

## REQUEST FOR EXPRESSION OF INTEREST

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# SHORT TERM INDEPENDENT CONSULTANTS EOI N3F-TAF-SPS 2020

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Issued by  
The Global Alliance for Improved Nutrition (GAIN)

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

### **1. 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.

### **2. N3F PROJECT SUMMARY**

The Nutritious Foods Financing Facility (N3F or ‘the Facility’), comprising Fund and Technical Assistance Facility seeks to exploit market-based solutions that support GAIN’s overall goal to advance nutrition outcomes by improving the consumption of nutritious and safe food for all people, especially those most vulnerable to malnutrition. N3F is a pioneering, nutrition-focused investment facility developed to scale up affordable nutritious foods in emerging markets and among vulnerable consumers.

N3F is an important extension of GAIN’s programs, targeting small- to medium-sized enterprises throughout Sub-Saharan Africa (SSA) that scale up production and distribution of locally produced nutritious foods. Further, the N3F aims to have a demonstration effect showing that nutrition and nutritious foods are an investable and commercially viable investment theme. The N3F will, therefore, play an important part of GAIN’s broader objective to influence other major finance actors to invest in nutrition.

As a complement to the financial support provided by the debt fund, a technical assistance facility (TAF) provides valuable capacity-building support to SMEs. This capacity building, administered through the TAF, will help de-risk the investments and ensure that the supported companies produce safe, nutritious foods that meet GAIN’s criteria and that are in line with local regulations and global best practices for the production and marketing of safe, nutritious foods. Based on the outcomes of an initial business needs assessment, GAIN will recommend a package of TA for each company

which may include general business development services (for business planning, strategy development, and business management) and/or specialized TA pertaining specifically to the production of safe and nutritious foods.

N3F is prioritizing SSA countries that have an active GAIN country office and a robust pipeline. These include **Mozambique, Kenya, Tanzania, Nigeria, Rwanda** and **Ghana**.

### 3. SCOPE OF WORK AND DELIVERABLES

GAIN therefore invites prospectus from competent firms and individuals to offer high quality technical assistance to support selected investee SMEs under the N3F program. The shortlisted service providers will be incorporated into a database and will be contacted to submit proposals on an as-needed basis.

Service Providers will be expected to contribute to the achievement of the N3F program objectives as well as GAIN's mission, working in close co-operation with the TAF and GAIN program staff. The consultants will be expected to travel to the business premises of the investee SMEs for project implementation, make evaluations and analysis, deliver high quality and practical technical assistance packages, draft reports, and recommendations.

This EOI specifically targets technical experts with experience in providing consulting services in;

- food quality and safety, process, and quality management
- product development, formulation, and production,
- market development, including marketing, advertising, distribution, and sales
- Achieving business Scale
- Leveraging investment
- corporate governance
- business processes including documentation and digitalization

## II. INSTRUCTIONS FOR RESPONDING

We invite interested individual candidates or consulting companies to submit the following application documents:

- A cover page with the company/ individual details, physical address, and contacts. Attach company registration documents
- A summary with the company/individual's background
- A detailed capacity statement in respect to area of technical expertise and proposed scope
- CVs of key and other technical personnel
- References or testimonials

### 1. CRITERIA FOR SELECTION OF APPLICATIONS

EOI applications will be screened and short listed as standby technical assistance service providers for N3F's Technical Assistance Facility over the next four years as the need arises. There is no

obligation by GAIN to contract firms or consultants that have been selected. Criteria for shortlisting includes:

- Company/Consultant information
- Education Background and Qualifications
- General Work Experience
- Technical competence
- Communication skills.

## **2. CONTACT**

The N3F procurement committee will do the screening and shortlisting of the EOI applications. In the event of clarifications may be required, the Technical Assistance Facility will be available via email to respond to such requests. Please direct all inquiries and other communications to the contact below. Responses will not be confidential except in cases where proprietary information is involved.

See example below:

- Procurement Committee,  
N3F-Technical Assistance Facility.  
E-mail: [n3f@gainhealth.org](mailto:n3f@gainhealth.org)

## **3. FORMAT FOR EOI SUBMISSION**

The interested firms and individuals should send their EOIs by filling in the standard form [here](#) detailing their capacity, experience in providing technical assistance as well the proposed areas of support to the targeted food SMEs.

## **4. DEADLINE**

Submit the EOI using the [standard form](#) by 8<sup>th</sup> September 2020 at 1700hours EAT. Applicants may submit questions to [n3f@gainhealth.org](mailto:n3f@gainhealth.org) up until 21<sup>st</sup> August 2020.

## **5. UNACCEPTABLE**

The following EOI applications will automatically not be considered or accepted:

- EOI that are received after the stipulated deadline.
- Proposals by email.
- Incomplete proposals.

## **6. REVISIONS**

Proposals may be revised by electronic mail provided such revision(s) are received before the deadline.

## **7. RIGHTS OF REJECTION**

GAIN reserves the right to reject any or all submissions or to cancel or withdraw this EOI 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.

## **8. REFERENCES**

GAIN reserves the right 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.

## **9. RELEASE OF INFORMATION**

After screening and shortlisting applications and upon written request to GAIN, only the following information will be released:

- Name of the successful applicants.
- The applicant's own individual ranking.

## **III. TERMS AND CONDITIONS OF THIS SOLICITATION**

### **1. NOTICE OF NON-BINDING SOLICITATION**

Applications will be screened and short listed as standby technical assistance service providers for N3F's technical assistance facility over the next four years. The shortlisted service providers will be incorporated into a database and will be contacted to submit proposals on an as-needed basis. There is no obligation by GAIN to contract firms or consultants that have been selected.

### **2. 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. Applications, discussions, and all information received in response to this solicitation will be held as strictly confidential.

### **3. 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 EO application. GAIN reserves the right to limit or include third parties at GAIN's sole and full discretion in such negotiations.

### **4. ELIGIBILITY CRITERIA**

Proposals will be reviewed by the N3F's procurement committee. 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.

- legally registered and eligible to operate in either Mozambique, Kenya, Tanzania, Nigeria, Rwanda and Ghana.
- Company must have been in operation more than five (5) years
- key and other technical personnel must have a minimum of three (3) years relevant experience.
- Be directly responsible for the preparation and management of the project, not acting as an intermediary/consultant.

- Be willing to comply with all technical and financial requirements for participation in the program, including reporting and documentation of project activities, communication strategy and capacity development opportunities.
- Proven ability to work in international, multi-cultural environments
- Excellent communication and interpersonal skills and ability to facilitate trainings.
- Excellent oral and written knowledge of English and/or French or Portuguese, proven ability to develop high-quality written documents

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

## **5. REVIEW PROCESS**

The review process will involve a procurement committee with participants selected by GAIN.

## **6. 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.

## **7. COMMUNICATION**

All communication regarding this solicitation shall be directed to appropriate parties at GAIN. Contacting third parties involved in the EOI, the procurement committee, or any other party may be considered a conflict of interest and could result in disqualification of the application.