

Request for Proposal

Consultancy to Develop Gender Strategies

RFP Release Date	23/02/2021
Question/Inquiry Submission Deadline	02/03/2021
Proposal Submission Deadline	09/03/2021



1. INTRODUCTION

Company Background

Tanager, an ACIDI/VOCA affiliate, is an international nonprofit that brings people together at the table, on the ground, and across supply chains to co-create economic and social opportunities that change lives. Working closely with our partners, we align interests to expand market access and unlock the full potential of shared market opportunities that result in reliable supply chains, stable incomes, healthy families, and resilient communities. Established in 1993, we work with the ACIDI/VOCA family of companies to make agriculture work better for people. We offer a focused and diligent team of locally based experts and international advisors who work with our partners to reach common goals.

For more information, please visit www.tanagerintl.org.

Program Background

About IGNITE Project

The Impacting Gender & Nutrition through Innovative Technical Exchange in Agriculture (IGNITE) mechanism is a five-year investment funded by the Bill & Melinda Gates Foundation and implemented by Tanager to improve household nutrition and women's empowerment by strengthening African institutions' ability to integrate nutrition and gender into their way of doing business and their agriculture interventions.

IGNITE works with African institutions to design, implement, and evaluate nutrition-sensitive and gender-integrated agriculture interventions. IGNITE also strengthens the ability of African institutions to incorporate nutrition and gender equality into their policy priorities and business practices their way of doing business. Based on the interventions implemented by IGNITE clients, IGNITE identifies key mechanisms and drivers of demand for the scale up and replication of nutrition-sensitive and gender-integrated interventions. IGNITE activities are targeted in Burkina Faso, Ethiopia, Nigeria, and Tanzania. Clients include NGOs, private sector companies, and government bodies working in agriculture.

Project Goals

1. Strengthen African institutions to integrate nutrition-sensitive and gender-integrated approaches into their agriculture interventions and their way of doing business.
2. Identify models that demonstrate ways of effectively and efficiently increasing both equitable consumption of safe, affordable, nutritious diets year-round and increased women's empowerment in agriculture.
3. Cultivate network of local service providers [LSP] to reach greater nutrition impact and gender equality in agriculture through ongoing technical assistance.

2. PURPOSE

Scope of Work

Heifer International is an international organization which works alongside local farmers, farmer owned businesses, other business owners and their communities in over 20 countries. Heifer International provides training to improve the productivity (quantity) and quality of the produced goods; and improve producers' access to markets to boost sales and incomes.

The Tanzania Milk Processing Project (TMPP) implemented by Heifer International runs from November 2019 to October 2021, which is building on the progress made by the East Africa Dairy Development Project (EADD II). The project aims to increase household incomes among 50,000 smallholder dairy farmers through improved milk productivity and quality, and better access to reliable, high-value markets while ensuring processors have access to an increased supply of high-quality milk. One of the project's main goals is improving gender equity by increasing the number of women suppliers and shareholders in Farmer Producer Organizations (FPOs) with a target of reaching 30% women farmers out of 50,000 farmers: and improving women decision making

at the household and FPOs. Heifer expects to use gender mainstreaming as a tool to foster and enhance dairy businesses including milk collection and processing (Heifer International has been collaborating with 4 dairy processing companies).

Heifer International supported by the IGNITE project has undertaken several activities to strengthen gender equity including review of the project implementation, development of a training of trainer's guide to equip the gender expert and field assistants, conducting training on gender and nutrition targeted at the gender expert and field assistants and review of training tools to identify areas for mainstreaming gender and integrating nutrition in the private sector. In addition, the IGNITE project has started working to support the development of gender strategies for 2 private sector companies working closely with Heifer International. The strategy is intended to identify strategic priorities and activities that help the dairy companies meet their goals while promoting women's empowerment and/or gender integration and gender equality.

Below is a brief profile of the two private sector companies identified for this support.

