



## **REQUEST FOR PROPOSAL**

**RFP AGRA-NB-1234**

### **CONSULTANCY TO ADVANCE AFRICAN FOOD SYSTEMS AND CLIMATE PLANNING, FINANCE AND INVESTMENT, AND YOUTH EMPOWERMENT IN ALIGNMENT WITH THE COP28 TECHNICAL COOPERATION COLLABORATIVE (TCC)**

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**Disclaimer |** AGRA reserves the right to determine the structure of the process, number of short-listed participants, the right to withdraw from the proposal process, the right to change this timetable at any time without notice and reserves the right to withdraw this tender at any time, without prior notice and without liability to compensate and/or reimburse any party.

## Synopsis of the Request for Proposal

a) Solicitation Reference No.	RFP AGRA-NB-1234
b) Title of Consultancy	Consultancy to Advance African Food Systems and Climate Planning, Finance and Investment, and Youth Empowerment in Alignment with the COP28 Technical Cooperation Collaborative (TCC).
c) Eligibility	Open to all eligible nationalities
d) Location of the assignment	Nairobi, Kenya
e) Type of Consultant	Individual Consultant
f) Issuing Office & Address	AGRA Website: <a href="http://www.agra.org">www.agra.org</a> West End Towers, 4th Floor  Muthangari Drive, off Waiyaki Way   Nairobi
g) Point of contact for clarifications and questions	AGRA, General Procurement Email: <a href="mailto:Procurement@agra.org">Procurement@agra.org</a>
h) Bid Submission	Electronically via the AGRA Oracle SCM System. Refer to the Advertisement on our Website
i) Solicitation Issue Date	As per AGRA Oracle SCM system
j) Deadline for submission of questions and clarifications	<b>3<sup>rd</sup> December 2024</b>
k) Deadline for Answering questions and clarifications	<b>5<sup>th</sup> December 2024</b>
l) Deadline for Submission of Proposals	<b>10<sup>th</sup> December 2024</b>
m) Selection method	<b>Individual Selection Method</b>

## **1. Introduction**

AGRA invites qualified individuals to submit proposals for a Consultancy to Advance African Food Systems and Climate Planning, Finance and Investment, and Youth Empowerment in Alignment with the COP28 Technical Cooperation Collaborative (TCC). This document outlines the requirements and guidelines for the submission of proposals.

## **2. Background**

### **a) AGRA**

AGRA is a not-for-profit organization working with African governments, other donors, NGOs, the private sector, and farmers to improve the productivity and incomes of resource-poor smallholder farmers in Africa. AGRA aims to catalyze an inclusive agricultural transformation in Africa by increasing incomes and improving food security for millions of smallholder farmers in Africa. For more information about AGRA, please visit [www.agra.org](http://www.agra.org).

### **b) About YEFFA Program**

One key program that is central to the implementation of AGRA's Strategy, for which this consultancy is commissioned, is the Youth Entrepreneurship for the Future of Food and Agriculture Program (YEFFA), which is a 5-year strategic partnership between AGRA and the Mastercard Foundation. The YEFFA program will contribute to the transformation of agrifood systems and unlock millions of dignified and fulfilling work opportunities that are more resilient, sustainable, and equitable, retaining value from Africa in Africa. Expected impact from YEFFA includes:

- 10 million unemployed and underemployed youth (50% young women) reached through program activities.
- 1.5 million young people (50% young women) transitioned into dignified and fulfilling work opportunities through two main employment pathways- on-farm and off-farm.
- Increased volume and value of trade by women and youth-led enterprises in regional markets.
- Increased private sector investment to create job opportunities for young people, especially young women in agribusinesses.
- Increased public and private sector financing for youth enterprises delivering climate-smart agricultural products and services.

