

REQUEST FOR PROPOSALS - CONSULTANCY SERVICES

CONSTRUCTION, INSTALLATION AND MANAGEMENT OF A SOLAR-POWERED COLD CHAIN STORAGE FACILITY IN GARKI MODERN MARKET, ABUJA.

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. BACKGROUND

This Request for Proposals (RFP) is issued and will be administered by the Global Alliance for Improved Nutrition (GAIN) in respect of the Enhancing Access to Safe and Nutritious Diets (ENSAND) project.

The project seeks to build on the lessons and progress from GAIN’s recent investments that includes creating demand for eggs (The ‘Eggs make Kids’ campaign), scaling up support for safe, nutritious food supply to traditional market (KFMW, EatSafe), engaging and supporting businesses, especially SMEs, to improve nutrition in Nigeria via the Scaling Up Nutrition Business Network (SBN), Commercialization of Biofortified Crops (CBC) and reducing postharvest loss (PLAN).

The overarching project objective is to increase access to and the consumption of nutritious foods at the household levels. The specific goal of the ENSAND project is to improve the dietary diversity of low-income (BoP) households in 3 states of Nigeria (Kaduna, Kebbi and FCT) with emphasis on children of school age and women. The ENSAND initiative is comprised of three integrated intervention pathways. These are the supply pathway that includes support for the home-grown school feeding program, market linkages, and business development support. The demand pathway involves increased consumer demand for eggs and other diversified nutritious food while the enabling environment component is focused on critical stakeholders’ ownership/buy-in, quality service delivery, and sustainability. The purpose of this project is to ensure that children from BoP households attending government primary schools consume eggs regularly while dietary diversity is also improved in these households.

3. PURPOSE

The purpose of this consultancy is to construct, install, and partly managed for 3 months in coordination with Garki modern market association members, a market-based solar-powered cold storage facility.

4. DESCRIPTION AND SCOPE OF WORK

To facilitate effective utilization and acceptance of this facility, the construction, installation, and management of this storage facility will involve the active participation of the market association members. Therefore, after the installation, the preferred vendor in coordination with ENSAND project team will train nominated members of the

market association on the use and management of the facility as well as develop specific systems that will enhance its maintenance and sustainability. Lessons from this process could guide future scale-up plans for FCT and other project locations.

5. TIMELINES AND DELIVERABLES

The final output of this activity shall be delivered on the 30th of August 2022. It will include a word document that confirm the accomplishment of all the key deliverables/activities specified under the scope of work.

Key deliverables and timeline

S/N	Activity	Deliverables	Timeline
1.	Mobilize the relevant market stakeholders including Municipal authority for appropriate space/site that will facilitate the installation of a cold chain storage system.	Cold chain installation site secured	15 th June 2022
2.	Construction and installation of a 1.7-ton cooling capacity cold storage system equip with solar panels and batteries in Garki modern market, AMAC.	A 1.7-ton cooling capacity cold storage system equip with solar panels and batteries installed	31 st June 2022
3.	Train/mentor designated market association members on the use and management of the cold chain storage system.	Nominated market association members trained/mentored and able to manage the cold chain system	5 th July 2022
4.	In coordination with GAIN and the market association members, develop the required system to effectively management the facility.	Specific systems for the management of the cold chain system developed and operationalized	15 th July 2022
5.	Provide 2 months mentoring support and facilitate the transmission of the facility management process to Garki modern market association members.	Management of the cold chain system handed over to the market association	30 th August 2022
6.	Submission of 3 monthly progress report and a final report	3 monthly progress report and a final report submitted	30 th August 2022

5 QUALIFICATIONS

The Service Provider shall be a consulting firm with demonstrated experience, in-depth knowledge and understanding of Nigeria's agricultural sector, research and agribusinesses. In addition;

- a. The vendor should have prior experience installing and managing cold chain storage facilities for varieties of agricultural domestic food items with an emphasis on fruits and vegetables.
- b. The preferred vendor should have extensive experience in the supply chain management of agricultural produce by farmers to traditional markets.
- c. The vendor must also have appreciable experience with the leadership of market associations, municipal/local government authorities, and their administrative system/byelaws.
- d. Demonstrable understanding and experience with INGOs and other large formal corporations/entities.
- e. The vendor must have a technical team experienced in the installation and management of the various components of the preferred cold chain storage facility.
- f. The vendor must demonstrate adequate capacity building/mentoring skills required to support moderately literate and nonliterate market stakeholders.
- g. The interested vendor must have a legal right to operate in Nigeria, must be registered with the Corporate Affairs Commission (CAC), and have a TIN.

