

## REQUEST FOR PROPOSALS

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# OPERATIONAL AND EFFECTIVENESS STUDY ON FORTIFIED RICE DISTRIBUTION IN FOOD ASSISTANCE PROGRAM IN INDONESIA

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Issued by  
The Global Alliance for Improved Nutrition (GAIN)

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## **I. PROJECT BACKGROUND AND SCOPE OF WORK**

### **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, Ethiopia, India, Indonesia, Kenya, Mozambique, Nigeria, Pakistan, and Tanzania. Programmes and projects are carried out in a variety of other countries, particularly in Africa and Asia.

### **BACKGROUND**

The Global Alliance for Improved Nutrition (GAIN) is issuing this Request for Proposal (RFP) and will be the administrative lead organisation for this RFP.

The Social Protection programme at GAIN works across several countries to promote and safeguard the accessibility of nutrition-sensitive social protection benefits among the most vulnerable members of the population. In Indonesia, GAIN’s social protection work emphasizes the potential for fortified rice to be included as part of a social safety-net program, to ensure vulnerable women’s access to nutritious, safe foods. We collaborate with the Ministry of Health on micronutrient gap analysis of Indonesian food consumption and identify gaps in people’s intake of several essential micronutrients; these are gaps that may in part be critical contributors to persistently high rates of anaemia and micronutrient deficiencies in the Indonesian population. Leveraging social protection systems as a mechanism for distributing fortified rice would contribute for enhancing the availability, accessibility, and quality of food for the most vulnerable population.

National Food Agency and GAIN plan to conduct an operational and effectiveness study on a fortified rice distribution pilot as part of the food assistance to vulnerable communities in a village on Pamijahan sub-district, Bogor. The fortified rice distribution will be conducted for 6 months.

## SCOPE OF WORK AND DELIVERABLES

### 1.1. OBJECTIVES

The main objective of this RFP is to engage a service provider to evaluate the implementation, cost-effectiveness, sustainability, and nutritional impact of fortified rice distribution as part of Indonesia's food assistance program for food-insecure and nutritionally vulnerable populations.

### THE STUDY

This study will utilize a mixed-methods longitudinal study with baseline, midline, and endline assessments over a 6-month intervention period. It will integrate both operational research (to assess implementation feasibility, cost-effectiveness, and sustainability) and effectiveness research (to evaluate the impact of fortified rice on nutritional outcomes).

#### **Key research questions and methodology**

**Target Population:** 648 households in 1 village (TBD), Pamijahan Sub-District, Kabupaten Bogor

1. Can key stakeholders effectively distribute fortified rice as part of food assistance for food-insecure and nutritionally vulnerable populations?
  - Methodology: Key Informant Interviews (KII) with policymakers, implementing agencies, and local distributors; direct observation of fortified rice distribution.
  - Sampling Method: The research partner shall work with GAIN to select an appropriate sampling method for this study. We suggest a purposive sampling of key stakeholders involved in the implementation of fortified rice distribution in national level and the selected village.
  - Expected Outcome: Identification of enablers and barriers to effective distribution, logistical challenges, and stakeholder capacity
2. Is the operationalization of fortified rice distribution cost-effective and financially sustainable?
  - Methodology: Document review (technical guidelines, cost components, and official handover reports from the National Food Agency - Bapanas); KII with policymakers and financial planners at national and local (provincial, district, sub-district and village) levels. The research partner shall work with GAIN to select and implement an appropriate cost analysis methodology for this study.
  - Sampling Method: The research partner shall work with GAIN to select an appropriate sampling method for this study. We suggest purposive sampling of key financial decision-makers at the national and local levels.
  - Expected Outcome: Cost analysis, financial feasibility assessment, and policy recommendations for sustainable funding mechanisms at both national and regional levels.
3. What factors influence targeted population to consume/not consume the fortified rice?
  - Methodology: Household survey
  - Sampling Method: Census of all beneficiaries from 648 household.
  - Expected Outcome: Identification of key internal (knowledge, perceptions, preferences) and external (availability, affordability, cultural beliefs) factors influencing consumption behaviors, providing insights for program improvement and advocacy efforts.

4. Does fortification of rice in the food assistance program improve micronutrient intake among women of reproductive age?

- Methodology: 24-hour dietary recall (to assess micronutrient intake) ; blood biomarker analysis (Hemoglobin, Ferritin, C-Reactive Protein [CRP]).
- Sampling Method: Random sampling of Women of Reproductive Age (WRA) from the 648 recipient families identified based on BKKBN's high-stunting-risk household data. The sample size is 346 WRA, as calculated below:

$$n = \frac{(Z_{\alpha} + Z_{\beta})^2 \times (SD_0^2 + SD_1^2)}{d^2}$$

With:

- Confidence level (99%),  $Z_{\alpha} = 2.576$
- Power (95%),  $Z_{\beta} = 1.645$
- Standard deviation at baseline,  $SD_0 = 1.9$
- Standard deviation at endline,  $SD_1 = 1.5$
- Minimum expected difference,  $d = 0.55$

**n = 346 WRA**

- Expected Outcome: Changes in dietary intake and micronutrient status over the intervention period, indicating the effectiveness of fortified rice.

5. Do food assistance beneficiaries perceive benefits from consuming fortified rice?

- Methodology: Household survey and Focus Group Discussions (FGD) with Women of Reproductive Age (WRA).
- Sampling Method: Census of all beneficiaries from 648 household; purposive sampling for FGDs based on socioeconomic diversity.
- Expected Outcome: Perceived acceptability, satisfaction, and barriers to adopting fortified rice in daily diets.