- Improved agency, voice and representation of youth across the continent in key policy processes (including climate change and carbon markets), supply chain partnerships and trading relationships

The YEFFA program recognizes that climate change and poverty in Africa are deeply interconnected and exacerbate each other in a vicious cycle. Climate change is a threat multiplier, especially for the poor and most vulnerable sections of society. It can exacerbate existing vulnerabilities such as poverty, hunger, poor health, and hamper progress toward the Sustainable Development Goals set for 2030. Climate change is breaking down food systems by increasing the frequency and severity of natural hazards with a disproportionate impact on vulnerable food-insecure households.

Climate change thus directly impacts on the ability of financially disadvantaged young people to find work and earn income from agriculture on a sustainable basis. To ensure that poverty relief interventions are effective and sustainable, and that improvements in the lives of poor smallholder farmers are not at risk of being squandered due to a lack of climate resilience, the YEFFA Program includes targeted activities designed to address climate-related issues and risks. In particular, it seeks to:

- Strengthen the planning and execution capacity of continental institutions to integrate climate change into their planning and investment plans and cycles, particularly with regards to youth employment and poverty relief;
- Harness and facilitate the increased flow of climate finance so that it reaches young women and men and the SMEs they own or work in; and
- Strengthen continental convening capacity, platforms and knowledge management processes to ensure the connections between climate change and financially disadvantaged young women and men and their employment prospects are well understood and acted upon.

### **c) Delivering on Food Systems and Climate Momentum and Commitments**

Recognizing the need and opportunity in transforming its food systems, Africa has been one of the most active continents in processes such as the 2024 UN Food Systems Summit (UNFSS) and within the Rio Conventions. In the UNFSS, 47 African countries appointed national convenors to mobilize their engagement, with 37 submitting national pathways for food systems transformation. Under leadership of the African Union Commission and African Union Development Agency, the continent designed a

[Common African Position](#) with clear actions for Member States, which is now informing the design of the AU's Post-Malabo Agenda from a food systems perspective.

Indeed, the global food systems movement has continued to build momentum, and 2023 arguably saw the biggest gains yet with progress at country level and milestone moments regionally and globally, including the Africa Climate Summit in Kenya, Africa Food Systems Forum in Tanzania, the UNFSS+2 Stocktake Moment in Italy, and UNFCCC COP28 in UAE. Through spaces such as these, leaders and stakeholders advocated for building integrated national pathways for food systems transformation and increasingly linking these with other national strategies around climate, biodiversity, nutrition and beyond. In particular, COP28 will be remembered as the moment when food systems took center stage in the climate agenda, anchored by the [COP28 UAE Declaration on Sustainable Agriculture, Resilient Food Systems, and Climate Action](#), which has been endorsed by 160 Heads of State and Government. The Declaration elevates the political will for action on food systems, climate, and environment, creating a more positive enabling environment for multi-stakeholder collaboration, integration, and coherence over the coming years.

Following this mobilization of countries and stakeholders around the world, AGRA joined with many other partners in the global community to focus on the central challenge of how to deliver maximum results through implementation in practice. This requires overcoming multiple challenges that currently constrain progress: (i) insufficient evidence and analysis for prioritized national strategies, (ii) insufficient integration of multiple agendas and outcomes across sector strategies such as NDCs, NAPs, NBSAPs, and national pathways, (iii) weak policy coherence, (iv) weak coordination across government and its stakeholders, (v) significant lack of finance and investible programs to unlock even the finance and investment that is available.

