



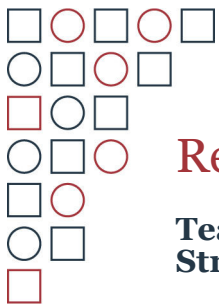
Request for Proposal No: 06-03-2025

Team Leader for Review of the Lesotho Food and Nutrition
Strategy 2019-2023

March 6th, 2025

**Deadline for receipt of proposals:
21st March 2025 at 11.59pm Ottawa EST**





Request for Proposal for a Consultancy

Team Leader for Review of the Lesotho Food and Nutrition Strategy and Costed Action Plan 2019-2023

1. INTRODUCTION

Nutrition international is a global organization dedicated to delivering proven nutrition interventions to those who need them most. For 30 years, NI has worked as an ally to governments and a wide range of stakeholders to implement nutrition interventions and solutions to malnutrition – including micronutrient deficiencies – through different programs. Working in partnership with country governments, donors and implementers, NI conducts cutting-edge nutrition research, supports critical nutrition policy development, and integrates nutrition into broader development programs, providing strategic technical assistance and knowledge dissemination to support the scale-up of nutrition globally.

Nutrition International provides quality, timely and coordinated expert technical assistance in the areas of nutrition governance, financing and data to governments, multilateral organizations, development banks and other partners. Our technical assistance aims to advance the effective scale-up of evidence-based nutrition interventions and programs, with a focus on elevating the health of populations in areas with the highest potential for impact.

Nutrition International is collaborating with the Government of Lesotho to support its national nutrition agenda by providing technical assistance to the Food and Nutrition Coordination Office (FNCO) to conduct a Review of the Lesotho Food and Nutrition Strategy and Costed Action Plan 2019-2023.

NI is currently seeking to hire a consultant or firm to lead the Review team for this assignment. The team will also include a Monitoring and Evaluation Specialist, provided by the World Food Programme

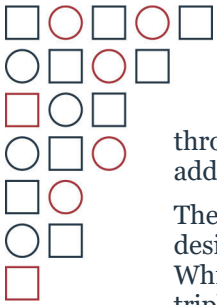
2. BACKGROUND AND RATIONALE

The findings of the Lesotho Demographic Health Survey 2023-24 were officially released in November 2024. Child stunting has increased from 33% to 36%, with districts such as Mophale's Hoek, Qacha's Nek, and Thaba-Tseka exceeding 40%. Underweight has also increased from 10% to 13%. Overweight remains constant at 7% among children under five years but increased to 27% in women of child-bearing age. Consumption of sugar-sweetened beverages and other unhealthy foods is both high and rising. Anaemia continues to be one of the biggest challenges facing the nation, affecting some 70% of children under five (33% mild, 35% moderate, 2% severe), with over 50% of women of childbearing age also affected.

The DHS Report contains a wealth of additional data on the patterns and major forms of child and adult nutrition as well as their proximate features and drivers, such as diets, breastfeeding and young child feeding practices. The data also cover related areas including family planning, fertility, child mortality, child health and wellbeing, knowledge and practices related to HIV and AIDS, women's empowerment and WASH.

There are other recent emerging issues. The 2023-2024 El Niño-induced drought and other weather-related shocks have intensified food insecurity, affecting agricultural production and dietary diversity. Only 9% of children under five meet minimum dietary diversity requirements. At the end of the Strategy period, in May 2024, over 700,000 Basotho faced extreme hunger, with an estimated M1.2 billion required for crisis mitigation. These trends underscore the need for a transformative approach to food and nutrition policy, emphasizing resilience, innovation, and inclusivity, within an effective multi-sectoral strategic framework and investment approach.

In the context of the intensifying challenges to the nutritional wellbeing, physical and cognitive growth and future security and prosperity of Basotho, especially the most vulnerable and poorest people in the nation, it is crucial to assess and understand the strengths, weaknesses and overall effectiveness of the Lesotho Food and Nutrition Strategy as a national framework for action. It is equally vital to identify the ways in which progress can be further increased



through effective approaches to coordinated action across key sectors in the next period to address these critical challenges.

