



**REQUEST FOR PROPOSALS**  
**RFP No. KN001/2021**

<b>Project Title:</b>	TWENDE Towards Ending Drought Emergencies: Ecosystem Based Adaptation in Kenya's Arid and Semi-Arid Rangelands
<b>Project Location:</b>	The Republic of Kenya: The project will focus on eleven of Kenya's Arid and Semi-Arid (ASAL) counties: Garissa, Tana River, Isiolo, Marsabit, Samburu, Kajiado, Kitui, Makueni, Tharaka-Nithi, Meru and Taita Taveta
<b>Languages Required:</b>	English and Swahili
<b>Duration of consultancy:</b>	The assignment will be conducted within a period of 6 months (negotiable) between 1 <sup>st</sup> July to 31 <sup>st</sup> December 2021 on part-time arrangement.
<b>Consultancy start date:</b>	1st July 2021 – 31st December 2021 (This timeline is indicative and maybe extended to factor delays posed by COVID19)
<b>Submission Email:</b>	Proposal submissions to be submitted to <a href="mailto:procurementaffd@conservation.org">procurementaffd@conservation.org</a>
<b>Submission Deadline:</b>	Proposal to be submitted by <b>18<sup>th</sup> May 2021 (17:00 PM (EAT))</b> .
<b>Inquiries:</b>	Interested Offerors can submit their queries to <a href="mailto:procurementaffd@conservation.org">procurementaffd@conservation.org</a> by <b>7<sup>th</sup> May 2021 (17:00PM (EAT))</b> .

## ADVERTISEMENT - REQUEST FOR PROPOSALS

RFP No. KN 001/2021

### CONSULTANCY TO UNDERTAKE AN OVERALL SCOPING AND PRIORITIZATION OF VALUE CHAINS THAT HOLD THE BIGGEST OPPORTUNITY TO BUILD CLIMATE RESILIENCE FOR THE TARGET COMMUNITIES AND LANDSCAPES.

Conservation International Foundation (hereinafter referred to as “Conservation International”), is issuing a Request for Proposals for Consultancy Services.

#### I. Background

**Background:** Conservation International (CI) has been protecting nature for the benefit of all, for over 30 years. Through science, policy, and partnerships, CI is helping build a healthier, more prosperous, and more productive planet. Today, with offices in more than two dozen countries and a worldwide network of thousands of partners, CI has a truly global reach.

Conservation International is one of the three executing partners of the Towards Ending Drought Emergencies (TWEENDE): Ecosystem Based Adaptation in Kenya’s Arid and Semi-Arid Rangelands. The 5-year TWEENDE project is funded by Green Climate Fund (GCF), with IUCN as the accredited entity.

The main objective of the TWEENDE project is to reduce the cost of climate change induced drought on Kenya’s national economy by increasing resilience of the livestock and other land use sectors in restored and effectively governed rangeland ecosystems. The project contributes towards Kenya’s national policy of “Ending Drought Emergencies”, as outlined in “Kenya Vision 2030”. It strengthens climate change adaptation in Kenya’s arid and semi-arid lands (ASALs).

The project is implemented in three landscapes (Sabarwawa, Mid Tana and Chyulu Hills) spanning 11 counties. These target landscapes face a range of challenges including weak capacity for landscape planning, poor access to climate data and analysis, and limited access to markets and financial services. Implementation of the TWEENDE project is through three components:

- Component 1: Climate change adapted planning for drought resilience
- Component 2: Restoration of rangeland landscapes for ecosystem-based adaptation
- Component 3: Climate change resilient ecosystem management for investments

Interested applicants can submit their proposals to: [procurementaffd@conservation.org](mailto:procurementaffd@conservation.org) on or before on **18<sup>th</sup> May 2021 (17:00 PM (EAT))**.

NB: All applicants 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.

## ETHICS STANDARDS

Conservation International's reputation derives from our commitment to our core 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 violations of the Code of Ethics should be reported to CI via its Ethics Hotline at [www.ci.ethicspoint.com](http://www.ci.ethicspoint.com).**

CI relies on the personal integrity, good judgment and common sense of all third parties acting on behalf, or providing services to the organization, to deal with issues not expressly addressed by the Code or as noted below.

