

**CONSULTANCY FOR COMMUNICATIONS AGENCY FOR  
WEST AFRICA YOUTH AGRIFOOD INNOVATION CHALLENGE 2026**

Issued by  
The Global Alliance for Improved Nutrition (GAIN)

## TABLE OF CONTENTS

|   |    |
|---|----|
| 1. About GAIN   | 3  |
| 2. Background   | 4  |
| 3. About the West Africa Youth Agrifood Innovation Challenge 2026 | 5  |
| 4. Scope of work and deliverables                                 | 6  |
| 5. Contact  | 10 |
| 6. Budget   | 10 |
| 7. Format for Proposals   | 10 |
| 8. Submission   | 11 |
| 9. Deadline   | 11 |
| 10. Unacceptable  | 11 |
| 11. Revisions   | 11 |
| 12. Acceptance  | 11 |
| 13. Completion  | 11 |
| 14. Rights of Rejection   | 12 |
| 15. References  | 12 |
| 16. Notice Of Non-Binding Solicitation                            | 12 |
| 17. Confidentiality   | 12 |
| 18. Right To Final Negotiations On The Proposal                   | 12 |
| 19. Evaluation Criteria   | 13 |
| 20. Review Process  | 13 |
| 21. Limitations With Regard To Third Parties                      | 13 |
| 22. Communication   | 13 |
| 23. Final Acceptance  | 14 |
| 24. Validity Period   | 14 |
| 25. Intellectual Property   | 14 |
| 26. Scope Of Change   | 14 |

## 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.

For over two decades, **GAIN** programmes have achieved local impact and inspired policy initiatives. Our programmatic activity directly benefits over one billion people around the world and forms the basis for the policy changes we advocate with partners. The focus of GAIN's programmes is to transform food systems so that they deliver sustainable, healthier diets for all, particularly for those most at risk of malnutrition and vulnerability. GAIN responds holistically to the needs and opportunities of different communities with a strong commitment to equity. GAIN works in partnerships at local, national, regional and global levels to trust, empower, and believe in others. To solve malnutrition and improve diets requires engaging with and building alliances between governments, civil society, producers, academia, and the private sector.

**Nutrition Connect (NC) is a GAIN initiative** aimed at mobilising knowledge, sharing experiences, and stimulating dialogue on public private engagement (PPE) for nutrition. With a keen focus on propagating global and in-country successes and learnings, Nutrition Connect caters to GAIN and partners knowledge gaps, via three main pillars i.e enhancing knowledge curation, co-creation, and collaboration & communication (The 3 Cs), for championing public-private engagement (PPE) in nutrition aimed at food systems transformation. As a knowledge hub, Nutrition Connect houses GAIN's expertise on innovation challenges (competitions) in the food systems transformation space.

**GAIN Benin** that started operations in Benin by focusing on scaling up the impact of ongoing programmes, including creating demand for nutritious foods, supporting the provision of fortified foods, including in the country's school meal plan, and strengthening small and medium enterprises in food supply chains through the work of the Scaling Up Nutrition (SUN) Business Network. Gain Benin continues to support the Government of Benin and other stakeholders to improve the consumption of healthier diets. Some of the key projects of GAIN Benin are SUN Business Network (SBN), Large-Scale Food Fortification, Creating Demand For Nutritious Foods etc

**GAIN Nigeria** works to provide technical, financial, and policy support to key participants in food systems; governments, the private sector (including farmers), and consumers to make these

systems more nutrition-sensitive. It has been working in Nigeria since 2012, beginning with Large-Scale Food Fortification, and has since grown to implement more projects in the country. GAIN's work in Nigeria is focused on eight areas : Large-Scale Food Fortification, Policy Advisory Support for Improved Nutrition in Nigeria, Scaling Up Nutrition (SUN) Business Network, Evidence and Action Towards Safe, Nutritious Food (EatSafe), Commercialisation of Biofortified Crops (CBC), Strengthening Nutrition in Priority Staples (SNIPS), CAlyzing Strengthened policy aCtion for heAlthy Diets and rEsilience (CASCADE), Enhancing Access to Safe and Nutritious Diets (ENSAND).

The **Scaling Up Nutrition Business Network (SBN)** is the world's leading private sector focused nutrition platform convened by GAIN and UN World Food Programme (WFP). It is a neutral platform that fosters partnerships and collaborations. SBN aims to engage and mobilize businesses at a global and national level to act, invest and innovate responsibly, while ensuring sustainable actions in emerging markets.

