

Request for Proposal

Date: 8/19/2022

Subject: Environmental Impact Assessment for Prosper Cashew Project

Reference #: P0013338

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 contract are listed below. A more detailed Statement of Work is also attached.

The objective of this consultancy is to conduct an environmental impact assessment that helps Prosper Cashew understand the project's likely impact on the environment & suggest any additional activities or measures the project could implement to have a more positive environmental impact. A strong understanding of the project's design is important for understanding the areas where the project will have influence and the appropriate strategies for having a more positive impact on the environment.

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.

Start Date: 10/3/2022

End Date: 1/13/2023

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

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

- Estimate the length of time required to accomplish all requirements, with detail on individual activity implementation dates, as referenced in the Statement of Work.
- 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). Consultants should provide their daily or hourly billing rate, or their proposed fixed fee for the requested deliverables.
- Provide at least 3 references for similar contracts with a description of the services provided, value of the contract, and the contract periods of performance.
- Include a contact name, email address, and telephone number to facilitate communication between TechnoServe and the submitting firm or consultant.
- For proposals from a firm, provide 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.
- If a consortium of firms or a team of consultants submits a proposal jointly, the above information should be provided for each member of the team.

To ensure consideration, all quotes must be submitted in the following language and 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. DO NOT email your proposal to any employee of TechnoServe or deliver your proposal in hard copy to a TechnoServe office. **Failing to adhere to these instructions may make your proposal ineligible for consideration.**

Email: buy+US+P0013338@tns.org

Order of Events:

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

| Date | Event |
|----------|--|
| 9/2/2022 | 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

9/5/2022 Date that answers to questions will be distributed to all known intended bidders.

9/15/2022 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 indicated on the RFP. All late responses will be rejected.
- All unresponsive proposals will be rejected.
- All proposals will be considered binding offers. Your proposal must be valid for acceptance for a minimum period of 90 days from the closing date of this solicitation.
- 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 known intended bidders will be provided with notification of any changes.
- TechnoServe reserves the right to require any bidder to enter into a non-disclosure agreement.
- Bidders are solely obligated to pay for all costs which may be incurred by the bidder or any third parties in connection with preparing the proposal.
- All proposals and supporting documentation shall become the property of TechnoServe and shall be treated confidentially.
- Bidders are required to identify and disclose any actual or potential Conflict of Interest.

**Criteria for
Selection:**

TechnoServe's evaluation of proposals will be based on the factors set out below. At the sole discretion of TechnoServe, bidders may be selected for follow-up questions or to provide an oral presentation. TechnoServe reserves the right to award the contract to the bidder whose proposal is deemed to be in the best interest of TechnoServe. TechnoServe will not award a contract to any bidder where there is indication of a lack of business integrity.

| Max Points | Criterion |
|-------------------|---|
| 30 | Price, inclusive of all delivery fees and taxes |
| 35 | Experience and past performance (based on proposal and reference check) |
| 35 | Work plan & approach (tailored to Prosper's unique design and context) |

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

EXHIBIT 1: Scope of Work

Consultancy for Prosper Cashew Project Environmental Impact Assessment

Expected start date: October 2022

Subject: Request for Proposal to conduct environmental impact assessment for the West Africa regional (Côte d'Ivoire, Ghana, and Nigeria) Prosper Cashew project

1 Background

1.1 TechnoServe

TechnoServe is an international nonprofit organization that promotes business solutions to poverty in the developing world. It is headquartered in Rosslyn, VA and operates in 29 countries worldwide. TechnoServe's mission is to work with enterprising men and women in the developing world to build competitive farms, businesses, and industries. It does this by linking people to information, capital, and markets. With more than 50 years of proven results, TechnoServe believes in the power of private enterprise to transform lives.

1.2 Project background

Prosper Cashew is a five-year, \$30 million project funded by the U.S. Department of Agriculture (USDA) under the Food for Progress Program (FFPr) that aims to strengthen cashew processing in Côte d'Ivoire, Ghana, and Nigeria. West Africa is the world's leader in cashew production, accounting for more than 45% of the raw cashew nuts (RCN) harvested around the globe each year. However, less than 10% of raw cashew nuts are processed within West Africa. The vast majority are exported to Asia, where they are processed before being shipped to consumer markets around the world.

