

UNOPS 'CALL FOR PROPOSALS' ("CFP")

Project title:

Explosive Ordnance Risk Education in Sudan

and UNOPS Grant Reference Number:

SUD/UNMAS/22411/22353/2020/002

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Useful Links:

- A. [The United Nations Mine Action Strategy 2019-2023](#)
- B. [United Nations Gender Guidelines for Mine Action Programmes.](#)

Section 1. General Instructions for Proposal Submission

The UNOPS Peace and Security Cluster invites interested and eligible applicants to apply for a Call for Proposals ("CFP") for the grant project: **Explosive Ordnance Risk Education (EORE) in Sudan to raise risk awareness of landmines and/or Explosive Remnants of War (ERW)**. The Grantee shall have exclusive control over the administration and implementation of this project; however, both the quality of the Grantee's work and the progress being made toward successfully achieving the activities and outputs of the project shall be subject to review by UNOPS. Details on the application process and the administration of the grant are set forth in this CFP document. Interested applicants are encouraged to read the CFP and its annexes in their entirety prior to applying. Completed returnable documents should be signed and submitted along with a comprehensive proposal.

How to submit?

Kindly review this CFP document in its entirety to ensure understanding of the request and requirements.

Interested organizations are requested to submit a proposal in English to the email address below, with the organization's logo in the header. The following documents are required to be submitted by the deadline:

1. CFP Annex A – Grant Application Template (including Appendix 1 as applicable)
2. CFP Annex B – Grant Budget Template. (*Applicants are also encouraged to submit a Cash Flow showing expected expenditure over the course of the grant period, and suggest an optimal Payment Schedule based on the Cash Flow need.*)

Important Notice Regarding COVID-19 Pandemic

COVID-19: This CFP is being launched at a time of great uncertainty in Sudan and around the world as governments and the United Nations are coming to grips with the global COVID-19 pandemic. Considering how rapidly COVID 19 is evolving and how much has changed globally and in Sudan in a short timeframe, it must be considered that some of the requirements outlined in this CFP may change during the solicitation period; and should requirements change, relevant updates will be shared on UNGM. Likewise, should potential Applicants consider that any of the requirements outlined in this CFP be impossible to achieve due to the impact of COVID-19, they should make their concerns known to the UNOPS focal point stipulated below.

As UNOPS adheres to the 'Do No Harm' principle and supports safe implementation of all project activities, the Applicant(s) must explain how they plan to protect staff and beneficiaries from the risks of COVID-19 and budget for appropriate risk mitigation equipment and supplies, if not already purchased beforehand. The Applicant (s) must comply with the Government of Sudan regulations, and should adhere to best practices in health and safety, including from guidance issued by the World Health Organization.

The Applicant(s) are required to submit an additional methodology of project activities that can be done in compliance with movement/public gathering restrictions that might be imposed by the Government of Sudan before or during project implementation. The selected Grantee(s) will be expected to achieve Project Outputs with the alternative remote methodology in case of movement restrictions. The alternative methodology should be used only after UNMAS Sudan and NMAC approval. The alternative methodology should include detailed description of the activities, monitoring and evaluation approach, data collection methodologies, impact measurement tools and other relevant components that will be done remotely or/and in compliance with relevant Government of Sudan limitations on public gathering and movements.

In addition, depending on the situation of COVID-19 and relevant government restrictions in the country, the selected Grantees may be required, in consultation with UNMAS Sudan and NMAC, to modify their delivery modalities including the possible inclusion of COVID-19 awareness messages as aligned with information provided by the Ministry of Health and World Health Organizations.

When to submit?

Deadline: 11 July 2020, by 5:00 PM Sudan local time

Where to submit?

Email: alii@unops.org and cc email: YoshiyukiS@unops.org

Questions?

Please submit questions to Ali Ibrahim, National Programme Officer, at alii@unops.org and Yoshiyuki Shiomi, Associate Programme Officer, at YoshiyukiS@unops.org no later than 22 June 2020, 5:00 PM, Sudan local time. Answers will be posted on the United Nations Global Marketplace by 25 June 2020, before 5:00 PM, Sudan local time.