## 2. Background

West Africa's agrifood system employs over 60% of the workforce and contributes nearly one-third of GDP<sup>1</sup>, yet fruit and vegetable consumption remains critically low, contributing to high malnutrition rates. Youth unemployment coexists with missed opportunities across food value chains, especially in post-harvest handling, value addition, food safety, and digital market linkages.

While West Africa produces a wide variety of fruits and vegetables at scale, persistent inefficiencies across the value chain continue to undermine both nutrition outcomes and economic opportunity. Significant pre- and post-harvest losses, limited aggregation and processing capacity, fragmented markets, and low consumer demand reduce the accessibility, affordability, desirability, and safety of nutrient-dense foods. These systemic constraints also limit the ability of public food and nutrition programmes, including school feeding initiatives, to reliably source diverse, safe, and locally-produced foods. When supply chains are inefficient and informal, governments struggle to translate policy ambition into effective implementation. As a result, fruit and vegetable consumption remains far below recommended levels, contributing to poor regional nutrition indicators, including stunting rates exceeding 30% among children under five and anaemia affecting more than 50% of women of reproductive age in several countries. At the same time, West Africa has one of the youngest populations in the world, yet youth face high levels of unemployment and underemployment. Despite the growth potential of fruit and vegetable markets, young people and especially young women entrepreneurs, encounter significant barriers to entry, including limited access to finance, technical skills, market information, land, and supportive innovation ecosystems. As a result, the very value chains that require modernization and innovation are not fully leveraging the energy, creativity, and entrepreneurial drive of the region's youth.

The intersection of these challenges presents both a risk and an opportunity. Without targeted innovation and youth engagement, inefficiencies in fruit and vegetable systems will persist, constraining progress for nutrition as well as economic growth. However, by equipping young entrepreneurs to develop scalable solutions that reduce losses, improve processing and distribution, stimulate demand, and strengthen market linkages particularly to public initiatives, countries can

simultaneously advance nutrition outcomes, create dignified employment, and accelerate progress toward their national and global nutrition commitments.

### 3. About the West Africa Youth Agrifood Innovation Challenge 2026

To address these challenges, GAIN is implementing a West Africa Youth Agrifood Innovation Challenge in 2026 that strategically positions nutrition with the regional and global youth agenda with a proposed positioning of nutrition within regional and global youth and sport discourse during the Youth Olympics platform in Dakar, Senegal in October 2026. The Youth Olympics provide a first-of-its kind, powerful platform to showcase the intersection of youth leadership, nutrition, and sports. By featuring the Youth Innovation Challenge at the Games, finalists and their innovative solutions will gain visibility at a globally recognized, youth-centered, sporting event.

Young people, especially young women, encounter significant barriers to entry in agrifood systems: limited access to finance, technical skills, market information, land tenure, digital tools, and supportive innovation ecosystems. Despite these barriers, youth are already generating locally-grounded solutions to food system problems from mobile-based market information systems to solar drying technologies to community-based aggregation models that remain undiscovered, underfunded, and unconnected to markets. Targeted investment in youth innovation therefore offers a rare double dividend; in that it can simultaneously address youth unemployment and advance nutrition outcomes.

This platform enables GAIN and partners to highlight the critical linkages between healthier diets and sports performance, while positioning nutritious fruits and vegetables as essential to building healthier, more resilient young people. It also offers an opportunity to elevate youth entrepreneurship in the agrifood sector and underscores the potential for meaningful job creation across fruit and vegetable value chains; from production and processing to distribution and retail, across West Africa. Through showcasing, storytelling, and youth innovator engagement, investor meets and targeted communications, this platform can raise awareness on how youth-led solutions are advancing food systems transformation in west Africa.

- **Competition duration:** May to November 2026
- **Geography coverage of the Innovation Challenge:** West Africa, including countries Benin, Nigeria, Senegal, Cote d' Ivoire where GAIN and partner SNBN operates. With Benin and Nigeria as the operational hubs.
- **Applicants who will be eligible to compete in the competition :** The primary target audience of the West Africa Youth Agrifood Innovation Challenge comprises youth (aged 18–35 yrs) from Benin (West Africa), including entrepreneurs, startups, medium and small enterprises, cooperatives, and researchers working across fruit and vegetable value chains, with a strong emphasis on women-led enterprises. The initiative is supported by a broader ecosystem of public and private sector actors, business networks, incubators, and development partners, alongside national governments and regional bodies, to enable innovation, scale, and impact across the agrifood system, encouraging tech-based solutions, business models, not-for-profit service

models, and other wildcard solutions that are already at proof-of-concept stage. These concepts must be operationally viable in the local, country context.