Prosper Cashew, which launched in October 2020, will act as a catalyst for the sector, strengthening and reviving existing cashew processing units, facilitating access to critically needed working capital, demonstrating the business case for additional investment flows into the sector, and bringing together investors and high-quality investees. The overall goal of the project is that 50% of raw cashew nut production in Côte d'Ivoire, Ghana, and Nigeria is processed into kernels domestically. The project focuses on four key levers to propel processing capacity in the region: 1) Establish a Cashew Catalyst Fund with a target size of \$50-100 million, 2) Strengthen the commercial viability of the cashew sector through capacity building, 3) Integrate supply chain and enhance marketing prospects of kernels processed in West Africa, and, 4) Provide Match Making Facility bringing global investors to West African cashew processing businesses. The project's targeted beneficiaries include existing and new cashew processors and emerging value chain enterprises such as local equipment repair services and manufacturers, supply chain management companies, and by-product processors.

Over five years, Prosper Cashew will improve the capacity of 23 processors, facilitate \$61 million of investment in the cashew sector, and generate more than \$200 million in sales of processed cashew products. The project expects to create more than 4,500 new jobs (at least 50% for women) and indirectly benefit more than 18,500 women, men, and children in West Africa.

2 General Requirements & Scope of Work

The objective of this consultancy is to conduct an environmental impact assessment that helps Prosper Cashew understand the project's likely impact on the environment and suggest any additional activities or measures the project could implement to have a more positive impact on the environment. A strong understanding of the project's design is important to understanding the areas where the project will have influence and the appropriate strategies for having a more positive impact on the environment.

The environmental impact assessment aims to answer the following questions:

- How can we design metrics to measure the impact of the project? Can any impact calculation format be designed to get the final reduction value?
 - Metrics should be created based on the TechnoServe Regenerative Growth framework, including Climate (incentivizing avoided and reduced emissions) and Nature (creating nature-positive businesses)
 - How do we create a baseline for these metrics?
- Specifically for carbon reduction related to “Climate” related goals,
 - *Domestic processing.* If Prosper Cashew achieves its objectives of increasing domestic processing of cashew kernels from 8% to 15% by the end of the project, what is the anticipated net decrease in carbon emissions in i) total MT of CO₂ avoided, and ii) CO₂ per KG of RCN processed? How would this be measured?
 - What are the environmental considerations if the RCN shell from cashew processed in West Africa is not converted into biofuel or some form of power? If not repurposed, shells are either burnt or disposed of. What is the carbon emission in the atmosphere if RCN is burnt? What are the environmental implications if the shells are left to get decomposed?
 - *Regenerative processing models.* If Prosper Cashew provides incentives for regenerative cashew processing models, for example using [cashew shell bi-products for adjacent electricity co-generation capacity](#), what are anticipated net benefits?
 - *Carbon sequestration through tree crop afforestation.* What are anticipated benefits through increased tree crop afforestation? Could such a program be implemented in an economically sustainable way?
 - *Other areas of intervention, if any, to achieve climate-related goals.*
 - What are potential *negative* impacts of any of the interventions above?
- Specifically for ecosystems and biodiversity related to “Nature” related goals
 - What are the effects of cashew trees on biodiversity, soil health and ecosystem services?
 - What role do cashew trees play in combating desertification?
 - Are there any risks associated with increasing cashew tree density on smallholder farmer plots (ecosystems, water, soils, biodiversity, etc.) that should be taken into account?
 - What would be the best ways to mitigate or avoid these risks?
- How can we accurately communicate and articulate the environmental impact of the project to potential investors, buyers, and cashew consumers?
 - What are the impacts (positive and negative) of planting cashew trees on different ecosystems? Can scaling-up of cashew production be appropriately considered a conservation project or nature based solution?

The assessment should rely on existing data and literature, including project information (such as the project's comprehensive baselines study), complemented by new information gathering such as through desk research and key informant interviews to inform the analysis. We anticipate that data collection and analysis will include, but not be limited to the following:

- Review published data, available research, and other data on environmental issues in the cashew processing industry, particularly in West Africa
- Review of existing tools and literature related to carbon footprint reduction resulting from shortened supply chains
- Key informant interviews with cashew value chain actors in the targeted geography
- Interviews with key Prosper Cashew project and other TechnoServe staff

The deliverables include:

- An inception report that details the revised methodology, questionnaires, interview guide, target audience, and workplan
- Final environmental impact assessment report that contains at minimum the following:
 - Definition of monitoring indicators, with recommended targets for each
 - A strategy that prioritizes and describes new activities or adaptations to the current project design in order to achieve these targets
 - A summary of the anticipated environmental impact of the project and scaling up cashew production in general
- A 2-3 page standalone brief for external dissemination to the donor and key industry stakeholders, summarizing the key findings of the assessment
- Presentation to staff on outcomes of the assessment, with a focus on recommended adaptations to program design

2.1 Period and Location of Performance

The duration of the assignment and location is flexible. Candidates should propose their recommended approach in terms of how long it will take to implement the study and how much fieldwork is required. The ideal start date would be in October 2022. If fieldwork is required, the project team will facilitate the consultant's logistics and contact with the various actors in the project geography.

