Request for Proposals
Title: National Amplification Plan for Restoration Projects in Madagascar
RFP No: AFD 003/2022
Date of Issuance: December 8, 2022

1. Background:
Conservation International (Natural Climate Solutions (NCS), Finance, Policy, Regional and national staff) intends to co-develop a plan that does not duplicate national work, but rather builds on a plan that educates teams across Conservation International on national priorities as Policy, Science/capacity, networks/platforms, and financial mechanisms. This plan would be built on past documents (restoration policy, reports, climate policy trackers, flagship landscape proposals. The results of this plan or research would provide guidance and a menu of options for amplification in key geographies to leverage direct work and enable amplification of direct results (plans rolled out). This plan would provide timelines for action within 2023-2025 range align with climate star and beyond (time bound and realistic to monitor progress).
The plan will also include an assessment and evaluation matrix of different enabling conditions, policies, and their effectiveness. It can analyze suite of public policies and implementation pathways for different restoration approaches showing how action taken through the plan will deliver outcomes measurable in hectares. Whether through further specificity on restoration in a National Determined Contribution (NDC)/National Biodiversity Strategy Action Plan (NBSAP)/Land Degradation Neutrality (LDN) further specification of restoration pathways/locations (mapped Assisted Natural Regeneration (ANR) potential countries etc.) and/or a policy change that has unlocked an enabling environment. The plan will work towards outcomes and outputs including:
   i) Restoration well integrated/strengthening National determined Contributions etc. and/or implementation plan (x hectares)
   ii) Well-designed restoration pathways and areas of opportunities identified e.g., ANR over x hectares to guide when and how
   iii) Leading policy change or strengthening policy for scaling (e.g., dedicated public funding/ tax due to policy change, improve tenure rights, improve incentives, livelihood boosters etc.)

Develop an internal guide to best policy options for encouraging restoration in multiple contexts to inform our amplification planning based on evidence of past effectiveness by:
   i) Identify policies that support network and enabling environment for the three key pillars (catalyzing science, networking, and resource mobilization)
   ii) Existing Framework for a step-by-step amplification process
   iii) Government strategies to Upscaling at the local, national, regional, and continental levels

2. Project Overview
CI recognizes the need for natural climate solutions and habitat restoration with ongoing anthropogenic climate change. This project will help catalyze and amplify international action in key landscapes to restore and protect biodiversity, ecosystem services and increase ecosystem capacity for carbon sequestration. Amplification of target restoration projects will contribute to natural climate solutions enabling the removal of 1 Gt of Carbon Dioxide from the global atmosphere.

3. Terms of Reference, Deliverables and Deliverables Schedule

3.1 Objectives
The objective of the consultancy is to provide recommendations and policy pathways in which targeted policies can be strengthened to support restoration at scale. The expected result of the analysis is to provide a comprehensive yet clear national policy assessment for restoration.
3.2 Key tasks

The success of this consultancy is embedded in the four steps and procedures:

1) **Policy:** Carry out a landscape assessment of national policies that either incentivize or disincentivize restoration of natural ecosystems. The assessment will be carried out in two phases.

   **Phase 1:** Preliminary national policy assessment;
   a. Assess how restoration is included in various policies, including national plans for climate action, Low Carbon Development Strategies and National Determined Contributions implementation plans, expected updates to national biodiversity strategies and action plans, policies that specifically target restoration in the country, Payment for Ecosystem services programs or other programs providing economic incentives for restoration or for revenue generation post-restoration, agriculture policies supporting restoration.
   b. Identify potential policy targets: Policies that could be improved or that are under development and could be informed so that they encourage and support restoration of natural ecosystems.
      i. Suggest possible pathways for influencing policy change/ formulation process, including identifying if there is no obvious window for doing so in the next two years.
      ii. Include assessment of decision-making bodies/working groups/officials or programs with relevant mandates.
   c. Identify policy opportunities: Policies or programs that are already in place and include provisions that could be used to support increased restoration efforts.

   **Phase 2:** Secondary national policy assessment
   d. Carry out similar assessment on an additional set of policies that could be important for restoration. Policies to be identified by Conservation International after Phase I is completed.
   e. Identify additional policy objectives and potential pathways to influence based on this secondary assessment.

**Other supporting assessments:**

a) Assessment of national policies that serve to either incentivize or disincentivize restoration of natural ecosystems. Among others, assessment will include:
   i. NDCs/NDC implementation plans
   ii. Expected updates of National Biodiversity Strategies and Action Plans
   iii. Low Carbon Development Strategies
   iv. Policies that specifically target restoration
   v. Payment for ecosystem services, including Reduction Emission for Deforestation and Degradation (REDD+)
   vi. Forest Landscapes Restoration (FLR) platforms and coordination policies
   vii. Institutional set up and governance structures guiding restoration
   viii. Policies governing land and natural resource tenure
   ix. Financial or regulatory instruments that encourage or discourage restoration Examples
   x. Laws/regulations restricting clearing of remaining natural forest
   xi. Policies providing financial incentives/capital for restoration
   xii. Policies removing perverse incentives/subsidies for competing land uses
3.3 Deliverables

- A detailed policy plan that outlines the best actions considering the key pillars
- Recommendations on clear policy actions based on the primary and secondary national policy assessments, with stipulated timelines, owners of the actions and resources required.

