



QUOTATION NUMBER: RFQREI003/NTM/COASTRUST

**REISSUED REQUEST FOR QUOTATIONS
EXPERT FOR COMPILING AND PRODUCING A STEWARDSHIP AGREEMENT FOR
STAKEHOLDERS OF THE COASTRUST PROJECT IN MALTA**

Date Issued: 19th March 2026

Closing Date: 27th March 2026 at 12:00

*This project is co-funded by the European Union in the
framework of the Interreg Euro-MED Programme.*



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1.0 General Background

Nature Trust Malta is requesting quotations for services in relation to the creation and production of a Stewardship Agreement and Contract to be used in connection with the COASTRUST Project. The project is co-financed by the European Union, under the Interreg Euro-MED Programme.

1.1 Project Description

The COASTRUST Project

The Mediterranean basin is considered amongst the most important biodiversity hotspots globally in terms of ecosystem and species richness. Human related activities, such as the most impactful; Overfishing (48%), Habitat destruction (26%) and Pollution (13%), have put significant pressures on nature, and is thus resulting in ecosystem degradation and alarmingly rapid species loss across the med. Anthropogenic activities paired with Climate Change has led to an urgency for immediate intervention at a co-ordinated transnational approach.

The COASTRUST project addresses small-scale strategies promoting sustainable use, management, protection/restoration of species, habitats/ecosystems, made possible with the involvement of local-level citizens and stakeholders from related economic sectors, all in accordance with the European political framework that promotes a voluntary participatory approach.

The project focuses on an environmental stewardship as a voluntary multistakeholder governance mechanism at a community level, that supports the management of natural, cultural and landscape values on land and sea. It includes the participation of 9 project partners and a total of 7 participating countries: Albania, Bosnia and Herzegovina, Croatia, Greece, Italy, Malta, and Spain.

This marine stewardship will be piloted in different target areas, varied coastal habitats in the aforementioned countries, all of which requiring unique methodology and a series of activities to operate strategically, according to their individual environmental and stakeholder needs. It applies environmental management in areas heavily influenced by anthropogenic pressures, resulting in the establishment of multi-stakeholder management mechanisms. Protected areas are an important conservation tool, yet their success and effectiveness may be compromised by lack of engagement and poor policy. This management tool facilitates collaboration and efficient harmonization across nations towards promoting biodiversity. Ultimately, the aim is also to openly share the COASTRUST approach and pilot methodologies beyond the scope of the project, aiming to benefit other Mediterranean citizens in reaching common environmental goals.

Nature Trust Malta at the Ċirkewwa Marine Park

Nature Trust Malta is a non-profit, non-governmental, environmental organization working in the Maltese Islands, as well as a privileged partner of World Wildlife Fund (WWF). The organisation is carrying out many environmental projects in Malta such as afforestation, habitat conservation and the creation of marine protected areas, all of which are aimed to help conserve the Maltese natural heritage. Nature Trust manages a marine park and several land-coastal conservation sites, and therefore it has a direct interest in the objectives of the project,

especially given the small size of Malta and the resulting closeness and pressures exerted on natural heritage by economic activities.

The COASTRUST project presents an important opportunity for the Trust to work in collaboration with different partners through the allocation of the pilot area at the Ċirkewwa Marine Park, and over the duration of the project has been addressing the involvement of different stakeholders, to further encourage ownership and responsibility by the community at large for the well-being and conservation of our coastal natural heritage.

The trust has undertaken varying stakeholder engagement activities in the local pilot area of Ċirkewwa Marine Park, on the Northwest-most point of the island of Malta. These activities have led to the understanding of planned further actions based on experience gained in the management of the area, and on the associated in-depth knowledge of the needs, availability, and potential of necessary resources, as well as the in depth contribution from many stakeholders through the activities run. After participating in varying stakeholder activities some key pilot actions for the COASTRUST project to focus on were established, as well as the leading priorities within the Park. These priorities are being turned into Stewardship Agreements with the local stakeholders. These Agreements are stand alone and not legally binding however for one of the Stewardship Agreements a tender has been released. This tender needs to have a legally binding contract and document to tie the stakeholders undertaking the stewardship activities with the Ċirkewwa Marine Park. Those documents are what this request for quotation is for.

The Trust will promote the participation of stakeholders beyond the duration of this project, and encourage and ensure continued involvement of the partners.

Information on other activities within the Coastrust Project can be found at:
<https://coastrust.interreg-euro-med.eu/>

1.2 Geographical Area of the Pilot Action Site the Stewardship Agreements will refer to:

The area to be covered is shown in the map below:

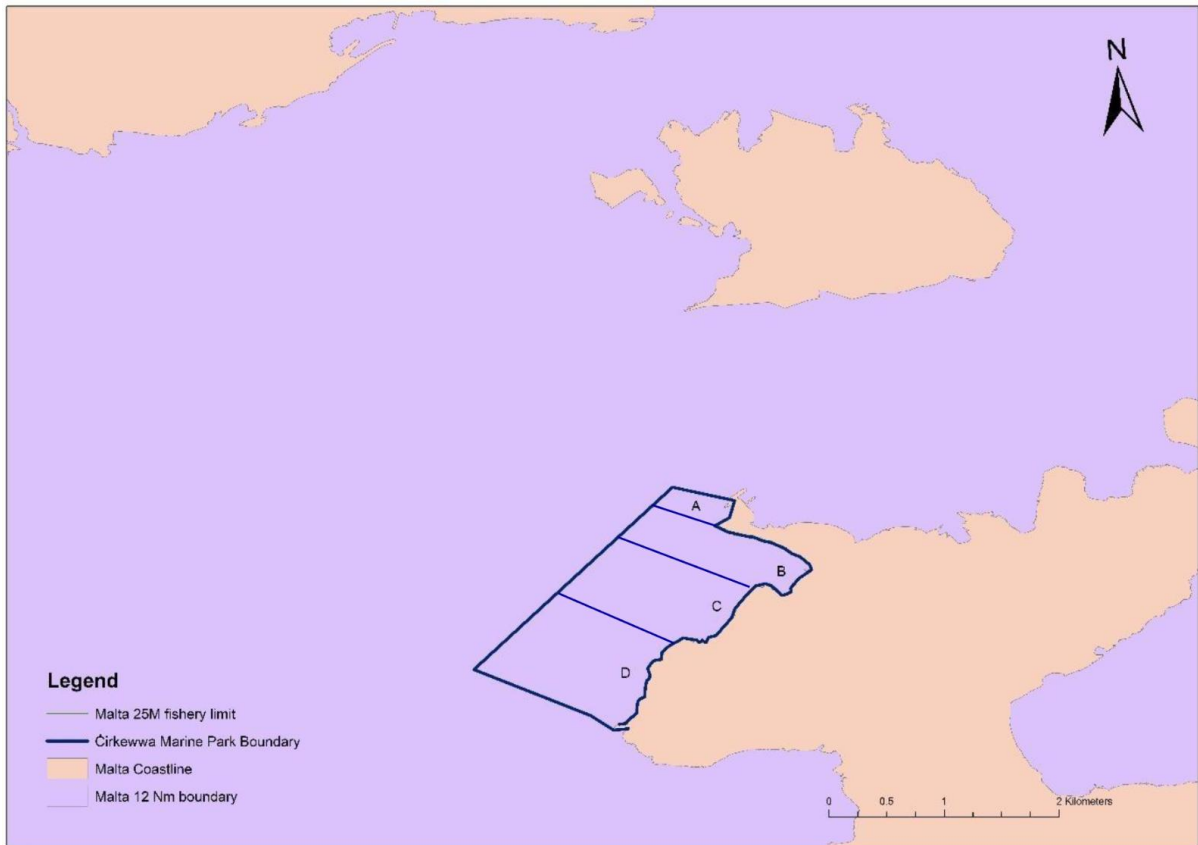


Figure 1: Pilot areas – The boundary of the Cirkewwa Marine Park and the arbitrary divisions within the Park.

2.0 Contract Objectives and Expected Results

2.1 Overall Objectives

The overall objectives of the COASTRUST project of which this contract will be a part are as follows:

1. Establish environmental stewardship strategies in target areas as multistakeholder governance mechanisms.
2. To protect biodiversity.
3. To sustainably use natural resources.
4. To support the management of natural environments at land and sea in coastal areas.
5. To release a methodology on the tested approach for transferring and replicability.

2.2 Specific Objectives of the contract

The specific objectives of this contract are as follows:

- To create a Stewardship Agreement document that can be used to allocate certain activities to the voluntary ownership of varying stakeholders for a certain duration of time.
- To create a contractual agreement to engage the tender bid winners of a tender relating to one of the Stewardship Agreements between the stakeholders and the Contracting

Authority.

2.3 Expected results

Results to be achieved by the Contractor are as follows:

Production of a Stewardship Agreement document to be used to finalise the engagement of stakeholders into pilot stewardship actions for the Cirkewwa Marine Park.

Production of a contractual document to engage the tender bid winners pertaining to one of the Stewardship Agreements.

2.4 Specific Activities

The contractor shall perform the following activities:

1. Create a document that can be used as a Stewardship Agreement between single or multiple stakeholders and the Contracting Authority.

The contractor will work with the Contracting Authority to determine the contents of a Stewardship Agreement that can be used by the Contracting Authority to engage either singular or multiple Stewards into a particular agreement.

The document should then be able to be edited by the Contracting Authority for the below three agreements:

The first Stewardship Agreement will detail:

An agreement between multiple stakeholders who will act as stewards, with the Cirkewwa Marine Park for the Marine Park's ongoing Citizen Science projects. This will include but not limited to, organisations and individuals volunteering to brief clients and dive customers, supporting them to fill out Citizen science submissions on site, discussing the importance of Citizen Science, and contributing to the ongoing projects where possible.

The second Stewardship Agreement will detail:

An agreement between one or more stakeholders who will act as stewards, with the Cirkewwa Marine Park for the Marine Park's required underwater Fish Surveys. These fish surveys will follow a structured zoning, and depth pattern that mimics previous surveying to act as a comparison. Surveys will be undertaken using specific methodology and equipment as defined in the contractual agreement.

