

To: Offerors

Date: April 5, 2023

From: Procurement and Partnerships Team, INVEST Project; Implemented by DAI Global LLC

Subject: Request for Proposals (RFP) INVEST 123: USAID/Pakistan Voluntary Carbon Market Assessment – Modification 1

Due: **1:00PM EDT on April 17, 2023**

Dear Offerors:

Enclosed is a Request for Proposals (RFP) to support the implementation of DAI's [INVEST](#) project funded by the United States Agency for International Development (USAID). [DAI](#) invites firms to submit a proposal for work to be funded by USAID under the USAID/Pakistan Buy-in.

- I. **RFP Process and deadlines:** This solicitation will result in the award of one Indefinite Quantity Contract (IQC) with an embedded task order (Task Order 1) and potential for follow on task order(s). The **combined ceiling of the awarded IQC** is expected to be **\$400,000** (including Task Order 1 and any future task orders), with approximately \$80,000 - \$100,000 of that total funding allocated for Task Order 1.
 - a) Submission of Questions – Questions must be submitted no later than **1:00PM EDT on April 3, 2023** via email at INVEST_Procurement@dai.com.
 - b) Submission of Proposals – Proposals must be submitted no later than **1:00PM EDT on April 17, 2023** via email to INVEST_Procurement@dai.com, copying Katherine_Tilahun@dai.com and Danny_Mannka@dai.com. The subject line of the email should be your organization name, followed by “Submission under RFP INVEST 123: USAID/Pakistan Voluntary Carbon Market Assessment.” Please certify in your submission email a validity period of 60 days for the price(s) provided. In order to submit a proposal, offerors must have at least initiated the process to obtain a [SAM UEID](#). If the UEID has not yet been issued, offerors should note that in the submission and update INVEST at INVEST_Procurement@dai.com once it is issued. Please limit file submissions to 10 megabytes or less.

- II. **Composition of Proposal:** Your organization’s proposal should comprise the following submission documents. The Technical Proposal and Cost Proposal should be prepared as separate files for independent evaluation, as follows below. Technical proposals should be submitted as a presentation no longer than 12 slides, using 12-point standard font size. Graphics may be included, so long as the text is clearly legible. If text or graphics are of poor resolution, the information provided may be excluded from consideration. Submissions in PowerPoint or in PDF are acceptable, although PDF is preferred along with an accompanying PowerPoint document. Please provide a copy of your cost proposal in Excel format; offerors may use the attached cost/budget template.

Part 1 – Technical Proposal

Please limit your technical proposal to no more than twelve (12) slides. The technical proposal is composed of the following three (3) sections:

1. **Technical Approach** – Offerors will detail their approach to fulfilling the accompanying Statement of Objectives (SOO). The approach will clearly indicate how the proposed activities will result in the completion of all proposed deliverables and milestones.
 - I. **Phase 1 (Task Order 1):** Offerors should outline how they would work with USAID, the Pakistan Ministry of Climate Change (MoCC), and other relevant donor and private sector stakeholders to identify the gaps and appropriate support needed for Pakistan to scale its voluntary carbon market (VCM). The proposal should detail how the offeror would identify key barriers hindering the growth of the VCM, pinpoint work streams that are critical to scale the VCM, and map these to existing donor efforts OR cite them as gaps and recommend solutions. Finally, the technical approach should also outline how the offerors intend to approach learning efforts, so that the knowledge gain and process followed for this activity can be replicated by other USAID Missions.
 - II. **Future Activities:** The proposal should briefly describe how an offeror would approach follow-on activities including customization of selected solutions (provincial capacity building, governance, measurement, reporting and verification (MRV) and GHG registry coordination and support, donor coordination and implementation support convening the private sector and coordinating across provincial and federal governments, and synthesizing learning for USAID for scale and replication of future VCM projects in other countries.
2. **Institutional Capacity** – Offerors should provide details about the experience, expertise, or capacity of their firm to recommend the proposed approach and complete the work as described. This should also include past performance information for similar activities and/or experience in the region. Offerors should demonstrate their knowledge, capabilities, and experience analyzing, advising and/or supporting implementation of voluntary carbon market governance systems including in support of Paris Agreement Article 6, facilitating private sector engagement in carbon markets, implementing monitoring, reporting and verification (MRV) systems for greenhouse gas emissions mitigation, and developing learning products to promote carbon markets. Offerors should also note their experience working in emerging economies, if they have any local presence in Pakistan, and highlight their existing local, private sector and international voluntary carbon market networks. The proposal should also highlight any relevant experience in key sectors such as nature-based solutions, agriculture, renewable energy, e-mobility, etc.
3. **Management Plan/Staffing Structure** – Offerors should include details of personnel who will be assigned to Task Order 1, as described in the technical approach along with their proposed roles and responsibilities, as well as a clear management plan in narrative form for the development, review, and submission of deliverables, including a milestone schedule that indicates their proposed timeline for implementation. Offerors should also include details of personnel with relevant experience to support subsequent work on this IQC. Note that offerors will be expected to coordinate with INVEST’s Pakistan-based consultant who will facilitate stakeholder conversations and provide inputs to deliverables. Offerors are permitted to engage in partnering arrangements if it will aid in providing best value to USAID, regardless of whether organizations belong to the USAID Finance and Investment Network managed by INVEST. If a partnering arrangement is being proposed, please describe the nature of the arrangement, the specific technical value being contributed by

each member of the team, and the appropriate management, oversight, and coordination controls to ensure successful delivery.

In addition to the above, please include the following. These inputs will not be counted as part of the 12-slide limit and the format may be PDF or Word:

- One (1) to two (2) case study examples or qualifications statements of past performance relevant to this activity (limited to two (2) pages per example)
- CV(s) of any individuals proposed in the staffing plan to conduct this activity (limited to two (2) pages per individual)

A cover slide will be considered a non-counting slide, should offerors choose to include one. No additional annexes or documentation are requested at this time.

Part 2 – Cost Proposal

The contract type for the presumptive task order will be an IQC Subcontract that will allow for the issuance of Firm Fixed Price task orders, awarded as a subcontract by DAI Global, LLC. **Please include your total proposed fixed price for Task Order 1 along with details for specific deliverable pricing.** At this procurement stage, the pricing for Task Order 1 should be final, and not illustrative.

Offerors should also include a cost breakdown of the hourly rates for proposed personnel, if applicable, with a build-up to their total proposed price or include substantiating price reasonableness documentation/justification. Offerors can use the attached cost/budget template for guidance, but are not required to use it, as long as the cost proposal captures the necessary elements (i.e. deliverables table with breakdown of how the deliverable totals were calculated). Please limit file submissions to 10 megabytes or less.

During implementation, if additional Task Orders are authorized, INVEST will release a Request for Task Order Proposal for the Task Order(s) to the IQC holder awarded through this procurement.

III. **Evaluation of Proposal:** DAI will use best value determination for the award of this Request for Proposals. A best value determination means that, in DAI’s estimation, the selected offer will provide the greatest overall benefit to USAID/Pakistan in response to the requirements stated in this RFP. DAI may also exclude an offer from consideration if it determines that an Offeror is “not responsible”, i.e., that it does not have the management and/or financial capabilities required to perform the work required. Proposals will be evaluated against a stated number of factors, including the overall proposed approach, past performance, specific qualifications in the identified sectors and other evidence substantiating the bidder’s ability to deliver, and budget and time frame considerations.

1. **Technical Proposal:** The Technical Proposal will be scored and evaluated separately from the cost proposal. Technical panel reviewers will evaluate offerors on the following factors, consistent with the offerors’ technical proposal.
 - a. **Technical Approach (35 points)** - Points for this section will be awarded based on the information presented in the technical approach. Points will be awarded to firms describing their thoughtful approach to addressing the statement of objectives. The offeror will be scored based on its presentation of a clear approach which reflects the

requirements of this specific activity and incorporates the offeror's unique competencies.

- I. Phase 1 (Task Order 1): Offerors will be evaluated on their proposed approach to identify gaps in terms of governance and private sector capacity and provide appropriate support needed for Pakistan to scale its VCM in a way that increases benefits to communities and improves environmental conservation and greenhouse gas mitigation, map donor and/or government groups that are working on problems for the establishment of the VCM, and identify gaps in coordination between federal and provincial authorities. Points will be awarded to offerors that present a clear approach to how they will work with USAID, MoCC, INVEST's local consultants, and other relevant stakeholders. Offerors should also detail how they will design the first module of a learning toolkit designed specifically for USAID audiences looking to replicate VCM effort in other country contexts.
 - II. Future Activities: Offerors will also be evaluated on their broad approach to future task orders under the IQC including customization of selected solutions (provincial capacity building, governance, measurement, reporting and verification (MRV) and GHG registry support, donor coordination and implementation support, convening the private sector and coordinating across provincial and federal governments, and synthesizing learning for USAID for scale and replication of future VCM projects in other countries.
- b. **Institutional Capacity (40 points)** - Points for this section will be based on information presented in the corresponding section. Preference will be given to firms that have past performance in timely and successful delivery of similar services and/or relevant experience in Pakistan or countries with similar contexts. Offerors should demonstrate past credentials in similar assignments involving analyzing, advising and/or supporting implementation of voluntary carbon market governance systems including in support of Paris Agreement Article 6, facilitating private sector engagement in carbon markets, implementing monitoring, reporting and verification (MRV) systems for greenhouse gas emissions mitigation, and developing learning products to promote carbon markets. Offerors should also note their experience working in emerging economies, if they have any local presence in Pakistan, and highlight their existing local, private sector and international voluntary carbon market networks. Preference will be given to offerors with proven experience in carbon markets and key sectors such as nature-based solutions, agriculture, renewable energy, e-mobility, etc. Points will be awarded to offerors with demonstrated expertise and relevant networks in the region, and experience working with donors and private sector stakeholder. Offerors should demonstrate any knowledge and technical experience that will support their ability to perform the requirements of the SOO in an efficient and effective manner.
 - c. **Management Plan/Staffing Structure (25 points)** – Points for this section will be based on the qualifications and appropriate size of the proposed staff to carry out the proposed technical approach based on the team's range of relevant experience, including experience evaluating governance and MRV systems for voluntary carbon markets, implementing Paris Agreement Article 6 frameworks, and facilitating private sector engagement in carbon markets. Preference will be given to teams with demonstrated experience working in Pakistan or other emerging economies. Points will also be based on the demonstrated efficacy of the management plan, including the proposed timeline for achieving the deliverables in the SOO. If the offeror is submitting a proposal along with partners, the proposal will also evaluate the added technical value of each proposed partner and the approach to managing the partners.

2. **Cost Proposal:** Cost will be evaluated separately from the technical approach, with due consideration for price reasonableness and allowability consistent with US government cost principles. Evaluation for this section will be dependent upon all information presented by the Offeror in their deliverable table and supporting cost information, as well as its alignment with the proposed technical approach.

Offerors should include their total proposed fixed price for Task Order 1 along with details for specific deliverable pricing. Please note that at this IQC procurement stage, the evaluation will focus on the pricing for Task Order 1 only.

Evaluation of cost proposals will focus on cost reasonableness of the overall proposed price, individual deliverable prices, as well as the cost build-up to each deliverable price.

IV. **Offeror's Agreement with Terms and Conditions: Please visit the [INVEST Procurement Hub](#) website (scroll down to "Terms and Conditions") for RFP Terms and Conditions.**

The completion of all RFP requirements in accordance with the instructions in this RFP and submission to DAI of the technical and price proposals will constitute an offer and indicate the Offeror's agreement to the terms and conditions in this RFP and any attachments hereto. DAI is not required to accept and/or evaluate proposals that do not conform to the instructions of the RFP, and additionally, DAI may reject all proposals and not award a subcontract for this RFP. DAI reserves the right to award a subcontract without discussion and/or negotiation; however, DAI also reserves the right to conduct discussions and/or negotiations, which among other things may require an Offeror(s) to revise its proposal (technical and/or price). By submitting an offer, Offerors agree to comply with the general terms and conditions for an award, including Representations and Certifications compliance. Offerors must provide full, accurate, and complete information in response to this solicitation. By submitting an offer, Offerors certify that they have not/will not attempt to bribe or make any payment to DAI employees in return for preference. Issuance of this RFP in no way obligates DAI to award a subcontract, nor does it commit DAI to pay any costs incurred by the Offeror in preparing and submitting the proposal. DAI reserves the right to award a subcontract to one organization or to issue multiple awards to different organizations based on the results of our evaluation.

Thank you,

DAI INVEST Procurement and Partnerships Team
INVEST_Procurement@dai.com

**Statement of Objectives under RFP INVEST-123:
USAID/Pakistan Voluntary Carbon Market Assessment**

Introduction

Through INVEST, USAID seeks to unlock the potential of the private sector to drive inclusive growth. Increasingly, private investors and businesses are looking to emerging markets for better returns and new market opportunities. Encouraging investment and market opportunities in high-impact areas important to USAID such as agriculture, financial services, infrastructure, energy, clean water, health, and education, requires new forms of collaboration between USAID and the investment community. Specifically, USAID can leverage its resources – technical assistance, guarantees, and convening power – to help raise awareness of investment and market opportunities, lower transaction costs, and mitigate the risk of investments and market opportunities that generate positive social, economic, and environmental impact.

Background

USAID/Pakistan engaged INVEST in its broader efforts to strengthen Pakistan’s voluntary carbon market (VCM), which include assisting with the establishment of a greenhouse gas (GHG) registry, digital measuring reporting and verification (MRV), and legal framework for the VCM. Moreover, USAID aims to provide technical assistance and funding to help the Government of Pakistan increase the capacity of a national authority, such as the Ministry of Climate Change (MoCC), to consolidate the voluntary carbon market under one authority and establish and implement a national carbon registry system to ease the tracking and trade of carbon credits in alignment with the Paris Agreement Article 6 rulebook.

Additionally, funds and timeline permitting, this agreement aims to support private-sector carbon projects, either by convening potential buyers and directing financing towards early-stage projects, or by increasing the capacity and knowledge of project developers in-country.

There are several reasons for supporting domestic and international trade in carbon offsets from natural climate solutions (NCS): the coming demand for offset credits, the need to simplify and consolidate the voluntary carbon marketplace, and the integrity challenges facing carbon offset credits.

Objectives and Activities

Through this Statement of Objectives (SOO), INVEST is looking for a partner to work with the MoCC, USAID/Pakistan, INVEST, and other relevant stakeholders to assess the current status of Pakistan’s VCM and offer recommendations for the establishment of a VCM regulatory, legal and infrastructure framework which would be implemented in later stages.

INVEST anticipates issuing an Indefinite Quantity Contract (IQC) for this agreement. The IQC will include Task Order 1 for assessing the gaps and offering recommendations for scaling VCM in Pakistan. There are four potential activities envisioned under the total IQC subcontract. Offerors should note that only the first Task Order will be awarded with the IQC under this procurement. INVEST anticipates that additional task orders will be released in the future and may be issued concurrently or sequentially based on MoCC and USAID’s priorities and funding availability.

Task Order 1 involves support to USAID, MoCC, and other relevant stakeholders in identifying the gaps and appropriate support needed for Pakistan to scale its VCM. The core function of this assessment is to pinpoint the gaps that must be overcome both in terms of governance and private sector capacity for the

VCM to scale in such a way that it increases benefits to communities and improves environmental conservation and greenhouse gas mitigation.

The assessment should detail which donor and/or government groups are working on which problems for the establishment of the VCM, and identify gaps in coordination between federal and provincial authorities. Communication with the MoCC and the Supporting Preparedness for Article 6 Cooperation (SPAR6C) project, which is funded by the German Federal Ministry for Economic Affairs and Climate Action (BMWK) through the German Government's International Climate Initiative (IKI), is important for this work in order to understand who is doing what in this space. For coordination purposes, the offeror should be prepared to work with a Pakistan-based INVEST consultant who will act as a facilitator between various local players.

Task Order #1: Needs Assessment: Governance, Private Sector, and Digital Infrastructure

This task order involves working across donor groups, the Government of Pakistan, and the private sector to identify the gaps needed to scale the VCM in Pakistan. Notably, this includes conducting a short landscape assessment, which pinpoints a number of work streams that are critical to scale the VCM, and maps these workstreams to either existing efforts conducted by donor groups OR cites them as gaps and recommends solutions.

The core function of this assessment is to pinpoint the gaps that must be overcome both in terms of governance and private sector capacity for the VCM to scale in such a way that it increases the benefits to communities and improves environmental conservation and GHG mitigation.

The offeror will work with USAID and the MoCC to understand the initial VCM landscape, engage SPAR6C, UNEP, GIZ, UNDP, the World Bank, IETA, private sector actors, and other key stakeholders to understand the ongoing work and roles being played. The offeror will also coordinate with a local consultant managed by INVEST who will be on the ground in Pakistan and can facilitate introductions as necessary.

The offeror will ensure that the approaches recommended to fill the VCM gaps account for the needs of relevant private sector carbon offset project developers and financiers. Additionally, the offer should analyze and provide recommendations for the MRV and GHG registry systems being considered by the Government of Pakistan and ensure that they align with and enhance the public purpose of a viable VCM in the country and the forthcoming Article 6 framework being developed by SPAR6C.

Anticipated activities for Task Order 1 include the following:

- Working with the MoCC to understand the current work plan on the VCM, mapping which elements of a VCM framework, infrastructure and regulatory environment have been completed and what gaps still exist.
- Analyzing the gaps in coordination between federal and provincial coordination on the VCM, in terms of issues such as legal frameworks, capacity issues, and/or clear lines of communication.
- In collaboration with the MoCC and other stakeholders (including UNDP and the World Bank) analyze the MRV and GHG registry systems that are under development for Pakistan, identifying if there are weaknesses or elements of this work that are not being fulfilled in compliance with UNFCCC and/or other relevant standards.

- Interviewing private sector stakeholders to understand their needs relating to various components of the VCM, including both supply and demand elements of the VCM, GHG emissions measuring, and other related topics.
- Provide analysis of other governance, private sector, or infrastructure gaps that exist in scaling the VCM.
- Create a guide that lays out the steps for conducting a gap analysis and donor mapping exercise that incorporate specific lessons learned and examples from Pakistan’s VCM work to be shared with USAID offices, Missions, and bureaus considering similar activities.

Subsequent Task Orders to be determined following TO1:

A. Customization of the selected solutions (provincial capacity building, governance, MRV and GHG registry support, donor coordination) and implementation support

Under this second activity, the offeror will support the implementation of the solutions and work streams identified as most needed under Task Order 1. It is expected that a core element of this work will involve:

1. Capacity building and coordination among provincial governments to assure alignment with national strategy and address other underlying capacity issues;
2. Solutions for hosting and resolving other capacity/IT issues for the MRV and/or GHG registry elements that are being developed;
3. Support for donor mapping/coordination in the VCM space; and
4. Ongoing support for MRV/Registry development work.

Illustrative activities may include, but are not limited to:

- Recommending and helping to implement a conducive governing regime to provide a greater degree of regulatory certainty to VCM transactions, including coordination between provincial and federal authorities
- Developing provisions and processes for NDC credit accounting, including collaboration with relevant ministries outside of MoCC, and integrating these solutions into government operations
- Recommending ways to increase transparency, efficiency and risk mitigation for buyers and sellers, perhaps by leveraging the forthcoming digital MRV and GHG registry
- Providing capacity building for the relevant stakeholders on VCM standards and structure of carbon credits
- Ensuring that MRV and registry are compatible with Article 6 trading mechanisms and framework via coordination with the SPARC6 team, and facilitating the active implementation of these digital systems into government workings
- Mapping donor efforts in the VCM space and identifying staffing and training needs for implementation
- Hosting a learning event, setting out identified international and case study best practices in the VCM space, including best practices around transparency, equity, and sharing lessons learned during the process, and recommendations for the establishment of Pakistan’s VCM framework

B. Convening the private sector and coordinating across provincial and federal governments

There is a strong need to engage the private sector, especially to increase local private actors' capacity to develop credible VCM projects, the development of a buyers' alliance to support the country's new high-integrity VCM, and crowd in private capital to early-stage projects. In addition, awareness raising and capacity building around GHG supply chain and carbon offset credit issues for Pakistani companies is critical for increasing the number of companies reporting emissions.

The core function of this task would be capacity building for the private sector to both increase ability to produce high quality carbon offset projects and also, on the demand side, to increase the ability of local corporations to successfully operate (purchase) credits for their net-zero goals.

Illustrative activities under this activity may include, but are not limited to:

- Providing technical support to local developers of new, high-quality carbon offset projects
- Providing transaction support for promising high-quality projects
- Host a Carbon Finance and Carbon Market workshop, drawing private and public sector together to elucidate the VCM landscape and map out investment opportunities in the carbon space by inviting carbon fund managers, financial institutions and private sector partners
- Provide technical guidance on how carbon offset credits can be used to achieve credible net-zero targets, with special attention paid to the appropriate role of carbon credits in setting and achieving credible net-zero targets
- Identify any significant gaps related to government authority that could either stall VCM growth or hinder the public purpose of carbon markets; coordinate across provincial and federal authorities to provide clarity on carbon markets and the potential barriers

C. Synthesizing Learning for USAID

A critical component of this SOO is the ability to learn and to scale as a result of this intervention. Therefore, the offeror will support the development of learning resources for USAID to be used in support of Voluntary Carbon Market efforts in settings outside of Pakistan.

Learning resources may include, but are not limited to:

- A technical guide for selecting a VCM framework, MRV and registry systems that captures key decision points and other factors that USAID will find useful
- Summarizing lessons learned and best practices in supporting VCM at national and regional levels
- A guide to engage the private sector to ensure they have a voice in the development and implementation of, and ability to access, VCMs
- Development of resources that can be deployed and adapted for the private sector
- Creation of checklists and other tools for VCM establishment
- Synchronization of (or plan to synchronize) the MRV, registry, and Article 6 framework with Ministry of Climate Change/Gov of Pakistan operations (i.e. implementation support)
- Templates for Article 6 implementation designed along SPAR6C

Illustrative Deliverables

At this procurement stage, Offerors should propose deliverables associated with the technical approach to Task Order 1 only. Illustrative deliverables are listed below; however, the offeror should propose deliverables in line with their approach to meet the objectives outlined above.

Task Order 1:

- Scoping meeting with MoCC and other government stakeholders
- Landscape assessment and gap analysis report of the current VCM in Pakistan.
- Module 1 of a learning toolkit designed specifically for USAID audiences looking to replicate VCM effort in other country contexts. Module 1 should include:
 - Guidance note on how to conduct a gap analysis and donor mapping exercise
 - Three-page executive summary of the assessment on Pakistan's VCM
 - Recommendations on identifying the appropriate stakeholders when implementing a VCM and the types of questions that should be asked/considered
 - Listing of stakeholders that were interviewed and their current or potential role in the VCM
 - Overview of the questions directed to each group of stakeholders (Gov of Pakistan, donors, and private sector) and why they were asked
 - Other relevant guiding principles as determined alongside USAID INVEST's MEL team
- Recommendation report to scale VCM in Pakistan, both in terms of needed public sector support interventions, and private sector support interventions.

Period and Place of Performance

Offerors should propose a timeline in line with their technical approach that delivers the scope of work as described. The total period of performance for the IQC, including all Task Orders issued under the IQC, is May 2023 through July 2024. The Task Order 1 activity is anticipated to commence in May 2023 taking place over a period of 1-2 months. Subsequent Task Order activities are anticipated to commence immediately following the completion of Task Order 1, but no later than September 2023 and take place over a period of 8-10 months.

Work for this activity is expected to take place primarily in Pakistan with remote work supplementing the on the ground implementation. The firm should be prepared to work with INVEST's Pakistan-based consultant and be willing to propose staff for travel opportunities as needed.

Role of INVEST

INVEST will work closely with the selected offeror during all stages of this work. DAI will subcontract the selected offeror directly and provide review and oversight throughout the life of the activity. The INVEST team will administer regular check-ins, reporting, deliverable review prior to client presentation and approval, and manage an ongoing monitoring, evaluation, and learning (MEL) framework.

- *Subcontractor Onboarding:* INVEST will provide the successful offeror with all necessary context, and work with the successful offeror to develop the work plan.
- *Project Implementation:* The successful offeror will implement the work as prescribed by the work plan. INVEST will provide management support and ensure regular check-ins/reporting.
- *Ongoing Monitoring, Evaluation, and Learning:* INVEST will work with the successful offeror to establish a plan for monitoring performance, including setting targets, to track progress during

implementation of each Task Order. INVEST will collect and review M&E data from subcontractors for requisite reporting to USAID and will conduct data quality assessments as necessary.

Additionally, the INVEST team will onboard a local Pakistan-based consultant to support the work of the selected offeror through on-the-ground coordination and liaising with key stakeholders. The local consultant will assist in the development of deliverables, including Task Order 1's mapping exercise, and will facilitate conversations with the Ministry of Climate Change, donor organizations, and provincial government players. Depending on the specific task order needs, DAI's country office in Pakistan may provide technical knowledge, facilitate stakeholder meetings, including with national and provincial government agencies and the private sector, and/or assist with logistical and/or office-space related requests. This will be done through separate funding and work scope. INVEST will provide oversight and management to ensure smooth collaboration between the consultant, local country office, and the selected offeror.

Through regular consultation with USAID and the INVEST MEL team, the offeror will identify opportunities for learning capture and advise on the form and content of learning resources. Under Task Order 1, the offeror will work with the INVEST MEL team to develop a guidance note/toolkit for replicating step one of this work in other countries or contexts. The offeror and MEL team will work in close collaboration to determine the best questions to answer within the guidance note. This will include providing perspectives on the learning needs of USAID and helping to articulate relevant learning questions.

**RFP INVEST-123: USAID/Pakistan Voluntary Carbon Market Assessment
Q&A**

Technical Questions

- 1. Please confirm whether entities providing VCM support to other donors mentioned in the RFP (SPAR6C, UNEP, GIZ, UNDP, the World Bank, IETA) are or are not eligible to participate in this bid.**

Firms supporting other donors mentioned in the RFP are eligible to participate but should make a brief note of the capacity in which they are providing support to other donors.

- 2. Please confirm whether the role of the INVEST local consultant position recently issued, is a supporting role (assist in development of deliverables, facilitate conversation with the Ministry of Climate Change, donor organizations, and provincial government players) but that check-ins and deliverables will be discussed with the INVEST team.**

We confirm that INVEST will serve in the management role for this subcontract, including leading check-ins and reviewing all deliverable submissions. The local consultant hired by INVEST will be available to support the selected firm/offeror as needed. Our vision of the primary function of the local consultant is to act as a door opener amongst government (federal and provincial) players, coordinate meetings, and provide information on VCM developments and stakeholders for input to key deliverables. The working relationship, including the frequency of communication, between the local consultant and the selected firm/offeror will be established during the kickoff call with INVEST once the firm/offeror has been onboarded.

Cost Questions

- 1. Under Part 2 – Cost Proposal, can DAI clarify what exactly is meant by a “build-up to their total proposed price”?**

Offerors should include not only the overall deliverable pricing and proposed ceiling for Task Order 1, but also the cost build-up that supports the deliverable pricing. Please refer to the RFP, Section II Composition of Proposal, Part 2 – Cost Proposal: “Offerors should also include a cost breakdown of the hourly rates for proposed personnel, if applicable, with a build-up to their total price or include substantiating price reasonableness documentation/justification.”

Depending on the Offeror’s pricing approach, this could include Labor positions along with Level of Effort (LOE) and hourly/daily labor rates; any indirect costs such as fringe benefits; and other direct costs (non-labor costs) including line items, unit costs, and units. This allows DAI to analyze the costs that make up the deliverable pricing as required by USAID to ensure they are reasonable and aligned with market rates.

Other Questions

- 1. The Statement of Objectives states that only Task Order 1 will be awarded under this procurement while the Request for Proposals states that the technical component of the proposal should include both Task Order 1 (Phase 1) and future activities.**

- a. Does it mean that there will likely be another RFP for other Task Orders or will they be covered under the same IQC?**

This procurement will result in the award of one IQC subcontract along with Task Order 1 to the IQC holder. INVEST does anticipate issuing additional Task Orders for future work, in support of the larger scope of work that is described for additional phases / task orders in the Statement of Objectives. However, the release of future Task Orders is dependent on technical direction and budget availability and is not guaranteed at this time. Future Task Orders will be released using Requests for Task Order Proposals directly to the IQC holder awarded through this procurement.

- b. Please clarify whether the proposal should address both Task Order 1 and further activities or only for Task Order 1.**

Offerors should follow the RFP instructions for what to include in the proposal, specifically Section II, Composition of Proposal and Section III, Evaluation of Proposal. Those sections set forth what each section of the technical proposal should cover and specify what should be described related to Task Order 1 versus the larger potential scope of work under the IQC.

Please note that while Task Order 1 will be awarded along with the IQC, the IQC holder will also receive potential future Task Orders and so evaluators need to understand the Offerors' general approach to addressing future work as set forth in the Statement of Objectives.

- 2. Would INVEST consider extending the proposal submission deadline by two weeks to May 1, 2023? Ramadan is being celebrated in Muslim countries and this slows the response from partners and government officers, and this extension would allow bidders to prepare a more informed and competitive proposal.**

INVEST is not able to offer an extension to the due date for proposal submission. Although Ramadan is being celebrated, offices are open and people are working. Though the office hours are short, we anticipate that offerors will have sufficient time to prepare competitive proposals.

- 3. For the subsequent TOs following TO1:**

- a. We understand from the RFP that brief technical approach and details of personnel with relevant experience is required to support subsequent work on the IQC. Please elaborate as to what level of detail is required for technical approach and personnel proposed for subsequent work (roles, responsibilities, etc.)?**

Offerors should follow the RFP instructions for what to include in the proposal, specifically Section II, Composition of Proposal and Section III, Evaluation of Proposal. Those sections set

forth what each section of the technical proposal should cover and specify what should be described related to Task Order 1 versus the larger potential scope of work under the IQC. RFP Section II and Section III clearly set forth the requirements for the Technical Approach to Task Order 1 versus future activities.

For the question on personnel, roles and responsibilities are only required for Task Order 1; to address the Future Activities, inclusion of personnel in staffing plans/charts, CVs, etc. would be sufficient at this stage.

As Task Order 1 is clearly set forth at this stage and will be awarded along with the IQC, Offerors should place most emphasis on the Task Order 1 response as part of this proposal. However, the IQC holder will also receive potential future Task Orders and so evaluators need to understand how Offerors would address future work as set forth in the Statement of Objectives.

- b. Is it correct to assume that at this point, offerors are not expected to provide an anticipated budget, management plan for deployment, review, and submission of deliverables, including a milestone schedule that indicates the proposed timeline for implementation?**

We confirm that at this stage, only Task Order 1 should be included in the submitted cost proposal. Similarly, the management plan for deployment, review, and submission of deliverables should only cover Task Order 1. However, Offerors should indicate in the management plan how the lead firm would provide management oversight for the IQC as a whole, including managing the proposed team / partnerships as relevant.

- c. Is it correct to assume that INVEST will issue additional and complementary RFPs to the IQC holder aligned with the initial scope and proposal?**

This procurement will result in the award of one IQC subcontract along with Task Order 1 to the IQC holder. INVEST does anticipate issuing additional Task Orders for future work, in support of the larger scope of work that is described for additional phases / task orders in the Statement of Objectives. However, the release of future Task Orders is dependent on technical direction and budget availability and is not guaranteed at this time. Future Task Orders will be released using Requests for Task Order Proposals directly to the IQC holder awarded through this procurement.

- 4. For the Institutional Capacity section of the Technical Proposal, is it correct to assume that offerors are required to demonstrate overall experience, expertise, or capacity of their firm related to activities in both TO 1 and subsequent TOs?**

Offerors should present institutional capacity related to Task Order 1 and the IQC scope of work as a whole. This will allow evaluators to understand Offerors' institutional capacity related to Task Order 1 that will be awarded along with the IQC award as well as its general capacity related to future activities that would be released under the IQC, as set forth in the Statement of Objectives.