

## Project Description: Additional Information

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Building upon the Concept Note, this document provides additional information about the following topics: the expected benefits and work of the grant, some key expected deliverables, financial and budget requirements, the procedures about the competitive selection process and the basis on which the award will be made.

### Introduction

This grant, named “SUSTAIN” will adapt environmental, social and climate (ESC) considerations to the needs of the three IFAD regions and specific projects. The three regions are Asia and the Pacific, East and Southern Africa and West and Central Africa. The grant will strengthen Borrowers systems as well as implementation capacities of Project Management Unit’s (PMUs) and other target groups with the aim of ending poverty and promoting shared prosperity in Low Income Countries, Low Middle Income Countries including Fragile Countries.

#### Direct and indirect target groups:

1. Direct target groups: PMUs; senior government officials assigned to project oversight; national staff from ministries of agriculture, environment and other relevant sectors; and ESC regulatory bodies; and
2. Indirect target groups: ESC consultants, contractors and non-sovereign operations (NSOs).

The grant will promote a paradigm shift which will transform current environmental, social and climate practices in the three IFAD regions and beyond. It will develop training models, deliver capacity building services and promote learning and sharing of knowledge to strengthen integration of risk management and development opportunities in agricultural and rural development programmes and projects. The grant seeks to secure the long-term future of ecosystems, ensure social equity and inclusion, and increase shared prosperity in a sustainable manner in order to end poverty.

#### Some key expected deliverables of the grant:

**Deliverable Nr. 1:** Developing training modules covering the basics of ESC across all stages of the project cycle. In the project proposal please specify the proposed course structure, including modules and timelines.

**Deliverable Nr. 2:** Training delivered to up to 600 participants, including both face-to-face and long-distance learning elements for follow-up. All related travel and allowance costs for participants must be covered under the grant’s budget. Please specify in the project proposal if trainings are rolled-out centralized or decentralized within a regional approach.

**Deliverable Nr. 3:** The development of a follow-up support plan for countries with more highly concentrated or critical issues in project management. Please provide the proposed mechanism of offering follow-up support by specifying the structure, selectivity criteria and channel by which support will be provided (i.e. through workshops, in person visits, or remote assistance, and

participating countries / attendees). Manuals for coaching and on-job-training will be developed to allow applicability to other countries and contexts.

**Deliverable Nr. 4:** The establishment of a core team responsible for the overall implementation of the grant, focusing strongly on project and knowledge management, M&E and Communications.

This grant is going to be implemented in close collaboration between the awarded applicant and IFAD's staff in headquarter and with staff in countries where IFAD has presence..

IFAD's Operational Policies and Results division, together with respective regional departments will still determine the final list of participating projects in which action is going to be implemented

IFAD reserves the right to split the grant and distributes it among different applicants according to their capacity to implement the grant in different regions.

The applicant can be a non-profit organization, university, vocational training providers, private sector company or research institutes.

IFAD encourages the applicant to present the proposal in consortia and/or partnerships with other entities, including linkages to local partner organisations.

## **Financial and Budget Requirements**

A mechanism of co-financing according to IFAD's grant policy applies for this grant. Please present in the full design the proposed level of co-financing. The level of co-financing will be taken into consideration as a criteria for the evaluation of received proposals. There should be some co-financing cash and in-kind – please identify in the annexed budget the share of cash and in-kind co-financing. In case the grantee is a private-sector company a minimum of 20% of co-financing is mandatory.

Please present a completed budget description. Guidance on the budget can be found the Activity-based Budget document and the Guidance Note on eligible expenditures. Of particular importance within in this document is the cap of 20% of total grant amount to be spent on project management costs and cap of 8% of direct costs to be used for indirect costs.

## **Competitive Selection Process**

When the sponsoring unit or staff formulates a detailed Project Concept Note for a grant-funded operation, based on the corporate and division's thematic or sectorial priorities and objectives, an efficient competitive process for the selection of the recipient implies the launch of an invitation to bid.

The invitation to bid refers to a formal IFAD announcement that encourages interested parties to bid as a potential recipient of a grant, on the basis of an already elaborated and detailed Project Concept Note. Submissions will compete directly with each other for IFAD funding, it is expected that at least 3 offers are obtained for a competitive review and selection.

Only bids received within the stipulated submission time period can be accepted; revisions to submitted bids are not accepted, unless these are for minor corrections that do not affect the substance of the proposal, as determined by the grant sponsor.

The Deadline for submitting the proposal is: **8 June 2020 (12:00 Rome time)**

Please send your confirmation of participation and final bids to the following email address:  
[Sustain@ifad.org](mailto:Sustain@ifad.org).

### **Evaluation of received proposals**

The Competitive Screening Evaluation Team examines all bids against the following criteria:

1. Eligibility of proposer organization must be confirmed.
2. Relevance / Linkages of the proposal to IFAD's portfolio and strategic framework and relevance to target groups and their needs.
3. Technical content and consistency with Project Concept Note and IFAD's grant policy.
4. Value for money which does not necessarily mean going for the cheapest option, but making sure that IFAD gets the desired technical quality at the best price. This requires a judgment on whether the expected development benefits justify the costs. This implies that adequate metrics for measuring both are embedded in the bids.
5. Implementation capacity of the bidder (and of any associated implementation partner) to carry out the proposed activities and to account for funds should be demonstrated in the bidding documents.
6. Sustainability / Scaling-up of the proposal after project completion.

Evaluators review the submitted Design Document against the set evaluation criteria, and provide rating and comments to justify the ratings. Reviewers should also evaluate the selection process against the key principles mentioned in the Invitation to Bid.

The grant sponsor may not discuss the substance of the proposals with the bidders as long as the award has not been decided and internally approved; however, sponsors will be available to provide information/clarification on the process.

Kindly note that you can request clarifications during the **first two [2] weeks** of the submission period only in written per indicated e-mails. Please send your enquiries to [Sustain@ifad.org](mailto:Sustain@ifad.org) up until **25 May 2021**. IFAD will not address requests for clarifications received after this deadline. Additionally, during this period, IFAD invites organizations to share expressions of interest by email prior to the submission of proposals to the address above. These expressions are not mandatory and prospective organizations will not be eliminated on the basis of not having participated. Expressions of interest are to be used for tracking purposes during the bidding period by IFAD.

### **Inform the selected bidder**

Once the award has been approved by the sponsoring Director, the sponsor informs the successful bidder who is requested to confirm within 5 working days his/her acceptance.

At this stage, the bid is subject to a more detailed due diligence, including technical, financial, fiduciary and legal aspects which will be tabled and discussed during the Quality enhancement review. Some special legal covenants may also be identified at this stage. The sponsor will communicate these to the bidder and seek appropriate revisions in the Project Concept Note or Design Document.

Thereafter, negotiation with the bidder may be necessary; it may include suggested adjustments in the proposed activities, approach or expected results, as well as reduction or elimination of costs for specific budget items that are clearly unnecessary or unreasonable for the activities to be undertaken, especially when the review process supports such changes.

**Inform the other bidders**

Once the successful bidder has confirmed his/her acceptance of the grant award and the selected proposal and recipient has been cleared, the sponsor informs all the other partners whose bids have not been accepted of the outcome and provides feedback.