TANGA FRESH LIMITED ("TFL").

TFL is a farmer co-owned dairy business company formed under the laws of Tanzania, established in 1996 with a Head Office in Tanga City, Tanzania. TFL's vision is to become consumers' first choice and promote sustainable growth of small-scale dairy farming in the Tanga region. TFL produces a range of fresh (pasteurized) milk, yoghurts, and cheese. TFL sources raw milk from approximately 6,000 small scale farmers in the Tanga, Iringa, Morogoro, Kilimanjaro, and coastal regions. The farmers bring milk to nearby collection centers for chilling and hauling daily by trucks to the factory located in Tanga city. TFL recently expanded its factory capacity to 120,000 litres per day by installing a processing line for long life milk. In order to maximize on its capacity, it is important that farmers' output – both in milk productivity (volume) and quality are improved.

ASAS DAIRIES LIMITED ("ADL")

ADAL is a private company established in 2000 with its Head Office in Iringa Town Tanzania. ADL's main activities are to source milk from smallholder farmers for the manufacture and marketing of high-quality dairy products, including ultra-high temperature milk, fresh milk, flavored milk, yoghurt and cultured milk. ADL's factory has a capacity of 120,000 liters per day and is currently is collecting 31,000 liters per day. Over the years, ADL has endeavored to increase smallholder capacity through a set of business development services that stimulates increased production and productivity as well as building the resilience of its farmers to weather changes, providing access to extension and other services, and ensuring they have access to a reliable and sustainable milk market to improve their livelihood.

IGNITE is seeking the services of a consultant who will support the development of gender strategies for the companies.

Key Tasks

The Consultant will undertake the following tasks:

1. Conduct a desk review of existing TMPP- and institution- related project documents and reports, such as gender analysis or value chain analyses, to identify strength and gaps in gender mainstreaming within the institutions. This review will be somewhat limited in scope to focus on TMPP and institution-related documents, rather than broader contextual or national-level documents.
2. Conduct consultations with key staff, selected partners to assess the achievements and identify the gaps.
3. Carry out consultations with relevant government, private sector staff, partners and other key actors including academia, etc.
4. Develop narrative for the gender strategy, based on the Tanager IGNITE gender strategy template. As a component of this template, the narrative should include 2-3 overarching priorities for the companies as they work with TMPP.
5. Draft the gender strategies in alignment with the following:
 - a. TMPP Theory of change
6. Present the draft gender strategies to Tanager, Heifer International and private sector staff, review comments and submit a final strategy.

Deliverables

Below are the deliverables for the assignment.

- Desk Review Report
- Brief report on consultations held.
- Draft strategy outline/table of content and theory of change
- Draft strategies (for 2 private sector institutions). Tanager will supply a Gender Strategy Template, which the consultant should use to construct the draft strategy.
- Final strategy with feedback from IGNITE and Heifer International considered

All deliverables will be approved by Tanager.

Skills and Qualifications

- Minimum of a master's degree in Gender and Development, Human Rights, social development, or public policy. Qualifications in Agriculture (extension, agriculture economics, rural development) also desirable.
- Experience in Gender analysis and Gender mainstreaming work in development programmes in Tanzania and East Africa
- Knowledge of Gender context in Tanzania including good understanding of the policy environment, the private sector and in particular the dairy sector.
- Good analytical and conceptualization skills
- Ability to synthesize documents and with good writing skills.
- A good understanding of agricultural development plans, strategies, and policies in Africa.
- Strong research skills and understanding of investment opportunities in agriculture in Africa.
- Experience in strategy development is highly desirable.
- Fluency in English and Kiswahili required

Time frame

It is anticipated that this assignment will be completed within 32 Working Days from the issuance of the purchase order. It is anticipated that development of each strategy will take a total of 16 days.

