

Extension of REQUEST FOR QUOTATION (RFQ)

To: **Consulting firm or well-qualified individuals (i.e., subject member experts)**

From: **Conservation International Foundation (Guyana) Inc.**

Date: **April 15, 2021.**

Subject: **Extension of Request for Quotation - Scoping Assessment for IPLC Finance Mechanism**

Dear Offerors:

Conservation International Foundation (**Guyana**) Inc. is implementing the “Our Future Forests – Amazonia Verde” project.

Within this context, CI-Guyana is procuring a consultancy. CI- Guyana invites all eligible suppliers to provide your best offer for this solicitation by the due date stated in part I. ***(Please include all cost related in your price quotation)***

I. Submission of Quotations

All quotations are due on **April 30, 2021** no later than 11:59 PM. Quotations should be sent by email, in PDF format, to applicationscig@conservation.org with the subject line “**Request for Quotation – Scoping Assessment for IPLC Finance Mechanism**”.

Quotations submitted after the deadline will be considered “Late” and will be disqualified from further evaluation process.

II. Questions

Technical inquiries and/or requests for clarification to this RFQ must be made in writing via e-mail to: applicationscig@conservation.org. All questions received may be forwarded by CI–Guyana to all participating bidders.

III. Reserve the Right

CI-Guyana reserves the right to issue an award with no further discussion, or to modify the award type. Issuance of this RFQ in no way obligates CI to award a purchase order, nor does it commit CI to pay any costs incurred by the Offeror in preparing and submitting the quotation. CI reserves the right to enter negotiations about price and terms as required.

IV. Procurement Standards

All offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work and in accordance with CI’s Code of Ethics.

Conservation International’s reputation derives from our commitment to our values: Integrity, Respect, Courage, Optimism, and Passion and Teamwork. CI’s Code of Ethics (the “Code”) provides guidance

to CI employees, service providers, experts, interns, and volunteers in living CI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to.

Any violation of the Code of Ethics should be reported to CI via its Ethics Hotline at www.ci.ethicspoint.com

Concerns regarding the integrity of the procurement process and documents shall be reported to www.ci.ethicspoint.com under the procurement and purchasing activities.

Conservation International Foundation (Guyana) Inc. Our Future Forests- Amazonia Verde Consultancy Terms of Reference

Title: Scoping Assessment for IPLC Finance Mechanism
Location: Georgetown, Guyana
Type: Consulting firm or well-qualified individuals (i.e., subject member experts)
Procurement Method: Open Source.
Duration: 120 days
Place of Work: Remote

1. Project Background

Conservation International Foundation Guyana Inc. (CI-Guyana) is a not-for-profit Non-Governmental Organisation working in Guyana for over 30 years linking human development with conservation of the earth's living natural heritage. Its mission is *“Building upon a strong foundation of science, partnership and field demonstration, CI empowers societies to responsibly and sustainably care for nature, our global biodiversity, for the well-being of humanity”*.

CI-Guyana with support from the Government of France is implementing a project, “Our Future Forests - Amazonia Verde”, which aims to support Indigenous Peoples and Local Communities (IPLCs) as stewards of the Amazon Forest – providing them with the tools, training, and the financing needed to manage their lands and support overall conservation of the Amazon.

The project's main objective is to support IPLCs to develop and carry out initiatives that conserve their forests and support livelihoods in keeping with their local knowledge and governance systems. Achieving this vision requires an integrated approach that empowers IPLCs to effectively address development pressures impacting their lands and resources, manage resources in accordance with local knowledge and management practices, and build sustainable income-generating activities that support ongoing stewardship for the decades to come.

Aligned with this objective, Conservation International Foundation (Guyana) Inc. intends to conduct a scoping assessment to determine the possibility of designing a finance mechanism for IPLC that may have a clear governance structure, accountability measures, safeguards, defined roles and responsibilities, services for business and investment planning and a monitoring and evaluation component to track where funds were invested and their corresponding results. The mechanism will be underscored by rights-based approach that will ensure it is inclusive, fair and transparent.

2. Objectives

Conservation International Foundation (Guyana) Inc. (CI-Guyana) requires the services of a suitably qualified consultant to conduct an initial scoping in support of designing a mechanism to provide financial and technical support for conservation and improved livelihoods efforts of IPLCs in Guyana.

