External Email 1

Dear Madam, Sir

I’ll be interested in applying for this opportunity but I cannot find “the Procurement and Contract Standards” in Word

Could you send them to me?

Response

Thank you for your message and interest in this initiative,

Please reference the section 10. (a.) for the Procurement and Contract Standards. This includes the contract format template and appendices.

https://www.conservation.org/docs/default-source/rfps/prodoc-tor_rfp.pdf?sfvrsn=739ef47f_2

External Email 2

Dear colleagues,

We have some questions regarding the RFP indicated above.

1. Are the national consultants in the 7 or 10 landscapes or seascapes already contracted?
2. Will CI/IUCN carry out quality control over the national consultant’s input?
3. How do you foresee the coordination with all the national consultants?
4. How many endorsement letters are we talking about?
5. Do you expect to work in the Horn of Africa as indicated in the STAP? What are the capacities in place?

Response

Thank you for your message and interest in this initiative, please find the requested information below:

1. Are the national consultants in the 7 or 10 landscapes or seascapes already contracted? Not yet, we are in the process of receiving expressions of interest to define the landscapes and partners in this initiative.
2. Will CI/IUCN carry out quality control over the national consultant’s input? CI/IUCN will contract local consultants directly based on a defined scope of work and expected deliverables.
3. How do you foresee the coordination with all the national consultants? Consultant will coordinate with local consultants and CI/IUCN project team information needed for ProDoc sections.

4. How many endorsement letters are we talking about? Inclusive Conservation Initiative project is anticipated to support approximately 7-10 local conservation initiatives (landscape/seascape/indigenous territory scale) selected through a call for Expressions of Interest.

5. Do you expect to work in the Horn of Africa as indicated in the STAP? What are the capacities in place? The Project Information Form (PIF) approved by the GEF Council identifies Coastal East Africa as a Candidate Geographical Region. The general geographic scoping is: East African Drylands: Burundi, Djibouti, Ethiopia, Kenya, Rwanda, Tanzania and Uganda. Coastal East Africa: tropical moist forest region along the east coast of Africa along the coast of the Indian Ocean, from in the north, through coastal Kenya and Tanzania to the mouth of the Limpopo River in southern Mozambique.

You can find more information available at https://www.inclusiveconservationinitiative.org/faqs We look forward to receiving your proposal.

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External Email 3

Dear Madam/Sir

We are currently preparing our proposal to respond to CI’s RFP for the development of the Inclusive conservation initiative project document and CEO endorsement package, but we have some queries that I hope you can help us with.

The financial proposal needs to be submitted in a separate secured file, or we can do a ‘All in one’ proposal, including technical and financial, as well as other supporting documents? From our experience, the process of developing prodocs is more efficient when done by a small group of experts under the management of a team leader, and this would be our approach for the proposal. Could you confirm if this approach would be acceptable for CI?

Response

Thank you for your message and interest in this initiative, please find the requested information below:

The financial proposal needs to be submitted in a separate secured file, or we can do a ‘All in one’ proposal, including technical and financial, as well as other supporting documents? You can do all in one proposal. Proposal submissions should be sent to her attention at ICI.PROCUREMENT@conservation.org. Proposals should be sent with the subject line “RFP#001: Consultant Services for Project Document/CEO Endorsement Package Development”

From our experience, the process of developing prodocs is more efficient when done by a small group of experts under the management of a team leader, and this would be our approach for the proposal. Could you confirm if this approach would be acceptable for CI? Conservation International will accept proposals from individuals, consulting firms or organizations. Conservation International anticipates that the work will be completed by a single person. If a team of people is proposed, Conservation International intends to execute a consulting contract with a single individual, firm, or organization,
which will serve as the lead entity and be responsible for contractual and financial arrangements with all others.

**External Email 4**

Good afternoon,

We are considering submitting a bid for RFP #001 however as the RFP refers to the development of a GEF proposal can you please advise as to whether bidding on the proposal development phase would render us ineligible to apply for any RFPs should the GEF project be approved?

**Response**

Thank you for your message and interest in this initiative,

RFP#001: Inclusive Conservation Initiative ProDoc consultancy and GEF ICI Expression of Interest have different purposes.

In relation to the Expressions of Interest, IPLC organizations are eligible to receive funding as either executing agencies or executing partners in this initiative. In terms of geographies, the Project Information Form (PIF) approved by the GEF Council identified a list of Candidate Geographical Regions as a first step in defining the geographical scope for the pilot project. The deadline for Expressions of Interest (not the ProDoc consultancy) has been extended to May 31st.

