



Undertaking a study and preparing business cases for sustainable landscape restoration (SLR) focusing on dairy farming (milk), bee keeping (honey) and system of rice intensification (SRI), to upscale socio-economic status and biodiversity conservation - Tanzania

Tanzania Country Office, The Restoration Initiative (TRI) Project
RfP Reference: IUCN-20-09-P03544-2

Welcome to this Procurement by IUCN. You are hereby invited to submit a Proposal. Please read the information and instructions carefully because non-compliance with the instructions may result in disqualification of your Proposal from this Procurement.

1. REQUIREMENTS

- 1.1. A detailed description of the services and/or goods to be provided can be found in Attachment 1 (Terms of Reference)

2. CONTACT DETAILS

- 2.1. During the course of this procurement, i.e. from the publication of this RfP to the award of a contract, you may not discuss this procurement with any IUCN employee or representative other than the following contact. You must address all correspondence and questions to the contact, including your proposal.

IUCN Contact: jolly.chemutai@iucn.org

3. PROCUREMENT TIMETABLE

- 3.1. This timetable is indicative and may be changed by IUCN at any time. If IUCN decides that changes to any of the deadlines are necessary, we will contact you.

DATE	ACTIVITY
31 st October 2024	Publication of the Request for Proposals
14 th November 2024	Deadline for submission of proposals to IUCN (" Submission Deadline ")
28 th November 2024	Planned date for contract award
2 nd December 2024	Expected contract start date

- 3.2. Please email the IUCN contact to confirm whether or not you are intending to submit a proposal by the deadline stated above.

4. COMPLETING AND SUBMITTING A PROPOSAL

- 4.1. Your Proposal must consist of the following three documents:

- Signed Declaration of Undertaking (see Attachment 2)
- Technical Proposal (see Section 4.4 below)
- Financial Proposal (see Section 4.5 below)

Proposals must be prepared in English.

- 4.2. Your Proposal must be submitted by email to the IUCN Contact (see Section 2). The subject heading of the email shall be [RfP Reference – bidder name]. The bidder name is the name of the company/organisation on whose behalf you are submitting the proposal, or your own surname if you are bidding as a self-employed consultant. Your proposal must be submitted in PDF format. You may submit multiple emails suitably annotated, e.g. Email 1 of 3, if attached files are too large to suit a single email transmission. You may not submit your Proposal by uploading it to a file-sharing tool.

IMPORTANT: Submitted documents must be password-protected so that they cannot be opened and read before the submission deadline. Please use the same password for all submitted documents. After the deadline has passed and within 12 hours, please send the password to the IUCN Contact. This will ensure a secure bid submission and opening process. Please DO NOT email the password before the deadline for Proposal submission.

4.3. *Pre-Qualification Criteria*

IUCN will use the following Pre-Qualification Criteria to determine whether you have the capacity to provide the required goods and/or services to IUCN. Please provide the necessary information in a single, separate document.

	Pre-Qualification Criteria
1	3 reference letters from current or previous clients addressed to IUCN
2	All the necessary legal registrations to perform the work including: a. Certificate of incorporation b. Tax clearance certificate c. TIN Certificate

4.4. *Technical Proposal*

The technical proposal must address each of the criteria stated below explicitly and separately, quoting the relevant criteria reference number (left-hand column).

Proposals in any other format will significantly increase the time it takes to evaluate, and such Proposals may therefore be rejected at IUCN's discretion.

Where CVs are requested, these must be of the individuals who will actually carry out the work specified. The individuals you put forward may only be substituted with IUCN's approval.

IUCN will evaluate technical proposals with regards to each of the following criteria and their relative importance:

S/N	Description	Information to provide	Relative weight
1	The conceptual and methodological approach	Explain how you will undertake the assignment and meet the deliverables and objectives specified in the ToR. Description of the conceptual and methodological approach to be used in the process	40
2	Relevant competencies and experience of experts	<u>Team Leader/subject matter experts:</u> • Holder of an advanced degree (Master or PhD) with expertise in areas of natural resources, forestry, water resources management, agri-business, economics, business administration, or related fields • Minimum of 10 years of experience in similar assignment	30

		• Experience in undertaking stakeholder mapping and engagement on SLR and natural resources • Excellent skills in business cases development • Excellent analytical and writing skills. • Excellent English and Kiswahili communication skills.	
3	Track record of the expert / firm	Highlight relevant assignments undertaken in the past. Provide evidence of working in the Government and NGO setting. Provide at least three (3) references to prove track record in the field. Attach relevant business studies / cases	30
TOTAL			100%

4.5. *Financial Proposal*

4.5.1. The financial proposal must be a fixed and firm price for the provision of the goods/services stated in the RfP in their entirety.