The third Stewardship Agreement will detail:

An agreement between multiple stakeholders who will act as stewards, with the Cirkewwa Marine Park for the use of educational communications regarding the Posidonia Meadows within the Cirkewwa Marine Park. This will include but not limited to, briefing clients and customers, discussing the importance of Posidonia, and giving out or sharing educational materials.

2. Create a document that can be used as legally binding contractual agreement between single or multiple stakeholders and the Contracting Authority for the second Stewardship Agreement above. This contractual agreement is based on the awarded winning tender bid for Tender as shown here:

<https://naturetrustmalta.org/procurement/t001-ntm-coastrust-works-tender-for-marine-conservation-fish-surveys-for-coastrust-project/>

These must be created as per the details given for contracts in this document unless otherwise directed by the Contracting Authority:

<https://fondi.eu/wp-content/uploads/2025/09/Circular-001-2023.pdf>.

2.5 Project Management

The final beneficiary responsible for managing the service contract is the Nature Trust Malta, Malta.

3.0 Requirements

3.1 Key Experts

The Contractor shall engage adequate expert/s to fulfil the following profiles:

- An experienced document creator for EU Projects to ensure project requirements are fulfilled.

Since the contractual document is a binding document in Malta, there must be some consultation to ensure Maltese legislation is adhered to and the document is valid as a contractual document. All documents must be delivered in English, so a fluency in this language – both written and spoken - is required. A Curriculum Vitae (CV) of any proposed key expert needs to be submitted together with the offer.

3.2 Equipment

No equipment is to be purchased on behalf of the Contracting Authority as part of this service contract or transferred to the Contracting Authority at the end of this contract.

3.3 Reporting

A final progress report and a final invoice shall be delivered at the end of the period of execution. The report must be written in English. One copy of the final report must be submitted to the Project Manager identified in the contract, who is responsible for its approval.

3.4 Monitoring and Evaluation

Specific performance measures have been chosen to provide valid, useful, practical and comparable measures of progress towards achieving expected results. These will be mainly qualitative and consist of judgements and perception derived from subjective analysis by the

Contracting Authority. The Contracting Authority has the right to appoint suitably qualified persons to evaluate the deliverables and results of the service. The measures considered shall include, but are not exclusive to:

- Respect of service deadlines as specified in the contract or by agreement between the service provider and the contracting authority.
- Validity of the service undertaken and the quality and suitability of the documentation.
- Quality of the reporting.

3.5 Commencement Date & Period of Execution

Performance of the Contract is to commence with immediate effect post notification of the confirmation of the allocation of this engagement. The time-limits for the execution of the contract shall take into consideration the following project requirements:

All documentation needs to be completed within two weeks of the confirmation of this contractual engagement.

3.6 Location

The work required for this engagement can be undertaken from anywhere, as seen fit by the Contractor.

4.0 Selection of successful bidder

The selection of the successful bidder will take place in line with the Public Procurement Regulations (LN 296 of 2010) and its subsequent amendments.

5.0 Submission and Contact Details

Quotations are to reach NTM either by email (gayle@naturetrustmalta.org), or they may be deposited in the tender box during office hours before the 27th March, 2026, at 12:00.

All prices must quote VAT separately and in full. For payment purposes, invoices and receipts should be issued accordingly.

In view of the project funding available, quotations which exceed €5,000, exclusive of VAT, will not be considered.

6.0 General Conditions

1. The contractual relationship between parties will be a supplier-customer relationship, based on a professional and reliable customer service.
2. NTM may terminate the contract should any of the deliverables not be of the required level and quality matching the standards of NTM.
3. Authorship of the work contracted in this RFQ may or may not be credited at the discretion

of NTM. Additionally, NTM remains the sole and exclusive owner of all IPR for all of the deliverables.

4. The selected supplier will not issue any press releases, publicity or any form of communication that relates to this agreement or suppliers relationship with NTM.
5. The selected supplier is expected to act correctly in all its dealings with NTM, avoid conflict of interest, protect NTM property and information, commit to Health and Safety Regulations, Security Standards and Environmental Protection.
6. All information submitted as part of the Offer will be treated in strictest confidence. Any attempt by a bidder to obtain confidential information, or influence NTM during the process of examining, clarifying, evaluating and comparing the RFQ documents will lead to the automatic rejection of the relevant proposal.
7. NTM reserves the right to cancel this process without it incurring any penalty or cost or any liability however so described.
8. NTM may, at its own discretion, decide not to select any proposal even the most advantageous offer.
9. NTM may, at its own discretion, decide to select a subset of the proposal or conduct the implementation of the proposal in stages over a period of time.
10. NTM reserves the right not to consider offers that have missing mandatory information.
11. NTM may disqualify the bidder completely if it does not abide with the above instructions.
12. The information collected shall be processed in accordance to the Data Protection Act (Chapter 440 of the Laws of Malta). The submissions to this RFQ are confidential and intended solely for the use of this RFQ process, and will not be disclosed or copied without the consent of the applicant to anyone outside NTM unless the law permits us to.