

Amendment #2 - Request for Proposal

Subject: Impact Measurement Consultant, Food Processing Programs

Reference #: P0012123

Amendment Date: August 1, 2022

The above referenced solicitation is hereby amended as follows:

TechnoServe is extending the deadline for submission to Sunday, August 7, 2022.

The section labeled “Order of Events”, is deleted in its entirety and replaced with the following:

Order of Events: This procurement will be administered in accordance with the following dates (subject to change at TechnoServe’s sole discretion):

Date	Event
Wednesday, August 3, 2022	Last date that questions and notice of intent to bid will be accepted. Questions and answers will be distributed to all known interested parties, so questions should not disclose confidential information, and all interested parties should submit a notice of intent to bid by this deadline to ensure they receive a copy of TechnoServe’s response to questions. Questions and/or notice of intent to bid should be emailed to: dlape@tns.org
Thursday, August 4, 2022	Date that answers to questions will be distributed to all known intended bidders.
Sunday, August 7, 2022	Last date that bids will be accepted by TechnoServe.

All other terms and conditions of the original solicitation remain unchanged

Request for Proposal

Date: 7/11/2022

Subject: Impact Measurement Consultant, Food Processing Programs

Introduction: TechnoServe is an international nonprofit organization that helps people lift themselves out of poverty by harnessing the power of the private sector. Operating in almost 30 countries, we work with hardworking women and men in the developing world to build competitive farms, businesses, and industries. By linking people to information, capital, and markets, we have helped millions to create lasting prosperity for their families and communities.

General Requirements: The requirements for TechnoServe's anticipated purchase are listed below. An additional and more detailed Statement of Work is also attached.

The AINFP team is looking for a Monitoring and Evaluation Consultant to strengthen AINFP's impact measuring ability and their contribution to TNS's corporate metrics, whilst also creating a larger learning agenda that will benefit the practice/TNS at large (i.e. how we tell our story about the impact of our food processing work).

Period of Performance: The period of performance of any contract resulting from this solicitation is anticipated to be between the start and end dates listed below. Proposals shall detail the estimated length of time required to accomplish all requirements, with detail on individual activity implementation dates, as referenced in the Scope of Work.

Start Date: 7/18/2022

End Date: 10/7/2022

Proposal Content Instructions: In addition to responding to the Statement of Work, all proposals must:

- Describe the qualifications, experience and capabilities of the firm in providing the type of services being requested by this RFP. Resumes or CVs of "key personnel" shall be submitted as an attachment.

- Include a contact name, email address, and telephone number to facilitate communication between TechnoServe and the submitting organization.
- A brief outline of the company and services offered, including:
 - Full legal name, jurisdiction of incorporation, and address of the company.
 - Full legal name and country of citizenry of company's President, Chief Executive Officer, and/or all other principal officers of the company.
- Year the business was established.

Proposals must contain a detailed cost breakdown with applicable taxes and other charges clearly identified (and be presented in conformity with any further instructions included in the Statement of Work).

To ensure consideration, all quotes must be submitted in the language, currency, and by the due date noted below:

Language: English

Currency: USD

**Submission
Instructions:**

All proposals must be emailed to the address below with your proposal attached in one or more files (PDF preferred). You will receive an auto-confirmation upon receipt. To ensure the integrity of this procurement exercise, DO NOT email your proposal to any employee of TechnoServe or deliver your proposal in hard copy to a TechnoServe office. **Failing to strictly adhere to these instructions may make your proposal ineligible for consideration.**

Email: buy+US+P0012123@tns.org

Order of Events:

This solicitation exercise will be administered in accordance with the following dates (subject to change at TechnoServe's sole discretion):

Date	Event
7/14/2022	Last date that questions will be accepted. Note that questions and answers will be distributed to all interested parties, so questions should not disclose trade secrets, confidential information, or information that might give another vendor a competitive advantage. Questions should be emailed to: dlape@tns.org
7/15/2022	Date that answers to questions will be distributed to all.
7/18/2022	Last date that proposals will be accepted by TechnoServe.

Terms and Conditions:

- The Request for Proposal is not and shall not be considered an offer by TechnoServe.
- All responses must be received on or before the date and time indicated on the RFP. All late responses will be rejected.
- All unresponsive proposals will be rejected.
- All proposals will be considered binding offers. Prices proposed must be valid for the entire period provided by the respondent or required by the RFP.
- All awards will be subject to TechnoServe contractual terms and conditions and contingent on the availability of donor funding.
- TechnoServe reserves the right to accept or reject any proposal or cancel the solicitation process at any time, without assigning any reason, and shall have no liability to any vendors submitting proposals for such rejection or cancellation of the RFP.
- TechnoServe reserves the right to accept all or part of the proposal when awarding the purchase order/contract.
- All information provided by TechnoServe in this RFP is offered in good faith. Individual items are subject to change at any time and all bidders will be provided with notification of any changes. TechnoServe is not responsible or liable for any use of the information submitted by bidders or for any claims asserted therefrom.
- TechnoServe reserves the right to require any bidder to enter into a non-disclosure agreement.
- The bidders are solely obligated to pay for all costs, of any kind whatsoever, which may be incurred by bidder or any third parties, in connection with the Response. All Responses and supporting documentation shall become the property of TechnoServe, subject to claims of confidentiality in respect of the Response and supporting documentation, which have been clearly marked confidential by the bidder.
- Bidders are required to identify and disclose any actual or potential Conflict of Interest.