### Integrity:

- Act in good faith, responsibly, with due care, competence and diligence and maintain the highest professional standards at all times.
- Comply with all contractual terms as well as all applicable laws, rules and regulations, domestic and international, in every country where Services are carried out.
- Provide true representation of all Services performed.
- Never engage in any of the following acts: falsification of business document or receipts, theft, embezzlement, diversion of funds, bribery, or fraud.

### Transparency:

- Avoid conflicts of interest and not allow independent judgment to be compromised.
- Not accept gifts or favors from sub-contractors, suppliers or other 3<sup>rd</sup> parties that would negatively impact the provision of Services to CI.

### Accountability:

- Disclose to CI, at the earliest opportunity, any information you have or become aware of, that may result in a real or perceived conflict of interest or impropriety.
- Implement activities, provide Services, and manage staff and operations in a professionally sound manner, with knowledge and wisdom with the goal of a successful outcome per the terms of this Agreement.

### Confidentiality:

- Not disclose confidential or sensitive information obtained during the course of your work with CI.
- Protect confidential relationships between CI and other 3<sup>rd</sup> parties.

### Mutual Respect and Collaboration:

Engage with indigenous peoples and local communities in which CI works in a positive and constructive manner that respects the culture, laws, and practices of those communities, with due regard for the right of free, prior and informed consent.

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### SECTION1: INSTRUCTIONS AND GENERAL GUIDANCE

#### 1.1 Introduction

CI Africa Field Division (CI AFFD) is soliciting proposals from eligible and interested individual consultants and firms to undertake consultancy.

#### 1.2 Required Skills and Experience

The consultant is expected to work independently with CI providing overall coordination. The consultant will meet the following key skills, experience and qualifications.

- Minimum of ten (10) years of experience in socio-economic, climate change resilience assessment, restoration enterprises, rural economic development, enterprise development, value chains analysis and natural resource management.
- Having led programs or value chain assessments in Kenya or other countries, preferably in ASALs within the East African region.
- A relevant post-graduate degree at or above MSc level in rangelands ecology, agribusiness management, agricultural economics, climate change adaptation/mitigation, rural development or a related discipline.
- At least ten (10) years' demonstrated experience conducting value chain analysis for large donor projects, preferably in the arid and semi-arid areas.
- Previous experience in the development of investable business cases, experience in value chains and markets, Incentive payment schemes assessments
- Strong stakeholder engagement skills and demonstrated good thorough knowledge of the rangeland's stakeholders' ecosystem in Kenya and beyond.
- Proven experience in applying gender lenses in rural enterprises development.
- Clear understanding of research methodologies and experience using a range of research tools and techniques with regards to value chain analysis and rural enterprises.

- Experience working in the Arid and Semi-arid Regions of Kenya.
- Fluent in spoken and written English and Swahili.

### 1.3 Instructions for Offerors

1.3.1. Submission Deadline: Proposals must be emailed to [procurementaffd@conservation.org](mailto:procurementaffd@conservation.org), no later than **18<sup>th</sup> May 2021 (17:00 PM(EAT))**. Proposals should be correctly identified with RFP number. **RFP No. KN 001/2021**

1.3.2. Inquiries: Interested Offerors can submit their questions to [procurementaffd@conservation.org](mailto:procurementaffd@conservation.org) by **7<sup>th</sup> May 2021 (17:00PM (EAT))**.

1.3.3. Restrictions on multiple submissions: Each offeror may submit only **one** proposal. Submission of multiple proposals will result in disqualification of the interested offeror.

1.3.4. Communications: Upon issuance of this RFP, CI AfFD, its representative(s), or partners will not answer questions or otherwise discuss the contents of this RFP with any potential Offerors or their representative(s), except for the written inquires described in sub-part 1.3.1 above. Attempts to ask questions by phone or in person will not be allowed or recognized as valid. Failure to observe this restriction may disqualify the offeror.

