

REQUEST FOR PROPOSALS

REVIEW OF THE DELIVERY MODELS USED IN HIGH IRON BEANS PROJECT IN TANZANIA

Issued by
The Global Alliance for Improved Nutrition (GAIN)

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I. PROJECT BACKGROUND AND SCOPE OF WORK

1. ABOUT GAIN

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the UN in 2002 to tackle the human suffering caused by malnutrition. Working with both governments and businesses, we aim to transform food systems so that they deliver more nutritious food for all people.

At GAIN, we believe that everyone in the world should have access to nutritious and safe food. We work to understand and deliver specific solutions to the daily challenge of food insecurity faced by poor people. By understanding that there is no “one-size-fits-all” model, we develop alliances and build tailored programmes, using a variety of flexible models and approaches.

We build alliances between governments, local and global businesses, and civil society to deliver sustainable improvements at scale. We are part of a global network of partners working together to create sustainable solutions to malnutrition. Through alliances, we provide technical, financial and policy support to key participants in the food system. We use specific learning, evidence of impact, and results of projects and programmes to shape and influence the actions of others.

Headquartered in Geneva, Switzerland, GAIN has representative offices in Denmark, The Netherlands, the United Kingdom, and the United States. In addition, we have country offices in Bangladesh, Benin, Ethiopia, India, Indonesia, Kenya, Mozambique, Nigeria, Pakistan, Rwanda, Tanzania and Uganda. Programmes and projects are carried out in a variety of other countries, particularly in Africa and Asia.

2. BACKGROUND

2.1. THE HIGH IRON BEAN PROJECT IN TANZANIA

GAIN Tanzania is implementing a project on high iron beans (HIB) in four regions of Tanzania (i.e., Iringa, Kagera, Kilimanjaro, and Manyara) from June 2022 to June 2025. The overall aim of the project is to increase the accessibility, availability, and affordability of biofortified nutrient-enriched staple crops, particularly HIB, in resource-constrained settings through sustainable, community driven value chains. Specifically, the project works with partners to:

- i. Improve the availability and accessibility of HIB certified seeds at affordable prices for quality declared seed production,
- ii. Facilitate community-level HIB seed multiplication as quality declared seeds.
- iii. Establish sustainable value chains for HIB grains produced by the community via creating linkages to markets and schools, and
- iv. Promote the consumption of HIB at home among the farming communities and in schools through inclusion of HIB in school meals.

The key implementing partners for the project include Crop Bioscience Limited (a seed producer), selected community farmers and farmers’ unions/groups, millers’ associations, processors, school suppliers, and schools who work in close collaboration with the government of Tanzania (PO-RALG President’s Office at the Regional and Local Government levels).

2.2 PROJECT DELIVERY MODELS

To establish sustainable value chains, the project employs different HIB delivery models across a variety of value chain actors, including seed producers, communities, farmers, schools, food processors, and suppliers of foods to schools.

These delivery models are currently classified as follows:

1. The "**Community Seed Pipeline**" model where the project creates access to HIB seed at affordable prices within the community through the creation of groups of certified seed producers within the community.
2. The "**Community to School**" model where the project empowers parents in communities and among farmers to produce their own HIB and contribute a portion of it to schools to be used in school meals.
3. The "**School with Farm**" model where the project provides schools with HIB seeds that are used to produce their own HIB to be used in school meals.
4. The "**School to Community**" model where the project enables schools supported to produce HIB (through the "school to farm" model) to supply seed back to parents during the planting window for further production and contribution back to school for their children (through the "community to school model").
5. The "**Linkage**" model where the project creates linkages between clusters of community farmers who are provided with high iron bean seeds for grain production with food processors in the market and suppliers of foods to schools.

The project also focuses on demand creation by carrying out training and awareness activities on biofortified foods for schoolteachers and other value chain actors through events, exhibitions, and seminars. As a result of some of these events, key value chain linkages were formed, connecting farmers, processors, suppliers, schools, and markets. The HIB project strategically aligns with government nutrition goals by supporting the implementation of the school feeding guidelines that require the inclusion of biofortified foods in school meals in regions where it is available.

