

REQUEST FOR EXPRESSIONS OF INTEREST
CONSULTING SERVICES FOR BANK-EXECUTED OPERATIONS
SIMPLIFIED COMPETITIVE SELECTION PROCESS

PROJECT NAME: Consulting firm for the development of a Funding Proposal and Feasibility Study to access climate finance

SELECTION PROCESS #: RG-T4627-P002

SELECTION METHOD: Simplified Competitive

COUNTRY: Regional

SECTOR OR DEPARTMENT: CSC/ACU

TC NAME: Support for the strengthening of regional networks in Amazonia in preparation for COP30

FUNDING – TC #: ATN/OC-21242-RG

LINK TO TC DOCUMENT: <https://www.iadb.org/en/project/RG-T4627>

Attention Consulting Firms: Important Update Regarding BEO Bidder Portal Registration

Effective July 1, all consulting firms, both new and previously registered in the [BEO Portal](#), **must add their Business Partner Number (BP Number)** to their organization's profiles to participate or continue participating in a BEO procurement process.

Please refer to the [FAQs](#) in the Portal for more details on **"How to Find or Obtain Your BP Number"**.

Avoid delays by not waiting until the last moment to complete this update. This process may take up to **48 hours** to complete and could prevent your organization from participating in a BEO Process.

For further questions or assistance, use the [live chat](#) on the BEO Bidder Portal page or email us at ocs.procurement@iadb.org

The Inter-American Development Bank (the Bank) was established in December of 1959 to help accelerate economic and social development in Latin America and the Caribbean. Today, the Bank is a major catalyst in mobilizing resources for the region (For more information about the Bank, please refer to the Bank's website at www.iadb.org.)

Section 1. Purpose of this Request for Expression of Interest

1.1 The Bank is executing the above-mentioned project. The Bank intends to contract consulting services described in this Request for Expressions of Interest (REOI). The purpose of this REOI is to obtain sufficient information to enable the Bank to evaluate if the eligible consulting firms (CF) have the experience and qualifications relevant to provide the consulting services requested by the Bank.

1.2 As defined in the Corporate Procurement Policy ([GN-2303-33](#)), participating CF must be from a Bank's Member Country¹ or Territory² to be eligible to submit an Expression of Interest (EOI). CF with the required experience relevant to the assignment shall be assessed. The Bank will conduct the assessment and ranking of the EOI submitted by the CF that expressed interest. The Bank will invite CF to submit a proposal in the order in which the ranking is established. If the proposal of the first-ranked CF is acceptable, the CF will be invited to negotiate a Contract. If the negotiations with the first-ranked CF fail, the next-ranked CF may be invited to submit a proposal and negotiate.

1.3 This REOI is not to be construed as either an RFP or an offer to contract and in no way obligates the Bank to contract anyone. The Bank reserves the right to reject any and all participating CF for any or no reason without having to provide an explanation. The Bank does not bind itself in any way to select any participating consulting firm. No debrief will be provided as to why CF have or have not been shortlisted.

Section 2. Instructions to the eligible consulting firms

2.1 Expressions of interest must be delivered using the *Bidder Portal for the Selection and Contracting of Consulting Firms for Bank-Executed Operations* (the Portal) (<http://beo-procurement.iadb.org>) by: 2/21/2025, 5:00 P.M. (**Washington, D.C., Time**) in PDF format only (Max. 45MB).

2.2 To access the Portal, the CF must generate a registration account, including **all** the data requested by the Portal. If any of the information requested is not included, the consulting firm will not be able to participate in this or any other Bank-executed selection process for operational work. If the consulting firm has been previously registered, please validate that you have **all** the consulting firm's information updated and complete before submitting an EOI.

2.3 Eligible CF may partner in the form of a Consortium/joint venture (JV) to enhance their qualifications. Such Consortium/JV shall appoint one of the CF as the representative responsible for the communications, the registration in the Portal, and the submission of the corresponding documents.