The Lesotho Food and Nutrition Strategy and Costed Action Plan 2019–2023 (LFNSCAP) was designed as a multi-sectoral roadmap to address food insecurity and malnutrition in Lesotho. While some progress has been made in some of these areas, major challenges remain, with the triple burden of malnutrition—undernutrition, micronutrient deficiencies, and overnutrition—becoming more pronounced. Persistent and emerging issues such as very high prevalence of HIV and AIDS, infectious diseases including TB, high maternal and child death rates, the COVID-19 pandemic, climate change and instability, urbanization, and economic instability have further compounded these challenges.

The LFNSCAP was adopted in August 2019. It defined the national medium-term strategy for food security and nutrition together with a costed plan, both of which were intended to guide the design and implementation of food and nutrition programmes, projects and related actions by all stakeholders in Lesotho. It presented evidence-based, cost-effective, prioritized investments that were identified through a multi-sectoral consultative approach. The Strategy was aligned with development priorities and goals in the National Strategic Development Plan, regional policies and protocols on food and nutrition security, as well as relevant international commitments.

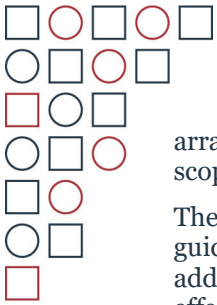
In addition to its introductory chapters setting out the Vision, Mission and Principles, analysing the current food and nutrition situation in Lesotho and key features of the operating environment, the LFNSCAP spelled out carefully-weighted key result areas (KRAs) where investments should be intensified; the goals to be achieved under each KRA; strategies to be pursued in order to attain the goals, assumptions and risks; the implementation plan covering short, medium and long term activities; as well as results to be achieved along with the indicators and targets, to enable performance monitoring and assessment. Detailed resource requirements with cost estimates and a financing plan were provided for each of the respective goals.

The LFNSCAP was promulgated by the Office of the Prime Minister and overseen by the Food and Nutrition Coordination Office (FNCO) in this Office. Four key Ministries were identified to address the multifaceted challenge of malnutrition in Lesotho under the implementation arrangements of the Strategy: the Ministry of Health, Ministry of Agriculture and Food Security, Ministry of Education and Training and Ministry of Social Development. Other Ministries and agencies are also closely involved, including at District level.

The Strategy set out 39 Goals and 11 prioritized KRAs within which implementation would take place:

- Infant and Young Child Feeding
- Micronutrient Supplementation
- Maternal and Child Health
- Strengthening Clinical Nutrition Services
- Food Value Chain
- Water, Sanitation and Hygiene
- Social Protection
- Nutrition in Emergencies
- Gender Equality and the Empowerment of Women and Girls
- Capacity Building
- Enabling Environment.

This Review is the first phase in the development of a new strategic, multi-sectoral approach and framework for addressing the continuing major challenges of food insecurity and malnutrition in Lesotho. The Review will generate essential Lessons Learned from the implementation experience of LFNSCAP 2019-2023 and will provide recommendations to help the Government, particularly the FNCO, to shape the role, design and implementation



arrangements of the new strategic approach, as well as giving guidance for its focus and the scope of its content.

The Review is vital to assess progress, identify gaps, and recommend innovative solutions to guide the design, development, content and management of the multi-sectoral approach to addressing the challenges of food insecurity and malnutrition for maximum possible effectiveness and impact. It will ensure continued alignment with national priorities, SADC and AU regional policies, and global commitments such as the Sustainable Development Goals (SDGs) and the World Health Assembly Targets for nutrition.

3. OVERALL AND SPECIFIC OBJECTIVES OF THE REVIEW

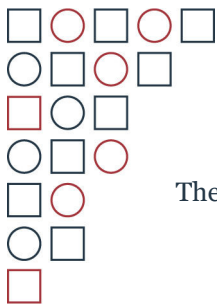
Overall Objectives

- To assess the effectiveness, contributions and impact of the LFNSCAP (2019–2023) as a national framework for multi-sectoral, multi-level (national and sub-national) action against food insecurity and all major forms of malnutrition.
- To provide clear, specific and evidence-based lessons learned and recommendations to inform the conceptualization, role, design, content and implementation arrangements for multi-sectoral, multi-level planning and coordination to address food insecurity and malnutrition in the coming years.
- Based on the lessons learned from the 2019-2023 period, and from global and regional best practice, identify and put forward options for the most promising frameworks and approaches for multi-sectoral visioning, strategic planning and coordination for food security and nutrition in the Lesotho context.

