

Request for Proposals

Purpose of Request for Proposal

The Global Energy Alliance for People and Planet invites proposals from qualified survey and research firms to conduct baseline data collection for the Energizing Women in Agri-foods Systems (EWAS) program in selected regions of Ethiopia. This RFP seeks to engage one data collection firm with the capacity to deploy trained field enumerators, collect high-quality quantitative data using digital tools, and ensure timely delivery of cleaned and complete datasets.

Questions and submissions to be sent to Tabitha Olang at tabby.olang@energyalliance.org.

Our Mission

The Alliance is a collective movement for change, working to unlock renewable energy access in emerging economies. Clean energy is development; without it, every other form of progress is impacted. Today, half the world's population – 3.6 billion people – live in energy poverty.

Formed on a spirit of radical collaboration, the Alliance brings together philanthropy, including our founder partners the IKEA Foundation, The Rockefeller Foundation and the Bezos Earth Fund, governments, development partners, and the private sector. Together we seek to open up green energy access and a just transition, unlocking a new era of inclusive economic growth while enabling the global community to meet critical climate goals within the next decade. Our mission is to accelerate a renewable energy tipping point that powers progress for people and planet.

Scope of Work

The Energizing Women and Youth in Agri-Food Systems (EWAS) is a three-year program aimed at enabling 17,000 jobs, especially for young women in Ethiopia and Nigeria. The purpose of the EWAS program is to provide access to and ensure utilization of PUE by young women smallholder farmers to increase their agricultural productivity and income levels in its targeted geographies and agricultural value chains.

The Alliance seeks to recruit a qualified survey and research firm to conduct baseline data collection for the Energizing Women in Agri-foods Systems (EWAS) program in selected regions of Ethiopia for three implementing partners as follows:

Implementing Partner	Projects	No. of Individuals to be surveyed	Regions in Ethiopia	Tentative Timeline (data collection)
A	Coffee value addition	257	South West Ethiopia	<ul style="list-style-type: none"> Q3 2026 (100%; 257)
B	Grain milling enterprises	178	Tigray, Amhara, Oromia, Central Ethiopia, Sidama, South Ethiopia, South West Ethiopia	<ul style="list-style-type: none"> Q2 2026 (50%; 216) Q1 2027 (50%; 216)
	Honey and wax processing enterprises	158		
	Horticulture processing enterprises	96		
C	Egg incubator enterprises	30	Addis, Oromia	<ul style="list-style-type: none"> Q2 2026 (100%; 154)
	Chicken grower enterprises	124		
Total	843			

The firm selected will be responsible for operationalizing and executing all field data collection activities for the EWAS baseline. The firm is expected to provide the full field infrastructure and staffing needed for efficient and high-quality primary data collection. The firm's role will be limited to data collection process as the Alliance has completed the development of the data collection tools.

The Firm's Role

The selected firm's role will be divided into separate tasks with detailed activities and expected outputs as indicated below.

Tasks	Activities	Output
Task 1: Pre-Field Preparation	<ul style="list-style-type: none"> Recruit enumerators and supervisors. Share enumerator profiles with the GEAPP. Confirm mobility and availability for the entire baseline period. Prepare logistics plan (transport, regional coverage, deployment strategy). 	<ul style="list-style-type: none"> Pre-field operational plan and enumerator roster.

Task 2: Participate in GEAPP baseline Training and Pilot	<ul style="list-style-type: none"> • Obtain a training venue for enumerators. • Attend the mandatory 2-day training. • Participate in the 1-day pilot test to validate scripting, workflow, and skip patterns. • Incorporate feedback from the pilot. 	<ul style="list-style-type: none"> • Fully trained and pilot-tested enumeration team
Task 3: Data Collection on Demand	<ul style="list-style-type: none"> • Deploy teams based on implementing partner readiness between April 2026 – March 2027.. • Implement data collection within a maximum of 7 days per partner. • Rely on implementing partners for community entry (Implementing partners will obtain permits and facilitate introductions). • Conduct interviews professionally and ethically. 	<ul style="list-style-type: none"> • Completed interviews per target sample assigned by the Global Energy Alliance. • Daily field updates.
Task 4: Field Supervision and Quality Control	<ul style="list-style-type: none"> • Implement daily review of submissions. • Conduct back-checks, spot-checks, and field validations. • Respond rapidly to quality queries from GEAPP. 	<ul style="list-style-type: none"> • Daily QC reports • Verification notes.
Task 5: Data Upload and Final Submission	<ul style="list-style-type: none"> • Upload all data to Kobo servers. • Provide notes and observations relevant to program implementation. 	<ul style="list-style-type: none"> • Clean, complete baseline dataset. • Field notes/observations report. • Enumerator performance summary.

The RFP Process

The Alliance seeks input from potential suppliers about their business ownership, their commitment to diversity, equity and inclusion and their compliance with environmental and social regulations and guidelines. Note that the RFP process will be conducted in line with the Alliance's procurement policy, with a particular focus on value for money, transparency, fairness and the equal treatment of all bidders. In support of these commitments, we will not share information regarding the number of bids received or any identifying information of competing bidders, until the process is complete and then only when appropriate.

The information provided will assist the Alliance in choosing suppliers who maintain practices that align with the Alliance diversity, equity, and inclusion policies and sustainability values, while at the same time, are best positioned to provide high quality, competitively priced goods and services.