Pre-submission Meeting

Organizations interested in submitting a proposal in response to this CFP are strongly encouraged to attend a pre-submission meeting to be held on **24 June 2020 at 3:00 P.M. Sudan local time.**

Section 2. Evaluation Methodology

Overview:

In line with UNOPS evaluation principles of fairness, transparency and integrity, an independent Grant Evaluation and Selection Committee will be responsible for the review of proposals and the Grantee selection. The review is based on the criteria outlined in the 'Call for Proposals' (CFP) and includes a cumulative analysis of the grant proposal's formal, technical, and financial aspects. Any non-compliant proposal may automatically be eliminated from the evaluation process. The grant will be awarded to the applicant with the most attractive combination of technical and financial proposals.

After completion of the evaluation, but prior to award, UNOPS reserves the right to conduct background checks on the applicant recommended for award to confirm that the applicant meets the eligibility, qualifications and technical requirements set forth in this CFP, and reject applicants deemed to have not met such requirements. Applicants shall permit UNOPS representatives to access their facilities with a reasonable amount of notice to inspect the applicant's premises.

UNOPS reserves the right not to award any grants for any reason.

Stage 1: Eligibility and Formal Requirements

Upon the opening of the proposals, UNOPS shall proceed to a Preliminary Examination of the proposals to confirm that all documents and technical information requested in this CFP have been provided, and UNOPS will assess the completeness of each document submitted. UNOPS may, without further consultation with the applicant(s), reject any proposal during the Preliminary Examination stage that does not comply with the formal eligibility requirements set out in Section 2 of this CFP.

Proposals that are incomplete or contain material deviations from, or reservations to, the terms of the Grant Support Agreement and its General Conditions (attached at CFP Annex E), may at the absolute discretion of UNOPS, be rejected or excluded from further consideration at any time during the evaluation, including after the Preliminary Examination.

Stage 2: Technical Evaluation

The applicant(s)' Technical Proposal should be submitted in line with CFP Annex A. It shall be evaluated and scored based on its compliance with the Technical Evaluation criteria specified in the table below. If a Technical Proposal does not achieve a **minimum threshold of 70% of the maximum obtainable points,**

Stage 3: Financial Evaluation

The Financial Proposal will only be opened for grant applicants that achieve the minimum threshold score for the Technical Proposal. Technical Proposals that score above this threshold shall be checked for any arithmetic errors in computation and summation. Competing Financial Proposals will be compared for lowest price as against the formula outlined in Section 5, Stage 3 of this CFP; and reasonability of cost will be assessed against the qualitative information submitted in Components 8 and 9 of the CFP Annex A.

Section 3. Scope of Work

Applicants should not duplicate the below information in their proposal and should instead summarize their own understanding of the identified needs, along with a proposed technical response to address these needs. If Applicants have submitted proposals to previous grants of a similar nature, they should avoid duplicating old proposals and respond specifically to this CFP.

Background and Rationale:

Sudan became a State Party to the Anti-Personnel Mine Ban Convention (APMBC), also known as the Ottawa Treaty, in April 2004. In 2018 Sudan was granted a second extension to fulfil its obligation under Article 5 of the treaty by April 2023

In 2002 the United Nations established a presence in support of mine action in Sudan, under the United Nations Mission in Sudan (UNMIS). UNMAS closed its operation in Sudan in December 2013 but, in response to the request from the government of Sudan, re-engaged in the country as of April 2015. Since this time, the United Nations Mine Action Service (UNMAS) Sudan programme, headquartered in Khartoum, has worked as the UN-lead in mine action in non-Darfur regions namely South Kordofan, Blue Nile, and Kassala states. Gedaref, Red Sea and Kassala states were announced free of registered landmines in 2016, 2017 and 2018 respectively.

UNAMID has been present in Darfur since 2007 with a mandate on protection of civilians, facilitation of humanitarian assistance, and mediation among the parties to the armed conflict. Mine action is an important component of UNAMID, given the extensive contamination with ERW in Darfur states. UNAMID has gradually withdrawn from four sectors (South, North, West and East Darfur states) and its complete closure is planned by October 2020, in accordance with Security Council Resolution 2495. Currently, the UNAMID Ordnance Disposal Office (ODO) deals with ERW hazard issues, including RE, in the greater Jebel Marrah areas in Darfur. In line with the the United Nations Country Team (UNCT) – UNAMID joint transition plan, State Liaison Function (SLF) Concept, UNMAS Sudan has taken the responsibility to deal with explosive hazards, including RE and VA, in the areas in which UNAMID is no longer operational.

