

Request for Quotation

Date: 8/19/2022

Subject: Consultancy for 4 months in Botswana supporting agriculture sect.

Reference #: P0013449

General Requirements: The requirements for TechnoServe's anticipated purchase are listed below. A more detailed Specifications Sheet is also attached.

Technoserve will be running a diagnostics project with the objective of identifying the best opportunities to support the agricultural sector in the country and design an impactful and implementable intervention.

The fellow will work with TechnoServe's Strategic Initiatives team and lead the project execution, including conducting in-country research in Botswana, which will contribute to the project's overall deliverables, including a PPT.

Delivery: TechnoServe requests that the requested goods or services be provided on or before the date listed below, and be delivered to the below address:

Date: 9/1/2022

Address: 1777 North Kent Street

Suite 1100

Arlington

VA

22209

Criteria for Selection: TechnoServe's evaluation of quotes 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 purchase to the vendor whose quote is deemed to be in the best interest of TechnoServe. TechnoServe will not award the purchase to any vendor where there is indication of a lack of business integrity.

	Max Points	Criterion
1.	35	Price, inclusive of all delivery, fees, taxes, and other charges
2.	40	Quality of goods, factoring in vendor reputation
3.	10	Payment Terms (10 points for payment 30 calendar days after delivery, 0 points for full payment in advance, other terms will obtain points accordingly)
4.	15	Delivery terms, relative to delivery date and address noted above

Quote Instructions:

All quotations must:

- Contain a detailed cost with applicable taxes and other charges clearly identified.
- Provide requested payment terms and conditions.
- Describe the qualifications, experience, and capabilities of the firm (or consultant) in providing the type of goods or services being requested.
- Provide at least 3 references for similar procurements with a description of the goods or services provided and the dates of delivery.
- Include a contact name, email address, and telephone number to facilitate communication between TechnoServe and the vendor.
- For quotes 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 citizenship 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 quote 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 quotes must be emailed to the address below with your quote attached in one or more files (PDF preferred). You will receive an auto-confirmation upon receipt. DO NOT email your quote to any employee of TechnoServe or deliver your quote in hard copy to a TechnoServe office. **Failing to adhere to these instructions may make your quote ineligible for consideration.**

Email: buy+US+P0013449@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:
8/25/2022	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
8/26/2022	Date that answers to questions will be distributed to all known intended bidders.
8/28/2022	Last date that quotes will be accepted by TechnoServe.

Terms and Conditions:

- The Request for Quotation is not and shall not be considered an offer by TechnoServe.
- All responses must be received on or before the date indicated on the RFQ. All late responses will be rejected.
- All unresponsive quotes will be rejected.
- All quotes will be considered binding offers. Your quote 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 quote or cancel the solicitation process at any time, without assigning any reason, and shall have no liability to any vendors submitting quotes for such rejection or cancellation of the RFQ.
- TechnoServe reserves the right to accept all or part of the quote when awarding the purchase order/contract.
- All information provided by TechnoServe in this RFQ 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 quote.

- All quotes 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.

The attached Specifications Sheet represents an integral part of this solicitation.

Consultant
Prepared by TechnoServe
August 19th, 2022



Role: Consultant

Location: Botswana

Timing: 4 months

Languages: English

Background

Botswana has experienced steady economic growth over the years underpinned by prudent economic management. As with many economies globally, the onset of COVID-19 slowed economic activity and the country experienced a negative economic shock as a result of the pandemic. The landlocked Southern African country is one of the largest producers of diamonds globally and its mining sector – the main contributor to the economy – suffered because of the pandemic. Other sectors such as tourism have also been severely disrupted and impacted by public health restrictions that had to be introduced in efforts to curb the spread of COVID.

In the second half of 2021, the negative impact of the pandemic on the economy began to ease. The global diamond industry was on a pathway to recovery and the country was recording improvements in economic growth outlooks. However, recovery is uneven across sectors and unemployment remains a challenge, particularly amongst the youth. For its part, the government has instituted a “Reset Agenda,” setting out five priority areas for recovery and rebuilding. One of the priority areas is value chain development; unlocking more value in strategic sectors that include mining, tourism, agriculture, and education, with the aim of advancing economic diversification and youth empowerment.

Since 2014, the Government of the Republic of Botswana (GRB), Debswana, the De Beers Group, Anglo American and TechnoServe have partnered to deliver an enterprise and youth development programme in Botswana. The objective of the programme has been to enhance entrepreneurship, employment, and economic diversification through a variety of activity tracks targeted towards the youth and citizen-owned small, medium and micro enterprises (SMMEs).

Aiming to further boost economic diversification, improve the livelihoods of smallholder farmers and mitigate the food security risks, agriculture development has been identified as a priority sector within the partnership.

The dynamics of the agricultural sector in Botswana are quite unique when compared to their neighboring Southern African countries. Agricultural production only accounts for about 3% of Botswana’s GDP, compared to an average of 15% in Sub-Saharan Africa. About 85% of the country’s agricultural output is derived from livestock production, mainly beef, with a cattle population of more than 2 million. Subsistence farming is the norm across most of the other agricultural sectors and the country is highly dependent on the imports of staple crops – sugar, dairy, corn and wheat represent most of the imports, mainly from South Africa.

Project Objective and Deliverables

Technoserve will be running a diagnostics project with the objective of identifying the best opportunities to support the agricultural sector in the country and design an impactful and implementable intervention.

The fellow will work with TechnoServe's Strategic Initiatives team and lead the project execution, including conducting in-country research in Botswana, which will contribute to the project's overall deliverables.

The project's overall deliverable is a PowerPoint presentation (~50 slides) that diagnoses the key opportunities to boost the inclusivity of smallholder farmers in the commercial agricultural sector in Botswana, a prioritization of such opportunities and a design of an intervention to be implemented by the partnership. There will be intermediate deliverables that will contribute to the overall deliverable.

Proposed sub-objectives and elements of work are the following:

- Run primary and secondary research, and interview a significant number of local experts and stakeholders in the agricultural sector
- Identify priority set of opportunities with potential to support the agricultural sector in the country, with an special focus on increasing the inclusivity of smallholder farmers into the commercial value chains to boost their incomes
- Establish analytical framework for assessing relative attractiveness of options in terms of assessment criteria and prioritize the most compelling opportunities
- Calculate the business case of the key opportunities, including the size of the opportunity and investment required
- Design a specific and implementable intervention for prioritized opportunities, including the impact potential, the investment required, the implementation plan and the key partners to involve

Key activities and timelines

The project should conduct the core research and analysis, and deliver the diagnostics and the design of the intervention over a 16-week period.

Skills and Requirements

- Demonstrated research experience evaluating agricultural value chains utilizing both primary and secondary resources
- Professional experience in developing countries
- Demonstrated leadership skills, teamwork and relationship building
- Excellent written and verbal communication and interpersonal skills
- Strong computer skills, including MS Word, PowerPoint and Excel
- Able to work independently, flexibly and responsively
- Able to adapt to changing working conditions
- Able to prioritize and meet deadlines
- Professional level of spoken and written English

Logistics

The consultant will need to conduct primary research and interview relevant stakeholders in Botswana during at least 3-4 weeks. TechnoServe will pay the consultant on the basis of the deliverables described above. The project should start in September 2022.

The consultant will report into and have regular check-ins with TechnoServe's Strategic Initiatives team. The bulk of the consultant's work will be performed independently.

TechnoServe will cover travel-related costs including international airfare, in-country accommodation, in-country transportation, a per diem for living expenses, visas and vaccinations, and emergency evacuation insurance.