2.3 PROJECT PROGRESS TO DATE

To date, the HIB project has made significant strides in scaling up the production and consumption of HIB, particularly through consumption in school meals. Thus far, HIB seed was distributed to 68 schools with farms and surrounding communities in the four project regions. In addition, through the engagements between school heads, parent committees and government officials involved in school feeding programs, the project fostered a strong demand for HIB consumption, directly benefiting over 36,000 students and 3,800 smallholder farming households. Further, the project supported one seed producer to develop irrigation infrastructure, allowing for consistent production of HIB basic seed including during the off season. Additionally, 38 individual group members from Siha District in Kilimanjaro received training to produce HIB quality declared seed to ensure accessibility at affordable prices in Kilimanjaro region. As a result of the project interventions, a total grain production across the project regions since the starting of the project is 1,015,824 kg.

As part of the final year activities under the HIB project, GAIN is issuing this Request for Proposal (RFP) and will be the administrative lead organisation for this RFP. The purpose of this RFP is to engage services of a Service Provider to undertake a review of the delivery models used in the HIB project in Tanzania and identify and make recommendations for strengthening and scaling up delivery models. The findings from this work will be used to inform future projects and programmes in Tanzania.

3. OBJECTIVES

The primary objective of this assessment is to evaluate the delivery models employed in the High Iron Bean (HIB) project in Iringa and Kilimanjaro regions of Tanzania. This includes their characterization, performance, strengths, weaknesses, and potential for optimization and scalability. The findings will provide insights to inform future programming and investment decisions for biofortified food initiatives.

The specific objectives are to:

- i. document and characterize the delivery models used in the HIB project (including, but not limited to, information related to their design, strengths, limitations, and efficiency and cost effectiveness to achieve project goals),
- ii. compare the delivery models used in the HIB project with other similar models (Global best practices) used to deliver agricultural inputs/food via linkages with markets and/or schools (in terms of their design, strengths, limitations, and effectiveness), and
- iii. make recommendations for strengthening and scaling up delivery models for HIB in Tanzania.

4. SCOPE OF WORK, QUALIFICATIONS, AND DELIVERABLES

4.1 SCOPE OF WORK

The Service Provider shall provide the following services:

- Develop a workplan for the assignment (including methodologies and timeline for all deliverables) to be agreed upon with GAIN
- Conduct a desk review of programme documents and other relevant literature (e.g., other similar delivery models against which the HIB project delivery models will be compared and contrasted). Suggested areas or review include profiles of the models, efficiency, effectiveness, cost-effectiveness, strengths and weaknesses, benchmarking against global best practices among others.
- Conduct interviews with GAIN programme staff and other key implementing partners
- Based on the information obtained from the desk review and interviews, draft an assessment report and working paper that summarizes the findings and recommendations in relation to the three specific objectives using a GAIN template (including summary, key messages, background and objectives, methodology, findings, discussion, conclusion, references, annexes (if applicable))
- Revise and finalize the working paper based on GAIN input
- Regularly update GAIN on the progress of the work, including discussing initial results

The results are expected to be published as a Working Paper in the GAIN Paper Series (with the Service Provider as lead or co-author).

4.2 REQUIRED QUALIFICATIONS

The Service Provider must have demonstrated experience undertaking similar work, particularly in the agricultural value chain, food, and/or nutrition space, and should have substantial prior experience working in biofortification. The Service Provider must be fluent in English.

4.3 Deliverables and timeline

The timeline for completion of all aspects of the Scope of Work and submission of deliverables is outlined in the following table.