According to the Republic of Sudan Multi Year Operational Plan 2020 - 2023 the EORE operations within Sudan are set to be based on:

1. An operational principle of understanding the landmine and ERW threats to communities and individuals including women, men and girls and boys of appropriate age;
2. Identifying vulnerable or target groups among communities, IDPs and returnees;
3. Developing and providing appropriate and targeted MRE messages based on MRE need assessment, and;
4. Confirming new knowledge to be used in NMAC annual planning and priority settings;
5. Regular review and improvement of MRE services and programs to reduce accidents and improve safety.

This Call for Proposal aims to promote safe behavior and improve awareness on Explosive Hazards through Risk Education activities including direct outreach, public campaigns and radio and TV broadcasting.

Applicants are requested to propose the outputs and activities that will be carried by the organization to achieve the Outcome stated. The proposal will be evaluated in accordance with the criteria set in Section 5 of this CFP, and based on the feasibility of the project design proposed by the organization.

Project Location(s):

UNMAS is calling for partners to operate in South Kordofan, Blue Nile and Darfur states. Your proposal should include operations in at least one of these states but can include all. Applicants should provide a strong justification to explain why they are best suited to work in the selected states.

The CFP is divided into three (3) sectors which are outlined based on the donor's requirements; and the required interventions shall be proposed based on the Sector's outlines. Although the geographical locations are repeated in the two sectors, the teams will be allocated different locations or communities within the same geographic area without overlapping.

The requested teams are to be deployed in accordance with the following Sectors:

Sector 1; Grant Ref. No.: SUD/UNMAS/22411/22353/2020/002/01

Requirements: Under this Sector, the Grantee will be expected to deploy at least four (3) EORE teams for seven (6) operational months in South Kordofan state.

Sector 2; Grant Ref. No.: SUD/UNMAS/22411/22353/2020/002/02

Requirements: Under this Sector, the Grantee will be expected to deploy at least two (2) EORE teams are requested to operate for seven (6) operational months in Blue Nile state.

Sector 3; Grant Ref. No.: SUD/UNMAS/22411/2020/002/03

Requirements: Within this Sector, the Grantee will be expected to deploy at least three (5) EORE teams for seven (7) operational months in Darfur states. The specific state will be determined by NMAC in consultation with UNMAS Sudan based on the operational requirements during the project implementation phase.

The following considerations shall also be taken into account regarding the Project Locations:

1. An organization may apply for more than one, or all of the states. Targets and the budget should be disaggregated by state.
2. Consortium applications are invited, partnership between the main applicant organization and another NGO within a state is acceptable. Any partnerships (if applicable) should be indicated in the respective proposal.
3. UNOPS reserves the right to select different organizations for each of the Sectors, depending on operational requirements, and organizations' respective capacities.
4. Depending on the Sector(s) they are applying for, organizations should demonstrate in their proposal(s) reasonable targets to achieve the Minimum Target(s) identified in the table above.
5. Despite the location(s) mentioned under each Sector, teams may be tasked to mobilize from one state to another, according to operational needs and requirements. Teams should remain flexible in this regard.

Impact: Impact of explosive hazards significantly reduced to promote peaceful and inclusive societies for sustainable development

Outcome: People living with the threat of explosive hazards and humanitarian operators behave safely.

The selected Grantee(s) will report against the following Outcome Indicator: Percentage of EORE beneficiaries that demonstrate an increase in knowledge between unsafe and safe practices. (The selected Grantee will be briefed and trained on the monitoring tools during the project startup meeting).

In the Logical Framework at CFP Annex A, Appendix 3, as a minimum requirement, the Outputs and associated Activities must clearly state:

1. How many people will receive EORE directly in and targets should be given separately for South Kordofan, Blue Nile, Darfur; and
2. How many people will receive Explosive Ordnance Risk Education through indirect methods such as radio broadcasting and social media in South Kordofan, Blue Nile and Darfur states.

Additional Outputs and Activities must also be developed by the applicant to describe other deliverables that will be achieved through the project they have designed. .

Target Beneficiaries:

This project is targeting the vulnerable groups including local communities impacted by the landmine/ERW problem, community leaders including women and youth, IDPs, Refugees and humanitarian actors in the landmines/ERW affected areas in Sudan. The participation of these groups in the project planning, coordination and implementation is significant.

