

Call for consultant service proposal



To :Service providers

From the :Global Partnership for Sustainable Development Data (GPSDD) / United Nations Foundation (UNF)

Object : :Recruitment of an Expert to Conduct Research on the Current Situation of Food Security and Agricultural Data Landscape in Guinea

Date of issue : August 24, 2023
: September 14, 2023

Closing time : 5:00 p.m. GMT

Execution period : 01 - 30 October 2023

Place of : Conakry, Guinea

performance:

The Global Partnership (GPSDD) is seeking a consultant, based in Guinea, with considerable knowledge of the agricultural sector, food security and statistical system in Guinea to conduct an agricultural and food security data gap assessment and inventory. SDG indicators related to these areas. The contract resulting from this award will be a service contract.

Suppliers are encouraged to read this RFP in its entirety, paying particular attention to the scope of services, instructions and requirements. Issuance of this bid solicitation does not in any way obligate GPSDD to award a contract, nor will GPSDD pay for any costs incurred in the preparation and submission of a proposal. The agreement resulting from this RFP will be provided to the most responsive service provider whose offer will be the most advantageous for GPSDD/UNF in terms of cost, functionality and other factors as specified in this RFP. .

Division 1:Context and objective

Context :United Nations Foundation (UNF)

United Nations Foundation connects the work of the UN with others around the world, harnessing the energy and expertise of businesses and non-governmental organizations to help the UN tackle issues such as global changeclimate, data.global health, peace and security, women's empowerment, poverty eradication, energy access and US-UN relations. United Nations Foundation hosts and provides administrative, financial and contractual services to the GPSDD. For more information, visitwww.unfoundation.org

Context :The Global Partnership (GPSDD)

The Global Partnership is a dynamic, fast-growing international partnership that brings together over 700 different organizations, including governments, UN agencies, private companies, civil society organizations and many more. The GPSDD convenes, connects and catalyzes action to address issues of data misuse, access, quality and

production, and works with stakeholders to fully exploit the new opportunities of the data revolution for sustainable development. The GPSDD aims to connect and align action, capabilities and resources across geographies, sectors and data communities. For more information, please visit <http://www.data4sdgs.org>.

Context :

The global food crisis, exacerbated by the Eastern European crisis, supply chain disruptions, and the ongoing economic repercussions of the COVID-19 pandemic, has led to soaring food prices and an increase in food insecurity. This crisis has deeply affected different regions, particularly in West and East Africa, including Guinea. Despite the existence of many sources of data, governments are often unaware of the comprehensive data available to address these pressing issues. Moreover, some countries lack the expertise to effectively process and use this data to make informed decisions. Although there is an abundance of data on the food crisis, access,

To address this pressing concern, the Islamic Development Bank (IDB) and United Nations Foundation (UNF), through the Global Partnership (GPSDD), are joining forces. Their collaboration aims to provide IDB member countries, including Guinea, with access to timely, comprehensive and inclusive data. This essential data will support the monitoring and achievement of the Sustainable Development Goals (SDGs) and underpin evidence-based decision-making.

Objectives of the consultation:

The main objective of this mission is to gather extensive and reliable data and information on the current situation of food security and agricultural practices in Guinea. The expert will assess existing data sources, identify gaps and challenges, and offer recommendations to improve data collection and analysis methodologies in the country.

Specifically, the Consultant will produce a report on the SDG data ecosystem focused on food security in Guinea including (i) the inventory of SDG indicators related to agriculture and food security and related to the national program to combat food insecurity; (ii) data availability, missing data and methodologies currently used to produce these indicators (data collection and analysis); and (iii) an analysis of the institutional and organizational frameworks and mechanisms in place.

Methodology of work

The selected expert will undertake the following tasks:

- Review and compile existing literature, reports and datasets related to food security and agriculture in Guinea.
- Conduct interviews and interact with relevant stakeholders, including government officials, local farmers, NGOs, and international organizations active on the ground to document the social, political, legal and other contexts within the agricultural sector and on data issues in the sector.
- Analyze the current data collection and management systems as well as the technical capacity in place for food security and agriculture data, including data sources, methodologies and gaps.
- Identify challenges and limitations in data collection and analysis, such as data quality issues, accessibility and timeliness.
- Assess the capacity of relevant institutions and organizations involved in data collection, analysis and reporting.
- Compare and assess data systems and practices in Guinea with international best practices and standards.
- Propose recommendations to improve data collection, analysis and reporting mechanisms in the food security and agriculture sectors.
- Write a comprehensive report summarizing findings, recommendations and an action plan for future data collection and analysis initiatives.

Deliverables

The expert is expected to provide the following deliverables:

- An introductory report detailing the proposed research methodology, data sources and work plan.

- An interim inventory report summarizing the diagnosis, the first conclusions and the draft of the action plan for the production of missing data
- A final report presenting detailed findings, analysis and recommendations with a clear and summarized action plan to improve the food and agricultural security data landscape in Guinea.
- A powerpoint presentation of the final report, summarizing the main conclusions, recommendations and actions to be taken in the short and long term.

The consultant will liaise with the management of the National Agency for Agricultural and Food Statistics (ANASA) for the resolution of any difficulties encountered in relation to the delivery, while working with GPSDD on contractual issues.