## SCOPE OF WORK

The selected agency will be responsible for conducting an operational and effectiveness study on the distribution and impact of fortified rice in a social assistance program. In close coordination with GAIN, the responsibilities include:

### A. Study Proposal and Ethical Review

- Develop a structured study design, incorporating both quantitative and qualitative methodologies.
- Ensure the study includes baseline, midline, and endline assessments.
- Design appropriate sampling methods, considering random selection for Women of Reproductive Age (WRA) and census-based selection for beneficiary households.
- Finalize study protocols in consultation with key stakeholders.
- Obtain ethical approval from ethical board.

### B. Data Collection

- Conduct Key Informant Interviews (KII) and Focus Group Discussions (FGD) with key stakeholders, including policymakers, program implementers, and beneficiaries.
- Perform survey and observational studies to assess stakeholder efficiency in fortified rice distribution.

- Execute 24-hour dietary recall surveys and biomarker assessments (Hb, Ferritin, CRP) to measure changes in fortified rice consumption and estimate micronutrient intake.
- Assess the cost-effectiveness and financial sustainability of fortified rice distribution through document reviews and stakeholder interviews.
- Conduct a survey to understand factors influencing the consumption or non-consumption of fortified rice.

#### C. Data Analysis and Reporting

- Analyze quantitative and qualitative data to assess the impact, cost-effectiveness, and operational feasibility of fortified rice distribution.
- Provide statistical analysis for dietary intake and biomarker data.
- Conduct thematic analysis for qualitative data from KII and FGDs.
- Develop comprehensive reports, including findings, insights, and recommendations for scaling up the intervention.

#### D. Study Management, Coordination and Stakeholder Engagement

- Appoint study team that include qualify researchers, select and train surveyors.
- Responsible on management of the overall study
- Work closely with government agencies, including Badan Pangan Nasional, and other relevant stakeholders.
- Present findings at key stakeholder meetings and provide technical inputs for policy discussions.

## 1.2. DELIVERABLES

Deliverables	Due Date
<ul style="list-style-type: none"> <li>Agreed study proposal with data collection instruments that are ready for ethical submission</li> <li>Approved detailed study work plan and timeline</li> </ul>	1 June 2025
Ethical approval from the ethical board	1 July 2025
<ul style="list-style-type: none"> <li>Baseline report and analysis of pre-intervention data</li> <li>Midline report, summary of mid-intervention findings</li> <li>Raw data of qualitative and quantitative studies (baseline and midline)</li> </ul>	15 August 2025 15 October 2025 15 October 2025
<ul style="list-style-type: none"> <li>Endline report: final analysis comparing baseline-midline and endline data in Indonesian and English in 2 format (power-point presentation and narrative report)</li> <li>Fact sheet of the study in Indonesian and English in GAIN's format</li> <li>Raw data of qualitative and quantitative studies (baseline, midline and endline)</li> </ul>	30 December 2025

## 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.

## CONTACT

Please direct all inquiries and other communications to the contact below. Responses will not be confidential except in cases where proprietary information is involved.

GAIN INDONESIA

Email: [GAINIndonesia@gainhealth.org](mailto:GAINIndonesia@gainhealth.org) cc [eksari@gainhealth.org](mailto:eksari@gainhealth.org)

## BUDGET

Applicants are required to provide GAIN with a detailed fee percentage proposal. The final budget amount will have to be approved by the organisation prior to starting the project.

## DEADLINE

Completed proposals should be submitted to GAIN Indonesia, by email at [GAINIndonesia@gainhealth.org](mailto:GAINIndonesia@gainhealth.org) cc [eksari@gainhealth.org](mailto:eksari@gainhealth.org) by **23:00 Western Indonesian Time on 27 April 2025**.

## UNACCEPTABLE

The following proposals will automatically not be considered or accepted:

- Proposals that are received after the RFP deadline at the specified receiving office.
- Proposals received by fax.
- Incomplete proposals.
- Proposals that are not signed.

## REVISIONS

Proposals may be revised by electronic mail are received before the deadline.

## 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.

## 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.

## **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.

## **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.

## **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**

## **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.

## **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.

## **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.

## **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:
  - o Proposal shall demonstrate a clear understanding of the project objective and deliverables as outlined in Section I.
- Demonstrate a clear understanding of the technical requirements of this RFP:

- Providing detailed technical documentation of the proposed strategy.
  - Evidence of experience delivering solutions using the proposed information technology platform.
- The creative and methodological approaches required to implement each of the parts of the scope of work.
- Comprehensiveness of work plan and reasonableness of proposed time frame:
  - Proposal shall include a feasible work plan to ensure successful completion of deliverables.
  - The work plan details how activities will be coordinated.
- Detailed budget and cost-effectiveness of proposed approach:
  - Evidence of cost-effective approaches to undertaking the scope of work within the proposed budget.
  - Proposal shall identify possible challenges and include creative approaches to addressing them.
- Management and personnel plan:
  - The team members working on this project shall have the relevant qualifications and overall experience required to successfully implement the project.
  - Roles and responsibilities of each team member shall be clearly defined. GAIN shall have one main contact person clearly identified in the proposal.
- A duly completed offer of services.

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

## **REVIEW PROCESS**

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

## **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.

## **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.

## **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.



## **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.

## **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.

## **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:

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(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)