Additional Requirements:

Operations: The selected Grantee will be expected to conduct a proper EORE Need Assessment prior to conducting EORE activities, to identify the types of hazards, the at risk group of people within the communities, the most appropriate RE messages and the method of RE delivery.

The Grantee will also be expected to conduct a Pre and Post-EORE Assessment through a proper community mapping to identify different groups of people including women, men, girls and boys and their mobility pattern and exposure to Explosive Hazards and risks and to establish a baseline of how the people understand and react to the Explosive Hazards. The Pre EORE assessment will help the contractor to properly assess the effectiveness of EORE in improving the safe behavior within affected communities and the target group. The Grantee shall use the new IMSMA EORE forms for reporting their achievements.

The below requirements shall be considered and described through the proposal.

1. Undertake EORE Needs Assessment to establish a baseline understanding of identified needs on the ground including types of RE methodologies and activities for effective intervention.
2. The organization is encouraged to clearly describe its approach to sustainability, specifically how it is going to build the capacity of the local communities to maintain its link with the mine action sector so that risk education can be replicated and hazards reported, long after the EORE team has departed.
3. Targeted group data should be segregated by age, gender and type of group such as affected local populations, IDPs, Refugees, returnees and aid workers.
4. Age and gender considerations should be taken into account while targeting the ERW affected groups and this should be clearly outlined in the proposal.
5. The organization should explain in the proposal how is it going to coordinate with the UNMAS Sudan and NMAC Operations and programme team in the following areas:
 - a. Project Planning and Organization
 - b. Coordination and facilitating field event or visits
 - c. Narrative reporting
 - d. Financial management, including planning, budgeting and reporting
6. The organization should ensure that the proposal includes the hotline numbers distribution plan within communities enabling them to provide their feedback about mine action interventions, report any explosive hazards, misconduct of mine action personnel and civilian accidents to UNMAS and NMAC.

7. The teams shall be self-sustaining to deploy in remote villages, under challenging security conditions, for the duration of the grant.
8. Organizations should make provision of security, including provision of escorts where required, for the deployment of the teams and other personnel for the entire project period.

Human Resources:

All the personnel recruited for the project shall be civilians. No engagement of military or militia personnel even including the ones who are detached from the military/militia by the time of the project activity) is allowed.

Implementation Monitoring and Evaluation:

In addition to the regular monitoring requirement, UNMAS Sudan requires implementing partners to conduct pre and post-intervention surveys (including KAPB survey component) to assess the behavioral changes of the beneficiaries including the aforementioned project and strategy outcome. In doing so, the survey should be conducted to at least 20% of all teams' target audience before and after the direct sessions. Selected organizations shall consult with UNMAS Sudan and NMAC on the survey design, methods and schedule.

Project Timelines: The proposed start date for the grant will be **1 August 2020**, and must be concluded by **31 March 2021**. The overall project period shall include mobilization, refresher training, accreditation and demobilization. However, organizations shall clearly outline in their proposal that mobilization, refresher training, accreditation and demobilization will fall outside the operational period. Applicants should note that these dates may be subject to change depending on factors that include, but are not limited to the number, quality, and value of the proposals received, which may affect the duration of the proposal evaluations and award stage.

Equipment: UNOPS does not have equipment to distribute to the selected Grantee. Applicants should have serviceable equipment ready to implement the grant activities, which they should list in their proposal. Should Applicants require any assistive equipment (such as vehicle rent, compasses, GPS, cameras etc...), such equipment should be budgeted for and shall be considered as UNOPS property. All information regarding all the equipment purchased with the project funds, upon their procurement, should be communicated with UNOPS to be registered in the UNOPS asset system. Such equipment should be returned to UNOPS upon completion of the project unless otherwise approved by UNOPS.

Please refer to the Section 7: "Special Conditions" of the CFP Annex C: "Grant Support Agreement (GSA) Template" for information regarding Asset categories; purchase; and return of assets; along with the CFP Annex D: "Grantee Asset Log Template" for details regarding the Useful Life of Assets, and depreciation calculations.

Communication and Visibility: United Nations Mine Action Service (UNMAS) Programme in Sudan is a programme implemented by UNOPS under the Financial Regulations and Rules of UNOPS, but under the overall oversight and strategic direction of the United Nations Mine Action Service, a section of the UN Secretariat's Department of Peace Operations ("DPO").

