevant to biodiversity, specimen management, data and professional activities.
- Consolidated Document No.16/VBHN-BNNMT dated February 10, 2026, on forest rangers and specialized forest protection forces.
- Decision No. 2059/QD-UBND dated August 14, 2026, of the Tuyen Quang Provincial People's Committee approving the Project Document "Biodiversity and Livelihood Opportunities for Ethnic Minority Women in five communes (Du Già, Tùng Bá, Minh Sơn, Minh Ngọc and Lùng Tám), Tuyen Quang Province" (the "BLOOM Project").

III. SCOPE OF WORK

The assignment will be completed within a maximum period of **6 months** (field surveys not exceeding 3 months), comprising the following key tasks:

Task 1: Desk Review & Methodology Design

- Draft the Baseline survey and Monitoring protocol (as part of the Inception Report).
- Review biodiversity surveys, forest inventory/status maps, satellite imagery, management plans, publications and SMART patrol records.

- Classify areas by forest type, habitat condition, elevation, accessibility and human disturbance.
- Design appropriate fauna and flora methods, including vegetation plots, botanical/wildlife transects and camera trapping where relevant.
- Identify priority threatened, rare and native plants using the IUCN Red List, Viet Nam's Red Book and applicable regulations.
- Define selection criteria for key indicator species covering both fauna and flora, and agree with the Project and Du Gia National Park on the selected species and the rationale for their selection, considering conservation importance, ecological roles and relationships, and relevance to threats addressed by the Project.
- Prepare the sampling design, equipment list, fieldwork plan and draft monitoring protocol.

Task 2: Field Survey & Capacity Building

- Organize an inception meeting with Du Gia National Park, the Forest Protection Department and relevant stakeholders.
- Conduct field surveys of fauna and flora, focusing on species composition, distribution, occurrence and conservation status.
- Apply appropriate wildlife methods, including camera traps, transects and direct/indirect observations for animal investigation (and not limited to birds, reptiles…if applicable).
- Record vegetation structure, types of forest, natural regeneration situation, plant composition and habitat disturbance.
- Collect field data to support counts or estimates of groups or individuals of the selected fauna and flora indicator species within the agreed monitoring zones, using the species-appropriate methods and sampling effort agreed during Task 1.
- Assess potential sites for plant conservation, natural regeneration, seedling collection, propagation and restoration.
- Train National Park staff and field teams in biodiversity data collection, GPS, species identification and monitoring during the field surveys.

Task 3: Biodiversity Data Analysis & Conservation Evaluation

- Analyse fauna survey data to identify threatened, rare, endemic and legally protected species based on the IUCN Red List, Viet Nam Red Book.
- Assess wildlife habitat use and key habitats, analyse major threats using field observations and available SMART patrol data, and integrate fauna records with GIS and habitat data to identify wildlife hotspots, priority conservation areas and recommendations for protection and long-term monitoring.
- Assess priority plants, including observed populations, natural regeneration, habitat requirements.
- Assess threats such as illegal harvesting, hunting, forest degradation of both fauna and flora species.
- Review forest protection practices, patrol systems and biodiversity-monitoring gaps.
- Organise GIS data and biodiversity records for integration into SMART.

Task 4: Thematic Mapping & Conservation Planning

Develop core categories of thematic maps:

- Target species distribution, biodiversity hotspots, and threat maps.
- Map forest types, habitat conditions and management zones.
- Map with distributions of priority fauna species with key habitats, biodiversity hotspots and threats.
- Map of survey locations, transects, camera traps where applicable.
- Map of potential areas for native-plants regeneration, seed collection, propagation and restoration.

- Recommendations for silvicultural approaches of priority native/threatened plants, including nursery propagation, where feasible.

Task 5: Final Report Submission & Validation Meeting

- Submit the final Biodiversity Assessment Report in **Vietnamese** and English (editable Word), a PowerPoint presentation and an English Executive Summary.
- Submit a five-years Forest protection and Biodiversity Conservation Plan with priority, species/areas, interventions, indicators, responsibilities and timelines.
- All photos of animals, trees and plants with clear identification and remarks are documented and submitted to BLOOM project for reference in the future;
- All photos of village or community meetings, field surveys shall be submitted to BLOOM project;
- All GPS waypoints of relevant species and important locations are also collected and submitted to BLOOM project for future use.
- Hold a validation meeting with Du Gia National Park, the Forest Protection Department, relevant stakeholders and BLOOM project.