Specific Objectives

- Evaluate the progress made toward the goals, KRAs, and specific targets of the 2019-2023 Strategy, based on the available data and information.
- Identify the key gaps, challenges, and lessons learned concerning the relevance, effectiveness, and contribution to impact of the Strategy, based on analysis of its strengths and weaknesses.
- Assess the effectiveness of institutional arrangements used for the coordination, communication, management and monitoring of the Strategy, at national and district levels, and the strengths and weaknesses of its results monitoring framework and financing arrangements.
- Use the lessons learned from the experience of the 2019-2023 Strategy, and from regional and international best practice, to assess and put forward options to FNCO for effective approaches to multi-sectoral visioning, planning and coordination across sectors to address food insecurity and malnutrition in the coming years.
- Identify and articulate emerging issues in the Lesotho environment affecting food security and nutrition trends and outcomes among different vulnerable groups, for which stronger or substantially different approaches will need to be taken in the coming years; and examine the implications for multi-sectoral planning of these issues.

Gender equality and other forms of inclusion should be integrated into all objectives. In this regard, the Review will evaluate and build upon the commitments to gender equality, the empowerment of women and girls, and other inclusion issues related to malnutrition, as outlined in the Vision and KRAs of the LFNSCAP. This will also encompass other key groups, such as persons with disabilities, who are particularly vulnerable to food insecurity and malnutrition. The Review will assess how this approach can be strengthened in the next framework to better address these and other underlying causes of malnutrition within the Lesotho context.



4. SCOPE OF WORK

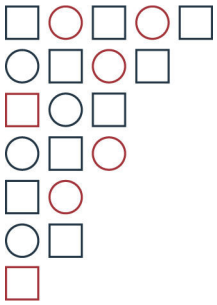
The Review will:

- **Examine the Vision, Mission, and Principles of the LFNSCAP:** Assess how the Vision, Mission, and guiding principles of the LFNSCAP have been applied in practice. This includes evaluating the principles of food and nutrition as human rights, coordinated multi-sectoral approaches, good governance provisions for strategy implementation, and the principles of community participation and gender equality.
- **Assess the Performance of the LFNSCAP:** Evaluate the overall performance of the LFNSCAP as a strategic framework, focusing on its relevance, coherence, and effectiveness, in line with OECD-DAC evaluation criteria. This will also involve comparing the LFNSCAP's performance with global and regional best practices in multi-sectoral approaches to addressing food insecurity and malnutrition.
- **Assess Progress in the 11 KRAs:** Evaluate the progress made in each of the 11 KRAs (Key Result Areas) of the LFNSCAP, to the extent that available data allows. This will include examining trends in indicators within the Results Framework at each result level and associating these trends with financial expenditures, initiatives, and efforts outlined in the Costed Plan of Action.
- **Examine the Implementation of the Costed Action Plan:** Assess the implementation of the Costed Action Plan across various Results areas. Provide recommendations for the next strategic framework to improve effectiveness and sustainability. Review the resources allocated (both overall and additional) for investment in the KRAs in response to the Strategy, identifying any major gaps in financial, human, or other resources per KRA. Additionally, review the relevance and influence of the Costed Action Plan within the planning and budgeting processes of the four key ministries and the overall national budget process.
- **Evaluate the Strategy's Role as a Coordination Framework:** Examine how the Strategy has functioned as a coordination framework and instrument for guiding planning, programming, and prioritizing food and nutrition actions by key stakeholders since 2019. This will include analyzing the operational relationships between sectors within the Strategy framework and evaluating the extent to which it has fostered coordinated and joint actions. Recommendations will be provided on how to improve these coordinated efforts, especially where they are critical for achieving results.
- **Review the Progress of Cross-Cutting Results Areas:** Assess the progress and changes in the cross-cutting Results Areas of Gender Equality and Empowerment of Women and Girls, Capacity Building, and the Enabling Environment. This will involve considering the impact of structural drivers of malnutrition, including economic, cultural, and natural resource factors such as humanitarian crises and climate change. The evolving context of the Strategy and how these issues influence the future strategic approach will also be analyzed.
- **Recommendations for the Next Strategic Framework:** Based on the analysis, identify and assess the most effective options for the framework and approaches to strategic visioning, multi-sectoral planning, collaboration, and coordination in the next multi-year period. The recommendations will take into account Lesotho's institutional arrangements and capacities, ensuring the strategy is responsive to future challenges.

