

INTERNATIONAL COMMISSION FOR THE
CONSERVATION OF ATLANTIC TUNAS



COMMISSION INTERNATIONALE POUR LA
CONSERVATION DES THONIDES DE L'ATLANTIQUE

COMISION INTERNACIONAL PARA LA
CONSERVACION DEL ATUN ATLANTICO

Madrid, 13 April 2026

ICCAT CIRCULAR # 02579 / 2026

SUBJECT: CALL FOR TENDERS FOR AN ANALYSIS OF ICCAT REPORTING OBLIGATIONS

The International Commission for the Conservation of Atlantic Tunas (ICCAT) operates under an extensive framework of reporting obligations supporting scientific advice, compliance monitoring and decision-making. Over time, these requirements have increased in number and complexity, generating a significant administrative burden for Contracting Parties and Cooperating non-Contracting Parties, Entities, and Fishing Entities (CPCs), as well as for the ICCAT Secretariat.

In this context, I should like to transmit to you the attached Terms of Reference (ToR) for the analysis of ICCAT reporting obligations, aimed at conducting a comprehensive assessment of these obligations in order to identify redundancies, gaps and inefficiencies, and to develop recommendations to improve their effectiveness, consistency and overall efficiency.

I should therefore be grateful if you could disseminate this Call for Tenders to relevant qualified individuals and institutions.

Finally, I should like to recall that this project is co-funded (80%) by the European Union, and therefore, I should very much appreciate additional voluntary contributions by other CPCs. Otherwise, the remaining 20% will be covered by the Working Capital Fund.

Please accept the assurances of my highest consideration.

Executive Secretary



Camille Jean Pierre Manel

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Attachment: Terms of Reference.



Call for Tenders – Terms of Reference Analysis of reporting obligations of ICCAT

1. Background and Objectives

The International Commission for the Conservation of Atlantic Tunas (ICCAT) operates under a comprehensive regulatory framework covering conservation, fisheries management and reporting requirements. Over time, the number and complexity of reporting obligations have increased significantly (e.g. from 65 management and scientific reporting obligations in 2010 to 184 in 2026), resulting in a growing administrative burden for Contracting Parties and Cooperating non-Contracting Parties, Entities, and Fishing Entities (CPCs), as well as an increased workload for the ICCAT Secretariat.

ICCAT CPCs are required to comply with a large number of reporting obligations covering scientific data, fisheries management, and control and compliance information. These reports are used to support scientific activities aiming the provisions of advice (including stock assessments), compliance monitoring and decision-making processes within ICCAT. However, limited systematic assessment has been carried out to evaluate the effectiveness, consistency and actual use of these reporting obligations.

In this context, it is necessary to conduct a comprehensive and structured analysis of ICCAT reporting obligations, in order to identify redundancies, overlaps, gaps and inefficiencies, and to develop recommendations for their simplification and streamlining.

The project addresses these needs by carrying out a structured and evidence-based analysis of ICCAT's reporting obligations. Its specific objectives are to:

- Analyse the accuracy and effectiveness of current reporting systems, including data quality, use of information and online reporting tools.
- Develop concrete recommendations for strengthening, simplifying and streamlining reporting mechanisms, including possible amendments to ICCAT measures.
- Support decision-making within ICCAT compliance and subsidiary bodies through improved monitoring of reporting obligations and identification of non-compliance trends.

The objective of this Call for Tenders is to contract a company, consortium or expert(s) to carry out an in-depth analysis of ICCAT reporting obligations and to develop evidence-based recommendations to improve their effectiveness, efficiency and coherence.

2. Contractor Tasks

The successful bidder shall carry out all analytical and technical work required to assess ICCAT reporting obligations and to develop recommendations for their improvement.

In particular, the successful bidder shall:

- Review reporting obligations established under the ICCAT Convention and related recommendations and resolutions, including both scientific and Monitoring, Control and Surveillance (MCS) requirements.
- Compile and map existing reporting obligations, including their scope, frequency, format and purpose.
- Collect and review reports submitted by CPCs over recent years, using data available from the ICCAT Secretariat, in order to assess completeness, consistency, timeliness and quality of the reported information.
- Assess the extent to which reported information is effectively used in scientific advice, compliance processes and decision-making.



