



SWEDISH
ENVIRONMENTAL
PROTECTION
AGENCY

Appendix 2 Detailed assignment description

Biodiversa+ call for tender – a knowledge broker to produce overarching policy briefs. Case number: NV-01142-23

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1. Background and context for the procurement

1.1. The European Biodiversity Partnership – Biodiversa+

A) General context

On 1 October 2021, the European co-funded Partnership on Biodiversity (hereafter referred to as the “European Biodiversity Partnership” or “Biodiversa+”) has been launched as part of the EU Research & Innovation Programme Horizon Europe. This Partnership builds on the work and achievements of BiodivERsA, a pan-European network of programmers and funders of biodiversity research.

B) The European Biodiversity Partnership: Biodiversa+

Biodiversa+ – the European Biodiversity Partnership – builds on the efficient structuring of the European Research Area in the domain achieved by BiodivERsA but aims to be more ambitious in terms of membership (both in terms of composition and geographical reach), budget envelope, and portfolio of activities. Biodiversa+ is one of the actions included in the EU Biodiversity Strategy for 2030 to make the bridge between science, policy and practice. It coordinates research programmes between the EU and its Member States and Associated Countries and triggers combined action, mobilizing for the first-time environmental authorities as key partners for implementing biodiversity research and innovation, along with ministries of research, funding agencies, and environmental protection agencies. For now, 80 partners from 40 countries (EU member states and associated countries) are Biodiversa+ members.

LIFESPAN: 1 Oct 2021- 30 Sept 2028 (7 years)

LONG TERM GOALS: In line with international and EU commitments, Biodiversa+ aims to achieve the following long-term goals:

- no net ecosystem loss by 2030, with species extinction risks decreasing, and abundances of endangered species and their genetic diversity increasing;
- deployment of nature-based solutions at adequate scale to contribute to people’s needs across Europe;
- good biodiversity status fully acknowledged as one of the bases for sustainable development and a green economy, with EU leadership well recognized in this context.

OVERARCHING OBJECTIVES to be reached during the lifetime of Biodiversa+:

1. Produce actionable knowledge to tackle direct and indirect drivers of biodiversity loss, and assessment of novel tools and approaches to biodiversity/ecosystem conservation and restoration;
2. Improved monitoring of biodiversity and ecosystem services across Europe (status and trends), by setting up a Pan-European network of harmonised monitoring schemes;
3. Enhance the evidence base, accelerate the development and wide deployment of Nature-Based Solutions to societal challenges across Europe in a sustainable and resilient way;

4. Making the business case for the conservation and restoration of ecosystems;
5. Science-based policy support for EU, Member States and Associated Countries

ACTIVITIES: In order to reach its objectives, Biodiversa+ deploys a wide range of activities:

- Develop, regularly update and promote the Partnership vision and strategy
- Promote and support Research & Innovation programs and projects across the European Research Area
- Promote and support transnational biodiversity monitoring
- Promote and support nature-based solutions and valuation of biodiversity in private sectors
- Better connect R&I programs and projects to policy, including science-based policy support
- Reinforce the excellence, visibility and impact of European R&I at the international level
- Promote communication, outreach and open science
- Promote stakeholder engagement in European Research and Innovation

EXPECTED IMPACT:

Biodiversity research and environmental policy institutions build-up coherent initiatives:

- An overarching platform connects national/local and European Research & Innovation programmes with environmental ministries and agencies, combining in-cash and in-kind resources;
- Multidisciplinary Research & Innovation programmes, developed with stakeholders, are available;
- EU and Member State / Associated Country biodiversity research agendas are complementary; a long-term pan-European strategic research agenda is co-created and implemented;
- A European network of coordinated observatories for biodiversity monitoring is delivering knowledge on biodiversity and ecosystem services to users;
- A broad range of activities, including but not limited to co-funded calls, are implemented to increase relevance, impact and visibility of R&I and European leadership in tackling the biodiversity crisis, in line with the European Green Deal, the targets of the new EU Biodiversity Strategy for 2030, and the Convention on Biological Diversity;
- Biodiversity considerations are mainstreamed across sectors and policies;
- Biodiversa+ will contribute to the objectives of the EU biodiversity Strategy and the target that, by 2030, biodiversity in Europe is back on a path of recovery.