<table>
<thead>
<tr>
<th>#</th>
<th>Deliverables</th>
<th>Activities</th>
<th>Acceptance Criteria</th>
<th>Due Date (after signing of the service agreement)</th>
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<tbody>
<tr>
<td>1</td>
<td>Detailed workplan and timeline</td>
<td>Develop detailed workplan (1.a)</td>
<td>Delivered within time</td>
<td>7 days</td>
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<td></td>
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<td>Design expected timeline of completion (1.b)</td>
<td>Recommendations clear and concise</td>
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<tr>
<td>2</td>
<td>Preliminary National Policy Assessment (i.e., Dashboard)</td>
<td>Assess how restoration is included in national policies and plans (2.a)</td>
<td>Delivered within time</td>
<td>21 days</td>
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<td></td>
<td></td>
<td>Identify potential policy targets (2.b)</td>
<td>Delivered to specifications</td>
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<td>Format clear and easy to read</td>
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<tr>
<td>3</td>
<td>Final Policy Opportunities Report (3-5pgs)</td>
<td>Provide recommendations in which targeted policies can be strengthened to support restoration at scale (3.a)</td>
<td>Delivered within time</td>
<td>30days</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Delivered to specifications</td>
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<td>Recommendations clear and concise</td>
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4. Submission Details

a. Deadline. Proposals must be received no later than January 4th, 2023 (04/01/2023) at 5.00 p.m. East African Time (EAT). Late submissions will not be accepted. Proposals must be submitted via email to procurementaffd@conservation.org. All proposals are to be submitted following the guidelines listed in this Request for Proposals (RFP).

b. Validity of bid. 30 days from the submission deadline

c. Clarifications. Questions may be submitted to procurementaffd@conservation.org by the specified date and time in the timeline below. The subject of the email must contain the RFP number and title of the RFP. CI will respond in writing to submitted clarifications by the date specified in the timeline below. Responses to questions that may be of common interest to all bidders will be posted to the CI website and/or communicated via email.

d. Amendments. At any time prior to the deadline for submission of proposals, CI may, for any reason, modify the RFP documents by amendment which will be posted to the CI website and/or communicated via email.
5. **Minimum Requirements**
   a. Minimum of a Master’s degree in a relevant field preferably Climate Change, Forestry, Policy, Natural Resources, or any other relevant degree. Holders of PhD will have an added advantage.
   b. Minimum of 10 years professional experience in environmental or climate change policy including REDD+ and other related policy architecture including in Madagascar or a similar geography.
   c. In-depth understanding of climate change, restoration, and environmental topics with demonstrated experience with policy work.
   d. Experience working in Madagascar with an extensive network of contacts in climate change or restoration policy spheres.
   e. Strong stakeholder engagement skills and demonstrated practical consulting experience.
   f. Excellent quality of work and strong writing skills, with experience in carrying out large-scale research projects of a quantitative and/or qualitative nature.
   g. Proficiency in French – written and spoken – is mandatory.

6. **Proposal Documents to Include**
   a. Signed cover page on bidder’s letterhead with the bidder's contact information.
   b. Signed Representation of Transparency, Integrity, Environmental and Social Responsibility (Attachment 1)
   c. Technical Proposal.
      i. Corporate Capabilities, Experience, Past Performance, and 3 client references. Please include descriptions of similar projects or assignments and at least three client references.
      ii. Qualifications of Key Personnel. Please attach CVs that demonstrate how the team proposed meets the minimum requirements listed in section 5 (Minimum Requirements).
      iii. Technical Approach, Methodology and Detailed Work Plan. The Technical Proposal should describe in detail how the bidder intends to carry out the requirements described in the Terms of Reference (Section 3).
   d. Financial Proposal. Offerors shall use the cost proposal template (Attachment 2).

7. **Evaluation Criteria**
   In evaluating proposals, CI will seek the best value for money considering the merits of the technical and costs proposals. Proposals will be evaluated using the following criteria:

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Score (out of 100)</th>
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</thead>
<tbody>
<tr>
<td>Personal qualifications</td>
<td>20</td>
</tr>
<tr>
<td>Experience with similar assignments</td>
<td>30</td>
</tr>
<tr>
<td>Proposed methodology, approach and timeline</td>
<td>30</td>
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<tr>
<td>Costs proposed are reasonable and realistic, reflect a solid understanding of the assignment.</td>
<td>20</td>
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</table>
8. **Proposal Timeline**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>RFP Issued</td>
<td>08 December 2022</td>
</tr>
<tr>
<td>Clarifications submitted to CI</td>
<td>14 December 2022</td>
</tr>
<tr>
<td>Clarifications provided to known bidders</td>
<td>21 December 2022</td>
</tr>
<tr>
<td>Complete proposals due to CI</td>
<td>04 January 2023</td>
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<tr>
<td>Final selection</td>
<td>16 January 2022</td>
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</table>

9. **Resulting Award** CI anticipates entering into an agreement with the selected bidder by 01 February 2023. Any resulting agreement will be subject to the terms and conditions of CI’s Services Agreement. A model form of agreement can be provided upon request.