2.4 Interested CF may obtain further information during office hours, 09:00 AM to 05:00

¹ **Member Countries:** Argentina, Austria, Bahamas, Barbados, Belgium, Belize, Bolivia, Brazil, Canada, Colombia, Costa Rica, Chile, Croatia, Denmark, Dominican Republic, Ecuador, El Salvador, Finland, France, Germany, Guatemala, Guyana, Haiti, Honduras, Israel, Italy, Jamaica, Japan, Mexico, Netherlands, Nicaragua, Norway, Panama, Paraguay, People's Republic of China, Peru, Portugal, Republic of Korea, Slovenia, Spain, Suriname, Sweden, Switzerland, Trinidad & Tobago, United Kingdom, United States, Uruguay and Venezuela.

² **Eligible Territories:** a) Guadeloupe, French Guiana, Martinique, Reunion – as Departments of France; b) U.S. Virgin Islands, Puerto Rico, Guam – as Territories of the USA; c) Aruba – as a constituent country of the Netherlands; and Bonaire, Curacao, Saint Marten, Saba, St Eustatius – as Departments of the Netherlands; d) Hong Kong – as a Special Administrative Region of the People's Republic of China.

PM (**Washington, D.C. Time**), by sending an email to: veronicagal@iadb.org and aconde@iadb.org

Inter-American Development Bank

Division: *CSC/ACU*

Attn: *Veronica Galmez, Program Team Leader*

1300 New York Ave, NW

Washington DC, 20577

Tel: +12025237603

E-mail: veronicagal@iadb.org

Web site: www.iadb.org

2.5 The Bank hereby invites eligible CF to indicate their interest in providing the services described below in the draft Terms of Reference for the consulting services. Interested CF must provide information establishing that they have the necessary experience and are qualified to perform the services. So that all responses may be properly evaluated, eligible CF must include in their submissions the information requested in the following section, with full and clear explanations.

Section 3. Consulting Services

3.1 The consulting services include develop a GCF funding proposal, feasibility study and corresponding annexes related to resilient infrastructure and urban territories covering seven countries of the Amazon region (Bolivia, Brazil, Colombia, Ecuador, Guyana, Peru and Suriname).

3.2 Although there is no standard format for presenting an Expression of Interest, eligible CF must submit an EOI containing the following information:

- 1) Basic Information—Provide the official name of CF, the contact's name, email address, phone numbers, and office address (es) of the key contact (s) responsible for the EOI.
- 2) Background—Provide a description of the CF. The CF may include brochures or documents that provide information about its organization, history, mission, structure, and number of staff.
- 3) Experience related to the requested consulting services—Provide all kinds of evidence the CF considers appropriate to show its experience and expertise in delivering services similar to those described in Annex A, Terms of Reference (e.g., brochures, reports, studies, description of similar assignments, references to cases in which it has provided similar services, experience in similar conditions, availability of appropriate skills among staff, etc.)

3.3 Estimated budget: USD150.000

Annex A. Draft Terms of Reference

Please note that the attached Terms of Reference may be subject to changes by the Bank. The CF that have been shortlisted will be notified of these changes.

ANNEX A – Terms of reference

Consulting firm for the development of a Funding Proposal and Feasibility Study to access climate finance

Regional

RG-T4627; ATN/OC-21242-RG

Link on the IDB website: <https://www.iadb.org/en/project/RG-T4627>

1. Background and justification

The Amazon, which spans nine countries and covers approximately 40% of South America's territory, is home to the world's largest rainforest, accounting for 35% of total primary forest land. Not only does it stand out for its great biodiversity, but it also influences regional and global climates. It is home to 47 million people and extends over 6.7 million km² divided between Brazil (62%), Peru (11%), Bolivia (8%), Colombia (6%), Venezuela (6%), Guyana (2%), Suriname (2%), Ecuador (2%) and French Guiana (1%). The Amazon includes the vast lowland rainforest region of the Amazon River basin and several subregions, such as the Guiana Shield to the north and a portion of the Andes to the west. This vast territory, and its socio-cultural heterogeneity, complicates the adequate planning of its sustainable management, conservation and restoration interventions. Although often reduced to a single entity, the Amazon is home to immense environmental and socio-cultural diversity.