Criteria for Selection:

The evaluation of each response to this solicitation will be based on the requirements set out in the Criteria for Selection and according to the requirements in this RFP. At the sole discretion of TechnoServe, the responsive bidders may be selected for follow-up questions or to provide an oral presentation. TechnoServe reserves the right to award the contract to the organization whose proposal is deemed to be in the best interest of and most advantageous to TechnoServe. TechnoServe will not award a contract to any bidder where there is indication of a lack of business integrity. After TechnoServe receives proposals and written evaluations are completed, the selected bidder will be notified. Commitments made by the bidder after selection, and final demonstration will be considered. The following points will be assigned to the proposals for evaluation purposes.

Max Points	Criterion
25	Price, inclusive of all delivery fees and taxes
20	Availability, including work from Nairobi for 2-3 weeks
35	Relevant skills & exp. on CV to align with req. qualifications
20	Draft work plan

The attached Statement of Work represents an integral part of this solicitation.

Statement of Work: Food Processing Metrics Consultant

Timeline

mid-July - September 2022 (10-12 weeks)

Performance Location

8 weeks remote + 2-3 weeks in Nairobi, Kenya

Background and Objective

TechnoServe is a leader in harnessing the power of the private sector to help people improve their livelihoods. A nonprofit founded in 1968 and operating in 26 countries, we work with enterprising women and men in the developing world to build competitive farms, businesses, and industries. By linking people to information, capital, and markets, we have helped millions to create lasting prosperity for their families and communities. For 12 years, TechnoServe has worked extensively with food processors and other agricultural intermediaries in Sub-Saharan Africa to grow their businesses by deploying commercially-viable, inclusive business models that create markets for smallholder farmers (SHFs) and jobs for workers, while supplying safe and nutritious food for consumers. These firms are the linchpin of food systems, and their growth, particularly those that are farmer-allied (strategically investing in smallholder productivity and livelihoods) is critical to unlocking the potential of Africa's agricultural sector and building inclusive, resilient food systems. Since 2010, TechnoServe has provided customized technical assistance to over 400 processors, strengthened markets for over 1 million SHFs, helped create over 1,200 processor jobs, and contributed to 7.2 million MT of new/improved nutritious foods sold across 10 countries in sub-Saharan Africa.

A flagship program of TechnoServe's Food Processing Practice is the Alliance for Inclusive Food Processing (AINFP), a USAID award working with Partners in Food Solutions (PF) and Initiative for Smallholder Finance (ISF) Advisors. Whilst the program has a set of core indicators it is tracking, the ability to effectively measure and attribute impact is often complicated and difficult. Food processing has impacts across the value chain, both upstream and downstream and there are limitations for gathering data and assessing attribution. While several industry players have published metrics and methodologies they use, the approaches are varied and often fall short. **The objectives of this consultancy are to:**

1. Strengthen AINFP's ability to measure impact, particularly around nutrition and economic well-being, and contribute to TechnoServe's corporate metrics
2. To help TechnoServe better tell our story about the impact of our food processing work, conduct a landscape review of existing measurement approaches and produce recommendations for indicators and measurement approaches best suited for the AINFP program and similar food processing interventions.
3. Provide, on a pilot or snap-shot scale, an assessment of AINFP's work to date, using identified measurement approaches, and a framework for AINFP to conduct a full internal formative evaluation.

Consultant Tasks

- Support the formative evaluation of the AINFP program through identifying a sound methodology, conducting a pilot evaluation, and providing a framework for AINFP to conduct a more thorough internal evaluation
- Conduct a desk review of published methodologies, existing best practices, and standard indicators
- Interview key stakeholders among donors (BMGF, USAID Center for Nutrition), internal (project leaders, MEL staff), and external partners (GAIN, PSF, NI, etc.)

- Produce recommendations for indicators and impact measurement approaches best suited for the AINFP program and similar food processing programs.
- Recommend an evaluation methodology that would be feasible in ascertaining program attribution. The recommended approach should be one that is scalable.
- Identify a country or program area in which to pilot test the evaluation methodology, and provide a framework for AINFP to conduct a full program formative evaluation.
- Spend 2-3 weeks in Nairobi, Kenya at TechnoServe's Kenya Office, working closely with the AINFP M&E Manager and other project staff to understand the challenges and operational context, ground truth findings, and produce detailed recommendations.

Deliverables

Desk/Landscape Review

- Compilation of all potential indicators, with an assessment of potential fit for TechnoServe
- Compilation of existing methodologies, organized in a framework that assesses the resources required compared to benefits (e.g. precision, insightfulness, breadth).
- Summary of learning agendas from key donors, with an assessment of key trends, alignment with TechnoServe's interests, and future direction.

Final Report and Recommendations

- AINFP pilot/snap-shot formative assessment report, with findings, lessons learned, and recommendations
- Recommended standard indicators, including measurement practices for both routine tracking/reporting, as well as period deep-dive evaluation. Recommendations should balance logistical considerations and needs for highest attainable rigor and alignment with donor interests. Metrics need to be credible and respectable for the results they intend to represent
- Framework for AINFP to conduct an internal formative evaluation
- Standard MEL Plan for new projects to follow
- Donor communication guidance
- MIS System recommendations

Qualifications

- Significant professional experience in development program Monitoring, Evaluation, and Learning (MEL)
- Strong knowledge of nutrition metrics (both economics and attribution)
- Excellent analytical skills, both quantitative and qualitative
- Excellent verbal and written communication skills, including the ability to clearly convey information to a variety of audiences
- Proven ability to effectively manage projects and keep them on-track
- Collaborator and team player
- Microsoft PowerPoint and Excel
- Able to travel to Nairobi, Kenya for 2-3 weeks during the assignment

Deliverable Acceptance Standards

The consultant will report to TechnoServe's Sr. Program Manager of TNS' Global Food Practice. TechnoServe's Chief of Party, Alliance for Inclusive and Nutritious Food Processing (AINFP), will approve all deliverables prior to payment.

Operation and Logistical Considerations

Travel expenses will be reimbursed based on actual amounts paid.