REQUEST FOR PROPOSAL – Efficacy of eDNA versus Traditional Monitoring Methods

## This Opportunity – Summary

The IOGP JIP34 (Environmental Genomics) puts forward for open tender a Request for Proposal (RFP) to address this Phase 2 Project on the “efficacy of environmental genomics (hereafter referred to as ‘eDNA’) versus traditional monitoring methods” and invites the submission of a Scope of Work outline and estimated budget from interested parties.

## Section I - Key Information

##### Context

We welcome creative thought on how to best represent this information and interested parties are encouraged to provide deliverables as detailed below.

##### Timeline

RFP Issue Date 27 09 21

Letter of Intent 04.10.21

Selection of suppliers invited to submit proposal 08.10.21

Deadline for Questions from suppliers: 15 10 21

Deadline for Proposals: 31.10.21

Anticipated Contract start date: 08 11 21

Anticipated First draft 31.12.21

Anticipated Contract finish date 27 03 22

*All dates and times are dates and times in London, UK. These dates are subject to discussion with the Supplier.*

##### Contact

All enquiries must be directed to our Point of Contact. We will manage all external communications through this Point of Contact.

Our Point of Contact:

 Name: Felicite Robertson

 Title/role: JIP34 Manager

 Email address: fr@iogp.org

##### Developing and Submitting your Proposal

The RFP sets out the step-by-step process and conditions that apply.

1. Take time to read and understand the RFP. In particular:
	* develop a strong understanding of our Requirements detailed in Section 2.
	* in structuring your Proposal consider how it will be evaluated. Section 3 describes our Evaluation Approach.
	* If anything is unclear or you have a question, please ask us to explain. Please do so before the Deadline for Questions. Email our Point of Contact.

##### Address for submitting your Proposal

Proposals must be submitted by email/electronically to the following address:

fr@iogp.org

##### Later changes to the RFP or RFP process

If, after publishing the RFP, we need to change anything about the RFP, or want to provide suppliers with additional information we will inform all suppliers by email.

## Section II - Our Requirements

The main deliverables will be (but not limited to):

1) Literature Review & Biomonitoring Method Support

- Describe the current use of different biological monitoring methodologies (traditional and eDNA); noting benefits and drawbacks of each method as well as global appetite for regulatory acceptance (visual observation, physical capture, remote detection, etc.)

- Addressing scenarios in which eDNA is and is not appropriate for addressing distinct biomonitoring challenges; where it can operate as a “stand-alone” monitoring tool, when it has value as a complementary tool, and where it is not appropriate (e.g., comprehensive assessments; targeted species detection, abundance data is required, etc.)

- Distilling the rapidly expanding literature on methodological comparative studies and communicating eDNA’s “performance” relative to other methods as a biomonitoring tool

2) Visual Representation Materials (tables, flowcharts, etc.)

- Materials for easily communicating the current capacity of genomic technologies as biomonitoring tools for likely scenarios encountered by energy companies for both communication in the internal management chain as well as external engagement

- Materials for energy project managers to confidently deploy in the responsible design, vetting, and execution of eDNA biomonitoring projects (specifically related to choosing the proper suite of methodologies)

**In scope:**

• The range of traditional/conventional biological monitoring strategies and environmental genomic technologies – their uses, regulatory acceptance, benefits, and caveats.

• Meta-comparison and contrast of combined methodological usage – where does eDNA provide additional data and where is it not adding additional value?

• Quantifying the compared and contrasted results of paired traditional method(s) and eDNA studies – what insights do each method uniquely provide in field studies?

• What biological monitoring questions would be appropriate for eDNA tools exclusively? Where does it make sense to include with complementary traditional methods? In what scenarios are eDNA applications not appropriate tools to use?

• What is the appropriate scaling of eDNA sampling to answer common biological monitoring surveys? What factors must be considered when deciding on sampling strategies (in either combined or sole survey efforts) that will provide robust enough data for meaningful statistical analyses to fit monitoring needs?

• What unique long-term biomonitoring benefits may eDNA data unlock as the technology matures, even in instances with no re-sampling (i.e., database construction, updating, etc.)?

• Alternative and creative ideas of how to distill these findings into communication materials for non-specialists – such as tables, guides, flow diagrams, decision trees, graphs, etc.

**Out of scope:**

This specific RFP is meant to help parse, decide, and communicate appropriate uses of eDNA (versus traditional methodology) for biomonitoring efforts solely, therefore we do NOT consider the following concepts to be “in scope”:

• Alternative sampling methodology efforts for field collection of samples (i.e. variations of sample processing, storage, and transport)

• Laboratory, sequencing, and downstream bioinformatic processes

• Methods of processing data or drawing biodiversity or ecological insights from collected data

**Other information**

1. Payment will be 85% on first draft and remaining 15% on delivery of final draft (with all comments from JIP34 members considered and inserted).
2. New Intellectual Property arising as a result of the Contract will be the property of IOGP.