You can find more information available at [https://www.inclusiveconservationinitiative.org/faqs](https://www.inclusiveconservationinitiative.org/faqs)

**External Email 5**

Please find attached a list of clarification questions irt RFP#001 – Inclusive Conservation Initiative.

1. Can you please advise who the ‘consultants’, (PPG) ‘project team’ and ‘executing agencies’ are, as described in the TOR? Is the selected consultant/service provider expected to both collect and collate the requisite technical information, as well as draft the relevant sections of the Prodoc, or will specialist counterpart consultants be contracted to support the preparation of the Prodoc? What is the role/responsibility of the ‘project team’? Have the Executing Agencies been identified yet (notably for component 1), and what is the alignment of the PPG phase with the current Call for Expressions of Interest for IPLC organisations (our understanding is that the financing agreement with selected organisations/EAs will only be signed after CEO Endorsement)?

2. What travel requirements are being envisaged for the work. If so, what mitigation measures are in place to address the current COVID-19 travel restrictions (and associated risks)?

3. Will the Environmental and Social Safeguards (as well as the GRM an IPP framework) need to be site-specific or only at a project framework level? If at the project-level, will the site-specific ESMF/P be developed (and budgeted for) at project inception?
4. There is no mention of the stakeholder engagement plan and the gender analysis and action plan in the TOR (it is explicitly mentioned in the approved PIF). Who will be responsible for preparing these?

5. Similarly, there is also no reference to the GEF focal area tracking tools (notably for the BD focal area). Who will be responsible for preparing these?

6. The TOR requires the compilation of the ‘Project budget and financing’ from the EAs. Who are these EAs –have they been identified? We also assume that the GEF IAs (CI and IUCN) will also provide budget inputs (notably i.r.o. components 2-4) – is this correct?

7. In Section E of the PIF (PPG) an “Analysis of Priority Geographies” process is introduced, and discussed further on pp 20-21 “For this PIF stage, a set of Candidate Geographical Regions has been identified based on broad, initial criteria and consultations with the GEF’s Indigenous Peoples Advisory Group (IPAG) and GEF Secretariat. These Candidate Geographical Regions will provide the basis for the further definition of specific project sites during the PPG phase, using progressively more refined criteria and broader consultations.” Can the client clarify the expected role of the consultant, and if there are deliverables outside of those listed in the RFP viz. ProDoc and other items in the CEO Endorsement Package?

Response

1) Conservation International (CI) and the International Union for the Conservation of Nature (IUCN) are serving as joint GEF Implementing Agencies for the ICI, providing overall technical guidance and project supervision. A concept (Project Information Form) for the Inclusive Conservation Initiative was approved by the GEF Council in December 2019. CI and IUCN now have approximately one year to work through a participatory design process to prepare a full project proposal for the ICI. The GEF-7 Inclusive Conservation Initiative is inviting Indigenous Peoples and Local Communities organizations to submit Expressions of Interest to join the Inclusive Conservation Initiative (ICI). IPLC organizations are eligible to receive funding as either executing agencies or executing partners in this initiative. The deadline for EoI application is May 31, 2020. You can find more information at: https://www.inclusiveconservationinitiative.org/eoi CI and IUCN will link the ProDoc consultant with target stakeholders including the selected executing agencies, ESMF and local consultants. The key tasks and deliverables of the ProDoc consultant are available in Section 4 and 5 of RFP#001. Anticipated timeline of EoI and PPG phase is available in Q#7 at: https://www.inclusiveconservationinitiative.org/faqs

2) Location of Consultancy is Home based and travel is not anticipated for this consultancy. If travel is needed, the Service Provider shall adhere to all applicable international, national, or local regulations and advisories governing travel, including safety, health and security measures in effect throughout the Period of Performance.

3) ESMF and GRM will be developed at project framework level during PPG phase.

4) This will be part of the deliverable of the ESMF Consultant.

5) The GEF Agency will guide the project teams in the choice of the tracking tools. ProDoc consultant will be responsible of preparing these as it is part of the CEO Endorsement Package.
6) CI and IUCN teams will lead the process of developing the budget. The consultant will compile information and incorporate it into the ProDoc template.

7) A further analysis of the priority geographies is already conducted by another consultant.