1.3.5. Amendments: Any amendment to this request for proposal will be communicated to all interested Offerors via email.

1.3.6. Validity Period: Offeror’s proposals must remain valid for 90 calendar days after the RFP deadline.

1.3.7. Terms of contracts: This is a request for proposals only and in no way, obligates CI AfFD to award a contract. In the event of contract negotiation with a successful offeror, CI AfFD will issue a service agreement (hereinafter referred to as “the contract”). The contract terms and conditions are non-negotiable.

### 1.4 Location of Task/Applicable Trips

The consultant shall work from their base of operations and will be required to make visits to identified stakeholders’ organizations in Kenya as necessary.

### 1.5 Chronological List of Events

The following calendar summarizes important dates in the solicitation process. Offerors must strictly follow these deadlines.

<b>RFP published</b>	<b>29<sup>th</sup> April 2021</b>
<b>Deadline for written questions</b>	<b>7<sup>th</sup> May 2021</b>
<b>Proposal due date</b>	<b>18<sup>th</sup> May 2021</b>

### 1.6 Submission and Requirement

The proposals must address the following information at the minimum (Financial & Technical) to CI AfFD. The maximum number of pages for technical proposal is 5 and **financial must be shared in excel**.

**Technical Proposal:**

The Technical Proposal should describe in detail how the offeror intends to carry out the requirement described in Section 2, Scope of Work (SOW). The technical proposal should demonstrate a clear understanding of the work to be undertaken and the responsibilities of all parties involved.

a. Cover Letter: Offerors should include a cover letter indicating the Offerors interest for the assignments listed in Section III. The cover letter should provide a complete mailing address, electronic mail address(es) and telephone numbers. It should clearly list the name of offeror(s) submitting the proposal

b. Management, Key Personnel, and Staffing Plan. This section should include CV(s) of consultant(s) that will be assigned to the implementation of the proposed methodology.

c. Technical Approach, Methodology and Detailed Work Plan. This part shall be between 3 to 5 pages long but may not exceed 5 pages.

d. Past performance: The Offerors must provide 3 past performance references of similar work (Under contract or sub-contract). The Offerors must provide contact information of companies including Name, Point of Contact who can speak to the offeror’s performance, and address of the companies.

**Financial Proposal:**

The cost proposal is used to determine which proposals are the most advantageous. The price of the contract to be awarded will be all-inclusive. No profit, fees, taxes, or additional costs can be added after award. Nevertheless, for the purpose of the proposal, Offerors must provide a detailed budget showing major expense line items.

**Format:** budgets must be prepared and submitted in Microsoft Excel and explicitly show all units (e.g., labour days), unit costs (e.g., loaded daily rates), and total costs. Excel files should be “unlocked” and show all calculations.

Consultant Designation/Title	No. of Personnel	No. of workdays	Unit rate	Total fees
Fees- ie consultancy				
Sub-totals		xxx days		yyy
Applicable taxes				
Sub Total				XXXX
Cost-reimbursable items	No. of Personnel	No. of workdays	Unit rate	Total fees
Flight				
Transport/taxi				
Accommodation				
Total reimbursables				XXX
TOTAL				XXX

**1.7 Evaluation and Basis for Award**

1.7.1. Award: CI AfFD will award a contract to the Offerors whose proposals is considered to be the Best Value to CI AfFD, Technical factors and price will be considered.

1.7.2. Award: CI AfFD reserves the right to consider Offeror’s qualifications, references; conduct studies and other background check as necessary to evaluate any response; request additional relevant information; disqualify offer based on unsatisfactory reference checks, reports and records of service.

<b>NO.</b>	<b>Criteria</b>	<b>Points</b>
<b>1.</b>	<b>Clarity and completeness of the Proposal</b>	<b>10</b>
<b>2.</b>	<b>Approach and Methodology</b>	
2.1	<b>Cost Efficiency</b> the proposed cost is competitive and best value for money.	<b>20</b>
2.2	<b>Conceptual and methodological approach</b> Description of the conceptual and methodological approach including scoping and prioritization approach and criteria	<b>25</b>
2.3	<b>Operationalisation of the approach and Methodology</b> Transitioning from research/analysis to project interventions, potential support and partnerships aligned with TWENDE objectives. Working programme / working schedule for delivery of outputs	<b>25</b>
<b>3.</b>	<b>Consultants Competencies</b>	
3.1	Work experience: at least 10 years in value chain analysis and support for implementing improvements to VCs, rural enterprise development and stakeholder engagements, gender analysis in arid and semi-arid context	<b>20</b>
<b>Total (maximum)</b>		<b>100</b>