DELIVERABLE	DEADLINE
Deadline for proposal submission	4 February 2025
Final response regarding selection of Service Provider	18 February 2025
Contracting process initiated	25 February 2025
Inception meeting with GAIN	6 March 2025
Workplan	20 March 2025
Outline of working paper	4 April 2025
Draft working paper	18 April 2025
Final working paper	30 April 2025

Note: Timelines are tentative and will be finalized during the contracting stage with the selected Service Provider

II. INSTRUCTIONS FOR RESPONDING

This section addresses the process for responding to this solicitation. Applicants are encouraged to review this prior to completing their responses.

1. Contact

Please direct all inquiries and other communications to rpf@gainhealth.org. Responses will not be confidential except in cases where the applicant clearly indicates that proprietary information is involved.

2. Budget

Applicants are required to provide GAIN with a detailed fee proposal, including the number of days of work projected and the daily rate in US Dollars. The final budget amount will have to be approved by GAIN prior to starting the project.

3. Format for proposal

Interested applicants should prepare a proposal that consists of the following:

- An expression of interest including reasons for interest in the task, qualifications conducting similar assessments, experience working in biofortification, and estimated days for each specific task listed in the scope of work and daily rate (1 page)
- A brief (<3 pages) CV highlighting recent relevant experience and two professional references (if a team is being proposed to carry out the work, include CVs (each <3 pages) of all team members)
- A relevant writing sample (from similar work)

4. Submission

Proposals should be in English and submitted in electronic copy to rfp@gainhealth.org, with the subject line: ***Proposal: Review of HIB delivery models in Tanzania.***

5. Deadline

Completed proposals should be submitted to GAIN by **4th February 2025 11.59pm, EAT.**

6. Unacceptable

The following proposals will automatically not be considered or accepted:

- Proposals that are received after the RFP deadline
- Proposals received by fax
- Incomplete proposals
- Proposals that are not signed

7. Revisions

Proposals may be revised by electronic mail and confirmed by hard copy provided such revision(s) are received before the deadline.

8. Acceptance

GAIN will not necessarily accept the lowest cost or any of the Proposals submitted. Accordingly, eligibility requirements, evaluation criteria and mandatory requirements shall govern.

9. Completion

- Proposals must be submitted on official letterhead of the lead organisation or firm and must be signed by a principal or authorising signatory of the lead firm or organisation.
- In case of errors in calculating overall costs, the unit costs will govern.
- It is the applicant's responsibility to understand the requirements and instructions specified by GAIN. In the event that clarification is necessary, applicants are advised to contact the responsible person at GAIN under section II. point 1., prior to making their submission.
- While GAIN has used considerable efforts to ensure an accurate representation in this Request for Proposal (RFP), the information contained in this RFP is supplied solely as a guideline. The information is not warranted to be accurate by GAIN. Nothing in this RFP is intended to relieve applicants from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

- By responding to this RFP, the applicant confirms its understanding that failing to comply with any of the RFP conditions may result in the disqualification of their submission.

10. Rights of rejection

GAIN reserves the right to reject any or all submissions or to cancel or withdraw this RFP for any reason and at its sole discretion without incurring any cost or liability for costs or damages incurred by any applicant, including, without limitation, any expenses incurred in the preparation of the submission. The applicant acknowledges and agrees that GAIN will not indemnify the applicant for any costs, expenses, payments or damages directly or indirectly linked to the preparation of the submission.

11. References

GAIN reserves the right, before awarding the Proposal, to require the applicant to submit such evidence of qualifications as it may deem necessary, and will consider evidence concerning the financial, technical and other qualifications and abilities of the applicant.

12. Release of information

After awarding the Proposal and upon written request to GAIN, only the following information will be released:

- Name of the successful applicant.
- The applicant's own individual ranking.

III. TERMS AND CONDITIONS OF THIS SOLICITATION

1. Notice of non-binding solicitation

GAIN reserves the right to reject any and all bids received in response to this solicitation and is in no way bound to accept any proposal. GAIN additionally reserves the right to negotiate the substance of the successful applicants' proposals, as well as the option of accepting partial components of a proposal if deemed appropriate.

