



**REQUEST FOR PROPOSAL (RFP) FOR PROCUREMENT OF SERVICES
TO DEVELOP REDD+ SAFEGUARDS
OCTOBER 2018**

Background

Winrock International ("Winrock") is a global leader on REDD+, ensuring the highest standards for quality and integrity, instilling confidence in the environmental and social benefits of REDD+, and facilitating transparency in REDD+ transactions and results-based payments.

Winrock seeks to contract with an organization ("safeguards lead") to guide the development of safeguards requirements for REDD+ programs. The safeguards requirements will be verifiable and focus on ensuring human and indigenous peoples' rights. Under a competitive process, Winrock is soliciting proposals from parties interested to serve as REDD+ safeguards lead.

The REDD+ safeguards lead will coordinate an expert committee to obtain input on key safeguards elements and will draft safeguards requirements based on committee input as well as a review of safeguards requirements in existing standards (e.g. World Bank Forest Carbon Partnership Facility REDD Methodological Framework), bilateral (REM) and multilateral environmental agreements (GCF Environmental and Social Safeguards) and international conventions including the Cancun Agreement and the Warsaw Framework for REDD+.

The safeguards lead will coordinate review and feedback on the draft safeguards requirements with the expert committee as well as oversight bodies and will coordinate a public stakeholder comment period for the safeguards requirements, incorporating feedback and changes, including supporting rationale and justifications, prior to final approval and publication. The safeguards lead will coordinate with broader REDD+ technical and verification development efforts to ensure consistency and compatibility.

Proposals from bidders will be deemed ineligible for participation if they are in any of the situations defined in Exhibit A – Bidder Eligibility Attestation. Winrock retains the right to reject any proposal if any illegal or corrupt practices have taken place in connection with the award of the proposal and/or if, during the procurement process, are found to be subject to a conflict of interest or are guilty of misrepresentation in supplying information or failing to supply information required as a condition of participation in the tender process. Winrock retains the right to not make an award. The costs of developing a proposal are borne entirely by the bidder.

Eligibility Requirements

Outlined below are criteria that must be met in order for proposals to be considered. Only proposals that meet all these eligibility criteria will be evaluated.

1. Timeline and scope: Bidders must commit to an aggressive timeline of drafting REDD+ social safeguards requirements (based on expert committee input and review of existing frameworks as described above, which will be provided to the Safeguards lead) and iterating the requirements with the expert technical committee and governance body to present a draft by the end of November 2018 that is ready for public comments. Bidders must also commit to identifying targets for stakeholder outreach (civil society, indigenous groups, governments), guiding safeguards discussions during the public comment session (January and February 2019), and consolidating feedback and making changes to safeguards requirements and justifications / rationale for presentation to the governance body for approval (March 2019). Bidders must commit to providing general support, as needed, during the pilot phase (2019 and 2020), and to making updates to the safeguards requirements, as needed, after the pilot phase based on learnings (2020).
2. Experience - Bidders must demonstrate:
 - Deep knowledge with REDD+ safeguards and forest governance best practices and provisions to ensure human and indigenous peoples' rights including stakeholder processes, grievance and redress mechanisms and benefit sharing options.
 - Experience working with a variety of stakeholders including intergovernmental agencies, national and sub-national governments, local communities, indigenous peoples' groups, civil society and private sector with regard to REDD+.
 - Experience supporting country governments endeavors to meet national and international policy commitments in relation to social and environmental safeguards under REDD+, conducting EIA and Strategic Social and Environmental Assessments, developing social and environmental safeguards management plans/frameworks, and developing relevant capacity building tools and activities.
 - Extensive experience under the UNFCCC (UN REDD) and multilateral frameworks (World Bank FCPF)
 - Excellent written and spoken English. Additional languages preferred.
3. Price: Bids must not exceed **U.S. \$60,000.**

Required information for proposal

Proposals containing all of the following information and submitted following the section outline below will be considered complete. Winrock reserves the right to reject incomplete proposals.

1. Bidder approach to scope of work including breakdown of tasks, timeline and deliverables (maximum 3 pages)

2. Bidder qualifications and experience (no page limit)
 - a. Summary of qualifications and experience addressing eligibility requirements listed in 2 above and including specific examples of work conducted in all key areas and under relevant frameworks
 - b. List of team member(s), role in the project and bio(s)
 - c. At least two references including company name, contact name and contact information, and a brief description of the engagement
 - d. Statement of bidder nationality including proof of nationality under national legislation and information on legal form and ownership structure
 - e. Bidder contact: name, title and contact information (email, phone, address)
3. Price Offer: Proposal must clearly state a total fixed price broken out for the phases in the scope of work, including general budget assumptions, and identify milestone payments for each deliverable.
For bidding purposes, the level of effort anticipated for the 2019 and 2020 support during the pilot phase and making updates to the social safeguards requirements after the pilot phase is 20 days (max two pages).
4. Bidder Eligibility Attestation, executed by corporate officer, included as Exhibit A.

Criteria for Proposal Evaluation

Proposals will be evaluated with a maximum score of thirty (30) points in the three categories below. The bid with the highest total score will be awarded.

1. Approach: up to ten points based on understanding of the scope of work, proposed approach, staffing and timeline
2. Bidder qualifications: up to ten points based on overall team qualifications and experience
3. Price: up to ten points based on bid price

Questions, Proposal Deadline and Submission Instructions

Please send all questions in writing by **October 4, 2018** to REDD@winrock.org.

An electronic copy of your proposal must be received by Winrock on or before close of business **October 12, 2018**. Send to REDD@winrock.org with subject line “REDD+ Safeguards RFP.”

Winrock expects to make an award and contract for the work in October 2018. Winrock will individually notify all bidders of outcome of the RFP process.

Exhibit A: Bidder Eligibility Attestation

1. Bidders shall not make use of child labor or forced labor and/or practice discrimination and they shall respect the right to freedom of association and the right to organize and engage in collective bargaining, in accordance with the core conventions of the International Labour Organization (ILO).
2. Bidders shall be deemed ineligible to participate in the RFP process if:
 - a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
 - b) they or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
 - c) they have been guilty of grave professional misconduct proven by any means which Winrock can justify;
 - d) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established, or with those of the U.S. or those of the country where the work is to be performed;
 - e) they or persons having powers of representation, decision making of control over them have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity, where such illegal activity is detrimental to the funder's financial interests.

By signing below, the bidder attests to not being in any of the situations listed above.

Printed name of authorized corporate officer	
Title	
Signed	
Date	
On behalf of (company name)	
Address	
Phone number	
Email address	