The Grantee will be expected to increase the visibility of the UNMAS, DFID and USAID/OFDA during the implementation of the grant.

Preventing Sexual Exploitation and Abuse

The selected Grantee shall take all appropriate measures to prevent sexual exploitation or abuse of anyone by its Personnel or any other persons engaged and controlled by Grantee to perform any activities under the Agreement. For these purposes, sexual activity with any person less than eighteen years of age, regardless of any laws relating to consent, shall constitute the sexual exploitation and abuse of such person. In addition, Grantee shall refrain from, and shall take all reasonable and appropriate measures to prohibit its Personnel or other persons engaged and controlled by it from exchanging any money, goods, services, or other things of value, for sexual favors or activities, or from engaging any sexual activities that are exploitative or degrading to any person. The United Nations shall not apply the foregoing standard relating to age in any case in which Grantee's Personnel or any other person who may be engaged

by Grantee to perform any activities under the Agreement is married to the person less than the age of eighteen years with whom sexual activity has occurred and in which such marriage is recognized as valid under the laws of the country of citizenship of such Grantee's Personnel or other such person who may be engaged by Grantee to perform any activities under the Agreement.

Section 4. Reporting Requirements

The selected Grantee will be required to submit, as applicable, the following report(s) at regular intervals as specified in the Grant Support Agreement:

1. Mobilization Report (as applicable)
2. Interim Reports (Narrative and Financial)
3. Asset Log updates (as applicable)
4. Asset Report on the use of Assets under Right of Use (every six months)
5. Case Study Reports (as prescribed in Annex 1 of CFP Annex E)
6. Final Narrative Report
7. [Certified] Final Financial Report

The specific reporting templates and requirements are annexed to this CFP directly, or annexed to the Grant Support Agreement template.

Section 5. Evaluation Criteria

Please refer to CFP Annex A: Grant Application Template, which explains the expected content **to ensure you have provided all relevant information to demonstrate your responsiveness to the below-stated Evaluation Criteria.**

STAGE 1: ELIGIBILITY AND FORMAL REQUIREMENTS

Component 1: Organizational Background and Capacity to implement the grant activities

Minimum Requirements/Qualifications

This criteria is reviewed on a pass/fail basis. Any organisation that fails one or more of the eligibility criteria is automatically disqualified from the application process:

No.	Minimum Requirements/Qualifications Criteria	Pass/Fail	General remarks
1	Grant applications shall only be accepted from national not-for-profit Non-Governmental Organisations (" NGOs ") that are registered by the Humanitarian Aid Commission (" HAC ") to operate in Sudan. No governmental agencies, departments, or ministries are eligible.		Applicant(s) must provide proof of: <ol style="list-style-type: none"> 1. Status as a non-profit NGO; 2. Registration in Sudan.

2	Organizations must demonstrate a minimum of one year of experience in implementing successful Explosive Ordnance Risk Education (“EORE”) projects in Sudan; OR at least 10 years experience of the Senior Management for newly established NGOs/ start ups .		Applicant(s) must detail their experience in mine action projects in Sudan.
3	Applicant organizations must possess valid accreditation for conducting EORE from the National Mine Action Centre (NMAC) of Sudan.		Applicant(s) must provide proof of accreditation to conduct the relevant project activities.
4	Sub-agreements shall not be allowed		Applicants must not submit proposals with sub-agreements.
5	Organizations shall have SOPs in place to carry out all the activities described in the SOW. The SOP’s shall be submitted by organizations as part of the proposal.		Applicant (s) must submit their SOP with the proposal
6	The proposal is designed for one Sector only. The organization is applying for all of a given Sector (ie. is not allowed to apply for a smaller part of any given Sector).		N/A
7	Organizations shall have all necessary equipment, vehicles required to fulfill the activities in this CFP. List of equipment and vehicles shall be submitted as part of the submission.		Applicant (s) should provide a list of equipment and vehicle with the proposal.

TECHNICAL EVALUATION

The Applicants’ proposals must adhere to the criteria below:

No.	Technical Evaluation Criteria	Points Obtainable	How Applicants should Demonstrate Meeting Criteria
Component 2: Project Rationale			
1	Understanding the problem	5	<ol style="list-style-type: none"> 1. Applicants present a clear summary of the problem and sound analysis of its causes. 2. Applicants have insights to macro issues and the local context and understand how the problem is experienced by people, including the differential impact on vulnerable and marginalised groups such as women and children.