The IDB launched the Amazonia Forever regional program in June 2023, a holistic umbrella program that aims to increase financing, share strategic knowledge for decision-makers, and improve regional coordination to accelerate the sustainable, inclusive, and resilient development of the Amazon region. The program is based on five pillars: (i) combating deforestation and strengthening environmental control and security in the context of national governments; ii) the bioeconomy, promoting alternative and sustainable economic activities; (iii) people, with the aim of having adequate access to quality education, health and employment; (iv) cities and sustainable infrastructure and connectivity; and (v) sustainable and low-carbon agriculture, livestock and forestry. In addition, it focuses on promoting the inclusion of women, indigenous peoples, Afro-descendants, and local communities; climate and forest conservation; and strengthening institutional capacities and the rule of law.

Within the framework of the Amazon Forever Program, this consultancy seeks to support the implementation of the long-term ambition of Amazonia Forever through further access to climate finance. Particularly, this

consultancy aims at developing a funding proposal targeting the Green Climate Fund (GCF) public sector window, and corresponding feasibility study and annexes related to resilient infrastructure and urban territories in Amazonia.

2. Objectives

The CF will develop a GCF funding proposal, feasibility study and corresponding annexes related to resilient infrastructure and urban territories covering seven countries of the Amazon region (Bolivia, Brazil, Colombia, Ecuador, Guyana, Peru and Suriname).

Key activities

A. Work Plan, draft Feasibility Study and Funding Proposal:

- Design a workplan that outlines the deliverables and milestones of the GCF program proposal formulation based on an agreed timeline. The workplan shall be based on GCF technical/sectoral guidelines and publicly available methodologies that will orient the formulation of the proposal, and the analyses required to be conducted. If appropriate, a workplan for each Amazonian country can be considered, including gap analyses, sequencing of analysis and workflow process between the CF and IDBG focal teams.
- Conduct Market Research: Analyze the market demand and potential direct and indirect beneficiaries. Gather data on industry / sector trends and beneficiaries' adoption rates for best practice identification for each participant country
- Technical Feasibility: Assess the technical requirements and capabilities. Determine if the technology and resources needed are available and achievable.
- Financial Feasibility: Estimate costs, affordability, and profitability. Create detailed budgets and funding requirements. The economic financial feasibility shall be based on an economic and financial analysis following GCF available guidance documents³.
- Operational Feasibility: Evaluate the organizational structure and operational requirements, including implementation arrangements.
- Legal and Regulatory Feasibility: Identify any legal requirements, permits, and regulations that may affect the program. Ensure compliance with sector standards. This analysis should cover the Amazonian territories at country level and include guidance for regional integration opportunities.
- Risk and Opportunities Analysis: Identify potential risks and opportunities. Assess their impact and likelihood and develop mitigation strategies. When needed, the mitigation measures should be embedded in the program design.
- Compile Findings: Organize and summarize the research and analyses in a comprehensive report (the draft feasibility study). Include an executive summary, methodology, and recommendations.
- Review and Revise: Gather feedback from stakeholders and make necessary revisions to ensure accuracy and clarity.
- Draft of Funding Proposal: based on the information and analyses conducted for the feasibility study, extract key information for drafting the funding proposal sections and its annexes (when applicable). The most recent FP template shall be considered as guidance, including page limit.
- Present the results to the IDBG focal teams for further planning and decision making.