At COP28 UAE in November 2023, AGRA therefore joined with several institutions<sup>1</sup> to form the Technical Cooperation Collaborative (TCC), an innovative effort to deliver on the COP28 UAE Declaration, as it intends to support countries to make important advances in enhancing plans, policies, investments, programs, and coordination mechanisms to

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<sup>1</sup> The 12 founding members of the TCC at COP28 included the UAE, Italy, UK, US, FAO, IFAD, World Bank, AGRA, CGIAR, GAIN, GGGI, and IICA. Initial strategic partners included 4SD, the NDC Partnership, and UN Food Systems Coordination Hub. The TCC membership continues to grow.

accelerate progress across the SDGs and all the Rio Conventions. The TCC seeks to support countries – particularly developing and climate vulnerable countries – with enhanced and more coherent access to quality technical cooperation they seek to come through on the Declaration by 2025. As stated in the Declaration, each government has committed to a set of core intentions, to: Enhance NDCs, NAPs, NBSAPs and related sector strategies; Revisit or orient policies and public support; Continue to scale-up and enhance access to all forms of finance; Accelerate and scale science- and evidence-based innovations; and Strengthen results through enhancements in the multilateral trade system. In addition, the Declaration states a clear intention by governments to “strengthen collaboration among our respective ministries – including agriculture, climate, energy, environment, finance, and health – and with diverse stakeholders to achieve the objectives and efforts articulated in this Declaration, and as appropriate within our national contexts.”

During the first half of 2024, AGRA worked with the COP28 Presidency and TCC partners to put in place strategic roadmap through COP30 that can best deliver results against the COP28 UAE Declaration in African countries and across the continent. An approach was developed to operationalize the TCC, and efforts are now underway in six African vanguard countries, with the prospect of as many as 20 African vanguard countries able to deliver results by COP30 in terms of enhancing their NDCs from a food systems perspective, unlocking increased climate finance for top priority programs, and strengthening coordination mechanisms for the future, including from a perspective of elevating youth and women’s voices. Several milestone moments will be harnessed in 2025 to showcase progress and share lessons and knowledge across countries (e.g. AU Summit 2025, World Bank Spring meetings, UNFSS+4, Africa Food Systems Forum, and COP30), which can help inform the way forward with the continental and global agenda (e.g. post-Malabo Agenda, Rio Conventions).

### **3. Objective of the Assignment**

Against this background, AGRA seeks the services of an experienced individual consultant to work with AGRA’s country teams and partners in helping African vanguard countries come through on their priorities and deliver on the COP28 UAE Declaration’s strategic roadmap through COP30. The Africa-focused consultant will work closely with the global TCC coordinating team to channel maximum knowledge,

capacities, and resources to African countries and continental efforts. In line with YEFFA's priorities, these efforts should serve to (i) strengthen the planning and execution capacity of African countries and continental institutions to integrate climate change into their planning and investment plans and cycles; (ii) harness and facilitate the increased flow of climate finance so that it reaches young women and men and the SMEs they own or work in; and (iii) elevate the connections between climate and food systems for young women and men in continental and global convenings.

#### **4. Scope of Work**

1. Engage day to day as appropriate with AGRA leadership and members of the COP28 UAE Presidency (and incoming COP30 Brazil Presidency) to maintain a consistent "big tent approach" that helps build the food systems and climate movement, while also elevating opportunities to position African leadership – and particularly that of African women and youth – at the center of this narrative.
2. Engage day to day with the Technical Cooperation Collaborative (TCC) partners, bringing a special focus on Africa to the coordinating team in support of bold delivery consistent with the COP28 UAE Declaration.
  - Participate in regular TCC coordination meetings and occasional partner workshops (at country/regional levels) to take stock of TCC activities and strategic direction, as well as to share knowledge and insights across countries and regions.
  - Support day-to-day engagement of the TCC coordinating team with African Vanguard countries, particularly those where AGRA has a presence and deep engagement.
3. Work with AGRA leadership and the TCC Global Coordinator to ensure action is initiated in all 20 identified African vanguard countries by COP30 as they seek to strengthen their NDCs from a food systems perspective, unlock climate finance for priority initiatives, and enhance multi-stakeholder coordination mechanisms, including for young women and men. Country-level action is expected to result in:
  - Country-level progress in broad, transparent, inclusive engagement and working towards high ambition with evidence-based and enhanced NDCs and food systems strategies,
  - Prioritized investment pipelines and investible programs to deliver on national strategies and pathways,