- Competition selection & Categories of the competition: A panel of experts will preside over the decision-making process to select 10 solutions from each country that will be shortlisted for integration and support.

- **Competition Categories:**

Category I – Value Addition & Processing Innovation

Category II – Market & Supply Chain Solutions

Category III – Integration with Public Nutrition Programmes

Category IV – Digital & Behaviour Change Innovations

- **Competition selection & Categories of the competition:**

A panel of thematic experts will preside over the decision-making process to select 10 solutions from each of the four countries, that will be shortlisted as winners for recognition and support.

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 purpose of this RFP is to engage a Service Provider for the end-to-end communications management for the West Africa Youth Agrifood Innovation Challenge 2026, and will cover Benin, Nigeria Senegal, and Cote d' Ivoire. Benin, Senegal, and Cote d' Ivoire are French-speaking nations hence communications in these three countries will need to be relayed in **French** and communications in Nigeria will need to be relayed in **English**.

## 4. Scope of work and deliverables

**Reporting:** The agency will be reporting to the Project Manager, Nutrition Connect (Direct Reporting).

**Routine Liaising:** The agency will be working closely with officers in the country teams of GAIN in Benin, Nigeria, Senegal, Cote d' Ivoire and the team of the SUN business network/ SBN.

**Location:** The consultant/agency should be based in either of the 4 countries i.e Benin, Nigeria, Senegal, Cote d' Ivoire. With a preference for agencies based in **Benin or Nigeria or Senegal**.

**Duration of consultancy:** May to November 2026

**Objective:** End-to-end communications management for the West Africa Youth Agrifood Innovation Challenge for the four countries in Benin, Nigeria, Senegal, and Cote d' Ivoire.

**Specifically, the agency shall be required to do the following (In French and English both as may be applicable):**

## **I. PREPARATION PHASE (Campaign Strategy Development & Planning):**

This will include:

- **Communications Strategy:** Understand and align with the concept of the innovation challenge (refer the innovation challenge toolkit that will be provided to indicate the process) and develop the overall multichannel communication campaign strategy for the 4 countries i.e. GANTT incl. activities, outlining timelines, milestones, deliverables etc, developing detailed communications plans for the innovation challenge implementation including digital media (especially social media, internet, social media, mobile phones etc).
- **Brand Guidelines:** Create a strong, cohesive brand identity guideline for the innovation challenge that also resonates with the brand identities of GAIN, Nutrition Connect, and partners and resonates with the target audience.
- **Messaging and Collaterals Development :** Develop clear, impactful messaging highlighting the importance of improving accessibility and demand for fruits and vegetables and increase sustainable youth employment across fruit and vegetable value chains in West Africa and in particular in these four countries of interest. Produce marketing materials i.e. brochures, posters, flyers, social media graphics, and website content etc as needed, and relevant to the innovation challenge.
- **Marketing & Outreach :** Managing launch of the application window in May and managing online advertisements thereafter i.e. LinkedIn, Instagram, Google Ads, Facebook Ads, etc. to drive traffic to the competition information and registration pages.

## **II. INNOVATION CHALLENGE COMMUNICATIONS (Launch & Management) :**

- **Communications Campaign:** Lead the month-on-month, multichannel, communications campaign for the West Africa Youth Agrifood Innovation Challenge across all 4 countries; based on the overall Communication Campaign plan developed , in all stages of the competition including National Finale` events and Regional Finale` event at the Dakar Olympics in Senegal to be held in early November 2026 (i.e. for disseminating the achievements, activities, updates, e.g. Call for applications, amplified country outreach through targeted promotion in-country, Applicant and Judges profiling, Round 1, 2 & finale of innovation challenge for national and regional West Africa levels, both)
- **Communications Content generation:** Generate compelling content i.e., blogs, videos, infographics, to educate and inspire participation via online modes, including drafting press releases for wide coverage in media outlets, and coordinating interviews with key stakeholders.
- **Communications Events Support:** Providing communications support for the activities and events of Innovation Challenge with Zoom/ Teams stage management and backend coordination.