Activity	Estimated Days
1. Desk Review	5 Working Days
2. Consultations with Key Staff and selected partners	10 Working Days
3. Prepare Draft gender strategy, with one round of feedback from IGNITE prior to presentation	12 Working Days
4. Present the draft gender strategy to IGNITE, Heifer International and Private sector companies	1 working day
5. Finalize Gender strategies based on IGNITE, Heifer, and company feedback	4 working days
Total	32 Working Days

3. CONTRACT MECHANISM & TERMS OF PAYMENT

TANAGER anticipates issuing a fixed price contract to an Offeror.

TANAGER will issue fixed payment(s) based on submission and TANAGER acceptance of the good(s). Once an award is issued, it will include a fixed price payment schedule for the good(s) specified above. A copy of the purchase order terms and conditions are attached to this RFP for informational purposes.

4. PROPOSAL PREPARATION AND SUBMISSION REQUIREMENTS

Instructions for Proposal Preparation

The selection committee will evaluate the Offerors based upon their written technical and cost proposals. Each section will be evaluated according to the criteria for evaluations in Section V. Offerors are expected to examine the specifications and all instructions in the RFP. Failure to do so is at the Offerors' risk. Interested Offerors must provide the following:

- *Capability and Technical Experience Statement* Demonstrate capabilities and technical experience by providing the following:
 - At least 2 examples of previous gender strategies developed for the private sector
 - CVs of proposed team members
- *Cost Proposal:* Offerors will submit a proposed budget with their proposals. The proposed budget will have sufficient detail to allow evaluation of elements of costs proposed. Budgets should be submitted in the currency in which your organization is located and will be paid; please label your budget with the name of the currency. Tanager reserves the right to request any additional information to support detailed cost and price. Tanager reserves the right to request any additional information to support detailed cost and price. Offerors should also indicate the inclusion or exclusion of any applicable VAT.

- *References:* Please include three client references and contact information. References should have worked with you or your organization within the past two years within East Africa (and if possible, subject matter) applicable to this RFP.

Instructions for Submission of Proposal

Proposals must include the following information. Section headers should be as follows: - Failure to fit the proposal in the structure below will be disqualified.

A. Proposal format- please see Appendix C below

B. Budget

- Detailed budget that covers the cost of staff and other resources required to implementing the scope of work as described in section 2.
- Budget narrative: Description of budgeted costs to explain and justify the need for costs proposed in the budget.

Proposal Preparation Information

- All costs associated with responding to this request shall be the sole responsibility of the applicant.
- Tanager reserves the right not to make any award from this request without any further discussion or negotiations.
- Proposals must be submitted in English.
- Budgets for proposals must be submitted in US Dollars (\$). The selected firm will be paid in US Dollars (\$).
- Appendix A, B, and C of each proposal must be submitted via Microsoft Word, and Section D (budget + budget narrative) of each proposal must be submitted via Microsoft Excel.
- The total number of pages for the full proposal, excluding budget, shall not exceed 10 pages.
- The application must be signed by an officer of the Applicant organization/individual who is duly authorized to represent the organization in further discussions and/or negotiations on the application.

Proposal Submission Deadline and Information

Proposals must be submitted with all relevant documents on email to kenyainfo@tanagerintl.org not later than 12 noon EAT on the 9th of March 2021 with the subject line "Gender Strategies."

Tanager is not responsible for failure of transmission by any applicant.

Proposals received after the submission deadline stated may not be considered. Offerors will be held responsible for ensuring their proposals are received according to the instructions stated herein. A late offer will be considered if the cause was attributable to Tanager or its employees/agents, or if it is in the best interest of Tanager and the project.

Tanager reserves the right to accept or reject any or all proposals received. Applicants will be informed in writing of the decision made regarding their proposal.

Proposals may be withdrawn by written notice via email at any time before award. Proposals may be withdrawn in person by the Offeror or authorized representative if the representative's identity is made known and the representative signs a receipt for the proposal before award.