			3. Projects with a compelling evidence base should be scored higher.
2	Organizational capacity, relevant experience and lessons learned.	5	<p>1. Applicants describe their comparative advantage, how and why their organization is best placed to deliver this project, from both a technical and administrative perspective.</p> <p>2. Applicants must demonstrate recent, relevant experience and are encouraged to capture their efforts in addressing challenges, including those related to operational delivery and gender mainstreaming.</p> <p>3. Applicants should explain how lessons learned will factor in the implementation of this grant.</p> <p>4. Applicants are encouraged to describe how any other projects they are implementing will complement this one.</p> <p>5. For Applicants with ongoing or completed engagements with UNOPS/ UNMAS, reference letters are not required to be submitted as the Evaluation Committee will consider the Applicant's overall performance in ongoing and/or completed UNOPS/UNMAS engagements in awarding points under this criterion.</p>
	Total max points	10	
Component 3: Methodology, Technical Approach, and Results			
3	Project Design	6	<p>Does the project provide a clear and logical response to the problem and needs identified?</p> <p>Does the project design incorporate the specific requirements of the CFP as stated in the "Background and Rationale" section?</p> <p>Does the project design incorporate the specific requirements of the CFP as stated in the Scope of Work section under "Additional Requirements", including operations, human resources, and implementation monitoring and evaluation requirements</p>

4	Technical approach	15	<ol style="list-style-type: none"> 1. Is the proposed approach technically sound? 2. Is this approach considered to be an efficient way to deliver the activities and achieve the proposed outputs? 3. Is the technical approach feasible given the operating environment (e.g. access/security/climatic conditions)? 4. Does the proposal have a sound and reasonable methodology for the remote activities to reach the intended outputs in the event that operations are hindered/halted due to COVID-19?
5	Team Structure	9	<ol style="list-style-type: none"> 1. Are teams composed of national personnel that have the required training and experience to conduct the activities described in the Scope of Work? Do all personnel have a minimum of one year of experience in their respective roles. 2. Do the team structures comply with the Sudan National Mine Action Standards and the organization's SOP; and are the compositions therefore suitable for the delivery of the technical response and broader project activities? 3. Does the applicant describe and justify its plan for team composition and size? 4. Is the level of effort for positions clear (ie which positions will be dedicated 100% to the project verses shared positions)? 5. Is the level of recruitment required to mobilise this project acceptable?
6	Qualifications of Key Personnel and/or Senior Management Team proposed	5	<p>The Curriculum Vitae (CV) of all Key Personnel proposed for this project shall be submitted.</p> <p>The CVs should clearly show:</p> <ul style="list-style-type: none"> • The position the person will be carrying out. • Candidate's nationality. • Technical qualifications and experience • List of applicable certifications/ courses • Language skills <p>CVs of the Senior Management Team, preferably in the country of operations, must be submitted for:</p> <ol style="list-style-type: none"> 1) Applicant NGOs not meeting the required number years of organization's experience; and/or

			2) Applicants unable to provide the CVs of proposed Key Personnel
7	Personnel Recruitment and Contingency Plan	3	<p>Applicants have submitted a comprehensive plan on how to recruit and retain qualified personnel to support the implementation of the grant with a strategy on managing staff turnover to ensure minimum disruption to the implementation</p> <p>Submission of qualified alternate candidates shall be scored favorably.</p>
6	Results (including the Logical Framework)	9	<ol style="list-style-type: none"> 1. Has the applicant identified tangible Outputs that clearly support the achievement of the Project Outcome(s)? 2. Does each Output have a clear, sufficiently detailed set of activities that will lead to its delivery? 3. Do the Outputs and Activities show a logical connection to the Project Outcomes defined in the CFP? Are all the key Activities described in the project design and technical approach captured in the logical framework? 4. Do the Outputs and Activities have clearly defined, realistically ambitious targets? 5. Do the indicators provide a true measure of the result and is the means of verification a realistic way to capture the information required? 6. Will data be appropriately disaggregated, including by age and gender?
7	Stakeholders	5	<ol style="list-style-type: none"> 1. Are direct and indirect beneficiaries clearly identified - does the proposal clearly explain which beneficiaries will be targeted and where? Projects with a clear and compelling target group should be scored higher. Consider social groups (IDPs, Host communities, flood affected people, refugees) and geographic distribution of the beneficiaries. 2. Does the proposal have clear beneficiary accountability mechanisms which will include vulnerable or minority groups such as women and children? 3. Are stakeholders, critical to the success of the project identified, with a clear understanding of how their contribution to the project will be realised?

