

REQUEST FOR PROPOSAL

ANNUAL ASSESSMENT: STRENGTHENING NUTRITION IN PRIORITY STAPLES (SNiPS)

Issued by
The Global Alliance for Improved Nutrition

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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.

GAIN's work to improve the consumption of safe and nutritious food is based on three interlinked strategic objectives:

1. To improve the demand for safe, nutritious foods.
2. To increase the availability of nutritious foods and enhance the nutritional value of foods.
3. To strengthen the enabling environment to improve the consumption of safe, nutritious foods.

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 OF THE PROJECT

GAIN has been implementing the Strengthening Nutrition in Priority Staples (SNIPS) project since January 2021 which was developed to add a nutrition lens to and deliver an integrated suite of activities to support GIZ's Green Innovation Centre (GIC) in Nigeria. This nutrition project aims to strengthen the GIC priority value chains and improve food and nutrition security through improved diets for farmers, farm workers, other workers in businesses in these value chains, and among the wider population in Nigeria.

The following broad objectives for this programme are:

- Increased consumption of nutritious foods by smallholder farmers, their families, and the wider population.
- Strengthened cassava, maize, sweet potato, and rice value chains in Nigeria which provide more, safe nutritious foods to consumers
- Increased use of nutritious varieties of the target staples in processed foods.

- Improved productivity & efficiency of farmers and other businesses to improve the production of nutritious foods in the cassava, maize, sweet potato, and rice value chains.

To reach our overarching goal – improving nutrition through improved diets – the project is building on the increased consumption of the staple crops, which is the primary focus of the GIC, through the following related interventions:

- A workforce nutrition programme to support farmers and workers in these value chains to improve their diets.
- Business support services to make nutritious and safe foods more accessible, affordable and desirable.
- Increased production and consumption of biofortified varieties of maize, cassava, and orange flesh sweet potato (OFSP).

Farmers' nutritional health is directly linked to their productivity and earning potential both in terms of their own households, farms and businesses and in terms of their contribution to national wealth. However, farming families and households are often not aware of the importance of the nutrient content of the foods they produce and consume, and they are often unaware of the importance of the consumption of a diverse diet.

Farmers engaged in the production of the priority staples in focus may be able to access foods that meet their energy needs but even earning good income from their business does not usually translate to accessing a sufficiently diverse diet. The costs of poor nutrition on lost revenues to businesses in a context like Nigeria, where underweight, stunting and anaemia are prevalent in rural areas, and obesity rates are growing could mean as much as 2.7% of GDP is lost from lower worker productivity (Chatham House, 2020).

The Workforce Nutrition (WFN) component is focused on improving the diets of farmers and workers within the rice and maize value chains, ranging from smallholder farmers to processing employees. This will be done through workforce nutrition initiatives that aim to improve the consumption of nutritious foods as a vital part of a healthy, diverse diet for all involved. Additionally, it aims to engage business owners in the supply chain, as well as local and state authorities on the significance of adequate nutrition for enhanced resilience and productivity. This will be done through regular advocacy and engagements with them to underscore the importance of workforce nutrition for both workers and farmers.

SMEs handle most of the food that is produced, transported, marketed, and consumed in low-income countries such as Nigeria. These SMEs are however hindered by a lack of business knowledge and skills and often lack the resources to take advantage of the opportunities around them to innovate and secure higher value from their smallholder investments. Lack of awareness of food safety regulations, good

practices and how to adhere to them, also means that many consumers are exposed to contaminated or otherwise unsafe foods.

The business support component focuses on empowering women and young people, tapping into their creativity and energy to bolster their families, thrive in agri-business, and address malnutrition, food, and social insecurities. This initiative seeks to amplify the involvement of women and youth in value-added agriculture and entrepreneurship, particularly addressing challenges they confront in the project's four focal states.

It aims to tap into opportunities by leveraging the political will across local, state, and national levels in Nigeria to create economic opportunities for women and youth in the production, processing, and sale of nutritious and safe foods. This will be achieved through amplifying the knowledge and information available to women and youth regarding nutrition and enhancing their involvement in decision-making processes. Furthermore, it will direct business support and investments toward their innovations. These efforts will not only improve their livelihoods but also infuse nutrition sensitivity within the GIC value chains.

This will be pursued through three interlinked approaches:

- Improving the nutrition quality of staple foods produced by SMEs and farmers involved in GIC activities.
- Improving the capacity of food safety and value chain actors to adhere to standards and regulations on best practices.
- Supporting technical innovations for supply chains through innovation challenges and innovation clinics.

One in three people globally experience vitamin and mineral deficiencies leading to severe health outcomes including premature and preventable death in infants and young children. Micronutrient deficiencies can also constrain work performance resulting in slower economic growth and widespread, intergenerational poverty. Nearly two-thirds of Nigerian children are at risk of vitamin A deficiency due to inadequate amounts of vitamin A in their diets (NDHS 2018) and generally inadequate access to a diversity of food at the household level due to rising levels of poverty. This “hidden hunger” is particularly acute in countries like Nigeria and among farming families who grow and eat their own food and diets are overly reliant on staple foods, lacking in the diversity of foods needed to meet multiple nutrient requirements.

