

**Belgium-Louvain: Evaluation consultancy services**  
**OJ S 127/2020 03/07/2020**  
**Contract notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Rikolto International s.o.n.  
National registration number: 0662.878.501  
Postal address: Blijde Inkomststraat 50  
Town: Leuven  
NUTS code: BE242 Arr. Leuven  
Postal code: 3000  
Country: Belgium  
Contact person: Tom Van den Steen  
E-mail: [tom.vandensteen@rikolto.org](mailto:tom.vandensteen@rikolto.org)  
**Internet address(es):**  
Main address: [www.rikolto.org](http://www.rikolto.org)

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [www.rikolto.org](http://www.rikolto.org)  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Other type: Non-governmental organisation

**I.5. Main activity**

Other activity: International development — sustainable food systems

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Efficiency Analysis in Sustainable Food Systems

**II.1.2. Main CPV code**

79419000 Evaluation consultancy services - RB07 - RB18 - RB13 - RD07

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Rikolto wants to do a efficiency/cost-benefit analysis of its work from a systems perspective, building on the 2019 mid-term review (accompanied self assessment), which should deliver a practical and easily replicable methodology.

#### **II.1.5. Estimated total value**

Value excluding VAT: 66 115,00 EUR

#### **II.1.6. Information about lots**

This contract is divided into lots: no

### **II.2. Description**

#### **II.2.3. Place of performance**

NUTS code: 00 Other or Not Specified

Main site or place of performance: Global and specific sites in Africa, Latin America and Asia to be determined during the inception phase (see terms of reference).

#### **II.2.4. Description of the procurement**

1) Calculation of the return on investment for 3-4 flagship interventions

1.1) research question:

How many resources do we have to invest to obtain a certain (set of) outcome(s)?

Or, put differently, which outcomes can investors or donors expect upon investing x amount of money in a Rikolto intervention?;

1.2) research method:

We are open to any research method that can analyse our work in view of the research question and that responds to the following two criteria:

- comprehensiveness: the research method should encompass the systemic return on investment, addressing the diverse areas that Rikolto's interventions touch in the food system (e.g. value chain relations; environmentally and socially sustainable production processes, producer livelihoods, business development service provision, inclusive business models, sector policies, access to sustainable and healthy food, ...),
- replicability: the research method should allow for hands-on replication by our own teams (or through light collaboration with local researchers) for other interventions;

1.3) shortlisted cases:

overview of cases (out of which 3-4 need to be selected) for the efficiency analysis: see terms of reference;

1.4) evaluability study

At the start of the assessment, the evaluator should assess which cases will allow for a smooth implementation of the proposed research method. We propose the following set of selection criteria:

- data availability: solid mid-term review analysis, reliable monitoring data, clear overview of invested human and financial resources;
- reflection of the diversity of Rikolto's work:

Strategies: sustainable crop production, inclusive business (IB) relations and enabling environment,

Topics: rice, cocoa, coffee and food smart cities,

Geography: Latin America, West Africa, East Africa, South-East Asia and Europe;

- Key outcome units for which we want to do an efficiency analysis [to be determined in collaboration with the selected consultant].

Furthermore, the consultant is expected to create a list with additional data requirements. It shall be the responsibility of the consultant's team to collect the additional data. The support offered by each regional office shall be determined during the inception phase. The overall

idea, however, is for the consultant's team to take the burden for all remaining data collection and triangulation efforts, as the regional teams have been involved in a heavy mid-term self-assessment.

2) Hands-on methodology to replicate efficiency analyses from a food system perspective.

Test the suitability of the chosen evaluation method for replication:

- most likely, the evaluator shall need to customise existing research methods to the scope of Rikolto's interventions in the food system;
- furthermore, the evaluator may need to propose adaptations to allow Rikolto's own teams to replicate the research method cost-efficiently (or with light support from local researchers) on future occasions and in different contexts.

Develop guidelines for the replication of the efficiency evaluation methodology, detailing for each implementation step:

- expected output (accompanied by concrete examples);
- guiding questions;
- important methodological considerations and/or tools that need to be used;
- templates for data collection and calculations; and
- relevant background materials.

3) Practical tool for pre-intervention efficiency calculations.

The opportunity to conduct this efficiency analysis generated a lot of interest from our colleagues to also explore forward looking tools to assess the efficiency of new interventions. Based on the work carried out as described under point 2.1, Rikolto requests the consultant to propose a relevant template and accompanying guidelines to assess the most cost-efficient (mix of) intervention(s) that will deliver the desired outcome.

Teams from one or two regional offices shall test the utility of the proposed templates and guidelines.

#### **II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6. Estimated value**

Value excluding VAT: 66 115,00 EUR

#### **II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 01/09/2020 End: 28/02/2021

This contract is subject to renewal: no

#### **II.2.10. Information about variants**

Variants will be accepted: no

#### **II.2.11. Information about options**

Options: no

#### **II.2.13. Information about European Union funds**

The procurement is related to a project and/or programme financed by European Union funds:  
no

#### **II.2.14. Additional information**

### **Section III: Legal, economic, financial and technical information**

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#### **III.1. Conditions for participation**

### **III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions:

The tenderer must have the required competences to carry out the contract properly, as described in chapter 5 of the terms of reference and be enrolled in a relevant professional register.

### **III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

### **III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

## **III.2. Conditions related to the contract**

### **III.2.3. Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Open procedure

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **IV.2. Administrative information**

#### **IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 10/08/2020 Local time: 23:59

#### **IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

#### **IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 10/10/2020

#### **IV.2.7. Conditions for opening of tenders**

Date: 11/08/2020 Local time: 15:00

Place:

Online.

Information about authorised persons and opening procedure: The tender evaluation committee is led by Tom Van den Steen and is made up of three other colleagues involved in the assignment. The proposals shall be made public to the committee members simultaneously with the whole committee.

## **Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

**VI.3. Additional information**

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Rikolto International s.o.n.

Town: Leuven

Country: Belgium

**VI.5. Date of dispatch of this notice**

01/07/2020