IV. TIMELINE AND DELIVERABLES

Task No.	Deliverables	Submission Timeline	Technical Requirements
1	**Inception Report and monitoring protocol**	**Dec 10, 2026**	• Detailed workplan, desk review findings, proposed field design, survey locations, baseline indicators, sampling design, • SMART data collection and standardized monitoring protocol
2	**Field Survey and Progress Report**	**Mar 15, 2027**	• Field progress summary, • Field records on forest types, habitat conditions, vegetation structure, natural regeneration, wildlife signs and major threats to biodiversity. • Preliminary identification of important wildlife habitats threatened or priority plant locations, and potential areas for natural regeneration, seed collection, propagation and restoration. • Field progress assessment documenting data gaps, survey limitations, methodological adjustments and recommendations
3	**Biodiversity Dataset & GIS Database**	**Mar 31, 2027**	• A cleaned and validated biodiversity database covering fauna, flora, habitat observations, survey locations and documented threats. • GIS datasets in editable formats, such as GeoPackage or shapefile, with a documented coordinate reference system.
4	**Thematic Map Package**	**Apr 30, 2027**	• High-resolution GIS and PDF maps • A thematic map covering survey locations and effort, forest types and habitat conditions, priority fauna and flora distributions, key habitats, biodiversity hotspots, major threats and priority conservation areas. • Maps of potential sites for native plant regeneration, seed collection, propagation and restoration, where supported by field evidence.
5	**Final Consolidated**	**May 31, 2027**	• Final Assessment Report in both Vietnamese and English (editable Word format and PowerPoint presentation), featuring:

	Assessment Report		✓ *Executive Summary*: A concise English summary highlighting key findings, biodiversity status, and priority conservation actions. ✓ *Context & Background*: Overview of the assessment scope, legal framework, and objectives within Du Già National Park. ✓ *Methodology & Findings*: Comprehensive results on fauna and flora surveys, habitat conditions, threat assessments, and SMART database integration. ✓ *Five-Year Conservation Plan (2027–2031)*: Actionable recommendations and initiatives with a detailed monitoring framework (indicators, methods, responsibilities, and timelines). ✓ *Verification & Documentation*: Complete photo logs of species and community consultations, along with validated GPS coordinates for future project reference.

V. TIMELINE AND REPORTING

- **Expected Duration:** December 2026 – May 2027.
- **Reporting Line:** Direct reporting to the BLOOM Forestry and Biodiversity Specialist. Close coordination with the Provincial Coordinator (PC), Tuyen Quang FPD and Du Gia National Park management board.

VI. CONSULTANT QUALIFICATIONS

Key Personnel Requirements:

The consulting entity must meet the following minimum requirements to be considered qualified for this assignment:

- **01 Team Leader / Wildlife Expert:** Minimum 10 years of experience in biodiversity assessments, camera trapping, and wildlife ecological surveys. Proven track record as Team Leader in designing and leading wildlife population surveys, camera trap setting, evaluating and monitoring, including experience with threatened mammal and/or primate with least 2 similar assignments in Vietnam.
- **01 Flora expert:** Minimum 10 years of experience in forest tree identification, flora taxonomy, vegetation assessment and forest ecosystem studies. Proven experience in botanical surveys and biodiversity assessments in protected areas, including vegetation inventory, species identification and assessment of threatened, endemic and/or economically important plant species
- **01 GIS & Data Specialist:** Minimum 5 years of experience in GIS/QGIS spatial analysis, satellite imagery processing for biodiversity conservation or natural resource management, Proven experience in developing species distributions, habitat suitability and connectivity and SMART database management.

Note on Field Support Staff: In addition to the Key Personnel, the consultant/firm is expected to mobilize qualified Field Assistants and local support teams (including local community members and park rangers) to execute the field surveys and deployment effectively within the required timeframe.

Entity / Team Experience:

- Legally eligible entities (consulting firms/organizations) or qualified independent consultant teams with proven technical capacity.
- Demonstrated experience in successfully completing at least 2 biodiversity assessment projects in protected areas/national parks in Vietnam. Working experience in Du Gia NP or limestone conditions in the northern Vietnam is an advantage.
- Preference will be given to consultants that have access to the necessary field equipment for biodiversity surveys, including camera traps, either through ownership or established rental/partnership arrangements, to ensure timely and effective field implementation
- Capacity to supply or rent necessary field survey equipment (camera traps).
- Strong capacity in community engagement and working with ranger teams.

VII. APPLICATION AND EVALUATION

- **Submission Package:** Letter of Interest, Technical Proposal (demonstrating understanding of the assignment, methodology, and work plan), Financial Proposal (itemized breakdown of expert daily rates for each of expert, and other labour costs related to consultants. Socodevi's cost norm will be applied for travel cost). CVs of proposed key experts, and evidence of organizational capacity, including two (02) sample deliverables from similar past assignments (all documents in both English and Vietnamese).
- **Evaluation Method:** Quality and Cost-Based Selection (QCBS), combining Technical Quality (Methodology, Team Qualifications, Context Understanding) and Financial Value for Money.
- **Indicative Budget Ceiling:** the total budget for this assignment has an indicative maximum ceiling of **VND 1,200,000,000** (including all applicable taxes, fees, and operational expenses). This figure serves as a maximum financial limit for planning purposes. Financial proposals will be evaluated on Value for Money (VFM), and applicants are strongly encouraged to submit competitive and cost-effective budgets aligned with their proposed methodology. Any proposal exceeding this ceiling will be disqualified.