4.5.2. The maximum available budget for this assignment is USD 15,000.00

4.5.3. *Prices include all costs.*

Submitted rates and prices are deemed to include all costs, insurances, taxes, fees, expenses, liabilities, obligations, risk, and other things necessary for the performance of the Terms of Reference or Specification of Requirements. IUCN will not accept charges beyond those clearly stated in the Financial Proposal.

IUCN withhold 5% of the professional fee charged as withholding tax payment.

4.5.4. *Applicable Goods and Services Taxes*

Proposal rates and prices shall be inclusive of VAT or With-holding Tax (WHT).

4.5.5. *Currency of proposed rates and prices*

All rates and prices submitted by Proposers shall be in USD.

4.6. Additional information not requested by IUCN should not be included in your Proposal and will not be taken into account in the evaluation.

4.7. Your proposal must remain valid and capable of acceptance by IUCN for a period of 90 calendar days following the submission deadline.

4.8. *Withdrawals and Changes*

You may freely withdraw or change your proposal at any time prior to the submission deadline by written notice to the IUCN Contact. However, in order to reduce the risk of fraud, no changes or withdrawals will be accepted after the submission deadline.

5. EVALUATION OF PROPOSALS

5.1. *Completeness*

IUCN will firstly check your proposal for completeness. Incomplete proposals will not be considered further.

5.2. *Technical Evaluation*

5.2.1. *Scoring Method*

Your proposal will be assigned a score from 0 to 10 for each of the technical evaluation criteria, such that '0' is low and '10' is high.

5.2.2. *Minimum Quality Thresholds*

Proposals that receive a score of '0' for any of the criteria will not be considered further.

5.2.3. *Technical Score*

Your score for each technical evaluation criterion will be multiplied with the respective relative weight (see Section 4.4) and these weighted scores added together to give your proposal's overall technical score.

5.3. *Financial Evaluation and Financial Scores*

The financial evaluation will be based upon the full total price you submit. Your financial proposal will receive a score calculated by dividing the lowest financial proposal that has passed the minimum quality thresholds (see Section 5.2.2) by the total price of your financial proposal.

Thus, for example, if your financial proposal is for a total of CHF 100 and the lowest financial proposal is CHF 80, you will receive a financial score of $80/100 = 80\%$

5.4. *Total Score*

Your proposal's total score will be calculated as the weighted sum of your technical score and your financial score.

The relative weights will be:

Technical:	70%
Financial:	30%

Thus, for example, if your technical score is 83% and your financial score is 77%, you will receive a total score of $83 * 70\% + 77 * 30\% = 58.1\% + 23.1\% = 81.2\%$.

Subject to the requirements in Sections 4 and 7, IUCN will award the contract to the bidder whose proposal achieves the highest total score.

6. EXPLANATION OF PROCUREMENT PROCEDURE

- 6.1. IUCN is using the Invitation Procedure for this procurement. This means that only invited bidders may submit a proposal. IUCN typically invites from four to six bidders to submit a proposal.
- 6.2. You are welcome to ask questions or seek clarification regarding this procurement. Please email the IUCN Contact (see Section 2), taking note of the deadline for submission of questions in Section 3.1.
- 6.3. All proposals must be received by the submission deadline in Section 3.1 above. Late proposals will not be considered. All proposals received by the submission deadline will be evaluated by a team of two or more evaluators in accordance with the evaluation criteria stated in in this RfP. No other criteria will be used to evaluate proposals. The contract will be awarded to the bidder whose proposal received the highest Total Score. IUCN does, however, reserve the right to cancel the procurement and not award a contract at all.

- 6.4. IUCN will contact the bidder with the highest-scoring proposal to finalise the contract. We will contact unsuccessful bidders after the contract has been awarded and provide detailed feedback. The timetable in Section 3.1 gives an estimate of when we expect to have completed the contract award, but this date may change depending on how long the evaluation of proposals takes.

