



REQUEST FOR PROPOSALS (RFP)

CONSULTANCY SERVICES – FIRMS SELECTION

CONSULTANCY SERVICE TO CONDUCT FOOD & NUTRITION INSECURITY VULNERABILITY ANALYSIS AND MODELLING UNDER COVID-19

PROCUREMENT NUMBER: 95/AUDA/DPDC/ENV/QCBS/2020

1. The African Union Development Agency - NEPAD (AUDA-NEPAD) Intends to apply a portion of its funds towards eligible payments under this Contract, reference number: **95/AUDA/DPDC/ENV/QCBS/2020 - Consultancy service to conduct Food & Nutrition insecurity vulnerability analysis and modelling under COVID-19;**
2. The AUDA-NEPAD now invites proposals to provide the following consulting services: **Consultancy service to conduct Food & Nutrition insecurity vulnerability analysis and modelling under COVID-19.** More details on the services are provided in the attached Terms of Reference in section 6;
3. This Request for Proposals (RFP) is open to all eligible bidders who can demonstrate that they are qualified and experienced to perform the services;
4. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications and experience. Firms from African Union Members States and/or joint ventures will have an added advantage;
5. A firm will be selected under **Quality Cost Based Selection (QCBS)** method and procedures described in this RFP;
6. African Union Emergency Procurement Guidelines will be used for this procurement;
7. The RFP includes the following documents:
 - Section 1 - Letter of Invitation;
 - Section 2 - Information to Consultants;
 - Section 3- Data sheet;
 - Section 4 - Technical Proposal - Standard Forms;
 - Section 5- Financial Proposal - Standard Forms;
 - Section 6 - Terms of Reference;
 - Section 7 - Standard Forms of Contract.
8. Consultancy Firm(s) must comply with the following:
 - a) Duly completed and signed Technical and Financial Proposal submission forms;
 - b) At least 3 contactable references in the last five (5) years;
 - c) Complete and signed Curriculum Vitae- (use prescribed and attached form in Section 4.F);
 - d) The proposal is valid for at least the period required (90 days).
9. This is a two envelope bidding. Technical and financial proposals should be submitted in sealed separate envelopes. For email submissions Technical and financial proposals should be submitted to two separate email addresses (submission details are in the RFP);

10. Proposals must be delivered or emailed to the address below on or before **May 28, 2020 by 14:30 hours (South African Time)** and should be clearly marked as “**Consultancy service to conduct Food & Nutrition insecurity vulnerability analysis and modelling under COVID-19 Ref: 95/AUDA/DPDC/ENV/QCBS/2020**”.
11. Proposals can also be sent by email, addressed to the address below indicating the title and reference number as subject.

The Chairperson, Internal Procurement Committee (IPC)

African Union Development Agency (AUDA-NEPAD)

230, 15th Road, P. O. Box 218 Midrand,

1685 Johannesburg, South Africa

Email: Technical Proposals: procurement@nepad.org

Financial Proposals: financials@nepad.org

Attention of: Procurement Division