Questions

Interested parties that have questions or seek clarifications on this scope of work can contact kenyainfo@tanagerintl.org Questions regarding this request for proposals will be answered until 2nd March 2021.

5. ELIGIBILITY

All applicants must be able to state that they meet the following mandatory eligibility requirements:

1. Legally registered to operate in Tanzania and legally able to implement the scope of this award in the regions indicated if awarded.
2. Does not appear on the Specially Designated Nationals (SDN) and Blocked Persons List maintained by the U.S. Treasury for the Office of Foreign Assets Control, or "OFAC List".
3. Not listed in the United Nations Security designation list.
4. Demonstration of adequate management and financial resources to perform the contract.
5. Satisfactory records of performance history, integrity, and business ethics.

Tanager reserves the right to request proof of legal registration and/or any other documents to verify eligibility. Proposals from firms and organizations managed by women or youth are also highly encouraged.

6. CRITERIA FOR EVALUATION

Tanager will evaluate proposals based on a best-value determination. The successful Offeror will be selected based on the proposal that represents the best value to TANAGER. Superior weight will be given to the technical services than to price, but price remains an important determinant for selection. Evaluation of the proposals may include the following criteria (not in any particular order):

- Technical (80%)
 - Evidence of experience Conducting similar assignment (40 pts)
 - Evidence of technical understanding of developing gender strategies (NGOs and Private sector institutions (40 pts)
- Cost competitiveness (20%)

The evaluation committee will review the Technical Offer based upon the criteria listed above and suitability to meet the deliverables listed in Section II (A). The quotations will be reviewed to ensure they are complete and free of computational errors. The committee will also assess the reasonableness of costs. A contract will be offered to the responsible Offeror whose proposal follows the RFP instructions and is judged to be the most advantageous to Tanager.

7. SOLICITATION PROCESS

Once the RFP is released, the Offeror must submit a formal proposal to be sent to the contact person at TANAGER as indicated in Section IV (B). The submitted proposals will be reviewed against the criteria for evaluation defined in Section V above and rated on their ability to satisfy the requirements stated in this RFP document. A preferred Offeror will be chosen and formally notified. A formal contract will be negotiated with the selected Offeror and, if endorsed, the Offeror will deliver the proposed good(s).

8. TERMS AND CONDITIONS

A. Late Submissions

Proposals received after the submission deadline stated in the cover page of this RFP may not be considered. Offerors will be held responsible for ensuring their proposals are received according to the instructions stated herein. A late offer will be considered if the cause was attributable to TANAGER or its employees/agents, or if it is in the best interest of Tanager and the project.

B. Modification of RFP Requirements

TANAGER retains the right to terminate the RFP or modify the requirements upon notification of the Offeror.

C. Withdrawals of Proposals

Proposals may be withdrawn by written notice via email at any time before award. Proposals may be withdrawn in person by the Offeror or authorized representative, if the representative's identity is made known and the representative signs a receipt for the proposal before award.

D. Right of Negotiation and Acceptance of Proposal

This RFP represents a definition of requirements and is an invitation for submission of proposals. TANAGER reserves the right to fund/award any or none of the submitted proposals. No commitment is made, either expressed or implied, to compensate Offerors for costs incurred in the preparation and submission of their proposal.

TANAGER may reject any proposal that is nonresponsive. A responsive proposal is one that complies with all terms and conditions of the RFP. A proposal must be complete, signed by an authorized signatory, and delivered no later than the submission time and date indicated on the cover sheet of this RFP. TANAGER may reserve the right to waive any minor discrepancies in a proposal.

TANAGER reserves the right to issue an award based on the initial evaluation of proposals without discussion. TANAGER also reserves the right to enter into best and final negotiations with any responsive Offeror for all or part of the proposed scope.

E. Validity of Proposal

Proposals submitted shall remain open for acceptance for 30 days from the last date specified for receipt of proposals. This includes, but is not limited to, pricing, terms and conditions, service levels, and all other information. If your organization is awarded the contract, all information in the RFP and negotiation process is contractually binding based on formal incorporation in contract document.