- Development of major programs and/or PPP investments scaling up to advance holistic food systems and climate outcomes in alignment with evidence-based strategies and plans,
  - Inclusive coordination mechanisms across government and a diverse set of stakeholders in their respective national context,
  - Greater finance unlocked or coming together of all forms across public, private, and philanthropic sectors to adapt and transform agriculture and food systems to respond to climate change,
  - Greater alignment of the ecosystem of support, enabling shared prioritization, learning, accountability, and greater impact.
4. Work with AGRA leadership to integrate food systems and climate into the domestication process of the Post-Malabo Agenda throughout 2025 as countries strengthen their planning and investment plans and cycles.
  5. Support the TCC Global Coordinator to convene at least 3 discussions of regional and global financial institutions with AGRA and other TCC partners on opportunities to enhance the quantum and quality of climate finance available to African youth-owned businesses.
  6. Work with AGRA teams to support the design of at least 4 flagship initiatives at the intersection of food systems and climate, and seek to leverage the existing \$200 million in new and newly aligned commitments through the TCC into even greater amounts of climate finance directed towards African countries with a view to at least double the initial committed amount for Africa alone (e.g. at least USD\$400 million).
  7. Work with the COP Presidency and TCC partners to strengthen the enabling environment and leverage a roadmap of political processes and at least 7 major regional and global events (e.g. WB spring meetings, Bonn Climate Conference, UNFSS+4, One Planet Network SFS Conference, AFS Forum, UNGA, COP30, etc...) to further strengthen normative policy frameworks while further expanding and deepening the community of actors engaged in driving action at the intersection of food and climate.
    - Support the TCC Global Coordinator to identify and leverage opportunities in these events to ensure the connections between climate change and financially disadvantaged young women and men in African and their employment prospects are well understood and acted upon.



8. Work with AGRA teams and partners to contribute to a system of monitoring TCC activities and contributions, resulting in at least one written progress report and one final assessment of the TCC's impact.
9. Contribute, where appropriate, to knowledge products building on the TCC's efforts and data. In particular:
  - Provide inputs and feedback for at least one policy brief of AGRA and the AU that will focus on climate-smart financing frameworks and agricultural policies for green jobs within the Post-Malabo Agenda.
  - Provide inputs and feedback on at least 5 case studies across African vanguard countries by the time of COP30.

## **5. Deliverables**

The key deliverables of the Consultancy are as follows:

- i. An inception report detailing the understanding of the assignment, methodology and approach to be used and a work plan to be approved by the AGRA's Chief of Party, PIATA and Strategic Initiatives, AGRA's Head of Policy and Food Systems, and AGRA's YEFFA Program Lead.
- ii. Succinct notes and action items stemming from regular Africa-focused TCC meetings.
- iii. Contribution to organization of at least 7 high-level regional and global events to advance the objectives of the consultancy (e.g. WB spring meetings, Bonn Climate Conference, UNFSS+4, One Planet Network SFS Conference, AFS Forum, UNGA, COP30), with a commitment to elevate youth voice and representation in each of these with the organizers as much as possible.
- iv. Periodic information on country-level progress with NDCs and food systems strategies, investment pipelines and investible programs, unlocking of climate finance (such as tracking contribution towards what the TCC estimates should be at least USD\$400 million expected across African vanguard countries), the state of inclusive coordination mechanisms, and alignment of the ecosystem of support.
- v. Contributions to the completed design of at least 4 flagship initiatives (1 per 4 countries) at the intersection of food systems and climate.