7. CONDITIONS FOR PARTICIPATION IN THIS PROCUREMENT

- 7.1. To participate in this procurement, you are required to submit a proposal, which fully complies with the instructions in this RfP and the Attachments.
- 7.1.1. It is your responsibility to ensure that you have submitted a complete and fully compliant proposal.
- 7.1.2. Any incomplete or incorrectly completed proposal submission may be deemed non-compliant, and as a result you may be unable to proceed further in the procurement process.
- 7.1.3. IUCN will query any obvious clerical errors in your proposal and may, at IUCN's sole discretion, allow you to correct these, but only if doing so could not be perceived as giving you an unfair advantage.
- 7.2. In order to participate in this procurement, you must meet the following conditions:
- Free of conflicts of interest
 - Registered on the relevant professional or trade register of the country in which you are established (or resident, if self-employed)
 - In full compliance with your obligations relating to payment of social security contributions and of all applicable taxes
 - Not been convicted of failing to comply with environmental regulatory requirements or other legal requirements relating to sustainability and environmental protection
 - Not bankrupt or being wound up
 - Never been guilty of an offence concerning your professional conduct
 - Not involved in fraud, corruption, a criminal organisation, money laundering, terrorism, or any other illegal activity.
- 7.3. You must complete and sign the Declaration of Undertaking (see Attachment 2)
- 7.4. If you are participating in this procurement as a member of a joint venture, or are using sub-contractors, submit a separate Declaration of Undertaking for each member of the joint venture and sub-contractor, and be clear in your proposal which parts of the goods/services are provided by each partner or sub-contractor.
- 7.5. Each bidder shall submit only one proposal, either individually or as a partner in a joint venture. In case of joint venture, one company shall not be allowed to participate in two different joint ventures in the same procurement nor shall a company be allowed to submit a proposal both on its behalf and as part of a joint venture for the same procurement. A bidder who submits or participates in more than one proposal (other than as a subcontractor or in cases of alternatives that have been permitted or requested) shall cause all the proposals with the bidder's participation to be disqualified.
- 7.6. By taking part in this procurement, you accept the conditions set out in this RfP, including the following:
- It is unacceptable to give or offer any gift or consideration to an employee or other representative of IUCN as a reward or inducement in relation to the awarding of a contract. Such action will give IUCN the right to exclude you from this and any future procurements, and to terminate any contract that may have been signed with you.
 - Any attempt to obtain information from an employee or other representative of IUCN concerning another bidder will result in disqualification.

- Any price fixing or collusion with other bidders in relation to this procurement shall give IUCN the right to exclude you and any other involved bidder(s) from this and any future procurements and may constitute a criminal offence.

8. CONFIDENTIALITY AND DATA PROTECTION

- 8.1. IUCN follows the European Union's General Data Protection Regulation (GDPR). The information you submit to IUCN as part of this procurement will be treated as confidential and shared only as required to evaluate your proposal in line with the procedure explained in this RfP, and for the maintenance of a clear audit trail. For audit purposes, IUCN is required to retain your proposal in its entirety for 10 years after the end of the resulting contract and make this available to internal and external auditors and donors as and when requested.
- 8.2. In the Declaration of Undertaking (Attachment 2) you need to give IUCN express permission to use the information you submit in this way, including personal data that forms part of your proposal. Where you include personal data of your employees (e.g. CVs) in your proposal, you need to have written permission from those individuals to share this information with IUCN, and for IUCN to use this information as indicated in 8.1. Without these permissions, IUCN will not be able to consider your proposal.

9. COMPLAINTS PROCEDURE

If you have a complaint or concern regarding the propriety of how a competitive process is or has been executed, then please contact procurement@iucn.org. Such complaints or concerns will be treated as confidential and are not considered in breach of the above restrictions on communication (Section 2.1).

10. CONTRACT

The contract will be based on IUCN's template in Attachment 3, the terms of which are not negotiable. They may, however, be amended by IUCN to reflect particular requirements from the donor funding this particular procurement.

11. ABOUT IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Headquartered in Switzerland, IUCN Secretariat comprises around 1,000 staff with offices in more than 50 countries.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

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12. ATTACHMENTS

Attachment 1 *Specification of Requirements / Terms of Reference*

Title: Undertaking a study and preparing business cases for sustainable landscape restoration (SLR) focusing on dairy farming (milk), bee keeping (honey) and system of rice intensification (SRI), to upscale socio-economic status and biodiversity conservation - Tanzania

Project Reference: **P03544**

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About the Project

The Vice President's Office, in collaboration with the United Nations Environment Programme (UNEP) and with technical support from the International Union for Conservation of Nature (IUCN)-Tanzania, is implementing a project entitled "Supporting Implementation of Integrated Ecosystems Management Approach for Landscape Restoration and Biodiversity Conservation in Tanzania". The project is under global programme, The Restoration Initiative (TRI) which is being implemented by 10 countries including Tanzania.

The Tanzania TRI child project is a five year-project (2021-2025) financed by a grant from Global Environmental Facility (GEF) amounting to USD 11,205,872. The project is implemented in 7 district councils located in two landscapes of the Great Ruaha and the Lake Rukwa basins. The district councils are Iringa, Wanging'ombe, Mbarali, Mbeya in the Great Ruaha basin and Sumbawanga, Mpimbwe and Tanganyika in Lake Rukwa Basin. The project covers 54 Villages selected from 18 Wards and it is expected to benefit over 100,000 households.

The overall objective of the Tanzania child project is to strengthen integrated natural resource management and restoration of degraded landscapes for resilient socio-ecological systems in Tanzania. Specific objectives are:

- i. To enhance the national enabling environment and capacity of actors for sustainable landscape restoration (SLR) efforts and commitment to SLR;

- ii. To improve landscape management through the implementation of restoration plans and integrated landscape management practices in selected project sites;
- iii. To develop and share knowledge, disseminate good practices, and appropriate monitoring and evaluation (M&E) systems and financing arrangements that support adaptive management of SLR interventions and strategies.