Key Questions for the Review

The following suggested key questions will guide the investigation of the Review. These questions will be further developed by the Review Team during the Inception Phase and adapted into detailed questionnaires for stakeholder interviews. These interviews will also build on prior data collected through questionnaires administered to stakeholders by the FNCO.

- How familiar are you and your agency with the LFNSCAP for 2019-2023?



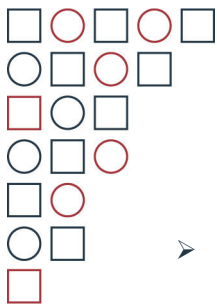
- How relevant and realistic do you consider the LFNSCAP document? What were its major strengths and weaknesses?
- To what extent and in what ways did the LFNSCAP influence the prioritization of programs and actions in the area of [specific sector] during the 2019–2023 period?
- Can you provide an example where the Strategy significantly influenced this process?
- To what extent and how did the LFNSCAP influence budgeting or other resource allocations in the area of [specific sector] during the 2019–2023 period?
- Can you provide a specific example where the Strategy had a significant impact?
- How influential has the LFNSCAP been as a tool for external donor resource mobilization for nutrition in Lesotho? How could it be improved to motivate more funding and investment in the future?
- To what extent has the LFNSCAP enabled sectors and Ministries to collaborate effectively toward food and nutrition goals?
- Can you provide a significant example of how two or more sectors worked together under the Strategy and Costed Action Plan?
- Overall, how influential and helpful was the LFNSCAP to your work during the 2019–2023 period?
- Which elements of the Strategy and Action Plan were most useful?
- In what ways could the LFNSCAP have been more influential or helpful to your agency’s work during the 2019–2023 period?
- What recommendations would you make to strengthen the usefulness, effectiveness, and impact of multi-sectoral coordination for food and nutrition in the following areas?
 - The role of the next strategic, multi-sectoral and multi-level coordination framework for food and nutrition
 - The design and scope of the next framework
 - The communication and dissemination of the next framework's content
 - The management and coordination of the next framework
 - The periodic review and revision of the framework
 - Any additional recommendations for ensuring effective multi-sectoral and multi-level planning and coordination for food and nutrition
- What new factors or issues facing Lesotho, its households, and vulnerable groups should the next strategic framework take into account more than the last Strategy?
- How can the institutional, leadership, and management framework for the next period be strengthened? How can its usefulness in setting priorities and guiding action be increased?

5. METHODOLOGY

The Review will employ a mixed-methods approach to ensure a comprehensive and well-rounded analysis. The key components of this methodology include:

➤ Literature Review:

- A thorough analysis of secondary data, including recent sources such as the Lesotho Demographic and Health Survey (LDHS), vulnerability reports, food fortification guidelines, and other relevant government policies and strategies aligned with the Key Results Areas (KRAs) of the LFNSCAP.
- The Literature Review will also incorporate data collected by the FNCO, records from the Technical Working Groups that have operated under the Strategy, and reports from comparable institutions at the district level.



- Additionally, available reports on major programmes and initiatives within the goals and KRAs of the Strategy will be reviewed, as well as expenditure reports, where accessible, to assess the financial allocation and efficiency of the Strategy.

➤ **Stakeholder Consultations:**

- **Key Informant Interviews (KIIs):** In-depth interviews will be conducted with key stakeholders across various sectors, including government ministries, UN agencies, donors (both bilateral and multi-lateral), civil society organizations/NGOs, private sector actors, and academia. These consultations will be essential in understanding the Strategy’s impact, challenges, and opportunities from different perspectives.
- **Focus Group Discussions (FGDs)/Workshops:** FGDs and workshops will be organized to facilitate discussions with diverse groups of stakeholders. These sessions will focus on gathering insights into the Strategy’s implementation, effectiveness, and areas for improvement.