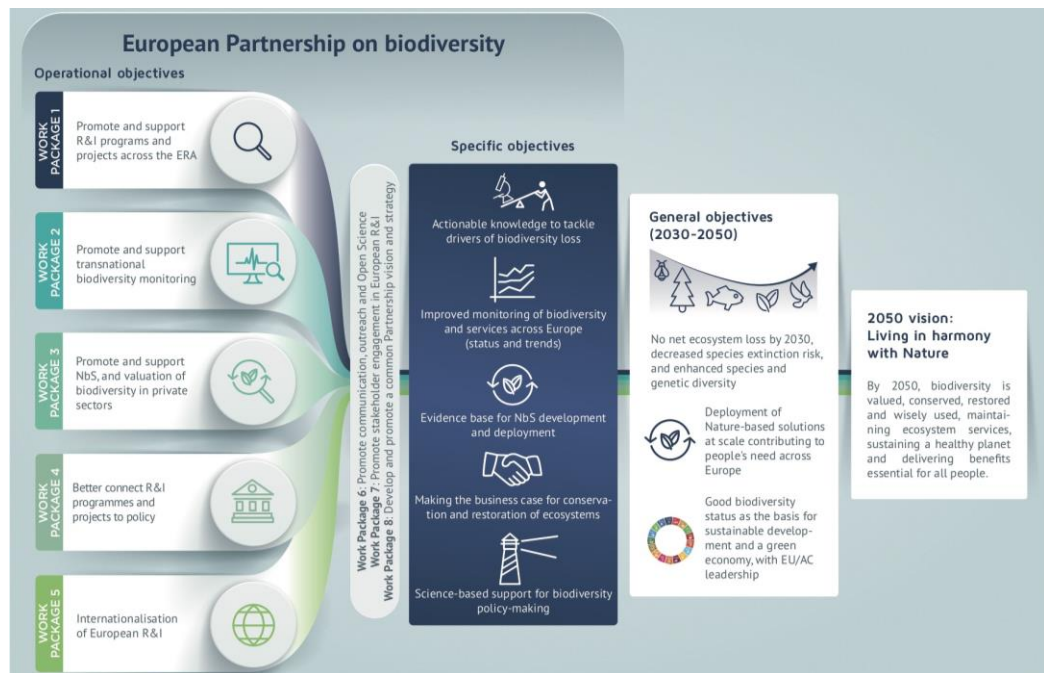


Figure 1: summary of the Partnership's vision, objectives and activities

C) Biodiversa+ and the production of policy briefs

As part of its Work Package 4 “Connecting R&I programs, results and experts to policy” (see figure 1), Biodiversa+ aims to improve information exchanges between science, policy and other stakeholders, both upstream and downstream. This will help to improve both the relevance and uptake of funded research in relevant societal and policy processes. More specifically, through a diversity of science-policy interfacing activities, the objectives are:

- To ensure a tighter collaboration than currently observed between national/local and European-level policy makers dealing with biodiversity and related issues, environmental agencies, R&I policy makers and R&I programme funders.
- To reinforce the knowledge base on important policy issues and consequently propose policy options and guide policy development and implementation at global, European and national/local levels.

Context of the call for tender:

The Swedish EPA (SEPA) is as partner in the European Biodiversity Partnership – Biodiversa+ leader of WP 4 on *Better connecting R&I programmes and projects to policy*. In this context, the Biodiversa+ subtask 4.3.1 “Development of policy products” led by SEPA is subcontracting a service provider – a knowledge broker – to undertake the development of overarching policy briefs based on the key results of research projects.

The production of the overarching policy briefs will be based upon the ten funded projects in the 2018-2019 BiodivHealth call – “Biodiversity and its influence on

animal, human and plant health". Please note that all the policy briefs may not build on the outcomes of the all the ten research projects. A policy brief, if relevant could build on the outcomes of only one of these projects. In total, the knowledge broker is expected to produce four policy briefs, in close connection with the relevant research project coordinators or principal investigators (PIs).

The following Biodiversa+ Partners will support SEPA in this work: EPA, MoE_FI, MUR, SAS, DACC and the Biodiversa+ Operational team. These Partners form the dedicated working group from Biodiversa+.

2. Description of expectations for the production of policy briefs

2.1. Objectives of the task:

The overarching objective is outreach to relevant policy areas with the results of the ten funded projects in the 2018-2019 BiodivHealth call – Biodiversity and its influence on animal, human and plant health. The knowledge broker (service provider) is to navigate within and target end users in the EU and international policy areas related to Biodiversity, including the EU Biodiversity Strategy 2030, One Health and the Farm to Fork strategy, as well as any other relevant parts of the EU Green Deal.

2.2. Expected use of methods:

The service provider is expected to consult the Biodiversa [Stakeholder Engagement Handbook](#) and its annex "[How to write a policy brief](#)".

The contents of the policy briefs should reflect the results from the relevant research projects, suitably grouped into topic areas. The PIs of these projects have performed a preparatory clustering workshop in May 2023, and are ready to participate in a follow-up workshop organised by the providing knowledge broker for the development of policy briefs.

2.3. Expected types of output:

Part 1: identifying the themes and number of overarching policy briefs in dialogue with the projects and Biodiversa+ team and research projects. This will build on the results of a prior clustering workshop by the projects performed in May 2023.

Part 2: Delivery of manuscripts for four (4) policy briefs, the focal issues/subject areas of which are determined in consultation with the Biodiversa+ working group and the involved research projects.

The part 2-delivery **shall** contain a manuscript for one (1) policy brief per theme targeting the appropriate policy processes and stakeholders as well as how and when. The outputs **shall** aim towards end users and targets in the EU and international policy areas related to Biodiversity, including the EU Biodiversity Strategy 2030, One Health and the Farm to Fork strategy, as well as any other relevant parts of the EU Green Deal.

The policy briefs **shall** be written in British English.

The assignment **does not** include layout, design and printing of the briefs, which will be done by the Biodiversa+ communication team.