## SECTION 2: SCOPE OF WORK

### VALUE CHAINS SCOPING AND PRIORITIZATION CONSULTANCY Towards Ending Drought Emergencies – TWENDE Project. Ecosystem Based Adaptation in Kenya’s Arid and Semi-Arid Rangelands.

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#### 2.1 Background

Conservation International (CI) has been protecting nature for the benefit of all, for over 30 years. Through science, policy, and partnerships, CI is helping build a healthier, more prosperous, and more productive planet. Today, with offices in more than two dozen countries and a worldwide network of thousands of partners, CI has a truly global reach.

Conservation International is one of the three executing partners of the Towards Ending Drought Emergencies (TWENDE): Ecosystem Based Adaptation in Kenya’s Arid and Semi-Arid Rangelands. The 5-year TWENDE project is funded by Green Climate Fund (GCF), with IUCN as the accredited entity.

The objective of the TWENDE project is to reduce the cost of climate change induced drought on Kenya’s national economy by increasing resilience of the livestock and other land use sectors in restored and effectively governed rangeland ecosystems. The project contributes towards Kenya’s national policy of “Ending Drought Emergencies”, as outlined in “Kenya Vision 2030”. It strengthens climate change adaptation in Kenya’s arid and semi-arid lands (ASALs).

The project is implemented in three landscapes (Sabarwawa, Mid Tana and Chyulu Hills) spanning 11 counties. These target landscapes face a range of challenges including weak capacity for landscape planning, poor access to climate data and analysis, and limited access to markets and financial services. Implementation of the TWENDE project is through three components:

- Component 1: Climate change adapted planning for drought resilience – The component ensures coordinated transboundary rangeland management decisions are strengthened by enhanced climate change analysis and participatory community and county planning. The component contributes to addressing the barriers of weak capabilities and inadequate governance institutions. National Drought Management Authority (NDMA) is the executing entity for this component.
- Component 2: Restoration of rangeland landscapes for ecosystem-based adaptation – The components main output is to ensure prioritized rangeland resources (including water), are brought under restoration, safeguarded and sustainably managed for improved climate change resilience. Ministry of Agriculture, Livestock and Fisheries is the executing entity for this component.
- Component 3: Climate change resilient ecosystem management for investments – Main focus is public, private and community investments in natural resources, addressing barriers related to insufficient investment in rangelands and poor access to markets and financial services. **Conservation International is the executing entity for component 3.**



### Component 3 Overview

Component 3 of the TWENDE project is made up of four activities as follows;

- Activity 3.1: Climate resilient Investment in priority value chains that have been validated by local communities,
- Activity 3.2: Provide grants to establish restoration enterprises created/led primarily by women's groups,
- Activity 3.3: Establish financial incentive mechanisms for sustainable land management,
- Activity 3.4: Provide grants to community-based enterprises for ecosystem-based adaptation that could create opportunities for investments in the value chains.

Each of these activities will be co-implemented with service providers including (but possibly not exclusive to): KEFRI (activity 3.1) Just DiggIt (activity 3.2), IUCN Kenya (activity 3.3) and CI Ventures for activity 3.4. A number of field implementing partners will be brought on board including Northern Rangelands Trust (NRT) and Maasai Wilderness Conservation Trust (MWCT), among others.

Activity 3.1 seeks to prioritize and analyze climate resilient value chains with the biggest potential for climate adaptive livelihoods opportunities. The prioritized value chains will then receive technical and material support through the rest of the component activities to unlock investment and catalyze their growth and thus enhance climate resilience for the communities and the landscapes.

### 2.2 Purpose

Conservation International wishes to engage a part-time consultant for an **initial 6-month period** to undertake an overall scoping and prioritization of value chains that hold the biggest opportunity to build climate resilience for the target communities and landscapes.