F. Minimum Offeror Qualifications

Offerors submitting proposals must (1) be officially licensed to do such business in Tanzania (2) not have been identified as a terrorist. In addition, Offeror may be required to provide the following information:

- Documentation to verify licensure (e.g., tax id, registration certificate, etc.)
- Demonstration of adequate management and financial resources to perform the contract
- Satisfactory records of performance history, integrity and business ethics

G. Intellectual Property Rights

All tangible or intangible property created or acquired under this contract shall be the exclusive property of ASI and the donor. The term “property” includes all data and reports associated with this engagement. The awardee is not allowed to hire another firm to accomplish the objectives of the scope, as outlined above.

9. ATTACHMENTS

- Appendix A: Purchase Order General Terms and Conditions
- Appendix B: Technical Proposal Submission Sheet
- Appendix C: Proposal and Budget

APPENDIX A- GENERAL TERMS AND CONDITIONS

- 1. Offer & Agreement.** The rights and obligations of both Parties shall be subject to and governed by the following documents in order listed: (a) This Purchase Order, including all attachments; (b) the Prime award noted at Block 9; (c) Vendor's proposal, including all certifications and representations. Any conflict occurring among these documents will be resolved in the stated order of precedence. **2. Assignment.** Vendor shall not have any right to assign this order or any benefits arising from this order without the prior written consent of TANAGER
- 3. Proprietary Information & Confidentiality.** Vendor shall consider all data, documentation, drawings, specifications software and other information furnished by TANAGER to be confidential and proprietary and shall not disclose any such information to any other person, or use such information itself for any purpose other than that for which it was intended in completing this order, unless Vendor obtains written permission from TANAGER to do so. Vendor agrees to execute TANAGER's standard Non-Disclosure Agreement upon request.
- 4. Terms of Payment.** Subject to any superceding terms on the face hereof, Vendor shall invoice TANAGER at 50 F ST. NW, Suite 1075, NW, Washington, D.C. 20001, Attn: TANAGER Purchase Agent (Block 10) or at the local office address as directed by the authorized TANAGER personnel, and be paid upon completion/acceptance of the required supplies/services. Vendor shall be paid not later than thirty (30) days after TANAGER's receipt of an acceptable invoice and TANAGER's receipt of the completed products/services in accordance with paragraph 7 "Inspection" below, together with any required documents..
- 5. Compliance with Law.** Vendor's performance of work hereunder and all products to be delivered hereunder shall be in accordance with any and all applicable executive orders, Federal, State, municipal, and local laws and ordinances, and rules, orders, requirements and regulations. Such Federal laws shall include, but not be limited to, the Fair Labor Standards Act of 1938 as amended, E.O. 11246, "Equal Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR Chapter 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor", the Copeland "Anti-Kickback" Act (18USC874 and 40USC276c and 18USC874 as supplemented by Department of Labor regulations at 29CFRpart 3, the Davis-Bacon Act, as amended (40USC276a-a7) and as supplemented by Department of Labor at 29CFRpart 5, the Contract Work Hours and Safety Standards Act (40USC327-333), and the Byrd Anti-Lobbying Amendment (31USC1352). Unless otherwise agreed, governing law shall be that of the District of Columbia. **6. Title and Risk of Loss.** Title to and risk of loss of, each product and/or service to be delivered/provided hereunder shall, unless otherwise provided herein, pass from Vendor to TANAGER upon acceptance of such product/service by TANAGER.
- 7. Inspection.** (a) Vendor shall work within professional standards and limitations specified on work statements, drawings and specifications covering the work and shall make such inspections as are deemed necessary to insure Vendor compliance, unless deviation there from is authorized in writing by TANAGER. (b) All shipments of materials shall be subject to final inspection by TANAGER after receipt by TANAGER at destination. If material supplied or work performed by Vendor is found to be defective, Vendor shall be given the opportunity to correct any deficiencies within a reasonable period of time. If correction of such work is impracticable, Vendor shall bear all risk after notice of rejection and shall, if so requested by TANAGER and at its own expense, promptly make all necessary replacements. Vendor shall provide immediate notice to TANAGER of any potential failure on the part of its suppliers to provide supplies/services required hereunder. Vendor is responsible for any deficiency on the part of its suppliers. VENDOR SHALL BE RESPONSIBLE FOR ANY COSTS OF REPROCUREMENT AS MAY BE NECESSARY FOR TANAGER TO SECURE THE SUPPLIES/SERVICES AS A RESULT OF VENDOR'S INABILITY TO PERFORM THAT EXCEED THE AGREED UPON PRICE HEREIN. (d) Final inspection and acceptance by TANAGER shall be conclusive except for latent defects, fraud, or for any rights provided by any product warranty.