➤ **Field Observations:**

- Field visits to at least 3 of the 10 Districts will be conducted (at least one in each ecological zone, with final locations determined during the Inception Phase). The visits will involve consultations with District officials involved in food and nutrition programs, as well as representatives of community-level organizations in both urban and rural areas. These visits will provide a practical understanding of how the Strategy is being implemented on the ground.

➤ **Synthesis and Reporting:**

- Findings from the Literature Review, Stakeholder Consultations, and Field Observations will be compiled into a systematic analysis. The analysis will focus on specific lessons learned and provide actionable recommendations to address the three objectives of the Review.
- The findings, lessons, and recommendations will be delivered through a detailed draft report, accompanied by a PowerPoint presentation for FNCO, NI, and other key stakeholders to review and provide feedback. The final report and presentation will incorporate the feedback received during the review process to ensure comprehensive and accurate conclusions.

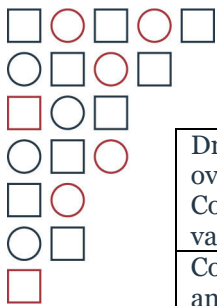
6. STAKEHOLDERS AND USERS

The main stakeholders and users of the Review will be the key Government stakeholders at national and district level, UN, bilateral and multilateral agencies, Civil Society, Non-Governmental Organizations, and other key actors who are or have been supporting the goals, values and programmes of the LFNSCAP. These stakeholders will participate during the consultation phase, which will obtain their inputs, insights and perspectives, and will also be participants in the review of the draft Report.

The full Terms of Reference for the Review (available following the contracting process) will provide a non-exhaustive summary of some of the major stakeholders that will be engaged in the consultation and final stages of the Review. Within the Government, these key stakeholders will include: the Office of the Prime Minister, the Ministry of Health, the Ministry of Agriculture, Food Security and Nutrition, the Ministry of Education and Training, the Ministry of Gender, Youth and Social Development, the Ministry of Finance and Development Planning, the Ministry of Trade and Industry and the Ministry of Local Government, among others. Beyond Government, the key stakeholder partners include members of the United Nations Country Team, particularly WFP, UNICEF, FAO and WHO, the European Union, bilateral donors, multilateral development banks (e.g. the World Bank), as well as key CSO/NGO partners, representatives from Academia, and selected private sector actors to be identified.

7. DELIVERABLES AND TIMELINE

Planned Activities and Deliverables	Months, 2025 (approximate)			
	April	May	June	July



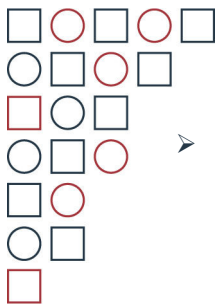
Draft and Final Inception Report setting out the overall methodology, work plan, and timelines. The Consultant(s) will conduct consultation meetings with various stakeholders to obtain inputs for these reports.				
Conduct a Literature Review of the current strategy and associated documents and synthesize the findings. This will be incorporated into draft and final Reports.				
Conduct comprehensive Stakeholder engagement and consultations through KIIs, FGDs and workshops to capture experience, insights and lessons learned. This will take place at national level and through expected visits to at least 3 Districts. The process will identify achievements, gaps, emerging challenges, and opportunities to enhance the next Strategy. Using available data, assess the implementation progress, lessons learned, gaps and opportunities across the 11 KRAs. Assess the strength and relevance of the Strategy, its Results Monitoring framework and the Costed Plan of Action themselves.				
A comprehensive draft Report (text and PowerPoint) with analysis of performance, lessons learned and recommended options for the vision, role, design, content and management and coordination of a new strategic multi-sectoral framework and approach.				
Design and facilitate a Stakeholder Validation Workshop to obtain feedback on the Draft Report.				
A comprehensive final Review Report (text and accompanying PowerPoint) with lessons learned and recommended options for the design, role, content, management and coordination of the next framework.				