All submissions are due by the date and time listed above. Any proposal received after the time and date required for receipt will be considered late and non-responsive. Late proposals will not be evaluated.

Section 1: Selection

The GPSDD, in collaboration with *ANASA*, will review the proposals with the aim of selecting the most advantageous offer for the GPSDD, based on the qualifications listed above, as demonstrated in the proposal documents. The GPSDD will take into account the ability of the provider to deliver the scope of services and the feasibility of the approach. The GPSDD intends to enter into a contract that provides the best value for money, not necessarily the lowest price. The GPSDD can meet one or more applicants before the selection.

Section 2: Conditions of the call for service proposal

United Nations Foundation (UNF) reserves the right to:

- To decline any or all offers and to discontinue this RFP process without obligation or liability to any applicant or any other party.
- Accept other than the lowest bid.
- Award a contract on the basis of the initial offers received, without discussions or requests for the best final offers.
- Award more than one contract.

Nothing in this invitation to tender is or should be relied upon by the service provider as a promise or representation of UNF. UNF makes no representations or warranties as to the entirety of this call nor assumes any responsibility for any representations (expressed or implied) contained in, or omissions from, this call. This RFP and any response to any written notification are being sent to the Provider solely for the purposes of the Provider's preparation and submission of a proposal. Each service provider must keep the ToR and its content confidential. Any information or materials submitted in response to this call and/or as a proposal (whether successful or not) will become the property of UNF and will not be returned. By submitting a proposal, the offeror must agree that the offer will remain firm for a period of at least 120 days from the closing date of the call. Failure to comply with the specifications and requirements provided in this call may result in disqualification.

Section 3: Terms of payment

The terms of payment for the service will be based on fixed costs. No advance payment will be granted. Payment is contingent upon receipt of a valid invoice and is contingent upon successful completion of tasks, at UNF's sole discretion. Payment will be made in US dollars by UNF by check or electronic/wire transfer. The final payment terms of the contract will be controlled, not this appeal.

The service provider will be responsible for monitoring and managing any exchange rate fluctuations that may affect payments. UNF shall not be liable for any losses the Provider may incur due to the conversion of US dollar amounts paid to the Consultant into another currency or bank charges.

Chronology:

The duration of the consultation is divided as follows:

Activities to be completed	Duration
Attend a virtual meeting with <i>ANASA</i> and GSPDD to discuss the assignment and any technical issues	1 day
Develop a report plan including the table of contents and submit to ANASA and GPSDD for validation before starting the next steps	3 days
Perform a desk review of all existing institutions, documents and data, including the inception report	5 days
Design data collection tools	3 days
Engagement and interviews with selected and relevant stakeholders; analysis and documentation of results	5 days
Produce a draft report and submit for feedback	4 days
Review the draft report with <i>ANASA</i> and GSPDD (virtually)	2 days
Include all comments in the report	2 days
Participate in a national workshop with agricultural and food security data stakeholders organized by ANASA to validate the Consultant's report, with logistical support from GPSDD	1 day
Incorporate feedback after validation workshop and submit final report	4 days
Total	30 days

Profile and qualifications

The expert should have the following qualifications and experience:

- Advanced degree (Masters or above) in a relevant field, such as agricultural economics, food security. Experience with data science and statistical development in the agricultural sector would be an advantage.
- Extensive experience in conducting research and analysis in food security, agriculture or related disciplines.
- Knowledge of the food and agricultural security context in Guinea, including familiarity with relevant policies, programs and data sources.
- Strong analytical and quantitative skills, with experience in data collection, statistical analysis and report writing.
- Excellent communication and interpersonal skills, with the ability to interact with stakeholders at various levels.
- Perfect command of French and basic knowledge of English are a plus, but not mandatory.

Section 4: Proposal Preparation Instructions

Proposals should be complete and include the information below. Elaborate or unnecessarily bulky proposals are not desired. Proposals must be submitted in French.

- The proposal must also contain a proposal cover letter, no more than 2 pages

- **A technical offer which will include:** a brief description of the Service Provider's experience and expertise in the field that illustrates the overall qualifications and capabilities to meet the conditions of this call for service proposal. A brief description of the understanding of the ToR, scope of services and proposed methodology for the work.
- **A summary and understandable CV:** The service provider must provide a summary and detailed CV.
- **List of references:** The Service Provider must provide a list of three references, including telephone number, email address and a brief description of the work performed on behalf of the reference (person or institution).
- **Experience in performing a similar activity:** The Service Provider must provide a written sample of no more than 5 pages that demonstrates its ability to convey information clearly and convincingly. The sample can be an excerpt from a document he or she has drawn up with references.

Cost requirements

The Service Provider must include his daily rate. All daily rates must be in US dollars.

Proposal Submission: Proposals, including attachments (limited to 6MB), should be submitted electronically in PDF format, by the date and time indicated above, to: proposals@data4sdgs.org Remember to include in the subject line: Agricultural and Food Security Data Consultant, Guinea. The UNF will not accept proposals received by fax or mail.

For more information, please contact François Phopho Kamano, Program Manager for Francophone Africa at the United Nations Foundation / Global Partnership, by Email: fkamano@data4sdgs.org