B. Stakeholder Engagement and Dialogue:

³ [GCF Programming Manual: An introduction to the Green Climate Fund project cycle and project development tools for full-size projects](#) | [Green Climate Fund / GCF Appraisal Guidance: A comprehensive guide to the tools and due diligence processes used to review and assess concept notes and funding proposals](#) | [Green Climate Fund](#)

- Design and conduct stakeholder engagement processes in 7 countries of the Amazon region. The design and implementation of the dialogue and engagement process shall follow GCF and IDBG guidance and policies on this matter and will be coordinated with IDB focal points
- The CF will organize, lead and document the facilitation of constructive dialogues, meetings and roundtables (virtual and as necessary in person) with key government and civil society organizations, as well as indigenous, afrodescendants and traditional communities keeping a record of the recommendations creating the stakeholder's engagement plan.
- The CF will conduct outreach and engagement virtual meetings with key organizations' representatives using culturally appropriate approaches, strengthening indigenous and institutional governance, use of adequate languages and developing appropriate materials.
- The CF will support the IDB in synthesizing and reflecting stakeholder feedback in essential documents. This synthesis will be one of the key annexes of the GCF Funding Proposal package, titled "summary of stakeholder engagements".
- Review and Revise: Gather feedback from stakeholders and make necessary revisions to ensure accuracy and clarity.
- Present the results to the IDBG focal teams for further planning and decision making.

C. Climate vulnerability and mitigation impact potential analysis

• Climate Vulnerability Analysis

- Identify the specific goals of the climate vulnerability analysis. Determine the geographic and sectoral / multi-sectoral focus.
- Gather data on climate hazards. Collect socio-economic data relevant to the target area (e.g., demographics, economic activities). This could include climate modeling.
- Identify Vulnerability Indicators: Develop indicators that reflect both exposure and sensitivity to climate impacts. Consider factors such as livelihoods, infrastructure, and ecosystem resilience among others.
- Assess Exposure and Sensitivity: Analyze how communities and sectors are exposed to climate hazards. Evaluate the sensitivity of the systems in place to these hazards.
- Evaluate Adaptive Capacity: Assess the ability of communities and sectors to adapt to climate change. Consider resources, knowledge, governance, and technology.
- Conduct Risk Assessment: Integrate exposure, sensitivity, and adaptive capacity to identify overall vulnerability. Use qualitative and quantitative methods to analyze risks.
- Prioritize Vulnerabilities and define eligibility criteria: Rank vulnerabilities based on their potential impact and likelihood. Focus on the most critical areas that require intervention.
- Develop Recommendations: Propose adaptation strategies and actions to reduce vulnerabilities. Consider both short-term and long-term measures.
- Documentation and Reporting: Compile findings and recommendations into a comprehensive report. Ensure clarity and accessibility for various stakeholders.
- Monitoring and Evaluation: Establish a framework for monitoring the effectiveness of implemented measures.
- Draft a summary of the climate vulnerability analysis annex to be included in the GCF funding proposal.

• Mitigation Impact Potential Analysis

- Following GCF methodological guidance⁴, define a methodological approach to cover all relevant activities included in the proposal for the quantification of their mitigation impact potential. This methodology should allow for the demonstration that a projected level of greenhouse gas (GHG) emission reductions or removals will occur due to the project implementation and that this would not have happened without the support of the GCF program.
- The methodology designed and/or selected shall demonstrate the mitigation impact potential by selecting and applying existing mitigation methodologies that include guidance on scope, establishing project

⁴ Decision on GCF climate rationale (B.33/12) strongly encourages accredited entities to utilize, whenever possible, any of the multitude of tools and methodologies developed for the quantification and mitigation impact for the different sectors.

boundaries, baselines, lifespan, and additionality, formula for the ex-ante estimation of mitigation and protocols for the measurement, reporting, and verification of emissions during implementation.