This RFP does not obligate CI to execute a contract, nor does it commit CI to pay any costs incurred in the preparation or submission of the proposals. Furthermore, CI reserves the right to reject any and all offers, if such action is considered to be in the best interest of CI. CI will, in its sole discretion, select the winning proposal and is not obligated to share individual evaluation results.

10. **Confidentiality** All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals. CI may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been awarded. CI’s evaluation results are confidential and applicant scoring will not be shared among bidders.

11. **Code of Ethics** All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with CI’s Code of Ethics (for GCF-funded projects only, add: “and the Green Climate Fund’s Policy on Prohibited Practices”). Conservation International’s reputation derives from our commitment to our values: Integrity, Respect, Courage, Optimism, 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, as well as concerns regarding the integrity of the procurement process and documents should be reported to CI via its Ethics Hotline at [www.ci.ethicspoint.com](http://www.ci.ethicspoint.com).

12. **Attachments**

   Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility

   Attachment 2: Cost Proposal Template
Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility

RFP No. XXXXXXX

UEI Number (if applicable): XXX-XXX-XXX

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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.

I. **With respect to CI’s Code of Ethics, we certify:**
   a. We understand and accept that CI, its contractual partners, grantees and other parties with whom we work are expected to commit to the highest standards of Transparency, Fairness, and Integrity in procurement.

II. **With respect to social and environmental standards, we certify:**
   a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse, exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights. We protect those who are most vulnerable to infringements of their rights and the ecosystems that sustain them.
   b. We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.

III. **With respect to our eligibility and professional conduct, we certify:**
   a. We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as determined by a regulatory body responsible for licensing and/or regulating the offeror’s business
   b. We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
   c. We are/were not involved in writing or recommending the terms of reference for this solicitation document.
d. We have not engaged in any collusion or price fixing with other offerors.

e. We have not made promises, offers, or grants, directly or indirectly to any CI employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.

f. We have taken no action nor will we take any action to limit or restrict access of other companies, organizations or individuals to participate in the competitive bidding process launched by CI.

g. We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.

h. We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws (including USA Patriot Act and U.S. Executive Order 13224).

i. We certify that neither we nor our directors, officers, key employees or beneficial owners are included in any list of financial or economic sanctions, debarment or suspension adopted by the United States, United Nations, the European Union, the World Bank, or General Services Administration’s List of Parties Excluded from Federal Procurement or Non-procurement programs in accordance with E.O.s 12549 and 12689, “Debarment and Suspension”.

Name: ____________________________________________

Signature: _________________________________________

Title: ______________________________________________

Date: ______________________________________________
Attachment 2: Cost Proposal Template

The cost proposal must be all-inclusive of profit, fees or taxes. Additional costs cannot be included after award, and revisions to proposed costs may not be made after submission unless expressly requested by CI should the offerors proposal be accepted. Nevertheless, for the purpose of the proposal, Offerors must provide a detailed budget showing major expense line items. Offers must show unit prices, quantities, and total price. All items, services, etc. must be clearly labeled and included in the total offered price. All cost information must be expressed in US Dollars.

If selected, Offeror shall use its best efforts to minimize the financing of any taxes on goods and services, or the importation, manufacture, procurement or supply thereof. If Offeror is eligible to apply for refunds on taxes paid, Offeror shall do so. Any tax savings should be reflected in the total cost.

Cost Breakdown by Deliverable

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Price (Lump Sum, All Inclusive)</th>
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<tbody>
<tr>
<td>Insert deliverable 1 from Section 3 or attached TOR</td>
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<tr>
<td>Insert deliverable 2 from Section 3 or attached TOR</td>
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<td>Insert deliverable 3 from Section 3 or attached TOR</td>
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<td>Insert deliverable 4 from Section 3 or attached TOR</td>
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<tr>
<td>Insert deliverable 5 from Section 3 or attached TOR</td>
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Cost Breakdown by Cost Component (example only)

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit of measure (day, month etc)</th>
<th>Total period of engagement</th>
<th>Unit cost/rate</th>
<th>Total Cost for the Period</th>
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<tbody>
<tr>
<td>Consultant 1</td>
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<tr>
<td>Consultant 2</td>
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<tr>
<td>Sub-total Personnel</td>
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<tr>
<td>Travel Costs (if applicable)</td>
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<tr>
<td>Other related Costs (please specify)</td>
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<tr>
<td>Total Cost of Financial Proposal</td>
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Template Date: July 2021
Owner: Finance, Grants and Contracts Unit