The biofortification component is working with farmers and farming households to promote the adoption, cultivation, and utilization of these staples by farming households and other food processors. This component promotes Vitamin A Cassava, Vitamin A Maize and Orange Fleshed Sweet Potato (OFSP) in Oyo, Kaduna, and Benue states, respectively.

GOAL AND OBJECTIVES OF THE ASSESSMENT

The overarching goal is to measure the specific changes in the production, sales and consumption patterns of biofortified foods and the other targeted foods brought about by SNiPS project on its target population.

The specific objectives are to assess the following areas:

1. The level of adoption of biofortified varieties by the supported farmers and the change in production rates.
2. The volume of harvested biofortified crops among the supported farmers and the proportion sold (market share).
3. Track the number/type of project supported businesses (processors) linked and procuring biofortified crops from project farmers
4. The volume of processed biofortified foods among the supported businesses and the proportion by their overall processing volume.
5. The change in income resulting from the sale of biofortified foods (raw and processed) among the supported value chain actors (farmers, aggregators, processors, retailers).
6. The level of access to biofortified foods and other targeted nutritious and safe foods by the targeted group.
7. The proportion of people reached through the BCC activities that are now more willing to buy, grow and consume biofortified crops and other targeted nutritious and safe foods.
8. The level of consumption of biofortified foods and other targeted nutritious and safe foods influenced by the project and the possible change in diet diversity or other diet quality scores.
9. The level of improvement in the efficiency of the supply chain as a result of innovations supported by the project.

SCOPE OF WORK AND DELIVERABLES

The assessment will cover the following implementation locations:

1. Kaduna – Lere, Kuru, Chikun and Giwa LGAs
2. Benue – Makurdi, Gboko, Otukpo and Gwer East LGAs
3. Oyo State – Afijio, Iseyin, Ido and Oyo West LGAs
4. Nasarawa – Lafia, Doma, Konkona and Awe LGAs.

The assessment will cover the period of December 2022 – December 2025. This will be done on an annual basis using a phased approach. The first assessment phase will cover the period of January 2022 – December 2023 while the second assessment phase will cover the period of January 2024 –December

2024, and the final assessment phase will cover the overall implementation period of January 2022 – December 2025, incorporating aspects of summative research.

DIMENSIONS OF DATA REQUIRED

S/N	CATEGORY	WORKSTREAM	FREQUENCY	POPULATION (2022 – 2023)
1.	Proportion of farmers that received farming inputs	Biofortification	Annually	6,000
2.	Proportion of farmers that produced biofortified crops	Biofortification	Annually	6,000
3.	Quantity of biofortified crops produced among the supported farmers (kg)	Biofortification	Annually	6,000
4.	Proportion of farmers that recorded higher production	Biofortification	Bi-Annually	3,000
5.	Proportion of farmers that sold harvested crops	Biofortification	Annually	6,000
6.	Quantity of biofortified crops sold among the supported farmers(kg)	Biofortification	Annually	6,000
7.	Proportion of farmers reporting higher income from the sale of biofortified crops	Biofortification	Bi-Annually	6,000
8.	Number of people consuming BF foods and other specifically targeted NSF	Biofortification & workforce nutrition	Annually	12,000
9.	Proportion of people that are more willing to buy, grow and/or consume biofortified crops and/or specifically targeted NSF (SBCC)	Workforce Nutrition	Annually	20,000
10.	Proportion of households that received farming inputs	Workforce Nutrition	Annually	5,400
11.	Proportion of households that established home gardens	Workforce Nutrition	Annually	5,400
12.	Number of people (households) buying and consuming BF crops and other specifically targeted NSF	Workforce Nutrition	Annually	6,000
13.	Change in diet diversity and other diet quality scores	Workforce Nutrition	Bi-Annually	6,000

14.	Percentage of businesses processing NSF	Business Support	Bi-Annually	1,107
15.	Volume of processed NSF among supported businesses	Business Support	Bi-Annually	1,107
16.	Percentage increase [change] in the volume of processed NSF among supported businesses	Business Support	Bi-Annually	1,107
17.	Proportion of businesses reporting higher income from the sale of processed NSF	Business Support	Annually	1,107

LOCATIONS

S/N	WORKSTREAM	State	LGAs
1.	Biofortification	Kaduna	Lere, Kauru, Chikun and Giwa.
		Benue	Makurdi, Gboko, Gwer East and Otukpo.
		Oyo	Afijio, Iseyin, Ido and Oyo West.
2.	Workforce Nutrition	Kaduna	Lere, Kauru, Chikun and Giwa.
		Benue	Makurdi, Gboko, Gwer East and Otukpo.
		Nasarawa	Awe, Lafia, Doma and Kokona.
3.	Business Support	Kaduna	Lere, Kauru, Chikun and Giwa.
		Benue	Makurdi, Gboko, Gwer East and Otukpo.
		Oyo	Afijio, Iseyin, Ido and Oyo West.
		Nasarawa	Awe, Lafia, Doma and Kokona.