## Section III - Our Evaluation Approach/Scoring

|  |  |
| --- | --- |
| ***Criteria*** | ***WeightFactor*** |
|  |
| Overall work statement / understanding of the request | **3** |  |
| Knowledge/experience of the specific topic | **3** |  |
| Knowledge/experience with oil and gas/energy sector  | **2** |  |
| Knowledge of IOGP | **2** |  |
| Approach to develop and deliver the RFP | **2** |  |
| Approach taken to optimising guidance and formatting optimization | **2** |  |
| Proposed budget  | **2** |  |
| Proposed timescale | **1** |  |

##  Section IV – Pricing Information

Pricing information to be provided by Respondents

Respondents are to provide their price as part of their Proposal. In submitting the price, the Respondent must meet the following:

1. the pricing schedule is to show a breakdown of all costs, fees, expenses and charges associated with the full delivery of the Requirements.
2. where the price, or part of the price, is based on fee rates, all rates are to be specified, either hourly or daily or both as required.
3. in preparing their Proposal, Respondents are to consider all risks, contingencies and other circumstances relating to the delivery of the Requirements and include adequate provision in the Proposal and pricing information to manage such risks and contingencies.
4. prices should be tendered in UK£. Unless otherwise agreed, the Buyer will arrange contractual payments in UK£.

## Section V: RFP Process

Note to suppliers and Respondents

• In managing this procurement, the Buyer will endeavour to act fairly and reasonably in all of its dealings with interested suppliers and Respondents, and to follow due process which is open and transparent.

Each Respondent will:

1. examine the RFP and any documents referenced in the RFP and any other information provided by the Buyer
2. consider all risks, contingencies and other circumstances relating to the delivery of the Requirements and include adequate provision in its Proposal to manage such risks and contingencies
3. document in its Proposal all assumptions and qualifications made about the delivery of the Requirements, including any assumption that the Buyer or a third party will deliver any aspect of the Requirements or incur any cost related to the delivery of the Requirements
4. ensure that pricing information is quoted in UK£
5. satisfy itself as to the correctness and sufficiency of its Proposal, including the proposed pricing and the sustainability of the pricing.

Respondents’ Deadline for Questions

1. Each Respondent should satisfy itself as to the interpretation of the RFP. If there is any perceived ambiguity or uncertainty in the RFP document/s Respondents should seek clarification before the Deadline for Questions.
2. All requests for clarification must be made by email to the Buyer’s Point of Contact. The Buyer will endeavour to respond to requests in a timely manner.
3. If the Buyer considers a request to be of sufficient importance to all Respondents, it may provide details of the question and answer to other Respondents. In doing so the Buyer may summarise the Respondent’s question and will not disclose the Respondent’s identity.
4. In submitting a request for clarification, a Respondent is to indicate, in its request, any information that is commercially sensitive. The Buyer will not publish such commercially sensitive information.

Submitting a Proposal

1. Each Respondent is responsible for ensuring that its Proposal is received by the Buyer at the correct address on or before the Deadline for Proposals. The Buyer will acknowledge receipt of each Proposal.
2. The Buyer intends to rely on the Respondent’s Proposal and all information provided by the Respondent (e.g. correspondence and negotiations). In submitting a Proposal and communicating with the Buyer each Respondent should check that all information it provides to the Buyer is:
3. true, accurate and complete, and not misleading in any material respect
4. does not contain Intellectual Property that will breach a third party’s rights.

Confidential Information

1. The Buyer and Respondent will each take reasonable steps to protect Confidential Information and, without limiting any confidentiality undertaking agreed between them, will not disclose Confidential Information to a third party without the other’s prior written consent.
2. The Buyer and Respondent may each disclose Confidential Information to any person who is directly involved in the RFP process on its behalf, such as officers, employees, consultants, contractors, professional advisors, evaluation panel members, partners, principals or directors, but only for the purpose of participating in the RFP.
3. Respondents acknowledge that the Buyer’s obligations are subject to requirements imposed by obligations imposed by law.

Confidentiality of RFP information

1. For the duration of the RFP, to the date of the announcement of the Successful Respondent, or the end of the RFP process, the Respondent agrees to keep the RFP strictly confidential
2. A Respondent may disclose RFP information to any person described in bullet a) of the section on confidentiality in but only for the purpose of participating in the RFP. The Respondent must take reasonable steps to ensure that such recipients do not disclose Confidential Information to any other person or use Confidential Information for any purpose other than responding to the RFP.

England and Wales law

The laws of England and Wales shall govern the RFP and each Respondent agrees to submit to the exclusive jurisdiction of London courts in respect of any dispute concerning the RFP or the RFP process.

Disclaimer

The Buyer will not be liable in contract, tort, equity, or in any other way whatsoever for any direct or indirect damage, loss or cost incurred by any Respondent or any other person in respect of the RFP process.

Nothing contained or implied in the RFP, or RFP process, or any other communication by the Buyer to any Respondent shall be construed as legal, financial or other advice.