- 8. Force Majeure.** Neither Party shall be liable by reason of any failure in performance of this Agreement in accordance with its terms if such failure arises out of causes beyond the control and without the fault or negligence of Vendor. Such cases may include, but are not restricted to, acts of God, acts of government or municipal or other authorities, fires, floods, epidemics, quarantines, strikes, and labor disputes. Such causes do not include deficiencies on the part of its suppliers.
- 9. General Warranty.** Vendor warrants all supplies/services to be free from all materials defects and expressly represents that all such required supplies/services are capable of providing/performing the function service for which they were intended. Vendor agrees to pass on all manufacturer's warranties to TANAGER.
- 10. Liens.** Vendor agrees to deliver/provide the products/services which are the subject-matter of this order to TANAGER free and clear of all liens, claims, and encumbrances.
- 11. Stop Work and Termination.** (a) TANAGER shall have the right to direct Vendor to stop work at any time. Such direction must be in writing and shall be effective for a period of no more than 30 days after which time Vendor may continue work absent direction to do so or a notice of termination. Vendor may be paid for work completed and or reasonable actual costs for work in process incurred to time of termination notification. Under no circumstances shall Vendor receive more than the original value of this Order. In the event of failure of the Vendor to deliver/complete any part of this order, then TANAGER shall, at its sole discretion, have the right to accept any delivered/completed part and unilaterally reduce the agreed upon price accordingly. (e) TANAGER acceptance of partial deliveries shall not constitute a waiver of any of the Vendor's remaining obligations hereunder. (f) The preceding paragraph (e) shall not limit any legal rights of either party to cancel this order by reason of any default, and TANAGER further reserves the right to cancel this order without further liability for articles not accepted by TANAGER in the event Vendor commits an act of bankruptcy, files or has filed against the petition of bankruptcy or insolvency or suffers any receivership or other similar petition to be filed for or against it, or assignment.
- 12. Insurance & Work on TANAGER's or TANAGER Client Premises.** When Vendor performs work on TANAGER's premises during the performance of this order, the Vendor agrees to maintain the standard amount of General Liability Insurance and such other insurance as may be required in writing by the TANAGER Client. Vendor, however, shall maintain adequate insurance coverage against claims arising from injuries sustained by Vendor on TANAGER's facilities and agrees to be liable for all damages & claims arising against TANAGER for which the Vendor is responsible.
- 13. Independent Relationship.** Nothing in this Agreement shall be construed as creating anything other than an independent Contractor/Vendor relationship between TANAGER and the Vendor. Vendor shall comply with all applicable laws and assume all risks incident to its status as an independent contractor. This includes, but is not limited to: compliance with all applicable laws, responsibility for all applicable taxes, licenses, fees, insurance, etc.
- 14. Work Product Presumptive TANAGER Property.** All writings, books, articles, computer programs, databases, source and object codes, and other material of any nature whatsoever, including trademarks, trade names, and logos, that is subject to copyright protection and reduced to tangible form in whole or in part by Vendor in the course of Vendor's service to TANAGER shall be considered a work made for hire, or otherwise TANAGER property. During this agreement and thereafter, Vendor agrees to take all actions and execute any documents that TANAGER may consider necessary to obtain or maintain copyrights, whether during the application for copyright or during the conduct of an interference, infringement, litigation, or other matter (TANAGER shall pay all related expenses). Vendor shall identify all materials in which Vendor intends to exempt from this provision prior to the use or development of such materials.