EXPECTED DELIVERABLES FOR THE FIRST ASSESSMENT

S/N	DELIVERABLES	TIMELINES
1.	Submit a draft inception report containing the methodologies to be used to undertake the study.	December 15, 2023
2.	Submit the final inception report incorporating the amendments made through discussions with the GAIN team and relevant stakeholders.	December 29, 2023
3.	Submit the protocol and data collection instruments, preferably digital tools in all instances involving quantitative data collection	January 12, 2023

	tools [either one of SurveyCTO, Kobo Collect, ODK, Survey Solutions, or CommCare].	
4.	Obtain the necessary ethical clearance from the Institutional Review Board.	January 30, 2023
5.	Complete all data collection processes, capturing the categories of data shared by the GAIN team.	February 29, 2023
6.	Complete the cleaning and analysis of data using statistical analysis tools.	March 8, 2023
7.	Submit a draft report containing the findings, and key recommendations with all the data sets included in the annex.	March 18, 2023
8.	Submit the final report integrating the feedback after GAIN and partner review.	March 22, 2023
9.	Submit a high-quality PowerPoint presentation summarizing the assessment's goal, objectives, methods, and key findings.	March 22, 2023
10.	Submit a dashboard containing the numeric findings from the assessment (preferably with Power BI or Tableau.	March 22, 2023
11.	Support with dissemination of the results in selected meetings, including co-design workshops among partners.	As applicable

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

Staff will be available to respond to clarifications on this solicitation. Please direct all inquiries and other communications to the GAIN email address: rfp@gainhealth.org. Queries sent by **October 10, 2023**, at 5:00 pm WAT will be responded to via an online post on the website by **October 23, 2023**. Responses will not be confidential except in cases where the applicant clearly indicates that proprietary information is involved.

BUDGET

Applicants are required to provide an illustrative budget in naira, in a separate document. The final budget will be elaborated as the scope of the assessment is clarified and as part of the contracting process. The budget submitted with this proposal should include

- i. Justification of overall value for money.

- ii. A comprehensive budget justification should be presented for each category of costs including personnel, cost of travel, subsistence allowances, consultants, meeting/workshop, overhead if applicable, and miscellaneous expenses. All prices/rates quoted must be inclusive of all taxes/VAT as required.

FORMAT FOR PROPOSAL

The proposal needs to be formatted and attached as two separate documents:

- Technical proposal outlining research objectives and methodological approaches; detailed profiles (qualification, expertise, relevant experience etc.) of the agencies and individuals who will be completing the work including their full names, their expertise and publications in relevant research; and past experience (previous research conducted over the last five years which are relevant for this evaluation) and references.
- Financial proposal outlining budget accompanied by a budget narrative (as above).

SUBMISSION

Proposals should be in English and submitted in electronic copy to the following e-mail address:

Nquotation@gainhealth.org Please include “**SNIPS Third-Party Annual Assessment**” in the subject line.

DEADLINE

Completed proposals should be submitted electronically to GAIN before 5:00 p.m. Central European Time on **October 31, 2023**.

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 provided such revision(s) 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 the official letterhead of the lead organisation or firm and must be signed electronically by a principal or authorised 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 GAIN at **nquotation@gainhealth.org** prior to making their submission. Queries must be submitted by **October 10, 2023**, and all responses will be publicly available on the GAIN website by **October 23, 2023**.
- 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.

SUMMARY OF DEADLINES

- Submission of queries: **October 10, 2023**
- Dissemination of responses on the website: **October 23, 2023**.
- Proposal submission deadline: **October 31, 2023**.
- Response from GAIN on acceptance or rejection of proposal: **November 21, 2023**.
- Award of contract: **December 8, 2023**.

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 indicates 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:

Technical Quality of Proposal: 50%

- Proposal showing a clear understanding of the project objective and deliverables as outlined in Section I.
- Clear articulation of methods to meet stated research objectives.
- A comprehensive work plan to ensure successful completion of the deliverables.
- Limitations of methodological approaches taken

Team Profiles and Experience: 30%

- Experience working in similar topical areas.
- Organisational capacity to conduct the assessment outlined in the RFP.
- Demonstrated ability to produce work in a timely fashion.
- Experience working in Nigeria.
- The roles and responsibilities of each team member

Budget: 20%

- Cost-effective budget to undertake the scope of work.

As part of the selection process, GAIN reserves the option to request clarifications regarding bids that substantially qualify.

EXPERTISE REQUIRED

- Qualitative and quantitative research methodologies.
- Dietary research and behavioural research.
- Market research.
- Programme design and implementation science.
- Conducting evaluations and research in low-income country settings.
- Experience and registration in Nigeria are preferred.

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 an 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 an 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.

ANNEX

- a. [MEAL Questions](#)
- b. [Data Required](#)