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- Identify redundancies, overlaps, gaps and inefficiencies in existing reporting obligations, including procedural and system-related constraints affecting reporting.
- Assess the role and performance of ICCAT online reporting tools, including the Integrated Online Management System (IOMS).
- Benchmark ICCAT reporting obligations against those of other tuna Regional Fisheries Management Organisations (RFMOs) which are recognised by having the best practices regarding reporting obligations.
- Carry out consultations, where appropriate, with relevant stakeholders, including the ICCAT Secretariat, CPC representatives and other relevant actors, in order to identify practical challenges and barriers to reporting.
- Work in coordination with the ICCAT Working Group on Online Reporting Technologies (WG ORT) taking into account ongoing work related to reporting obligations.
- Develop evidence-based recommendations aimed at strengthening, simplifying and streamlining ICCAT reporting obligations, including, where appropriate, proposals for amendments to existing ICCAT measures.
- Participate in coordination meetings with the ICCAT Secretariat and relevant ICCAT subsidiary bodies, including online meetings. Attendance may be virtual, as all ICCAT meetings now offer this possibility.
- Incorporate feedback received during the validation phase into the final outputs.
- Provide ICCAT with all relevant data, analyses and materials produced during the execution of the contract.

3. Deliverables

The successful bidder shall deliver the following:

3.1 Progress note on initial findings

(Five months after the contract's signature. Indicatively September–October 2026)

A brief note outlining the work carried out during the initial phase of the project, including initial mapping activities and confirmation of progress against the agreed methodology and timetable.

3.2 Interim analytical assessment report

(Ten months after the contract's signature. Indicatively February–March 2027)

An interim report presenting the initial mapping of ICCAT reporting obligations, including preliminary findings on data quality, reporting practices and identification of inefficiencies.

3.3 Final technical assessment report

(Thirteen months after the contract's signature. Indicatively May–June 2027)

A comprehensive technical assessment consolidating the full analysis of ICCAT reporting obligations and reported data, including an assessment of their use and effectiveness.

3.4 Draft final report on ICCAT reporting obligations with recommendations

(Seventeen months after the contract's signature. Indicatively September–October 2027)

A draft report presenting consolidated findings and proposed recommendations for more effective, simplified and streamlined ICCAT reporting obligations, to be submitted for review and comments by the ICCAT Secretariat, relevant ICCAT bodies, and the Commission.



3.5 Final report on ICCAT reporting obligations with recommendations

(Prior to the end of the contract, twenty-four months after the contract's signature. Indicatively April–May 2028)

A final consolidated report incorporating feedback received during the validation phase and presenting a complete set of evidence-based recommendations.

Every deliverable shall be submitted together with a PowerPoint presentation summarising the main results and with appropriate acknowledgement of the co-funding provided by the European Union. The final reports shall include an executive summary.

The successful bidder shall also be required to present the results and recommendations to the relevant ICCAT subsidiary bodies and/or the Commission during their intersessional and/or annual meetings.

4. Contractor Minimum Qualifications

The successful bidder shall demonstrate the following essential qualifications:

- Availability of qualified expertise in fisheries management, data analysis and reporting systems.
- Proven experience in analysing fisheries management frameworks and regulatory instruments.
- Demonstrated experience in the assessment of reporting systems, data flows or compliance frameworks.
- Experience in working with fisheries data and evaluating data quality and reporting practices.
- Proven analytical capacity to assess the use of reported information in decision-making processes.
- Excellent drafting skills in English.

The proposed expert(s) shall have a minimum of 10 years of relevant professional experience in the field of this Call for Tenders.

The following preferable qualification will also be taken into account in the evaluation of proposals:

- Previous experience in similar analytical projects.
- Experience with ICCAT and/or other Regional Fisheries Management Organisations (RFMOs).
- Experience in projects involving simplification or optimisation of reporting systems.
- Quality, clarity and feasibility of the proposed methodology.

5. Submission of proposals

Expert(s), companies or consortiums interested should submit a detailed offer(s) only to the attention of the Executive Secretary of ICCAT, [Mr Camille Jean Pierre Manel](#) and copying [Ms Ana Martinez](#) by **3 May 2026 (24:00h Madrid time) at the latest**, including:

a) **The detailed offer** covering the tasks as detailed in point 2, as well as:

- A full description of the work to be carried out, including the approach for reviewing and mapping ICCAT reporting obligations.
- A detailed description of the methodology to be applied for analysing reporting practices, assessing data quality, and identifying redundancies, overlaps and inefficiencies.
- A description of the analytical approach to assess the use of reported information in scientific advice, compliance processes and decision-making.