- 15. Rights in Data.** The Vendor understands and agrees that TANAGER may itself and permit others, including government agencies of the United States and other foreign governments, to reproduce any provided publications and materials through but not limited to the publication, broadcast, translation, creation of other versions, quotations there from, and otherwise utilize this work and material based on this work. During the agreement and thereafter, Vendor agrees to take all actions and execute any documents that TANAGER may consider necessary to obtain or maintain copyrights, whether during the application for copyright or during the conduct of an interference, infringement, litigation, or other matter (all related expenses to be borne by TANAGER). The Vendor shall identify all materials it intends to exempt from this provision prior to the use or development of such materials. The Vendor shall defend, indemnify, and hold harmless TANAGER against all claims, suits, costs, damages, and expenses that TANAGER may sustain by reason of any scandalous, libelous, or unlawful matter contained or alleged to be contained in the work, or any infringement or violation by the work of any copyright or property right; and until such claim or suit has been settled or withdrawn, TANAGER may withhold any sums due the Vendor under this agreement. Vendor agrees to specifically identify to TANAGER any and all computer software licenses ("including shrink-wrap") as may convey to the TANAGER. Vendor agrees that any and all computer software developed in the performance of this order using TANAGER monies shall, unless otherwise agreed, become and remain the property of TANAGER.
- 16. Indemnification.** The Vendor shall defend, indemnify, and hold harmless TANAGER against all claims, suits, costs, damages, and expenses that TANAGER may sustain by reason of Vendor's negligent or unlawful actions resulting from Vendor's performance under this agreement.
- 17. Liquidated Damages.** If the Vendor fails to deliver the supplies or perform the services within the time specified in this agreement, TANAGER may require that Vendor pay, in place of actual damages, liquidated damages in the amount of one percent (1%) of the agreement value for each day of delay. If TANAGER terminates this agreement in whole or in part for default, as provided under section 11 above, Vendor is liable for liquidated damages accruing until such time that TANAGER reasonably obtains delivery or performance from another vendor. These liquidated damages shall be in addition to any excess costs for re-purchase. Vendor will not be charged with liquidated damages when delay of delivery or performance is beyond the control and without the fault or negligence of the Vendor.
- 18. Debarment, Suspension, Ineligibility, and Voluntary Exclusion.** Vendor certifies by acceptance of this agreement that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any U.S. Federal Government department of agency.
- 19. Drug Trafficking.** TANAGER and/or the US Government reserve the right to terminate this purchase order/subcontract to demand a refund or take other appropriate measures if the vendor is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in 22 CFR Part 140.
- 20. Terrorism E.O. 13224.** Vendor agrees and certifies to take all necessary actions to comply with Executive Order No. 13224 on Terrorist Financing; blocking and prohibiting transactions with persons who commit, threaten to commit, or support terrorism.(E.O.13224 text available at: <http://www.whitehouse.gov/news/releases/2001/09/20010924-1.html>) Note: Vendor is required to obtain the updated lists at the time of procurement of goods or services. The updated lists are available at: <http://treasury.gov/offices/enforcement/ofac/sanctions/terrorism.htm> and <http://www.un.org/docs/sc/committees/1267>
- 21. Claims and Disputes.** In the event of any dispute, a claim by the Vendor must be made in writing and submitted to the TANAGER Vice President of Contracts and Grants for a written decision. A claim by the Vendor is subject to a written decision by the Vice President of Contracts and Grants, who shall render a decision within 60 days of receipt of the Vendor's claim. If an equitable resolution cannot be resolved, both Parties agree to settlement by arbitration in accordance with the regulations of the American Arbitration Association in the District of Columbia, USA. The Subcontractor will proceed with performance of this purchase order pending final resolution of any claim.
- 22. Non-Liability.** Vendor shall defend, indemnify and hold harmless TANAGER against all claims, suits, costs, damages and expenses that may be sustain by reason of the negligent or unlawful actions of the Vendor,.