The Team Leader and M&E Specialist will undertake and complete the full Review, including validation and finalization of the deliverables and findings, within the 3- 4-month period indicated above, with the projected start date in April 2025.

The Team Leader will be responsible for the timely and satisfactory submission of all Deliverables as indicated.

8. REPORTING AND COORDINATION MECHANISM

- The Team Leader will report directly to the Director of FNCO, collaborate with designated officials for day-to-day activities and receive oversight and technical support from Nutrition International.
- The Review Team will be guided by a Technical Reference Group, which will review and provide input on the draft Inception and Final Reports. This group will consist of FNCO (Chair), Nutrition International, the consultancy team, representatives from relevant Ministries, WFP, other UN and donor agencies, and other key stakeholders as necessary.
- FNCO will take the lead in managing the review process, with support from Nutrition International, and will ensure the necessary logistical and operational arrangements for the assignment.
- The Consultancy Team will present the draft report, including analysis, findings, and recommendations, for validation by the Technical Reference Group.



- The Team Leader will provide regular updates to the Director of FNCO and Nutrition International throughout the review process. The Review Team will seek and incorporate expert input from specialist staff in FNCO, Nutrition International and the World Food Programme.

9. BUDGET AND RESOURCES

- The Review budget will include consultancy fees, stakeholder consultations, and dissemination activities. Nutrition International will cover the Team Leader's consultancy fees at negotiated rates, along with international travel expenses as needed and agreed upon, following the organization's standard travel allowance rates. NI will also support the editing and dissemination of the Review Report. Payments will be made based on performance and the satisfactory submission of deliverables, as outlined in the contract.
- The World Food Programme will cover the consultancy fees for the Monitoring and Evaluation Specialist and contribute to costs for District visits and the Stakeholder Validation Workshop to review the Draft Report. **These costs are outside the scope of this Request for Proposals.**
- FNCO will provide the Review Team with full access to relevant documentation and ensure in-country arrangements, including local logistics and necessary visas.

10. STATION / LOCATION

The Team Leader and the Monitoring and Evaluation Specialist will be based in Maseru, Lesotho, with visits to Districts in Lesotho according to the schedule finalized at the Inception Phase.

11. REQUIRED PROFILE AND EXPERIENCE

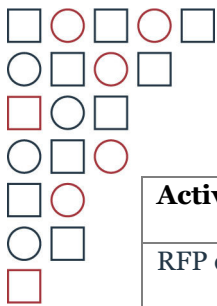
The Review Team will consist of two members: the Team Leader and a Monitoring and Evaluation Specialist (to be recruited separately by WFP)

To the extent possible, the team will be gender-balanced, geographically, and culturally diverse, with an emphasis on having expertise in food and nutrition interventions, as well as the ability to assess gender and social inclusion issues impacting nutrition.

At least one member should preferably be from the Southern Africa region with direct experience working in Lesotho.

Team Leader:

- Extensive high-level experience in multi-sectoral strategy development for food and nutrition, including conducting strategic reviews and developing/managing strategic frameworks.
 - Demonstrated leadership and sensitivity in managing multi-stakeholder consultations and leading interdisciplinary teams.
 - Strong expertise in gender equality analysis and its application in food and nutrition planning.
 - Proven ability to manage and lead diverse teams, facilitating cooperation across sectors and stakeholders.
 - Strong analytical, presentation, documentation, and communication skills.
 - Fluent in both written and spoken English.
 - Proficiency in Microsoft Office applications, including MS Word and PowerPoint.
- The Consultant should bring a solid understanding of the intersection of food and nutrition with gender equality and social inclusion, ensuring that all aspects of the review reflect these considerations.