Through this project among others, the Government of Tanzania and its partners are expecting to achieve the following targets:

- i. To mainstream SLR and sustainable land management into policies, regulations, and strategies.
- ii. To put a total of 110,000 ha under SLR transition by restoring 7,755ha of degraded forests through natural regeneration and 5000 ha through afforestation /reforestation; restoring 5000ha of critically degraded land through conservation farming, terracing, contour farming, and physical rehabilitation.
- iii. To reduce 4.7 million tCO₂ e.q. emissions in the project area through SLR and SLM activities.
- iv. To provide sufficient incentives to the Tanzanian government to make an official commitment to forest and landscape restoration as part of the Bonn Challenge and AFR 100.

Rationale for the Consultancy

There is currently limited stakeholder capacity to develop bankable SLR related projects that attract private sector investment. Further, there are inadequate studies on commercially viable SLR business cases in the target landscapes. In this context, there is an urgent need to develop business cases for SLR and build the capacity of stakeholders to enhance enabling environment for attracting private sector engagement and investment in SLR initiatives.

Therefore, the project is set to conduct a study and develop three (3) pilot business cases for SLR. Potential SLR commodities to explored include dairy cattle (milk), bee keeping (honey) and system of rice intensification - SRI (rice) to upscale socio-economic status and biodiversity conservation.

Objective of the Consultancy

The overall objective of this assignment is to undertake a cost-benefit analysis of existing and potential sustainable landscape restoration (SLR) commodities and develop three (3) pilot SLR business cases for demonstrating the commercial viability and attract private sector investment.

Specific objectives of the assignment are:

- Evaluate economic benefits of existing and potential SLR commodities.
- Develop pilot business cases for demonstrating the commercial viability and attract private sector investment in SLR.
- Presenting the business cases at stakeholder workshop for validation

Scope of the Assignment

The scope of this assignment shall involve cost-benefit analysis of SLR commodities, development of business cases and presenting the business cases to stakeholders for validation. The assignment will cover the Project District Councils which are Iringa, Wanging'ombe, Mbarali and Mbeya in the Great Ruaha Basin; and Sumbawanga, Mpimbwe and Tanganyika in the Lake Rukwa Basin.

Description of the Assignment

The consultant will have the following responsibilities and tasks:

- a. Conducting a comprehensive review of the literature on existing SLR commodities and business cases in Tanzania and other countries with similar contexts.
- b. Preparing an Inception report comprising of:
 - i. A comprehensive description on the consultant's understanding of the ToR and highlighting any significant gaps and inconsistency thereof.
 - ii. Methodology to be adopted for this study
 - iii. Mapping and prioritization of SLR related commodities in the target Basins
 - iv. Proposed outline of the business cases
 - v. Work plan for this study
- c. Undertaking consultations on SLR commodities and business cases with relevant stakeholders including government institutions, private sector organizations, NGOs, and local communities in the targeted areas.
- d. Preparing a study report on existing and potential SLR commodities and business cases for sustainable landscape restoration in Tanzania.
- e. Preparing three (3) pilot bankable SLR business cases (honey - beekeeping, milk – dairy cattle and rice – system of rice intensification) to demonstrate their commercial viability.
- f. Participating in and presenting the study of SLR commodities and business cases and the priority business cases (3) to stakeholders' workshop for review and validation.
- g. Prepare and submit a study report and business cases to the client.

Duration of the Assignment

The consultant should be available to commence the work in early December 2024 and finalize the assignment by end of March 2025.

Deliverables and Activities

The consultant will provide the following deliverables:

Deliverables	Timeline
Inception Report	10 th December 2025
Draft study report and draft business cases (3)	15 th February 2025
Final study report and final business cases (3)	30 th March 2025

Payment Schedule

The table below summarises the chronological order of deliverables and indicates milestones at which IUCN will pay the Consultant.

Instalments	Payment	Condition and deliverables
1 st Instalment	20%	Upon submission and approval of the Inception Report
2 nd Instalment	40%	Upon submission and approval of draft study report and three (3) draft business cases
3 rd Instalment	40%	Upon submission and approval of the final report and three (3) final business cases

Skills and Experience

The consultant for this study is expected to have the following qualifications and experience:

- Holder of an advanced degree (Master or PhD) with expertise in areas of natural resources, forestry, water resources management, agri-business, economics, business administration, or related fields

- Minimum of 10 years of experience in similar assignment
- Experience in undertaking stakeholder mapping and engagement on SLR and natural resources
- Excellent skills in business cases development
- Excellent analytical and writing skills.
- Excellent English and Kiswahili communication skills.

Supervision and coordination

The consultant will report to and work under the supervision of the Project Advisor.