- vi. A progress report on Declaration Implementation based on the voluntary reporting framework for COP30, with all efforts possible to ensure submissions by African vanguard countries.
- vii. A progress report on TCC contributions for COP30, with all efforts possible to ensure submissions by African vanguard countries.
- viii. Provide inputs and feedback on a policy brief of AGRA/AU focused on climate-smart financing frameworks and agricultural policies for green jobs.
- ix. Provide inputs and feedback on at least 5 country case studies across African vanguard countries.
- x. At least 3 discussions organized with regional and global financial institutions, AGRA, and other TCC partners on opportunities to enhance the quantum and quality of climate finance available to African youth-owned businesses.
- xi. Contributions to a final report on the TCC by end of Q1, 2026 taking stock of overall outcomes achieved and insights and lessons learned through the process, as the community looks to enhance national and continental action, unlock greater climate finance for agriculture and food systems, and empower youth voices.
- xii. Final project report summarizing the outcome and achievements of the consultancy, proposed next steps, and any insights and lessons learned to inform future efforts.

## **6. Location and nature of the assignment**

The consultant will be based in Nairobi, Kenya with occasional travel within the country and to support other countries.

## **7. Duration of the assignment**

This is a full-time consultancy over a period of 15 months anticipated to start in January 2025 to March 2026.

## **8. Responsibilities of AGRA**

- i. Clear Communication: AGRA will clearly communicate the scope, objectives, and expectations of the project to the consultant. This includes providing all necessary background information and resources.
- ii. Agreement on Deliverables and Timelines: AGRA will ensure there is mutual agreement between the organization and the consultant regarding the

deliverables to be produced and the timelines for completing each phase of the project.

- iii. Resource Provision: AGRA will provide the necessary resources for the consultant to carry out their work effectively. This may include access to relevant data, databases, tools, and facilities.
- iv. Support and Guidance: AGRA will provide support and guidance to the consultant throughout the project. This may involve clarifying questions, providing feedback, and resolving any issues that arise during the course of the project.
- v. Quality Assurance: AGRA will be responsible for ensuring that the work delivered by the consultant meets the required quality standards. This may involve reviewing interim deliverables, conducting quality checks, and providing feedback for improvement.
- vi. Timely Payment: Will ensure that the consultant is paid promptly for the services provided as per the terms agreed upon in the contract.
- vii. Feedback and Evaluation: After the completion of the project, AGRA will provide feedback to the consultant on their performance and the quality of their work. This can help in building a constructive relationship for future collaborations.
- viii. Compliance with Regulations: Will make all efforts to ensure that the consultant complies with all relevant regulations and ethical guidelines while carrying out their work.

Payments will be linked to submission of deliverables, and a payment and deliverables schedule will be fixed during contracting with the successful candidate.

## **9. Reporting, Communication and Coordination**

The consultant will report to AGRA's Chief of Party, PIATA and Strategic Initiatives, as AGRA's strategic focal point in working with the COP Presidency and TCC Partners, as well as AGRA's Head of Policy and Food Systems as the day-to-day lead with AGRA's country teams and governments. S/he will also be expected to communicate regularly with other members of AGRA's YEFFA program, technical teams, and country teams in carrying out the assignment.

## 10. Qualifications and Experience

The Individual Consultant is expected to possess the following:

- Master's degree or equivalent in relevant field for this assignment.
- Minimum of seven years of relevant professional work experience.
- Proven experience and expertise in working with global policy processes and managing multi-stakeholder initiatives related to agriculture, food systems, and climate.
- An understanding and appreciation of the COP28 UAE Declaration and the Technical Cooperation Collaborative (TCC) platform in order to leverage partner efforts for bold delivery at country level.
- Ability to produce well-written reports, in a plain and approachable text, demonstrating excellent analytical skills.
- Excellent interpersonal, communication and facilitation skills.
- Excellent stakeholder management skills. The consultant will need to be able to develop close working partnerships with AGRA country teams, technical units, government focal points, and TCC partners.
- Excellent written and oral communication skills in English, with French as an added advantage.

