

REQUEST FOR EXPRESSIONS OF INTEREST
NORDIC CLIMATE FACILITY (NCF) EXTERNAL EVALUATION

Published on: 21-12-2019

**Deadline for submission of EOIs: 15 January 2019 at
12:00 noon Central European Time (GMT +2 hrs).**

Background to the Assignment

The Nordic Climate Facility (NCF) is a challenge fund set up and administered by the Nordic Development Fund (NDF) to finance innovative climate change projects.

NCF provides between EUR 250,000 to 500,000 per project in grant financing for early-stage projects to facilitate the testing of innovative and climate-relevant business concepts. Financing is allocated on a competitive basis with calls for proposals arranged annually. Since 2009, eight calls for proposals have been organised and the portfolio comprises over 80 projects across Africa, Asia and Latin America.

NDF is now seeking a consultancy team of at least two experts to conduct an evaluation of NCF as a facility.

Objective of the Evaluation

The overall objective of the evaluation is to provide NDF with an independent assessment of NCF as a facility. The evaluation of NCF has two connected aims. The first aim is to assess the performance of NCF in accordance with the objectives and outputs stated in the most recent NDF Board approval document of NCF 7-9, including assessment of the effectiveness and efficiency of the management of NCF. The second aim is to assess NCF's relevance and value-added as a challenge fund to NDF, and provide concrete recommendations for potential future directions and development of NCF, including but not limited to i) assessing the alternative of setting-up NCF as a trust fund; ii) assessing the use of other types of financing than grants.

This evaluation will not evaluate the performance or development impact of individual NCF projects.

Procurement process

The procurement method will be Single Stage Open Competitive Selection, whereby interested firms are invited to submit brief technical proposals and a financial proposal, along with the firm's and experts' qualifications.

NDF will evaluate the submitted Expressions of Interest (EOI) as per the qualification criteria outlined below and establish a shortlist. The highest scoring firm on the shortlist will be invited for the contract negotiations.

Firms / Joint Ventures are now invited to submit:

- A brief technical proposal outlining the proposed analytical framework, evaluation methodology, approach and delimitations (max 3 pages);
- A financial proposal covering all costs of the assignment, including the trips required for conducting the evaluation and presentations. The proposal shall detail all individual cost items including the experts' daily fees;
- CVs of the proposed experts (max. 3 pages per CV);
- Brief presentation of the firm(s) and, if more than one, the nature of their cooperation (JV, sub-consultancy agreements etc.) (max. 3 pages);
- List of assignments showing experience as a firm from relevant evaluations, program and project management assignments, as well as other assignments deemed relevant by the firm(s) (max. 3 pages).

The experts shall be fluent in English both orally and in writing.

Evaluation criteria:

- Technical proposal (30%);
- Financial proposal (20%);
- Key experts experience from conducting project/programme evaluations and managing development projects/programmes (30%);
- Firm's previous experience from conducting project/programme evaluations and managing development projects/programmes management (20%).

As for the evaluation of the financial proposal, the lowest evaluated Financial Proposal (Fm) is given the maximum financial score of 100. The formula for determining the financial scores of all other Proposals is calculated as following:

$S_f = 100 \times F_m / F$, in which "Sf" is the financial score, "Fm" is the lowest price, and "F" the price of the proposal under consideration.

The selection will be made from the EOIs received in response to this notification only, on the basis of the submission requirements and selection criteria set out above. The highest-ranked firm will be invited to submit a financial proposal and negotiate the contract, subject to availability of funding. Please note that only successful candidates will be contacted by NDF.

Budget

The maximum budget available for this assignment is EUR 60,000.

Duration of the Assignment

The total duration of the assignment is maximum 10 weeks (excluding the presentations for which timing is to be agreed with NDF). The Consultant is expected to mobilise by mid-February 2019.

Submission

Interested consultants are invited to submit the above-mentioned documents electronically to nordicclimatefacility@ndf.fi no later than 15 January 2019 at 12:00 noon Central European Time (GMT +2 hrs). All documents shall be in PDF, Word and/or Excel. The email must be no bigger than 10MB.

Please note that the full Terms of Reference are published along with this REOI.