3 Required Skills & Experience

A competitive bid for the contractor role will demonstrate:

- Experienced climate change and environment consultant with expertise in scoping and implementing climate smart agriculture opportunities for shared value focused on agribusinesses in developing countries.
- At least 10 years of relevant experience required in areas related to climate change, climate smart agricultural development, carbon avoidance and sequestration strategies, environment and socio-economic development; with experience in Africa preferred
- Ability to facilitate and relate to stakeholders at multiple levels
- Sensitivity to cultural/historical context in the data collection process
- Track record of environmental impact monitoring
- Proven ability to work within limited time constraints in the preparation of high quality documents
- Expertise/experience in the agriculture sector required
- Strong economic analysis and financial modeling skills
- Proven analytical and quantitative skills.
- Advanced degree in Agriculture; Agricultural Economics; Environmental Science or a related discipline
- Excellent writing skills, advocacy, communication and presentational skills

- Strong computer skills, including MS Word, PowerPoint, and Excel.
- Ability to work independently, flexibly, and responsively to deadlines
- Proficiency in French and English preferred
- Experience with smallholder tree crops and processing, and experience with carbon avoidance and sequestration for both farming and processing preferred
- Previous experience in Côte d'Ivoire, Ghana, Nigeria, or other West African country preferred

4 Submission Process and Evaluation of Proposals

4.1 Proposal Content Instructions (Continued)

Along with the Proposal Content Instructions listed on pages 1 and 2 of this RFP, the following is also requested:

Candidates meeting the aforementioned criteria and interested in being considered for this consultancy should submit one Word document (with a maximum of 10 pages) with the following contents:

- A maximum one-page cover letter summarizing the candidate's interest and capacity to implement the assessment.
- A description of the recommended methodology and approach to the scope of work that demonstrates an understanding of Prosper Cashew's expected impact and implementation approach, and the context of cashew processing in West Africa.
- Sample workplan with project milestones that details how and when the contractor proposes to deliver the Scope of Work.
- CV(s) and a summary of the contractor's experience in gender and social inclusion in the development sector, especially in specific areas relevant to the project such as food processing or agricultural product transformation, enterprise development, investment fund management.
- List of three professional references we may contact who can attest to your experience and expertise in environmental impact assessments. Include contact information (daytime phone numbers and email contacts).
- List of the three most recent relevant assignments that you have undertaken, including a description of why these are relevant to this RFP and what learnings were drawn from that assignment.
- Detailed budget to deliver the scope of work.

All proposals shall also:

- Provide requested payment terms and conditions.

*Optional: outside of the page limits, applicants may choose to submit one example of a relevant assessment report recently completed or any other document that demonstrates strong writing ability as a separate attachment. All documents will be handled with the utmost confidentiality.

4.2 Order of Events (continued from page 2)

At the sole discretion of TechnoServe, the top proposals may be selected for follow-up questions.

TechnoServe will organize interview meetings with the pre-selected bidders for an in-depth presentation of the proposals

The interviews are intended to take place according to the following timeline:

- September 26 – 30, 2022 - top candidates may be engaged in an interview to further present their proposed solutions before final selection is made

We encourage all qualified individuals and organizations who share TechnoServe's vision of improving the lives of others through proven business solutions to apply. Candidates based within the region are encouraged to apply.

With our commitment to diversity, we are proud to be an equal opportunity employer and affirmative action employer and do not discriminate on the basis of gender, race, color, ethnicity, religion, sexual orientation, gender identity, age, HIV/AIDS status, protected veteran status, disability, and all other protected classes.

EXHIBIT 2 - Additional Project Background

Prosper Cashew is a five-year, \$30 million project funded by the U.S. Department of Agriculture (USDA) under the Food for Progress Program (FFPr) that aims to catalyze investment for the West African cashew processing sector by strengthening cashew processing facilities across Côte d'Ivoire, Ghana, and Nigeria. West Africa is responsible for 45% of the global cashew production, yet the majority of those yields are exported for processing. The project will complement other USDA investments and programs in this sector to address market barriers through technical assistance and financing solutions along the West Africa cashew value chain to improve sector productivity, increase incomes, and create jobs.

The baseline found that only 8% of the RCN produced in the three countries in 2020 was processed domestically. The overall goal of the project is that by September 2025, 15% of cashew production is processed to kernels in Côte d'Ivoire, Ghana, and Nigeria. Increased investment in local cashew processing and increased processing capacity and capacity utilization are the key results to achieve this goal.

The project's Theory of Change is that if cashew-processing and other agri-enterprises in Côte d'Ivoire, Ghana, and Nigeria have better access to appropriate capital and technical expertise, and stakeholders have incentives to establish and maintain local supply chains, then local processing capacity will increase and the competitiveness of the West African cashew processing industry will improve. Achieving this vision requires significant increases in overall capacity utilization as well as in the number of processing enterprises across the three countries. While improvements to existing facilities can move the sector towards the stated goal of 50% domestic processing, the industry will need to crowd in a large number of new processing plants to meet the overall target, requiring significant levels of investment. Prosper Cashew will act as a catalyst for the sector, strengthening and reviving existing cashew processing facilities, facilitating access to critically needed working capital, demonstrating the business case for additional investment flows into the sector, and bringing together investors and high-quality investees.

The Prosper Cashew project identified four key Activities that together address the needs, challenges, and constraints in the cashew processing sector. These activities are summarized as follows:

- **Activity 1: Financial Services – Establish Cashew Catalyst Fund with a target of \$30-60 million for the commercial cashew sector:** Working capital is the lifeline of cashew processing units. Currently, many West African processors struggle to raise enough working capital to purchase sufficient quantities of raw cashew nut to ensure year-round processing which in turn contributes to low capacity utilization rates. The project will assess feasibility, design, and launch a Cashew Catalyst Fund. Once established, the fund will provide working capital to cashew processors and other businesses supported through the project, allowing factories to expand their processing capacity.
- **Activity 2: Financial Services – Cashew impact investment:** For West African cashew processing businesses to be profitable, scalable, and sustainable, it is imperative for global and local investors to invest in them. The project will identify investable companies and connect them to existing capital providers via a Match Making Facility. The project will also engage national/sub-national chambers of commerce, export promotion agencies, and industry associations to link promising businesses to long-term financing providers in the region. Investments will stimulate the creation of new

cashew processing facilities, strengthen and modernize existing facilities, and support the broader cashew sector's expansion and professionalization.

- **Activity 3: Strengthen and increase commercially viable cashew enterprises through Technical Support:** Money alone does not guarantee success. To build and sustain a profitable business, managers need to understand risks and how to mitigate them within the framework of desirable returns. The project will build processor capabilities in business and financial management, investment facilitation, human resources and workforce management, marketing, and supply chain development. The project will also provide tailored technical and engineering support to develop a robust portfolio of modern processing units producing high quality kernels for the international market. Prosper Cashew will also support development of a vibrant ecosystem by building the capacity of training centers to deliver curriculum for cashew processing operations and management, by supporting local equipment repair services and manufacturers to improve their business offerings, and by promoting processing of byproducts such as cashew nut shells as biofuel and bio char.
- **Activity 4: Buyer-Seller Relationships – Enhance the international marketing of African cashew:** Integration of the supply chain offers a unique value proposition that can create a differentiated platform for West African cashew kernels to compete on the global consumer market. Harmonization of the supply chain at its origin offers cost competitiveness as well as another set of value propositions like traceability, organic, and certified cashew kernels. Prosper Cashew will support cashew processors to develop a robust supply chain, from sourcing of raw nuts to sale of processed kernels. The project will pilot innovative direct supplier programs to guarantee a sustainable source of quality raw material and support the marketing of kernels from West Africa by bringing together processors and international buyers.

We expect that the overall Prosper Cashew project objective of expanding trade of agricultural products will result in the project goal of 15% of cashew production is processed to kernels in Côte d'Ivoire, Ghana, and Nigeria. Two key project outcomes will achieve the objective and goal: (1) increasing investment in local cashew processing, and (2) increasing processing capacity and capacity utilization. The planned interventions in Activities 1-4 will support each of these outcomes and produce the foundational and intermediate results necessary to realize the project outcomes, objectives, and goal. These results include increased leverage of private sector resources, reduced investment risk, improved organization of producer groups, incentives, and relationships between value chain actors, strengthened skills and management capacity of cashew enterprises, and enhanced use and availability of financial services.