II. INSTRUCTIONS FOR RESPONDING

This section addresses the process for responding to this solicitation. Applicants are encouraged to review this before completing their responses.

1. CONTACT

Please direct all inquiries and other communications to datamewalen@gainhealth.org and copy ierhabor@gainhealth.org

2. BUDGET

Applicants are required to provide GAIN with a detailed budget in Nigerian Naira, including any other direct costs to be incurred in the delivery of the Scope of Work. The budget must be inclusive of all taxes/VAT and indirect costs.

3. FORMAT FOR PROPOSAL

The proposal needs to be formatted as two separate documents:

- Technical proposal:
 - i. Description of previous relevant work (maximum 1 page)
 - ii. Composition of the team with names and brief biographies of all key staff (maximum 3 pages)
 - iii. Detailed proposal explaining how the scope of work will be addressed, including risk and mitigation strategy. (Maximum 10 pages)
 - iv. References
- Financial proposal:
 - i. Budget
 - ii. Detailed budget justification
 - iii. Offer of services

4. SUBMISSION

Interested vendors should send: an expression of interest including, a PowerPoint deck showing pictures and link to videos of prior experience in carrying out similar work to: David Atamewalen (datamewalen@gainhealth.org) by June 8th 2022 and cc (jpilaku@gainhealth.org). Kindly use the subject line '**Proposal for solar powered cold storage facility**' when responding.

5. DEADLINE

Completed proposals should be submitted on or before **June 13th 2022, 5:00PM West Africa Time.**

6. UNACCEPTABLE

The following proposals will automatically not be considered or accepted:

- Proposals that are received after the RFP deadline.
- Proposals received by fax or post.
- Incomplete proposals.
- Proposals that are not signed.

7. REVISIONS

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

8. 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 the process.

9. COMPLETION

- Proposals must be submitted on the official letterhead of the lead organization or firm and must be signed by a principal or authorized signatory of the lead firm or organization.
- In case of errors in calculating overall costs, the unit costs will govern.
- While GAIN has used considerable efforts to ensure an accurate representation in this 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 failure to comply with any of the RFP conditions may disqualify their submission.

10. RIGHTS OF REJECTION

GAIN reserve 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.

11. REFERENCES

GAIN reserve 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.

12. 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

1. NOTICE OF NON-BINDING SOLICITATION

GAIN reserves the right to reject any and all bids received in response to this solicitation and are 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.

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. Proposals, discussions, and all information received in response to this solicitation will be held 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 proposal. GAIN reserve the right to limit or include third parties at GAIN's sole and full discretion in such negotiations.

4. 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:

- Understanding of the scope of work:
 - The 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 similar projects.
- The creative and methodological approaches are required to implement each of the parts of the scope

of work.

- The comprehensiveness of work plan and reasonableness of proposed time frame:
 - The proposal shall include a feasible work plan to ensure the successful completion of deliverables.
 - The work plan details how activities will be coordinated.
- Detailed budget and cost-effectiveness of the proposed approach:
 - Evidence of cost-effective approaches to undertaking the scope of work within the proposed budget.
 - The 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.
 - The roles and responsibilities of each team member shall be clearly defined. GAIN shall each 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.

5. REVIEW PROCESS

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

6. 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 authorize 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 RFP, the review panel, or any other party may be considered a conflict of interest and could result in disqualification of the proposal.

8. 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.

9. 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.

10. 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.

11. 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 authorized or paid to the applicant unless such change, modification or interpretation has received the express prior written approval of GAIN.

Offer submitted by:

(Print or type business, corporate name, and address)

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 authorized representative, the work as described in the Request for Proposal according to the terms and conditions of GAIN for the following prices:

- a. [to be completed]
- b. [to be completed]
- c. [to be completed]
- d. [to be completed]

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.

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 THAT 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 [add month and year] in [add location].

_____ [add title]

Signature (applicant)

_____ [add title]

Signature (applicant)