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- A description of the approach to benchmarking ICCAT reporting obligations against those of other RFMOs.
 - A description of how stakeholder consultations and interactions with ICCAT bodies, including WG ORT, will be conducted.
- b) **A detailed *Curriculum vitae*** of the tenderer(s), partners and subcontractors, evidencing relevant references and documented experience, including recent and comparable projects, in order to demonstrate compliance with the minimum qualifications required under this Call.
- c) **The name, address and contact details** (including telephone and email) of the tendering body.
- d) **A preliminary price** expressed in Euros, including all applicable taxes (e.g. VAT) and any discount terms. This shall be detailed by individual task and subtask. The costs of coordination should be included in the cost of each individual task/subtask, and the full amounts should be shown clearly. Additionally, the budget will be broken down by the following components: personnel costs (labour, including estimated number of days of work and unitary prices), overhead, travel and subsistence, consumables, and subcontracts.
- e) **The institutional and administrative background** of the tendering body, if applicable (e.g. statutes, type of institution, budget, budget control procedures, etc.).
- f) **A declaration that all staff, including subcontracted personnel, are covered by full insurance** for all tasks to be carried out under this Call for Tenders, thereby excluding ICCAT from any responsibility concerning the work performed by each offering institution.
- g) **Acknowledgement of this Call for Tenders** in its entirety.
- h) **A statement specifying the extent of agreement** with all the terms, conditions and provisions included in this Call.

The contract will be awarded to the successful offeror whose offer best meets the technical, administrative and financial requirements of this Call, in accordance with the selection criteria set out in Section 8.

Offers submitted after the deadline or failing to provide the required documentation or information, or that reject the terms and conditions of this Call for Tenders, shall not be considered.

6. Duration of the contract

The work under this contract shall be concluded twenty-four months after the contract's signature at the latest.

7. Payment details

Disbursements will be made according to the following schedule:

- 40% of the total contract amount upon signature of the contract and after receiving a regular invoice, which may be submitted within a maximum of 30 days following the contract signature.
- 30% of the total contract amount after the provision and acceptance by the relevant subsidiary bodies, in consultation with the ICCAT Secretariat, of the **Final technical assessment report**.



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Payment shall be subject to the approval of the administrative documents, together with the regular invoice, within 10 days of the notification of acceptance of the report.

- 30% of the total contract amount after the provision and acceptance by the Commission of the **Final report on ICCAT reporting obligations with recommendations**. This report shall consolidate and refine the **Draft final report on ICCAT reporting obligations with recommendations**, incorporating the comments and revisions requested by the relevant subsidiary bodies and the Commission, in consultation with the ICCAT Secretariat (if applicable). Payment shall be subject to the approval of the administrative documents, together with the regular invoice, within 10 days of the notification of acceptance of the final report.

8. Selection of proposals

The offer(s) received will be reviewed by the ICCAT Secretariat to verify compliance with the minimum qualifications established in Section 4 and the requirements under Section 5. Following the evaluation process, the ICCAT Executive Secretary will notify the selected entity as soon as the selection process is completed. The offer(s) will be evaluated competitively, objectively, and consistently, without bias towards any supplier.

The contract will be awarded to the successful offeror whose offer is considered the most advantageous overall, taking into account both technical and financial criteria.

Offers will be evaluated against the following weighted criteria:

- a) **Technical merit**, including the adequacy of the methodology, assumptions, workplan, and timetable (30%).
- b) **Experience and proven track record of the offeror**, partners, and subcontractors in comparable projects (25%).
- c) **Cost-effectiveness**, based on the proposed budget breakdown and overall value for money (25%).
- d) **Flexibility to accommodate future changes in requirements** (10%).
- e) **Provision of in-kind contributions** to the project budget, if any (10%).

9. Logistics

Deliverables and all documentation provided shall be in MS Office-compatible format. All documents shall be submitted in English. The Contractor shall remain available to attend meetings convened by ICCAT (online participation would be acceptable).

10. Confidentiality

The contractor must sign a Non-Disclosure Agreement (NDA). Information and materials made available by ICCAT must be kept strictly confidential and used only for this contract.

11. Conflict of interest

Impartiality, objectivity, and integrity will be ensured in the management and provision of services, avoiding any situation in which employees, family members, friends, or other companies or individuals with a relationship of interest outside the professional relationship could be favored.



12. Copyright

All material produced by the Contractor shall remain the property of ICCAT.

For additional information concerning this Call for Tenders, please contact [Mr Carlos Mayor](#) and [Mr Alberto Parrilla](#) at the ICCAT Secretariat.