- With basis on the methodology, develop a report in the form of Annex 22 of the GCF Funding Proposal package (mitigation impact potential), including:
 - The mitigation activity including baseline versus project scenario
 - The selected mitigation methodology including any proposed changes or deviations to it
 - The boundaries as per the selected mitigation methodology
 - The demonstration of baseline and additionality as per the selected mitigation methodology
 - The mitigation lifetime of the selected mitigation activity
 - Given the program is located in several countries, there should be a demonstration of the baseline and additionality, for each country and for each mitigation activity.
 - Given the program is multi-sector/technology interventions, the program's operations manual shall set out selection criteria for sub-projects, thus providing sufficient assurance to the GCF and countries that the AE will apply, inter alia, the mitigation impact potential investment criteria to the selection of sub-projects.
- Draft a summary or narrative of Annex 22 to be included in the Funding Proposal (Section B.1)

3. Expected Outcomes and Deliverables

A. Work Plan, draft Feasibility Study and Funding Proposal

- Methodology and work plan: A report that describes the methodology and work plan in detail.
- Mid-term report showing significant progress of the analysis including a draft report of the feasibility study prior to validation
- The draft feasibility study
- The draft funding proposal.

B. Stakeholder Engagement and Dialogue:

- Reports of the dialogues and meetings with the final report with list of participants, inputs and initial recommendations regarding the GCF proposal as well as to design and develop the stakeholder's engagement plan for each Amazon country.
- A methodology document describing the process to engage with Government Stakeholders, Civil Society Organizations and Indigenous Organizations, including criteria for the selection and grouping key stakeholders invited to the participatory workshops to discuss and provide culturally appropriate inputs for the GCF proposal.
- A Work Plan describing, inter alia: (i) the criteria for the selection and grouping of stakeholders and organizations invited to the participatory workshops; (ii) calendar and places of the workshops regionally and at the country level; (iii) methodological principles to conduct the workshops and dialogues, (iv) a plan to develop basic materials for the workshops and (v) expected outcomes of the process.
- A final report describing the stakeholder engagements that will include, inter alia: 1) Synthesis of meetings and dialogues that took place with list of participants and recordings; 2) Synthesis of feedback organized in such a manner to be easily added to the GCF proposal; 3) an annex containing detailed feedback by stakeholder group; and 4) an executive summary of the main stakeholder group priorities and recommendations for the GCF proposal.
- A report titled: "summary of stakeholder engagements" as an annex to the funding proposal package.

C. Climate vulnerability and GHG emissions reduction analysis

- Methodology and work plan: A report that describes the methodology and work plan in detail.
- Mid-term report showing significant progress of the analysis including a draft report of the feasibility study and funding proposal prior to validation
- The annex 22 containing the climate impact potential and a summary of the analysis to be included in the funding proposal.
- The climate vulnerability analysis report to be included in the FP package as an annex, and a summary to be included in the FP document.

4. Schedule and Milestones

The consultancy will be completed in 6 months.

5. Reporting requirements

- The IDB reserves the right to disclose, in whole or in part, any pertinent information about the work performed by the selected CF.
- The selected firm must submit all reports in electronic format using Microsoft Word, Excel, PowerPoint and Adobe PDF Editor.
- The selected firm must provide the IDB with all databases, information, and any files generated during the consultancy.

6. Acceptance criteria

- Each deliverable will be sent to the Project Team Leader at the IDB. Acceptance must be received before considering a milestone as completed. Acceptance will be formalized via email and should not exceed fifteen (15) days following receipt.

7. Other requirements

- The CF must have a team with a minimum of 10 years of international professional experience in Latin America and the Caribbean (LAC), with proven experience in accessing climate funds and with proven experience of past GCF approved projects and programs in LAC.
- The CF must have a team with extensive experience in writing reports, analytical frameworks, organizing processes, structured dialogues, participatory dialogue techniques, managing teams, stakeholders, beneficiaries.

8. Supervision

- The selected CF will develop all the deliverables under the supervision of CSC/ACU and CSD/CCS.

9. Payment schedule

Payment schedule	
Deliverable	Share
• Deliverable 1. Workplan and methodology	20%
• Deliverable 2. Draft Feasibility Study	40%
• Deliverable 3. Draft Funding Proposal	40%
TOTAL	100%