3. Characteristic of Consultancy

- 3.1 **Type:** Consulting firm or well-qualified individuals (i.e., subject member experts)
3.2 **Procurement Method:** National Individual Consultant Selection Based on Qualifications (QCNI)

- 3.3 **Duration:** 1st June – 30th September 2021 (120 days)
 3.4 **Place of Work:** Remote: Consultant can be located outside Guyana.
 3.5 **Language:** Proficiency in English (both written and spoken).

4. Scope of Services

Reporting to CI-Guyana’s Policy Manager, the Consultant (s) will provide the following services:

1. Review relevant reference documents, including examples of relevant existing and past financing mechanisms.
2. Assess the relevant legal and institutional frameworks that could support the adoption of potential financial mechanisms for IPLCs.
3. Conduct targeted engagement with key stakeholders to determine their overall vision and needs for conservation and sustainable development, including capacity, financial and technical assistance requirements for implementation of conservation and local development initiatives, and current gaps challenges accessing adequate funding. Engagements should also include the expected role of each stakeholder in implementing or following up on the mechanism.
4. Conduct research and assessments of successful international and regional examples of financial mechanisms that incentivise improved livelihoods and conservation efforts of IPLCs and their key lessons learned.
5. Use the research, assessments and information collected to develop initial recommendations on potential financing mechanisms for the IPLCs in Guyana, as well as potential policy and other gaps that must be addressed for establishing such mechanisms, ensuring that the socio-ecological-economic and cultural dimensions are fully integrated into the recommendations.
6. Recommend a suitable framework and potential performance criteria for IPLCs accessing the Finance Mechanism based on past and current criteria.

5. Specific Qualification and Experience

5.1 Qualifications

- Advanced degree in financial management, business development, community/local economic development, or related field; or equivalent qualifications
- Minimum 10 years-experience related to the design, operation or management of financial/loan/grant programme for community/private incentives.
- Experience working in or with the Financial Sector and/or setting up or running a financing mechanism.
- Demonstrated knowledge and experience with micro, small and medium scale enterprises in a rural/hinterland setting.
- Demonstrated knowledge and experience with sustainable enterprise development and the concept of the triple bottom line (financial, environmental and social) and/or impact investment.

5.2 Qualities

- Excellent communications at all levels: from field to professional situations
- Excellent writing, time management and technical skills
- Understanding of the Guyanese context and sensitivity to engage Guyanese stakeholders and partners.
- Demonstrated capacity to work with and lead engagement with senior representatives of government and civil society organisations.
- Demonstrated high-level knowledge of, and deep experience working with, stakeholders related to Finance, Economics, Business Management and Community Development.
- Ability to facilitate participation of stakeholders in the process.

- Must have respect community norms and protocols.

6. Deliverables

The Consultant(s) will report to the Policy Manager. The Policy Manager is responsible for acceptance of deliverables under the consultancy in accordance with the following schedule:

6.1 Reporting schedule

	Deliverables/Reports	Due Date
1	Inception report (including methodology, timeline and deliverables for the execution of the consultancy)	1 week after signing contract
2	Desk review report of current literature on past, current and proposed finance mechanisms in Guyana as well as the legal system for establishing the mechanism	3 weeks from signing of contract
3	Reports on stakeholder engagements detailing possible stakeholder interests and their roles in the fund, potential conflicts that may arise and recommendations on how to coordinate and engage them to resolve them.	5 weeks from signing of contract
4	Draft report outlining the results of the initial scoping exercise, including examples of relevant financial mechanisms, a legal and institutional framework assessment, and initial recommendations on potential financing mechanisms for the IPLCs, as well as potential policy gaps for adopting such mechanisms.	8 weeks from signing of contract
5	Presentation of the recommendations to CI-Guyana and key stakeholders based on research and stakeholders' inputs on the financial mechanism concept(s) and scenarios for implementation consistent with the local economy and investment opportunities including possible cash flow models and sources of funding.	9 weeks from signing of contract
6	Final report outlining the results of the initial scoping exercise, including executive summary, stakeholder assessment, proposed possible governance structures, examples of relevant financial mechanisms, a legal and institutional framework assessment, and initial recommendations on potential financing mechanisms for the IPLCs, as well as potential policy gaps for adopting such mechanisms.	12 weeks from signing the contract