	Total max points	52	
Component 4: Cross Cutting Issues			
8	Gender	7	<ol style="list-style-type: none"> 1. Does the proposal demonstrate an understanding of the different needs and requirements of women, men, girls and boys both in terms of internal processes and project delivery? 2. Is there a clear plan for data to be appropriately disaggregated by age and gender? 3. Is it evident that Gender Mainstreaming has been considered in the development of the team structure(s)? 4. Are the activities and outputs gender responsive? Are the indicators and targets gender disaggregated where relevant?
9	Environmental Protection	3	Does the proposal outline what environmental protection guidelines and principles the organisation follows and demonstrate how these principles will be mainstreamed throughout the project cycle.
10	Health and Safety	3	Are health and safety considerations clearly described with a sound risk mitigation plan (in terms of planned assessments, provision of training and equipment)?
11	Other cross cutting issues	3	Does the applicant present other relevant issues, clearly describing how the project will address or contribute to them?
	Total max points	16	

Component 5: Implementation Plan			
12	Implementation Plan	5	<ol style="list-style-type: none"> 1. Are all the activities from the Logical Framework reflected in the Implementation Plan? 2. Is the Implementation Plan feasible and sufficiently detailed? 3. Does the proposed activity period and schedule of implementation represent most efficient use of the resources? Look for: <ol style="list-style-type: none"> i. Unnecessarily long project implementation periods, resulting in undue expenditure in recurrent costs ii. Unrealistically short project implementation periods, with high potential for project revisions and extensions
	Total max points	5	
Component 6: Monitoring, Quality and Project Management Systems			
13	Monitoring	6	<ol style="list-style-type: none"> 1. Applicants should complete the given “Indicator Monitoring Plan” template in CFP Annex A, Appendix 5, and identify how they will carry out the monitoring of project activities. 2. Are the tools proposed to measure the indicators appropriate? 3. Is the frequency of data collection sufficient to meet UNOPS PSC reporting requirements? 4. Will data be adequately and appropriately disaggregated?
14	Quality and Project Management	5	<p>The proposal demonstrates a sound approach to quality management, including evidence of a working internal quality management system with SOPs that benchmark quality standards</p> <p>The proposal explains how the project’s progress towards agreed targets will be continually reviewed, how underperformance will be assessed and course correction pursued.</p>

	Total max points	11	
Component 7: Risks to Successful Implementation			
15	Risk identification and mitigation	6	Does the proposal identify risks, across key categories (including finance, stakeholders, operations, people)? Does the proposal provide appropriate risk rating and adequate responses to mitigate the risk likelihood and/or impact?
	Total max points	6	
	OVERALL TECHNICAL TOTAL (max)	100	

STAGE 3: FINANCIAL EVALUATION

The Financial Proposal will subsequently be evaluated using the following formula; and will be assessed against the qualitative information submitted in Components 8 and 9 of the CFP Annex A:

(30 points): A maximum of 30 points will be allocated to the Financial Proposal with the lowest price, unless only one substantial proposal is received, in which case the reasonability of cost must be appropriately scored based on the Grant Budget Justification provided in Component 9 of CFP Annex A. Financial Proposals from other substantially compliant grant applicants will be scored according to the following formula:

Points for the Financial Proposal being evaluated =

$$\frac{30 \times [\text{Lowest price}]}{[\text{Price of proposal being evaluated}]}$$

Example: The maximum number of points for the Financial Proposal is 30. Applicant A's price is the lowest at \$10.00. Applicant A receives 30 points.

Applicant B's price is \$20.00. Applicant B receives $(30 \times \$10.00) / \$20.00 = 15$ points

Section 6. UNOPS Grant Support Agreement and General Conditions

The UNOPS Standard Grant Support Agreement (GSA) containing UNOPS General Conditions for Grant Support Agreements (Annex D of the **UNOPS Grant Support Agreement template**) is herewith attached as CFP Annex C.

The GSA constitutes an integral part of this CFP as it is mandatory to accept this agreement with its General Conditions before submitting a proposal.