12. RFP Timetable

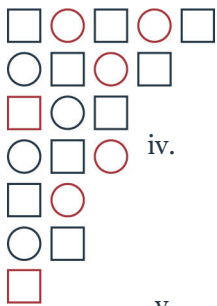
Activity	Date Required
RFP distributed	6th March 2025
Deadline for Receipt of Questions	14th March 2025
Closing Date and Time for Proposals – Mandatory	21st March 2025, 11.59pm Ottawa Eastern Standard Time
Projected Evaluation and Selection Process Completion	4th April 2025
Projected Contract Award Date	15th April 2025

13. SUBMITTING THE PROPOSAL

- Full proposals need to be submitted via email to the following address with all attachments in docx or PDF to rmorgan@Nutritionintl.org with copy to takintunde@NutritionIntl.org by the deadline of 21st March 2025.
- Please use subject line “Team Leader for Review of Lesotho Food and Nutrition Strategy”.
- For the purpose of requesting any clarification or information, please send an email to rmorgan@Nutritionintl.org with the subject line: “Clarification needed – Team Leader for Review of Lesotho Food and Nutrition Strategy”.

The application **MUST** include:

- Cover Letter:** Proposals must be accompanied by a cover letter (not exceeding 1 page) with the respondent’s address and explain the Consultant’s ability and suitability to carry out the work. The letter must be signed by the Respondent or by a suitable authority able to commit the responding agency to a binding contract. It must quote the RFP number and title.
- Signed Declaration** provided in Annex A of this document.
- Detailed Technical Proposal:** This should not exceed 10 pages and should include the following:
 - Project description, demonstrating a high-level understanding by the Consultant in their own words of the scope and purpose of the project.
 - Competencies and experience that the Consultant would bring to the objectives.
 - The proposed approach to lead and undertake the Review, with a clear narrative and rationale of the activities to be conducted to achieve each objective, and a clear description of the proposed methods to be used.
 - Proposed deliverable(s) for each activity.
 - Workplan with a timeline. The workplan should include the proposed timelines for each of the activities, milestones, and deliverables. It should preferably include an elaborated Gantt chart showing deliverables and timeframes in detail.



iv. **Profile:** Full Resume or Curriculum Vitae (CV) of the proposed Team Leader must be submitted. Citations, examples and/or accessible electronic links to examples of relevant recent written work by the proposed Team Leader should also be submitted as part of the resume/CV.

v. **Financial proposal:** The Respondent shall submit a financial proposal detailing:

- Breakdown of expected activities and deliverables.
- Proposed cost disaggregated by the number of days.
- Expected dates when progress reports and invoices will be submitted.
- A statement that the proposed fees will be inclusive of all tax and standard business overheads.

14. BUDGET

This will be a deliverables-based contract, with up to 4 payment milestones spread out over the course of the assignment. The Respondent may propose a schedule for deliverables and payments.

15. RECEIPT, EVALUATION AND HANDLING OF PROPOSAL

Once a proposal is received before the due date and time, NI will:

- Log the receipt of the proposals and record the business information.
- Review all proposals and disqualify any non-responsive ones (that fail to meet the terms set out in these instructions) and retain the business details on file with a note indicating disqualification.
- Evaluate all responsive proposals objectively in line with the criteria specified below (Table 1) and inform Respondents of the evaluation decision on a timely basis.

NI reserves the right to:

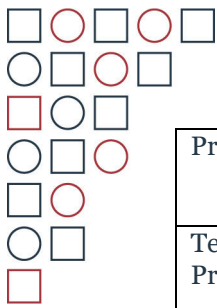
- Accept or reject any and all proposals, and/or to annul the RFP process, prior to award, without thereby incurring any liability to the affected Respondents or any obligation to inform the affected Respondents of the grounds for NI's actions prior to contract award.
- Negotiate - with Respondents invited to negotiate - the proposed technical approach and methodology, and the proposed price based on the Respondent's proposals.
- Amend this RFP at any time.

Submitted proposals will be shortlisted and the successful proposal will be identified based on the below selection criteria (See Table 1) as well as through subsequent interviews and requests for additional information as determined by NI. The selected Respondent will be contacted and will be expected to enter into a Contract with NI for the duration of the consultancy. The terms and conditions of this current RFP will normally form part of the Contract.

The objective of the Evaluation and Selection Process is to identify the Proposal that effectively meets the requirements of this RFP while providing the best value to NI and the greatest assurance of satisfactory delivery to the Government of Lesotho. A Proposal may be deemed non-compliant if it is not submitted in the requested format or if requested information is not submitted. All determinations are made at the sole discretion of NI.