We believe that the information presented in this RFP provides enough information for you to start analyzing our requirements. If you need any more questions answered in this process, please don't hesitate to contact us. We reserve the right to distribute answers to all participants.

Proposed timelines are indicated below.

Key Activity	Target Date
Issue RFP	26/01/2026
Intent to Bid/Proposers Questions	30/01/2026
Response to Proposers Questions	04/02/2026
Deadline for Submission of Proposals	09/02/2026
Evaluation of Proposals	16/02/2026
Selection of finalists and proposal presentations, if needed	18/02/2026
Selection Announcement	02/03/2026

The following must be included in your proposal:

1. **Company Background:** Please provide a brief description of your company including size of organization, history, resources, types of services customarily provided, location(s) and portfolio size.
2. **Organization and Staffing:** Please provide the name of CEO and Board members the names of the proposed team members who would work with us and the principal representative.
3. **Attributes and Approach:** State the qualities and attributes your firm brings to the project that may distinguish it from others.
4. **Experience/Technical Expertise:** Please provide specific examples of similar services that you have completed or are currently providing, with a particular focus on your experience delivering high-impact media and public relations services and specific KPIs from those engagements. If possible, please provide specific examples for any not-for-profit. Include references.
5. **Other Information:** Please provide any additional information that you think supports your firm's credentials and qualifications, including any sustainability information that you think may be relevant
6. **Sustainability information:** Please provide how your company contributes to a greener and more socially responsible future including compliance with environmental and social regulations and guidelines.
7. **Pricing Overview:** Based on the requirements listed in the RFP, please submit, alongside this proposal, the attached budget template that shows a breakdown of the pricing model and all costs which could be incurred by the Global Energy Alliance for People and Planet over the time of the Contract. Please provide a description of

how your organization proposes to be compensated for these services. **Include any additional costs.** Clearly itemize and detail each cost each cost on the financial proposal.

Scoring Evaluation

The Alliance will conduct a technical evaluation which will grade technical criteria on a weighted basis (each criteria is given a percentage, all together equalling 100%. When performing the Scoring Evaluation, GEAPP will assign points for each criteria based on the following scale:

Point	Rationale
0	Not acceptable; has not met any part of the specified criteria
1-4	Has met only some minimum requirements and may not be acceptable
5	Acceptable
6-9	Acceptable; has met all requirements and exceeds some
10	Acceptable; has exceeded all requirements

	Weight (%)	Possible Points (1 to 10)	Weighted Score
TECHNICAL EVALUATION	[A]	[B]	[A*B]
Technical Experience: <ul style="list-style-type: none"> Track record of performing similar surveys within the last three to five years. Demonstrated experience in Ethiopia in the agricultural and or youth empowerment sectors. At least THREE previous reports on similar or related work. 	20%		
Proposed Approach and Methodology: <ul style="list-style-type: none"> Clarity and understanding of the project's objectives and statement of work. Detailed methodology for questionnaire design, data collection, quality control, sampling strategy, and data management. 	15%		

Qualifications and Expertise of Key Personnel: <ul style="list-style-type: none"> Academic qualifications (degrees, professional certifications) of the project team, especially the team leader and supervisors. Relevant years of experience of key staff in their assigned roles. Specific professional licenses or registrations. 	15%		
Work Plan and Implementation Timeline: <ul style="list-style-type: none"> Feasible and logical project plan with clear milestones and deliverables. Ability to meet the required timelines and manage potential risks. 	10%		
Local Enumerator Network: <ul style="list-style-type: none"> Demonstrate working relationships with local enumerators, with ability to quickly mobilize on the ground resources to support timely data collection. 	15%		
References: <ul style="list-style-type: none"> Names & contact information of three references for similar work. 	5%		
Total for Technical Evaluation	80%		
FINANCIAL EVALUATION Only proposals that pass the minimum technical score (60% or above) are considered for financial evaluation.			
Value for money: <ul style="list-style-type: none"> Assessment of whether the itemized budget is competitive, transparent, and justified in relation to the proposed statement of work. 	20%		
TOTAL POSSIBLE SCORE (Technical + Financial):	100%		

Terms and Conditions

Reservation of Rights

Global Energy Alliance for People and Planet reserve the right to reject any or all proposals submitted if it is deemed to be in the best interest of the Alliance.

All proposals and supporting documentation shall become the property of the Alliance, subject to claims of confidentiality in respect of the proposal and supporting documentation.

The Alliance reserves the right to check the accuracy of all information and to request official supporting documents. Applicants who provide inaccurate information can always be excluded from the RFP process.

Confidentiality

The Alliance reserves the right to require any respondent to enter into a non-disclosure agreement.

Intellectual Property

Applicants should not use any intellectual property of The Global Energy Alliance or its Funders including, but not limited to, all logos, registered trademarks, or trade names, at any time without the prior written approval of the Alliance, as appropriate.

Governing Law

This RFP and your response to it shall be governed by the laws of the State of New York.

No Liability

The Alliance shall not be liable to any respondent, person, or entity for any losses, expenses, costs, claims, or damages of any kind:

- Arising out of, by reason of, or attributable to, prospective vendors responding to this RFP; or
- As a result of the use of any information, error, or omission contained in this RFP document or provided during the RFP process.

The Alliance assumes no obligation, no responsibility and no liability for costs incurred by vendors responding to this RFP prior to the issuance of a contract.

Entire RFP

This RFP, any addenda to it, and any attached schedules, constitute the entire RFP. If it becomes necessary to revise any part of this RFP, GEAPP will contact all participants.