### III. STAKEHOLDER ENGAGEMENT

- **Stakeholder Meetings:** Ensure weekly update meetings with the technical implementation team of GAIN as the organizers and record actionables for performance.
- **Work collaboratively** with the communications and technical teams of GAIN and Innovation Challenge partner organizations. Including synchronization of dissemination across different platforms for the partner organizations.

### IV. DOCUMENTATION, METRICS, REPORTING:

Identifying and documenting areas for improvement and providing recommendations for future campaigns

#### DELIVERABLES :

| Deliverables   | Description  | Due Date     | Payment Milestone |
|--|--|--------------|-------------------|
| <b>WORK PACKAGE 2 : COMPETITION (Outreach, Applications &amp; Selection)</b>             |  |              |                   |
| <b>Phase 1: Preparation &amp; Launch (May 2026)</b>                                      |  |              |                   |
| Inception Meeting & Summary Note   | <i>Kick-off meeting with GAIN + agreed workplan and action points</i>  | 11 May 2026  | 20%               |
| Communications Strategy & Campaign Plan  | <i>Multi-country Communications strategy (GANTT, timelines, channels, KPIs) aligned to competition rollout</i> | 14 May 2026  |                   |
| Branding & Messaging Package   | <i>Brand guidelines + Key Messaging Framework (aligned to innovation challenge themes)</i>                     | 20 May 2026  |                   |
| Competition Launch Collaterals Package   | <i>Brochures, posters, social media creatives, launch content</i>  | 24 May 2026  |                   |
| Official Campaign report for Application window launched                                 | <i>Launch of communication campaign + application window</i>   | 30 May 2026  |                   |
| <b>Phase 2: Outreach, Engagement &amp; Application Support (June – July 2026)</b>        |  |              |                   |
| Jury & Mentor Communication Support  | <i>Jury and Mentor profiling, announcements, onboarding communications)</i>                                    | 25 June 2026 | 20%               |
| Report on Outreach & Media Report (At least 100 applications received from each country) | <i>Campaign reach, engagement, digital &amp; offline assets</i>  | 31 July 2026 |                   |
| Monthly Communications Outputs   | <i>Monthly Communications Outputs; Stakeholder Engagement Tracker for</i>                                      | Monthly      |                   |

| Deliverables  | Description   | Due Date     | Payment Milestone |
|---|---|--------------|-------------------|
|   | <i>communications; Content &amp; Media Outputs etc</i>  |              |                   |
| <b>Phase 3: Evaluation, Training &amp; Selection Support (July - August 2026)</b> |   |              |                   |
| Training & Mentorship Communications  | <i>Promotion and documentation of training sessions</i>   | 20 July 2026 | 20%               |
| Evaluation Phase Communications   | <i>Round 1, 2, and finalist announcements (internal + external)</i>   | 25 Aug 2026  |                   |
| Finalists & Winners Announcement Package  | <i>Media kit, social media, press coverage for Top 10 + Top 2</i>   |              |                   |
| WP2 Communications Summary Report   | <i>Consolidated report of outreach, engagement, and communication outputs</i>   | 31 Aug 2026  |                   |
| <b>WORK PACKAGE 3 : NATIONAL FINALE &amp; DEAL ROOM (Sept – Oct 2026)</b>         |   |              |                   |
| National Finale` Event Communications package                                     | <i>End-to-end communications for country events (materials, media, visibility)</i>                                    | 25 Sept 2026 | 30%               |
| Deal Room Communications Support Package  | <i>Investor/ demo session visibility, content, and engagement outputs</i>   |              |                   |
| Media & Visibility Outputs in National finale`                                    | <i>Press coverage, interviews, amplification across platforms</i>   |              |                   |
| National Finals Communications Report   | <i>Campaign performance, reach, engagement, media coverage</i>  | 15 Oct 2026  |                   |
| Regional Finale` Communications Collaterals Package                               | <i>Coverage and communications (materials, media, visibility) (for regional finale event at Dakar Youth Olympics)</i> |              |                   |
| <b>WORK PACKAGE 4 : REGIONAL FINALE (Nov 2026)</b>                                |   |              |                   |
| Regional Finale` Communications Report  | <i>Coverage and outputs from Dakar event</i>  | 15 November  | 10%               |
| Communications Assets Submission  | All original design files, media, and content outputs   |              |                   |
| Innovation Compendium & Case Studies  |   |              |                   |
| Final Communications Report & Debrief   |   |              |                   |

## 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.

### 5. Contact

Please direct all inquiries and other communications to the contact below with the subject line in your e-mail as :

**Subject Line -- “Comms Agency-West Africa innovation Challenge 2026” Send your Email to - [rfp@gainhealth.org](mailto:rfp@gainhealth.org)**

Responses will not be confidential except in cases where proprietary information is involved.