2.4. Project's sponsor

Biodiversa+, through the Swedish Environmental Protection Agency (who is a Biodiversa+ partner) is the project sponsor. The follow-up of the project will be done by the Swedish Environmental Protection Agency together with the active Partners of the Biodiversa+ subtask 4.3.1 (see article I part C), ensuring alignment with the overall needs and strategy of Biodiversa+.

3. Organisation of the delivery

3.1. Schedule

A first consultation meeting will be conducted with the selected service provider at the latest two weeks after the selection of the service provider. The work is foreseen to start in **early October 2023**.

A follow-up workshop with PIs and the Biodiversa+ task team to be organised by the provider in October/November 2023.

The follow-up workshop will decide the themes of the overarching policy briefs.

Bi-monthly meetings will be planned after the start of the contract between the service provider and Biodiversa+.

Continuous but short feedback contacts with involved BiodivHealth projects

Delivery of advance draft versions validated by the BiodivHealth project PIs of the policy briefs (June 2024).

Delivery of the final versions of the policy brief content for production (August 2024).

3.2. Organisation and completion deadline

The service provider will comply with the implementation schedule which will be confirmed upon notification of the contract, taking into account the deadlines imposed in the specifications. The implementation schedule, duly signed by the service provider, will become a contractual document. The service provider will appoint before the start of the work a contact person for the duration of the project.

3.3. Modification of the offer

No change to the selected offer can be made during execution without the written authorisation of Biodiversa+ and the validation of the project officers.

Any request by the service provider to change the chosen offer must be in writing and specified as well as the performance gains or losses compared to the initial offer. The costs resulting from changes and consequences not validated by Biodiversa+ as well as any additional work carried out without the written

authorisation of the Biodiversa+ representative will be borne by the service provider.

3.4. Information and project progress meetings

A launch meeting will be organised in which the service provider will participate. The objective of this meeting will be to present the proposed activities and methods to be used during the work. It will also be an opportunity for the service provider to propose themes for the briefs, based on its experience.

The service provider is required to be represented at this meeting at least by the project manager, or someone able to take decisions / implement the requests made by Biodiversa+.

Following each project meeting, the service provider will inform the Biodiversa+ representatives about the progress and choices on a regular basis by email (where relevant). The Biodiversa+ representatives, *via* a dedicated “working group” (see article 1D) whose role will be to follow/accompany the service provider, will have the possibility to comment on the choices made and propose modifications to the choices if they do not correspond to the decisions taken during the initial meeting and in the specifications.

At the launch workshop with Biodiversa+ and the research projects, the service provider will present a draft planning showing the key milestones of the production of the policy briefs and discuss with Biodiversa+ to agree how it will be involved in the process (be informed and/ or be invited to provide feedback).

3.5. Reference person

Within Biodiversa+, the persons in charge of following-up the project will be: Henrik Lange, Hannah Östergård Roswall and Neda Farahbakhshazad. E-mail: henrik.lange@naturvardsverket.se; hannah.ostergard.roswall@naturvardsverket.se; neda.farahba@naturvardsverket.se.

We would like to ensure that we can regularly discuss with the service provider’s project manager by phone or video call to ensure smooth collaboration (typically once every two weeks).

3.6. Final delivery

The final product (policy briefs) will fit into 4 pages, a template will be shared at with the selected provider. The policy briefs will be written in British English.

4. Applications

4.1. Elements composing the application file

Each service provider will have to provide:

- A presentation of the applicant, number of employees, presence of a dedicated project manager directly in contact with the project’s sponsor;
- At least two relevant references to similar projects performed in the last three years, with indication of the budget, date, and public or private authorities to which they relate within the topic area or a closely related area;

- A max two pages concept document presenting the approach envisaged to develop the Biodiversa+ policy briefs in concordance with the BiodivERsA Stakeholder Engagement Handbook, the coherence with Biodiversa+ and a schedule for the undertaking of the production of the policy briefs;
- A quote.

4.2. Evaluation criteria

The value-added model will be applied as an evaluation model where the following criteria will be used to evaluate the applications received (i.e. a fictitious price in € deduction, an added value, is deducted, c.f. the Call for tender doc):

- Compliance with specifications, understanding of our needs and objectives of the policy briefs – 6500 €
- Content awareness, the applicant is up to date on the need of scientific evidence in the relevant policy-arenas in Europe. This includes EU Council's, Parliament's and Commission's political agenda and to have key contacts in the political administrations. – 2000 €
- Experience & quality: the tender has proof or relevant high-quality work from previous engagements on informing policymaking in Europe with scientific evidence. The interpreters must demonstrate good writing and communication experience – 4000 €
- Price – 6000 €

Biodiversa+ reserves the right to negotiate the offers received.

4.3. Budget

To conduct this assignment, applicants may request a maximum budget of 38,000€ (VAT excluded).

4.4. Payment modalities

Payment is due once the final version is received.

The service provider will send an invoice once the final version is received and approved by the Swedish Environmental Protection Agency.

5. Modalities

See chapters 3 and 4 in the call for tender form.