2. confidentiality

All information provided as part of this solicitation is considered confidential. In the event that any information is inappropriately released, GAIN will seek appropriate remedies as allowed. Proposals, discussions, and all information received in response to this solicitation will be held as strictly confidential.

3. Right to final negotiations on the proposal

GAIN reserves the right to negotiate on the final costs, and the final scope of work of the proposal. GAIN reserves the right to limit or include third parties at GAIN's sole and full discretion in such negotiations.

4. Evaluation criteria

Proposals will be reviewed by the Selection Team. The following indicate a list of the significant criteria against which proposals will be assessed. This list is not exhaustive or 100% inclusive and is provided to enhance the applicants' ability to respond with substance.

Applicants are required to submit the following information, conforming to the guidelines given in this section:

- Understanding of the scope of work

- Past experience undertaking similar work
- Rate

GAIN reserves the right to contact the individuals and contractor(s) in order to verify the information provided as part of the Proposal.

5. Review process

The review process will involve a Review Panel with participants selected by GAIN.

6. Limitations with regard to third parties

GAIN does not represent, warrant, or act as agent for any third party as a result of this solicitation. This solicitation does not authorise any third party to bind or commit GAIN in any way without GAIN's express written consent.

7. Communication

All communication regarding this solicitation shall be directed to appropriate parties at GAIN. Contacting third parties involved in the RFP, the review panel, or any other party may be considered a conflict of interest and could result in disqualification of the proposal.

8. Final acceptance

Award of a Proposal does not imply acceptance of its terms and conditions. GAIN reserves the right to negotiate on the final terms and conditions including the costs and the scope of work when negotiating the final contract to be agreed between GAIN and the applicant.

9. Validity period

The offer of services will remain valid for a period of 60 days after the Proposal closing date. In the event of award, the successful applicant will be expected to enter into a contract subject to GAIN's terms and conditions.

10. intellectual property

Subject to the terms of the contract to be concluded between GAIN and the applicant, the ownership of the intellectual property related to the scope of work of the contract, including technical information, know-how, processes, copyrights, models, drawings, source code and specifications developed by the applicant in performance of the contract shall vest entirely with GAIN.

11. Scope of change

Once the contract is signed, no increase in the liability of GAIN or in the fees to be paid by GAIN for the services resulting from any change, modification or interpretation of the documents will be authorised or paid to the applicant unless such change, modification or interpretation has received the express prior written approval of GAIN.

5. SCOPE OF CHANGE

Once the contract is signed, no increase in the liability of GAIN or in the fees to be paid by GAIN for the services resulting from any change, modification or interpretation of the documents will be authorised or paid to the

applicant unless such change, modification or interpretation has received the express prior written approval of GAIN

IV. OFFER OF SERVICES

1. Offer submitted by:

(Print or type business, corporate name and address)

2. I (We) the undersigned hereby offer to GAIN, to furnish all necessary expertise, supervision, materials, and other things necessary to complete to the entire satisfaction of the Executive Director or authorised representative, the work as described in the Request for Proposal according to the terms and conditions of GAIN for the following prices:
 - a. Click or tap here to enter text.
 - b. Click or tap here to enter text.
 - c. Click or tap here to enter text.
 - d. Click or tap here to enter text.
3. I (We) agree that the Offer of Services will remain valid for a period of sixty days (60) calendar days after the date of its receipt by GAIN.
4. I (We) herewith submit the following:
 - a. A Proposal to undertake the work, in accordance with GAIN's requirements specified.
 - b. A duly completed offer of services, subject to the terms herein.

OFFERS WHICH DO NOT CONTAIN THE ABOVE-MENTIONED DOCUMENTATION OR DEVIATE FROM THE PRESCRIBED COSTING FORMAT MAY BE CONSIDERED INCOMPLETE AND NON-RESPONSIVE.

Date this day of Click or tap here to enter text. in Click or tap here to enter text.

_____ Click or tap here to enter text.

Signature (applicant)

_____ Click or tap here to enter text.

Signature (applicant)