The purpose of the consultancy is to enable the development of a list of 3 to 5 priority value chains using an agreed upon criteria and through stakeholder consultation and expert input. The value chains prioritized will then be subjected to a detailed analysis to verify and quantify the opportunities, identify systemic bottlenecks and develop actionable business cases for these value chains. The business cases should clearly define what interventions are required for drought anticipation, preparation and response targeted to build climate resilience in drought-prone landscapes.

The various business cases generated will be supported via activities 3.2, 3.3 and 3.4 through a blend of technical and material support towards commercialization and food security.

### 2.3 Objectives and Specific Tasks

The objective of the assignment is to conduct a scoping and value chain prioritization process and recommend value chains with the highest livelihood and climate resilience potential for the target communities and landscapes. The specific tasks of the assignment include:

- (i). In consultation with the project team, design, review and refine the value chain analysis methodology and approach, define the prioritization criteria and give preliminary guidance on how follow-on value chain analysis will be conducted.
- (ii). Undertake a thorough secondary data review to take stock of existing value chain analysis literature in Kenya's rangelands, and develop a shortlist of potential opportunities, stakeholders, policy frameworks, potential co-investment partners etc.

- (iii). Undertake a thorough stakeholder consultation process. Stakeholders will include; TWENDE project partners, county governments, government institutions, NGOs, private sector, research, communities, among others.
- (iv). Dedicated outreach to private sector players to gather their insights on opportunities and challenges along various value chains. This outreach is expected to lay foundation for private sector partnership in the priority value chains.
- (v). Compile an actionable report with clear, concise and quantified recommendations of priority value chains for further future analysis, clearly identifying specific points along the value chain that hold most promising livelihood, enterprise and climate resilience potential for detailed analysis. The report should include a summary socio-economic and drought adaptation analysis. Additionally, the report should clearly and specifically outline both private and public partnership opportunities.
- (vi). Become part of CI's TWENDE team and offer technical and strategic leadership on the roll-out of value chain related interventions.

## 2.4 Methodology

The consultant will identify and describe the most appropriate and efficient methodology and approach for designing and conduction of a value chain scoping and prioritization process. It is envisioned that the methodology will include (but not limited to) the following:

- Refinement of the assignment methodology and prioritization criteria
- Thorough desk review of existing value chain analysis reports/materials in Kenyan rangelands
- Stakeholders' consultations in the field
- Expert interviews
- Summary socio-economic and drought adaptation analysis

## 2.5 Deliverables/Outputs of the Assignment

Three main deliverables are expected:

- (i). **Inception Report:** In the project inception phase, the consultant will undertake consultation with CI TWENDE project team and service providers to ensure a holistic assignment methodology and approach is developed. Within 14 days from the commencement of the assignment, the consultant will submit to CI an inception report that details the assignment methodology and delivery timelines. As part of the inception stage reporting, the consultant will facilitate a virtual stakeholders' workshop outlining the assignment methodology.
- (ii). **Monthly Assignment Update Reports:** The consultant will submit 4 monthly update reports to CI. The update reports will provide a summary of preliminary findings. The report will clearly outline what stakeholders have been engaged (with specific interest on private sector and other Business Development Service (BDS) providers and the emerging partnership opportunities with these stakeholders. As part of the monthly reports, the consultant will host a meeting to present the preliminary findings to the TWENDE team.
- (iii). **Draft Scoping and Prioritization Report:** The draft report will be due 5 calendar months after the commencement of the assignment. The report will provide detailed findings of the assignment. The consultant will then facilitate a validation workshop bringing together a wide array of participants.

(iv). **Final Scoping and Prioritization Report:** after the validation workshop above, the consultant will then compile and submit a final report for adoption or approval.

## 2.6 Reference Documents

Relevant documents that CI will share with the Consultant include (but not be limited to) the following:

- TWENDE funding proposal (including ESMF),
- Project Revised logical framework,
- Project Monitoring and Evaluation plan,
- TWENDE Project Feasibility Study,
- Environmental and Social Management Framework (ESMF).<sup>27</sup>