Table 1: Scoring Criteria for Proposals

Consultancy for Team Leader for the Review of the Lesotho Food and Nutrition Strategy 2019-2023		
Item	Assessment Category	Weight



Profile	The required qualifications and key competencies to carry out the assignment are met and clearly demonstrated by the Consultant.	30%
Technical Proposal	The Technical proposal demonstrates a full understanding and appreciation of the project scope, objectives and rationale for the work to be carried out. The proposal clearly indicates: 1) the proposed approach(es) to meet the objectives of the work, 2) the activities to be conducted to achieve each objective, 3) the deliverable(s) for each activity, including a detailed workplan with a timeline with specific deadlines proposed for each of the activities and deliverables.	50%
Financial proposal	The financial proposal covers and explains all critical components, any expenses, and provides any necessary justifications.	20%
TOTAL		100

The Evaluation Stages

Stage 1: Review of Mandatory Requirements

Stage 2: Review of Technical Proposal

Stage 3: Review of Financial Proposal

Stage 4: Shortlisting based on scoring of Technical and Financial Proposals

Stage 5: Interview of shortlisted candidates and final selection

Review of Mandatory Requirements: each proposal first will be evaluated for completeness of the submission. Failure to comply with any of the terms and conditions contained in the RFP including, but not limited to, failure to provide all the required information or documentation, may result in disqualification.

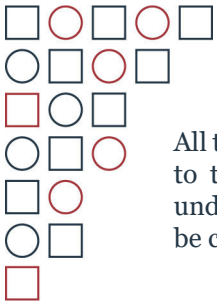
Once confirmed that the Respondent has met the mandatory submission requirements of the RFP, Technical Proposals will be evaluated by NI based on their compliance with the requirements set out in this RFP.

Financial Proposals will be evaluated based on their compliance with the requirements as set out in this RFP.

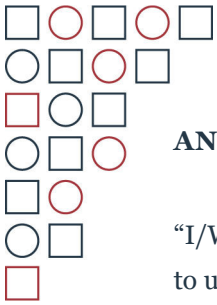
Evaluation and final selection considerations may include but are not limited to:

- a) competitiveness of pricing.
- b) compatibility of delivery schedule with needs.
- c) prior performance (for previously contracted Respondents);
- d) risk assessment and identification; and
- e) managerial ability to complete the tasks set out in the RFP.

Respondents may be requested to correct errors or inconsistencies identified by NI during the proposal evaluation process or to provide additional information in support of their Proposals. Respondents that do not comply with such requests within the timeframe communicated may be disqualified.



All the terms and conditions of this RFP and its annexure, including the Respondent's response to this RFP, will form a part of the award unless otherwise negotiated. The Respondent understands that if s/he proposes an amendment or additional terms to the award, these must be clearly detailed in the proposal and may affect the evaluation of the proposal.



ANNEX A – DECLARATION FORM

“I/We have examined the information provided in your Request for Proposals (RFP) and offer to undertake the work described in accordance with requirements as set out in the RFP. This proposal is valid for acceptance for 6 months and I/We confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.”

“I/We accept that any contract that may result will comprise the contract documents issued with the RFP and be based upon the documents submitted as part of our proposal.

“Our proposal (Technical and Financial) has been arrived at independently and without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any other Respondent to or recipient of this RFP from Nutrition International.

“All statements and responses to this RFP are true and accurate.”

“I/We understand the obligations regarding Disclosure as described in the RFP Guidelines and have included any necessary declarations.”

“I/We confirm that any and all personnel named in the proposal will be available to undertake the services as indicated.”

“I/We agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs.

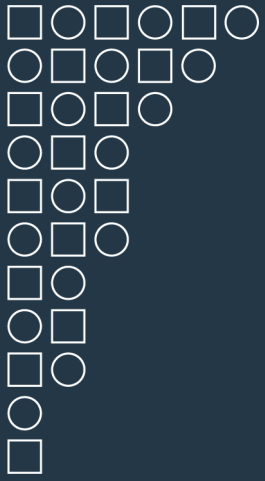
“I/We have the authority to submit this proposal and to clarify any details.”

Name:

Title:

Date:

Signature:



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