## 11. Evaluation Criteria

### a) Mandatory Requirements

- i) Cover letter for expression of interest and understanding of the assignment.
- ii) Detailed Curriculum Vitae that includes at least 3 referees.
- iii) Copy of academic certificate(s)

### b) Technical Evaluation Criteria

Interested individuals shall be evaluated against the following technical evaluation criteria: -

#### **i. General Qualifications.....(20%)**

- i) General Educational background of the consultant, including relevant degrees or certifications.
- ii) Specialized training that enhances the consultant's ability to perform the assignment.
- iii) General Experience and overall professional experience of the consultant, including years in the field and broad expertise.

#### **ii. Experience in Similar Assignments..... (60%)**

- i) The consultant's past experience matches the solicitation requirements, including similar projects in scope, complexity, and objectives.
  - ii) Depth and relevance of references, emphasizing that strong ones should detail the scope and scale of past assignments similar to the current project.
  - iii) Relevant Experience in the Agriculture, Food Systems, and Climate in Africa and demonstrated work in building and managing multi-stakeholder partnerships
- iii. Technical Approach, Methodology and Work Plan..... (20%)**
- i) Consultant's proposed approach and their understanding of the assignment.
  - ii) Practicality, detail, and timeline of the proposed work plan.
- Total.....(100%)**

**NB:** Only the candidate with the best technical proposal equal or above 75% shall be considered for financial evaluation and negotiation.

## **12. Proposal Submission Requirements**

### **a. Technical Proposal**

- Cover letter
- CV of the consultant – clearly demonstrating qualifications and experience.
- Academic certificate(s)
- Technical approach, methodology and work plan

### **b. Financial Proposal**

- Financial submission letter
- Detailed cost breakdown (including fees, taxes, etc.)
- Proposed payment schedule based on deliverables or milestones.

### **13. Payments**

#### **a. Invoices**

The consultant shall submit invoices to AGRA as per guidance provided in the contract. Payments are made upon AGRA's approval of deliverables, which must incorporate AGRA's comments.

#### **b. Reimbursable costs**

Reimbursable expenses, pre-approved by AGRA, must be invoiced with valid receipts. They will be paid with the consultancy fees if documentation is complete and satisfactory.

### **14. Proposal Submission Instructions**

Proposals shall be submitted electronically through our oracle system by the deadline indicated in the system.

- i. Bidders shall use the bid submission forms that have been provided under Annex 1 & 2.
- ii. The proposals **SHALL** be submitted via oracle system by the deadline indicated on the **oracle system**.
- iii. The Proposals shall be prepared in **English**.
- iv. Late submissions will not be accepted, as the system is configured to automatically reject proposals after the deadline. To avoid any issues, especially for new users, bidders are strongly encouraged to submit proposals at least one day before the deadline.
- v. AGRA assures bidders that we can't access proposals before the deadline provided by the system.
- vi. **VALIDITY** of the proposal shall be for a period of **90 days** from the date of bid closure.
- vii. The detailed financial proposal shall be uploaded under the *Lines* section in oracle.
- viii. The financial proposal shall include all taxes. If the financial proposal is silent on taxes, AGRA shall assume that these are inclusive.
- ix. Prices must be quoted in USD (\$). Contracting will be in USD and bidders are encouraged to have a USD bank account.
- x. Please note that the oracle system will seal the financial proposals until the technical evaluation is completed.

- xi. All communications regarding the RFP should be directed to [procurement@agra.org](mailto:procurement@agra.org).

### **15. Contract template**

Please refer to Annex 4 for a sample of the contract that will be entered into.

### **16. Annexes**

**Annex 1: Technical proposal submission forms for Individuals:** [INDIVIDUAL-TECHNICAL PROPOSAL SUBMISSION FORM.docx](#)

**Annex 2- Individual Financial submission proposal form:** [INDIVIDUAL CONSULTANT- FINANCIAL PROPOSAL SUBMISSION FORM.docx](#)

**Annex 3- AGRA Partner code of conduct:** [LINK](#)

**Annex 4- Contract Template:** [KE Consultancy Agreement \(individual\).pdf](#)