### 6. 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.

### 7. Format for Proposals

Interested consultant agencies should submit a brief proposal (max 5 pages), comprising of the following:

#### A. Technical proposal:

- Detailed note on your understanding of your role for this project, explaining your suitability for the role, and how the requirements mentioned under the current Scope of Work will be met by you, in keeping with the workplan (max 4 pages)
- Detailed profile /CV of individuals in consultant agency, including relevant qualifications (max 2 pages);
- Applicants should clearly indicate separately, also their **proficiency in spoken and written English and also in French**  
[1 – Basic (limited working proficiency ; 2 – Intermediate (can communicate with some limitations); 3 – Proficient (comfortable in professional settings) ; 4 – Advanced (strong professional fluency); 5 – Expert (native or near-native fluency).] Preference is for applicants fluent in written and spoken French
- Previous relevant work experience of the consultant leading in other similar assignments, including the clients for which such work was undertaken, and respective timeframes. (can be attached as Annex)
- A completed ‘Offer of Services’ form (see end of document).

#### B. Financial Proposal:

Financial proposal for the role of the Project Coordinator for implementing the activities of this project.

- Updated, complete banking details of consultant
- The fees shall be quoted as a fixed sum inclusive of all applicable direct / indirect costs, taxes etc. **(Figures to be in local currency)**

- In case of errors in calculating overall costs, the unit costs will govern

## 8. Submission

Interested consultant agencies should prepare and submit :

- (a) A signed Expression Of Interest (EOI should be no more than 4 pages) including reasons for interest in the project, relevant qualifications, prior experience with similar work, specifying the estimated days (as per the duration specified in this RFP) and relevant costing (**Figures to be in local currency**)
- (b) A detailed technical and financial proposal in MS Word/ PDF format (As mentioned in point 7 above) must be submitted via email, with the subject line mentioned as **“Comms Agency-West Africa Innovation Challenge 2026**; with all required information and necessary supporting documents, to reach GAIN at the email address mentioned below:  
**Email ID : [rfp@gainhealth.org](mailto:rfp@gainhealth.org)**

## 9. Deadline

Completed proposals should be submitted at [rfp@gainhealth.org](mailto:rfp@gainhealth.org) via email with the **subject Line -- “Comms Agency-West Africa Innovation Challenge 2026”**.

Submission should be done by **5 May 2026; 5 pm West Africa Summer Time (GMT+2)**.

## 10. Unacceptable

The following proposals may automatically not be considered or accepted:

- Proposals received after the RFP deadline at the specified receiving office's local time.
- Proposals received by fax/ post.
- Incomplete proposals.
- Proposals that are not signed.

## 11. Revisions

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

## 12. 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.

## 13. Completion

- Proposals must be submitted on your/ your firm's official letterhead OR in case of individual consultant, must be signed by you as the principal or authorising signatory.
- 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 6, 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.

## 14. 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.

## 15. 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.

## III. TERMS AND CONDITIONS OF THIS SOLICITATION

### 16. 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.

### 17. 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.

### 18. 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.

## 19. Evaluation Criteria

Proposals will be reviewed by the Selection Team. The following indicate a list of criteria against which proposals will likely 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:
  - o Providing detailed technical documentation of the proposed strategy for execution of tasks.
  - o Evidence of experience delivering solutions using the proposed strategy.
  - o The creative and methodological approaches required to implement each of the parts of the scope of work.
- Alignment with work plan and reasonableness of proposed work and time frame:
  - o Proposal shall include a feasible work plan to ensure successful completion of deliverables.
  - o The work plan details how activities will be coordinated.
- Detailed budget and cost-effectiveness of proposed approach:
  - o Evidence of cost-effective approaches to undertaking the scope of work within the proposed budget.
  - o Proposal shall identify possible challenges and include creative approaches to addressing them.
- Personnel plan:
  - o The person working on this project shall have the relevant qualifications and overall experience required to successfully implement the project.
- A duly completed Offer of Services form (See Point IV in this RFP).

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

## 20. Review Process

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

## 21. 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 authorize any third party to bind or commit GAIN in any way without GAIN's express written consent.

## 22. 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.

### 23. 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.

### 24. 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.

### 25. 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.

### 26. 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)