APPENDIX B. TECHNICAL PROPOSAL SUBMISSION SHEET

Complete this form with all the requested details and submit it as the first page of your technical proposal, with the documents requested above attached. Ensure that your proposal is authorized in the signature block below. A signature and authorization on this form will confirm that the terms and conditions of this RFP prevail over any attachments. If your proposal is not authorized, it may be rejected.

Date of Technical Proposal

Click here to enter text.

RFP Title

Click here to enter text.

We offer to provide the good described in the deliverables (Section II (A)), in accordance with the terms and conditions stated in Request for Proposal referenced above. We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified.

The validity period of our proposal is Click here to enter text. days/weeks/months from the time and date of the submission deadline.

Type of Business/Institution

Offeror certifies that it is

Non-U.S. owned/operated

Government owned/operated

Note: If Non-U.S. owned/operated is selected, continue to anti-terrorism certification.

For US Organizations Only

Nonprofit

For-Profit

Government owned/operated

Large Business

Small Business

College or University

Women Owned

Small and Disadvantaged Business

Anti-terrorism Certification

The Offeror, to the best of its current knowledge, did not provide, within the previous 10 years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts.

The Offeror also verifies that it does not appear on 1) the website of the Excluded Party List: www.epls.gov or 2) the website of the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee"): <http://www.un.org/Docs/sc/committees/1267/consolist.shtml>.

The undersigned declares s/he is authorized to sign on behalf of the company listed below and to bind the company to all conditions and provisions stated in the original RFP document including attachments from TANAGER.

Proposal Authorized By

Signature

Name

Click here to enter text.

Title

Click here to enter text.

Date

Click here to enter text.

Authorized for and on behalf of

Company

Click here to enter text.

Address

Click here to enter text.

DUNS No.

Click here to enter text.

Business
Registration No.

Click here to enter text.

APPENDIX C. TECHNICAL QUALIFICATIONS AND COST PROPOSAL

- 1. Corporate Information
- 2. Name of Vendor Address Click or tap here to enter the name of the vendor
- 3. Telephone Number Click or tap here to enter the address
- 4. Name of Signatory Authority Click or tap here to enter the telephone number
- 5. Position/Title Telephone Number Click or tap to enter the name of signatory authority
- 6. Email Address Click or tap here to enter the position/title of signatory authority

1. As it relates to the SOW above, describe your proposed approach for developing gender strategies

2. Please attach a proposed workplan, spanning 32 days, for completion of the full SOW. Please include any narrative description of your workplan below.

3. Please describe your experience developing gender strategies similar to the assignment in the SOW in the past 5 years. Please note that Tanager will cross-reference this response with the references that you provide in your full application.

4. Please attach, as directed above, your CVs. Please include any additional comments of your capacity below.

5. Cost Proposal: Please confirm whether you can meet the following requirements.

Confirm that your you have the capacity to pre-finance 50% of the cost of the assignment:

If you do **not** have the ability to pre-finance 50% of the cost of the assignment, please explain:

Confirm that your company has the ability to develop and issue an invoice:

If you do **not** have the ability to develop and issue invoice, please explain:

6. Cost Proposal: Please provide an MS-Excel sheet outlining the details of the budget, including expenses. Submit this on your own template, as necessary. ALL COSTS IN USD. Please include any budget narrative information in the box below: