



GLOBAL  
CENTER ON  
ADAPTATION

## REQUEST FOR PROPOSALS (FIRMS)

For

Climate Adaptation Investment Pipeline Development  
in Madagascar for Infrastructure, Water, Agriculture,  
Urban and the Blue Economy sectors

RFP Ref: GCA-PR-24-658

**CLOSING DATE: 24 January 2025**

**CLOSING TIME: NOT LATER THAN 16:00:00 hours (04:00:00 p.m. o'clock), Central European Time (CET)**

**PROPOSALS RECEIVED AFTER THE CLOSING DATE AND TIME SHALL BE REJECTED**

Issued on: 20 December 2024



## Table of Contents

<b>1. Introduction</b>	<b>4</b>
1.1 Global Center on Adaptation	4
1.2 Program Background Information	4
<b>2. Description of Services</b>	<b>4</b>
2.1 Purpose of this Assignment	4
2.2 Information about the Contract Package	5
<b>3. Preparation of Proposals</b>	<b>5</b>
3.1 RFP Indicative Schedule	5
3.2 Communications, Clarifications and Amendment of RFP	5
3.3 Language	6
3.4 Cost of Submitting Proposals	6
3.5 Alteration or Withdrawal of Proposals	6
3.6 Signature of the Proposal	6
3.7 Validity of Proposals	6
3.8 Currency	7
3.9 Content of this RFP	7
3.10 Joint Proposals and Subcontracting	7
3.11 Supplier Code of Conduct	7
<b>4. Submission and Opening of Proposals</b>	<b>7</b>
4.1 Submission of the Proposal	7
4.2 Opening of Proposals	9
<b>5. Evaluation of Proposals and Bidders</b>	<b>9</b>
5.1 Exclusion Criteria	10
5.2 Selection Criteria	10
5.3 Award Criteria	12
<b>6. RFP Cancellation</b>	<b>14</b>
<b>7. Ownership of Proposals Submitted</b>	<b>15</b>
<b>8. Liabilities for Errors</b>	<b>15</b>
<b>Annexes</b>	<b>16</b>
Annex 1: Proposal Submission/Identification Form	16
Annex 2: Declaration on Honor for Organizations	18
Annex 3: Scope of Work/Terms of Reference	21
Annex 4: Financial Proposal Form	37
Annex 5: Contract for Services	41



## Acronyms and Abbreviations

<b>Acronym</b>	<b>Description</b>
<b>AAAP</b>	Africa Adaptation Acceleration Program
<b>AfDB</b>	African Development Bank
<b>ADB</b>	Asian Development Bank
<b>AU</b>	African Union
<b>CapEx</b>	Capital Expenses
<b>CET</b>	Central European Time
<b>COP</b>	Conference of the Parties to the United Nations Climate Change Framework Convention (United Nations Climate Change Conference)
<b>CPP</b>	Climate Prosperity Plan
<b>CRA</b>	Climate Risk Assessment
<b>CV</b>	Curriculum Vitae
<b>CVF</b>	Climate Vulnerable Forum
<b>CSDAT</b>	Climate Smart Digital Agricultural Technologies for Food Security
<b>DAE</b>	Direct Access Entity
<b>EOI</b>	Expression of Interest
<b>EU</b>	European Union
<b>FWA</b>	Framework Agreement
<b>GCA</b>	Global Center on Adaptation
<b>IFI</b>	International Finance Institutions
<b>IPCC</b>	Intergovernmental Panel on Climate Change
<b>IPDC</b>	International Panel on Deltas and Coastal Areas
<b>LLA</b>	Locally Led Adaptation
<b>LMA</b>	Labour Market Assessment
<b>MDBs</b>	Multilateral Development Banks
<b>N/A</b>	Not Applicable
<b>NAP</b>	National Adaptation Plan
<b>NBS</b>	Nature-based Solutions
<b>NDP</b>	National Development Plan
<b>NTP</b>	National Transport Policy
<b>R4I</b>	Research for Impact
<b>RFP</b>	Request for Proposal
<b>VAT</b>	Value Added Tax



## 1. Introduction

### 1.1 Global Center on Adaptation

The Global Center on Adaptation (GCA) is an international organization that works as a solutions broker to catalyze action and support for adaptation solutions, from the international to the local, in partnership with the public and private sector, to ensure we learn from each other and work together for a climate resilient future. Adapting to impacts of climate change provides a “win-win” for livelihoods, food security, water supply, health, security, and economic growth. The work of the GCA elevates the visibility and political importance of climate adaptation and facilitates solutions, such as smarter investments, new technologies and better planning to become more resilient to climate related threats. GCA is a rapidly growing organization with offices in Abidjan, Beijing, Dhaka, Groningen, and Rotterdam.

The GCA’s ambitious 2020-2025 business plan and strategy have three pillars:

- Programs: Food Security; Using Nature for more resilient infrastructure; Water for Urban Growth and Resilience; Climate Finance; Youth Leadership.
- Knowledge: Building adaptation knowledge globally through cutting edge products such as the State and Trends in Adaptation Report and the Adaptation Knowledge Portal.
- Advocacy and Awareness: Formulating policy messages to move the global, regional, and local adaptation agendas forward.

### 1.2 Program Background Information

The Global Center on Adaptation (GCA) is providing technical assistance for the implementation of reform measures in Madagascar, approved as part of the Resilience and Sustainability Facility (RSF) approved by the IMF Board on June 20, 2024.

The present assignment is part of the broader technical assistance provided by the GCA, that overall aims to support the Ministry of Finance developing a National Climate Finance Strategy. Within this overall goal, the objective of the assignment is to identify and support the quantitative and impact-based prioritization of adaptation investments, based on climate risks screening across key sectors of the economy and under different climate change scenarios.

## 2. Description of Services

### 2.1 Purpose of this Assignment

Within this context, GCA is seeking a qualified firm to develop a pipeline of impact-based Climate Adaptation Investments in Madagascar for Infrastructure, Water, Agriculture, Urban and the Blue Economy sectors

The expected services to be provided under this assignment include National level climate change analysis based on global climate datasets available, risk-screening for infrastructure systems, water resources, agriculture, cities, fisheries and blue economy sectors with cascading impacts to the macro-economy, supporting last the identification and prioritization of a pipeline of investments across sectors and types of financiers. The detailed Terms of



Reference and Deliverables for this assignment are presented in **Annex 3**. The total duration of this assignment is estimated at up to 6 Months.

Bidders shall respond to the strategic requirements of GCA with a strong emphasis on responsiveness to GCA technical requirements and innovation, substantive progress reports, achievement of tasks and activities to match the Scope of Services/Terms of Reference and the production of the deliverables on time, to highest applicable standards. For further information See Annex 3 – Terms of Reference.

## 2.2 Information about the Contract Package

GCA intends to enter into a contract that covers the Terms of Reference and Deliverables described in Annex 3.

## 3. Preparation of Proposals

### 3.1 RFP Indicative Schedule

The timetable for the procurement process presented below is indicative and, while GCA does not intend to depart from the timetable, it reserves the right to do so at any time respecting the GCA/EU/Donor Procurement Regulations.

Activity	Estimated date
Request for Proposals published/issued	19 December 2024
Deadline for sending a request for clarification to GCA	13 January 2025
Deadline for submission of proposals	24 January 2025
Proposal opening	20 January 2025
Evaluation of the proposals	27 January 2025
Notification of the award and the evaluation results sent to bidders	28 January 2025
Signature of Contract	7 February 2025

### 3.2 Communications, Clarifications and Amendment of RFP

The point of contact for all questions or requests for additional information is [procurement@gca.org](mailto:procurement@gca.org). All contact with personnel employed by the Global Center on Adaptation with respect to this RFP is prohibited, except for messages to the above email address. Improper contact may constitute grounds for rejection of your proposal.

All inquiries regarding this RFP must be submitted in writing. Interest to bid and questions shall be sent to the above email address before the date mentioned in the timeline and must be labelled "**Clarification Request - GCA-PR-24-658– Madagascar Climate Adaptation Investment Pipeline**". Each inquiry must include the inquirer's name, firm and telephone number. The Global Center on Adaptation will share the answers to all questions of a reasonable nature with all the parties that have expressed their interest.

Clarifications by GCA will be communicated, in a suitably anonymous form, to all bidders on the GCA website and/or by email. No approach of any kind in connection with this request for proposal should be made to any other person within, or associated with, GCA. Failure to adhere



to this requirement may result in exclusion from this Request for Proposals. Please note that GCA will not enter a detailed discussion on the requested services at this stage.

The closing date for clarification requests concerning this Request for Proposal is **13 January 2025, 16:00:00 hours (04:00:00 p.m. o'clock), Central European Time (CET)**.

Bidders are cautioned that the timing of submitting a clarification request is based on when the proposal is received by the GCA, not when a clarification request is submitted by a bidder. As transmission can be delayed due to file transfer size, transmission speed or other technical factors, bidders should plan to submit clarification requests well in advance of the clarification Deadline to avoid submitting late due to technical issues. Bidders submitting near the clarification Deadline do so at their own risk.

All clarifications from each bidder must be placed in one consolidated request.

### **3.3 Language**

The proposals, all correspondence and documents related to the RFP exchanged by the bidder and GCA, must be written in **English**.

Supporting documents and printed literature that the bidder provides may be in another language, provided they are accompanied by an accurate translation into English.

### **3.4 Cost of Submitting Proposals**

GCA will not reimburse any costs incurred by interested bidders with connection with preparation and submission of their responses to this RFP.

### **3.5 Alteration or Withdrawal of Proposals**

Bidders may alter or withdraw their proposals by written notification to GCA prior to the deadline for submission of proposals referred to in Section 4.1. No submission may be altered after this deadline. Withdrawals must be unconditional and will end all participation in the RFP procedure.

### **3.6 Signature of the Proposal**

The signature of the authorized representative of the bidder (single bidder or lead partner in case of a joint proposal) in Annex 1 will be considered as the signature of the proposal, binding the bidder to the terms included in the proposal.

### **3.7 Validity of Proposals**

The proposals submitted in response to this RFP must be valid for the period of 90 Days as of the deadline for submission indicated in Section 4.1. The bidder shall provide a statement confirming the period of validity of its proposal when submitting the required documents for this RFP.

GCA shall endeavor to conclude the RFP process within the validity period of the RFP. If, however, there are any circumstances that require GCA to request for validity extension from bidders, GCA shall do so in writing. Bidders have the right to accept or reject the request. In the latter case, the bidder's proposal shall not be evaluated.



### 3.8 Currency

Proposals must be presented in EUR.

### 3.9 Content of this RFP

The package of this RFP comprises the following:

- a) Instructions to bidders (this RFP document)
- b) Annex 1: Proposal Submission/Identification Form
- c) Annex 2: Declaration on Honor
- d) Annex 3: Scope of Work/Terms of Reference
- e) Annex 4: Financial Proposal Form
- f) Annex 5: Contract for Services

### 3.10 Joint Proposals and Subcontracting

An interested bidder may submit a proposal as a single entity or collaborate with other service providers to present a proposal either by submitting a joint proposal or through subcontracting. Proposals may also combine both approaches. The legal status and role of each legal entity shall be clearly described in the proposal, as well as the responsibilities of each entity in providing the services required by this RFP.

Joint proposals will be evaluated on a consolidated basis. Joint bidders/ventures must appoint a lead firm/organization and a point of contact authorized to act on their behalf in connection with the submission of the proposal and all relevant questions, clarification requests, notifications, etc. that may be received during the evaluation and award phases, and until signature of the contract.

In case of a joint proposal, all the partners (except the lead partner) shall submit a **power of attorney**, signed by an authorized representative of each partner, designating the lead partner to represent them and to sign the contract on their behalf in relation to this procurement.

If the joint proposal is successful, the GCA will sign the contract with the lead firm/organization, authorized by the other members to sign the contract on their behalf. All members of the joint proposal assume joint and several liability towards the GCA for the performance of the contract. Changes in the composition of the group after the proposal submission deadline and before the contract signature may lead to the rejection of the proposal except in case of a merger/takeover of a member of the group, in which case all Eligibility, Selection and Award Criteria must still be fulfilled by the new group.

### 3.11 Supplier Code of Conduct

GCA subscribes to the [UN Supplier Code of Conduct | UN Procurement Division](#). By participating in this RFP, bidders agree to comply with this code.

## 4. Submission and Opening of Proposals

### 4.1 Submission of the Proposal

If you are interested in participating in this Request for Proposal, you are requested to submit your proposal in **PDF format** to the link: [GCA-PR-24-658 -Proposals](#) no later than **24 January**



**2025, 16:00:00 hours (04:00:00 p.m. o'clock), Central European Time (CET)** (hereinafter referred to as “the closing date and time”).

Bidders are cautioned that the timing of submission is based on when the proposal is received by the GCA, not when a proposal is submitted by a bidder. As transmission can be delayed due to file transfer size, transmission speed or other technical factors, bidders should plan to submit proposals well in advance of the Submission Deadline to avoid submitting late due to technical issues. Bidders submitting near the Submission Deadline do so at their own risk.

**Proposals received after the closing date and time will be rejected. GCA will confirm receipt of proposals within 24 hours from the closing date and time. Bidders that do not receive this confirmation must contact GCA within 48 hours from the closing date and time. After 48 hours from the closing date and time, GCA shall not respond to any queries related to whether a bidder’s proposal was received.**

Submissions requesting GCA to click on links to download documents shall not be accepted. When uploading the Proposal, the first and last name must be the name of the organization submitting the Proposal as shown in the screenshot below.

### GCA-PR-23-338 - Submit Proposal

RFP-GCA-PR-23-338-TECHNICAL Propos... ×  
RFP-GCA-PR-23-338-FINANCIAL Proposa... ×

+ Add more files Total 2 files 685 KB

First name \* Last name \*  
Global Center on Adaptation

Upload

Please adhere to the following instructions, unless otherwise provided in the relevant Bid Documents. The Submission must be drafted in **English** and contain:

- Proposal Submission/Identification Form (Annex 1)
- A signed **Declaration on Honor** (Annex 2)
- A **Technical Proposal**: Shall contain the “Technical Proposal” and supporting documentation, with clear and concise description of your proposed actions to execute the Scope of Work/Terms of Reference and Deliverables (Annex 3). The Technical Proposal **should not exceed 15 pages (excluding supporting documentation, CVs, and company profile) and 25MB in size for successful delivery**. The GCA will not be held responsible for non-delivery of proposals exceeding 25MB.
- A **Financial Proposal**: Shall contain the “Financial Proposal Form” (Annex 4). The Financial Proposal **should not exceed 10 pages and 25MB in size for successful delivery**. The GCA will not be held responsible for non-delivery of proposals exceeding 25MB.
- **All the supporting documentation** in relation to the evaluation criteria.





- Proposals must be uploaded in **two separate documents**. One containing the Technical Proposal and the other containing the Financial Proposal.
- The Technical Proposal must be named **RFP-GCA-PR-24-658-TECHNICAL Proposal** and no other characters or spacing should be included in the file name.
- The Financial Proposal must be named **RFP-GCA-PR-24-658-FINANCIAL Proposal** and no other characters or spacing should be included in the file name.
- All financial information must **ONLY** be included in the Financial Proposal. No Financial proposals, quotes or any other related financial information should appear in the Technical Proposal.
- Proposals which do not comply with these requirements, e.g. combining the financial and technical proposals in one submission or submitted in any way, other than outlined above, will be rejected.
- In case of a joint proposal, all the partners (except the lead partner) shall submit a **power of attorney**, signed by an authorized representative of each partner, designating the lead partner to represent them and to sign the contract on their behalf in relation to this Request for Proposals.

**Late submissions shall be rejected. Non-compliance with the above requirements regarding the presentation of the RFP may lead to the exclusion from the RFP process for this contract.**

## 4.2 Opening of Proposals

The opening of proposals is for the purpose of checking and registering the content of each bid and to determine whether the proposal is complete and meet the minimum content requirements.

There will be no public opening session for the proposals received. Offers will be opened privately by GCA after the closing time specified for the receipt of proposals. No public announcement of the contents of any offer will be made at any time.

## 5. Evaluation of Proposals and Bidders

The evaluation of bidders and proposals will be done in accordance with the following subsequent steps:

- Verification that the bidder fulfils the Exclusion Criteria in Section 5.1 and that it is not in one of the situations covered by the exclusion criteria listed in EU Directive 2014/24/EU.
- Verification that the bidder has the appropriate capacities to perform the contract based on the Selection Criteria described in Section 5.2 (only for those bidders that were not excluded based on the Exclusion Criteria).
- Evaluation of the bidder based on the Award Criteria described in Section 5.3 (only for those bidders that have met the Selection Criteria). Scoring for each Award Criterion will be conducted using the following scale:
  - Excellent
  - Good
  - Average
  - Below average
  - Poor



- The Evaluation Committee shall evaluate the technical proposals first and shall thereafter open and evaluate the financial proposals of only those bidders whose technical proposals meet the minimum technical score.
- Where individual scoring is adopted, the Evaluation Committee shall discuss scores where there are significant discrepancies prior to computing the average score for each criterion.
- During financial evaluation, where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern. Where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate shall govern, unless in the opinion of the Evaluation Committee there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line-item total shall govern, and the unit rate shall be corrected.

The proposal must comply with the GCA strategic requirements set in this RFP as a precondition to be assessed. In a case of non-compliance with the Exclusion Criteria, the bidder will be informed of the grounds for rejection without being given feedback on the content of the proposal other than on the non-compliant elements.

The evaluation of proposals shall be carried out by an Evaluation Committee made up of representatives of GCA. Any attempt by a bidder to influence the Evaluation Committee in the process of examination, clarification, evaluation, due diligence checks, etc., to obtain information on how the procedure is progressing or to influence GCA in its decision concerning the award of the contract, will result in the immediate rejection of the bidder's proposal.

In the interest of transparency and equal treatment, without being able to modify their proposals, bidders may be required, at the sole written request of the Evaluation Committee (via Procurement), to provide clarifications within 48 hours. Requests for clarification will only seek minor clarifications of information already submitted by the bidder. No modifications to a proposal can be sought or accepted through a request for clarification (except for the correction of arithmetical errors discovered during the evaluation of the proposal).

## 5.1 Exclusion Criteria

Participation in this RFP is open on equal terms to any natural and legal companies not in any of the situations listed in Article 57 of the EU Directive 2014/24/EU.

Bidders shall provide a Declaration of Honor (see Annex 2), duly signed and dated, including a statement that they are not in any of the situations listed in Article 57 of EU Directive 2014/24/EU. In case of a joint proposal such declaration shall be submitted for each partner. The declaration shall also be submitted for the subcontractors, when relevant.

Besides the submission of the signed Declaration of Honor, the bidder undertakes to inform GCA, without delay, of any changes to their situation in this regard.

Bidders may be excluded from participation in this RFP if they are found to be in one of the situations for exclusion or fail to submit the above-mentioned declaration.

## 5.2 Selection Criteria

Bidders will be evaluated against each Selection Criterion based on the documentary evidence submitted by the bidder. Failure to submit the evidence requested will lead to a rejection of the proposal. Bidders will be evaluated against the Selection Criteria on a **pass/fail basis**. Bidders



who meet the Selection Criteria will be put on an equal footing for the next stage of the evaluation process based on the Award Criteria.

Bidders shall be evaluated against the following Selection Criteria:

- (1) Professional and Legal Capacity
- (2) Financial and Economic Standing
- (3) Technical Standing
- (4) In-country capacity

### (1) Professional and Legal Capacity

Criterion	<ul style="list-style-type: none"><li>• Bidders must be a registered entity in their home country regulatory agency, as and where applicable, for a minimum of 1 year.</li><li>• All Bidders must have a current team of at least 3 staff members.</li></ul>
Documentary evidence	<ul style="list-style-type: none"><li>• Provide a copy of the statutes/registration of the legal entity (in case of a joint proposal the company registration shall be submitted for each partner) and evidence concerning the appointment of the persons authorized to represent the Bidder in dealings with third parties and in legal proceedings.</li></ul>

### (2) Financial and Economic Standing

Criterion	<ul style="list-style-type: none"><li>• Have financial resources and overall financial capabilities to perform with sufficient financial and economic standing to guarantee continuous and satisfactory performance throughout the envisaged lifetime of the contract.</li><li>• Financial capability tests will be run. Liquidity: Current assets/Current liabilities for the last 1 year must be <math>\geq 1</math>.</li></ul>
Documentary evidence	<ul style="list-style-type: none"><li>• Audited financial statements signed by registered auditor(s), annual reports, or other management approved statements/reports showing the liquidity (assets/liabilities) of the bidder for 1 year in the last 2 fiscal years, which must be submitted in English.</li></ul>

### (3) Technical Standing

Criteria	<ul style="list-style-type: none"><li>• At least 3 years of experience on similar assignments, including National level climate change analysis, National level climate-risks screening across various sectors, and identification of macro socio-economics risks related to climate change across sectors, and,</li><li>• At least 3 years of experience on identification and prioritization of adaptation options, disaggregated by sector, including a focus on NbS.</li></ul>
Documentary evidence	<ul style="list-style-type: none"><li>• The Technical Proposal contains a summary highlighting the experience above.</li></ul>

### (4) In-country capacity

Criteria	<ul style="list-style-type: none"><li>• At least one firm of the consortium (acting as lead, co- or sub-contractor) to be based in Madagascar, with contribution at least to the following tasks as main contributors or supporting : stakeholders consultation, data collection, and deliverables completion.</li></ul>
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Documentary evidence	<ul style="list-style-type: none"> <li>At least one of the partner(r) based in Madagascar, as demonstrated in the copy of the statutes/registration.</li> <li>The Technical Proposal clearly highlights in the workplan, and team composition and organization, the contribution of the local partner to stakeholders consultation, data collection, and deliverables completion, to leverage local expertise and ensure effective and sustainable engagement with stakeholders.</li> </ul>
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The bidders who do not meet all the Selection Criteria shall not proceed to the next evaluation stage and their proposals shall not be evaluated further based on the Award Criteria.

### 5.3 Award Criteria

Proposals will be rated on both technical and financial bases, using the best value for money approach. The selection method will choose the highest rated proposal using the combined scoring method, which assigns the weight distribution between the technical and financial proposals. The overall combined score will be 100 points, the weight distribution shall be 70 points for the technical proposal and 30 points for the financial proposals.

**It is important to note that the required Minimum Technical Score for the Technical Proposal is 70%. Only proposals obtaining the Minimum Technical Score or more in the Technical Evaluation will progress to the Financial Evaluation.**

Technical Proposals scoring less than the Minimum Technical Score will be considered of insufficient quality and shall be rejected. The contract shall be awarded to the top ranked bidder who submitted the most economically advantageous tender based on the best price quality ratio in accordance with the following criteria:

Award Criterion	Max. Tech. Score	Min. Tech. Score
<b>TC.1. Specific experience of the firm</b>	<b>40</b>	<b>70%</b>
TC.1.1. Relevant experience on climate change analysis, and climate risk-screening for infrastructure systems, water resources, agriculture, cities, fisheries and blue economy sectors, demonstrated by 1 to 3 past projects examples.	10	
TC.1.2. Relevant experience assessing cascading impacts of climate-related sectorial disruptions to the macro-economy, supporting last the identification and prioritization of a pipeline of investments across sectors and types of financiers, demonstrated by 1 to 3 past projects examples.	10	
TC.1.3. Relevant experience of a local partner to contribute at least to stakeholders' consultation, data collection, and deliverables completion. demonstrated by 1 to 3 past projects examples specific to the local partner.	30	
<b>TC.2. Responsiveness to the TOR, workplan and methodology</b>	<b>30</b>	<b>70%</b>
TC.2.1. Proposed methodology and level of detail: Provide a thorough and well-structured approach, demonstrating a clear understanding of the objective of the assignment and methodology to deliver each component.	15	
TC.2.2. Proposed workplan and organization : Develop a clear workplan to execute successfully the activities and tasks required	15	



for this assignment. This must be a detailed step by step workplan, explaining the activities to be undertaken and the tools to be used in order to access necessary resources, and showcasing the intended level of effort with indicative breakdown per partner and component, in line with the proposed team organization and contribution of the local partner.		
<b>TC.3. Key personnel (qualifications as per TOR)</b>	<b>30</b>	<b>70%</b>
<b>TC.3.1. Key Expert 1: Team leader</b>	<b>10</b>	
<i>TC.3.1.1. Qualifications and skills:</i> An advanced degree (Master's or PhD) in Climate Science, Agriculture, Environmental Science, Natural Resource Management, or related fields. Additional qualifications in Climate Risk Assessment or Agricultural Economics are desirable.	4	
<i>TC.3.1.2. Specific experience:</i> At least 7 years of experience in climate risk and vulnerability assessments for the agricultural sector, particularly in regions vulnerable to climate change. Strong understanding of food security, livelihood impacts, and socio-economic vulnerabilities linked to agricultural systems. Experience collaborating with government bodies, international organizations, and local communities to identify and prioritize adaptation measures for agricultural value chains would be considered an advantage.	6	
<b>TC.3.2. Key Expert 2: Infrastructure and Climate Adaptation Specialist</b>	<b>10</b>	
<i>TC.3.2.1. Qualifications and skills:</i> An advanced university degree (Master's degree, equivalent or higher) in a relevant discipline such as economy, civil engineering, environmental science, biodiversity conservation, sustainable land management or related fields. Knowledge or experience in socioeconomic analysis, related to climate change and infrastructure networks (energy, transport, urban, tourism etc) is desirable.	4	
<i>TC.3.2.2. Specific experience:</i> At least 5 years of experience in conducting vulnerability assessment of assets and assesses the resilience of infrastructure systems to climate-related risks, using methodologies to quantify and prioritize climate-related risks, leveraging modeling tools for simulation. At least 5 years of professional experience in conducting cost-effectiveness and cost-benefit analysis in the infrastructure sector, as well as quantitative and qualitative assessment of socio-economic impacts of natural hazards and climate change on the infrastructure sector. Prior experience and expertise in conducting analysis of infrastructure network and climate change that is disaggregated by gender and relevant socio-economic groups will be considered as an advantage.	6	
<b>TC.3.3. Key Expert 3: Water Resources Specialist</b>	<b>10</b>	
<i>TC.3.3.1. Qualifications and skills:</i>	4	



An advanced university degree (Master's degree, equivalent or higher) in a relevant discipline related to Water Resources Management.		
<i>TC.3.3.2. Specific experience:</i> At least 5 years of experience in conducting Climate Risk Assessments on water resources and Policy Analysis for Water Resources. Experience in conducting ecosystems, integrated water and environmental resources assessment, collaborating with diverse stakeholders to address climate resilience, biodiversity conservation, and sustainable development challenges is desirable. Experience in strategies related to climate adaptation and resilience in blue economy sectors will be considered an advantage.	6	
<b>Total Technical Score</b>	<b>100%</b>	
<b>Minimum Technical Score</b>		<b>70%</b>
<b>Technical Weight</b>	<b>70</b>	
<b>Total Financial Score/Weight</b>	<b>30</b>	
<b>Combined Technical and Financial Score</b>	<b>100</b>	
<b>Contract Award:</b> Bidder that obtains the highest combined technical and financial score		
Scoring for each Award Criterion will be conducted using the following scale:		
<ul style="list-style-type: none"> <li>• Excellent = 90%-100% of the Technical Score</li> <li>• Good = 80 % of the Technical Score</li> <li>• Average = 60%-70% of the Technical Score</li> <li>• Below Average = 30%-50% of the Technical Score</li> <li>• Poor = 0%-20% of the Technical Score</li> </ul>		

**Proposals scoring less than the Minimum Technical Score for any main technical award criterion (TC.1, TC.2, TC.3, etc.) will be considered of insufficient quality and shall be rejected.**

For the purposes of the evaluation of the Financial Proposal, the bidder offering the lowest price shall receive the maximum total score of 30 points. The score of all other financial proposals will be calculated using the following formula:

$$\text{Financial score} = (\text{Lowest bid} / \text{Current bid}) \times \text{Maximum points to be awarded}$$

After careful scoring of each bidder's proposal (technical and financial), GCA shall award the contract to the bidder that obtains the highest combined technical and financial score. The decision will be communicated by email to all bidders.

## 6. RFP Cancellation

GCA reserves the right to cancel this RFP process at any point. GCA shall not be liable for any compensation with respect to interested bidders whose submissions have not been accepted, nor shall it be so liable if it decides not to award the contract.

Cancellation may occur where:

- 1) The RFP procedure has been unsuccessful. For example, where no technically/financially responsive proposal has been received or there has been no response at all.



- 2) The economic or technical parameters of the project have been fundamentally altered.
- 3) Exceptional circumstances or force majeure render normal performance of the project impossible.
- 4) All technically compliant proposals significantly exceed the financial resources available.
- 5) There have been irregularities in the procedure where these have prevented fair competition.

In the event of cancellation of RFP procurement proceedings, bidders will be notified by GCA.

## 7. Ownership of Proposals Submitted

Any document submitted in reply to this RFP will become the property of GCA and will be regarded as confidential.

## 8. Liabilities for Errors

GCA, its employees and agents shall not be held liable or accountable for any error or omission in any part of this RFP or response to bidders' questions. While the GCA, and/or its employees and agents have made conscious efforts to ensure an accurate representation of information in this RFP, the information contained in the RFP is supplied solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by GCA, and/or its employees or agents, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve bidders from the responsibility of conducting their own investigations and research and forming their own opinions and conclusions with respect to the matters addressed in this RFP. Bidders will be solely responsible to ensure that their proposal meets all requirements of the RFP, to advise GCA immediately of any apparent discrepancies or errors in the RFP, and to request clarification if in doubt concerning the meaning or intent of anything in the RFP.



## Annexes

### Annex 1: Bidder Identification Form

GCA-PR-24-658: Request for Proposal for Madagascar Climate Adaptation Investment Pipeline

IDENTIFICATION OF BIDDER	
Full Legal Name of the Firm	
Legal Form (Partnership, LLC, Corporation, etc.)	
Date of Registration	
Country of Registration	
Registration Number	
VAT Number	
Address	
E-mail	
Authorized Signatory	
Authorized Signatory's E-mail address	

PROCUREMENT ADVERT/OPPORTUNITY	
How did you find out about this procurement? (Devex, dgMarket, GCA website, UNDB, GCA invite, etc.)	

CONTACT POINT FOR THIS PROCUREMENT	
Name	
Position	
Company	
Telephone Number	
E-mail	

BIDDER'S BANK ACCOUNT INFORMATION	
Bank account holder's full name: (must match the legal name above)	





Name and address of recipient's bank:	
Recipient's account number/IBAN:	
Recipient bank's SWIFT or BIC code:	
Recipient bank's routing information:	
Bank account currency:	

### **SIGNATURE OF PROPOSAL**

I, the undersigned, confirm:

1. The acceptance of the conditions in the Request for Proposal.
2. The acceptance of the contract terms and conditions in their entirety and without reservation.
3. That the period of validity of my proposal is 90 Days from the deadline of this Request for Proposal.
4. Compliance with the requirements relating to the Scope of Work/Terms of Reference as defined in Annex 3 of this Request for Proposal, and
5. That the information given in this proposal is correct.

Place and Date	
Signature (Authorized representative)	
Full Name	



## Annex 2: Declaration on Honor for Organizations

The undersigned (*insert name*),..... representing:

Full official name:  
Official legal form:  
Statutory registration number:  
Full official address:  
VAT registration number:  
(‘the **Organization**’)

### I – Situations of exclusion

(1) declares that the above-mentioned Organization is in one of the following situations:	YES	NO
(a) it is bankrupt, subject to insolvency or winding-up procedures, its assets are being administered by a liquidator or by a court, it is in an arrangement with creditors, its business activities are suspended, or it is in any analogous situation arising from a similar procedure;	<input type="checkbox"/>	<input type="checkbox"/>
(b) it has been established by a final judgement or a final administrative decision that the Organization is in breach of its obligations relating to the payment of taxes or social security contributions in accordance with the applicable law;	<input type="checkbox"/>	<input type="checkbox"/>
(c) it has been established by a final judgement or a final administrative decision that the Organization is guilty of grave professional misconduct by having violated applicable laws or regulations or ethical standards of the profession to which the Organization belongs, or by having engaged in any wrongful conduct which has an impact on its professional credibility where such conduct denotes wrongful intent or gross negligence, including, in particular, any of the following:		
(i) fraudulently or negligently misrepresenting information required for the verification of the absence of grounds for exclusion or the fulfilment of eligibility or selection criteria or in the performance of a contract or an agreement;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) entering into agreement with other parties with the aim of distorting competition;	<input type="checkbox"/>	<input type="checkbox"/>
(iii) violating intellectual property rights;	<input type="checkbox"/>	<input type="checkbox"/>
(iv) attempting to influence the decision-making process of the contracting authority during the award procedure;	<input type="checkbox"/>	<input type="checkbox"/>
(v) attempting to obtain confidential information that may confer upon its undue advantages in the award procedure;	<input type="checkbox"/>	<input type="checkbox"/>
(d) it has been established by a final judgement that the Organization is guilty of any of the following:		



(i) fraud, as defined in applicable laws and regulations;	<input type="checkbox"/>	<input type="checkbox"/>
(ii) corruption, as defined in applicable laws and regulations;	<input type="checkbox"/>	<input type="checkbox"/>
(iii) conduct related to a criminal organization;	<input type="checkbox"/>	<input type="checkbox"/>
(iv) money laundering or terrorist financing, as defined in applicable laws and regulations;	<input type="checkbox"/>	<input type="checkbox"/>
(v) terrorist offences or offences linked to terrorist activities, or inciting, aiding, abetting, or attempting to commit such offences;	<input type="checkbox"/>	<input type="checkbox"/>
(vi) child labor or other offences concerning trafficking in human beings as defined in applicable laws and regulations;	<input type="checkbox"/>	<input type="checkbox"/>
(e) it has been established by a final judgment or final administrative decision that the Organization has created an entity under a different jurisdiction with the intent to circumvent fiscal, social or any other legal obligations in the jurisdiction of its registered office, central administration, or principal place of business.	<input type="checkbox"/>	<input type="checkbox"/>

## II – Situations of exclusion concerning natural or legal person with power of representation, decision-making or control over the legal Organization and beneficial owners

(2) declares that a natural or legal person who is a member of the administrative, management or supervisory body of the Organization, or who has powers of representation, decision, or control with regard to the above-mentioned Organization (this covers e.g., company directors, members of management or supervisory bodies, and cases where one natural or legal person holds a majority of shares) is in one of the following situations:	YES	NO	N/A
Situation (c) above (grave professional misconduct)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (d) above (fraud, corruption, or other criminal offence)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Situation (e) above (creation of an entity with the intent to circumvent legal obligations)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## III – Remedial measures

If the Organization declares one of the situations of exclusion listed above, it must indicate measures it has taken to remedy the exclusion situation, thus demonstrating its reliability. This may include e.g., technical, organizational and personnel measures to prevent further occurrence, compensation of damage or payment of fines or of any taxes or social security contributions. The relevant documentary evidence which illustrates the remedial measures taken must be provided in annex to this declaration. This does not apply for situations referred to in point (d) of this declaration.



## IV – Evidence upon request

Upon request the Organization must provide information on natural or legal persons that are members of the administrative, management or supervisory body or that have powers of representation, decision, or control, including legal and natural persons within the ownership and control structure and beneficial owners. It must also upon request provide production of recent certificates issued by the competent authorities and/or a recent extract from the judicial record or, failing that, an equivalent document recently issued by a judicial or administrative authority in the country of establishment of the Organization showing that those requirements are satisfied. These documents must provide evidence covering all taxes and social security contributions for which the Organization is liable, including for example, VAT, income/company tax and social security contributions.

## V – Final

The signatory declares that the above-mentioned Organization has truthfully provided the information herein.

The above-mentioned Organization shall immediately inform the contracting authority of any changes in the situation as declared.

The above-mentioned Organization may be subject to rejection from the contracting or selection procedure and to legal claims if any of the declarations or information provided as a condition for contracting with GCA prove to be false.

The above-mentioned Organization will comply with the UN Supplier Code of Conduct, to the extent applicable. The code is available on: <https://www.un.org/Depts/ptd/about-us/un-supplier-code-conduct>.

Full name:

Date:

Signature:  
(authorized representative)



## Annex 3: Scope of Work/Terms of Reference

### 1. Background Information

The Global Center on Adaptation (GCA) is an international organization that works as a solutions broker to catalyze action and support for adaptation solutions, from the international to the local, in partnership with the public and private sector, to ensure we learn from each other and work together for a climate resilient future. Adapting to impacts of climate change provides a “win-win” for health, livelihoods, food security, water supply, human security, and economic growth. The work of the GCA elevates the visibility and political importance of climate adaptation and facilitates solutions, such as smarter investments, new technologies and better planning to become more resilient to climate-related threats. GCA is a rapidly growing organization with offices in Abidjan, Beijing, Dhaka, Groningen, and Rotterdam.

The GCA has an ambitious 2020-2025 business plan with three pillars:

- Programs and Action: Food Security; Using Nature for more resilient infrastructure; Water for Urban Growth and Resilience; Climate Finance; Youth Leadership
- Knowledge Acceleration: Building adaptation knowledge globally through cutting edge products such as the State and Trends in Adaptation Report and the Knowledge Exchange Platform
- Agenda Setting and Advocacy: Formulating policy messages to move the global, regional, and local adaptation agendas forward.

The Global Center on Adaptation (GCA) is providing technical assistance for the implementation of reform measures in Madagascar, approved as part of the Resilience and Sustainability Facility (RSF) approved by the IMF Board on June 20, 2024.

The present assignment is part of the broader technical assistance provided by the GCA, that overall aims to support the Ministry of Finance developing a National Climate Finance Strategy. Within this overall goal, the objective of the assignment is to identify and support the quantitative and impact-based prioritization of adaptation investments, based on climate risks screening across key sectors of the economy and under different climate change scenarios.

### 2. Context

Madagascar is one of the most vulnerable countries to climate change. The assignment will leverage global climate change modeling to develop a cross-sectorial risks screening analysis, identify, assess and prioritize adaptation investment based on their potential impact to socio-economic development of Madagascar. The identification and assessment of the adaptation interventions will build on Madagascar’s nationally determined contribution (NDC), national adaptation plan (NAP), other relevant national development and planning strategies, and will be informed by existing diagnostics). The outcome of this assignment will inform the Madagascar Climate Finance Strategy that is being developed by the Government of Madagascar with support from GCA, WB, and UNICEF.

Madagascar is facing key climate challenges that will negatively affect economic and human development. By 2080, Madagascar’s temperature is projected to rise between 1.5 and 3.2°C above pre-industrial levels, with sea levels expected to increase by 43 cm under RCP6.0. Precipitation trends remain uncertain, though projections suggest a potential decrease in annual rainfall by up to 114 mm<sup>1</sup>. The country is experiencing intensifying cyclones, severe flooding, coastal erosion, and frequent droughts (particularly in the south), threatening food security, infrastructure, and livelihoods. On average, Madagascar experiences of three to four cyclones annually, making it the most cyclone-prone country in Africa. Between 1980 and 2010, Madagascar experienced 35 cyclones, 8 floods, and 5 severe droughts, causing an



estimated combined total of \$1 billion in damages—triple the amount from the previous 20 years<sup>2</sup>. The climate crisis is exacerbating food insecurity, with 8.8 million people affected across the country as of September 2022, and 2.22 million facing emergency levels of food insecurity in the Great South and Great South-East regions as of November 2022<sup>3</sup>. Additionally, in Madagascar sea level rise is projected to increase by 7.4 mm per year, threatening its coastline, infrastructure, and unique coastal ecosystems.

Agriculture, which employs about 80% of the population and contributes 30% to the GDP, has been significantly affected by climate shocks and stresses, such as the 2008 hurricane season that caused \$88.4 million in losses to food and export crops<sup>4</sup>. As the climate crisis intensifies, Madagascar's already fragile food security situation is expected to deteriorate further. In September 2022, 8.8 million people were affected by food insecurity. In the Great South and Great South-East regions, 2.22 million people were facing emergency levels of food insecurity in November 2022. The situation is further exacerbated by climate change, as cyclones damage water infrastructure and rising sea levels increase water salinity. Infrastructure, including roads and railways, experienced an estimated \$170 million in damages.

According to the country's recently published NDC, Madagascar requires investments of \$24.4 billion for both adaptation and mitigation efforts for the period of 2022 to 2030. The adaptation investment needs range from \$110 million to \$170 million annually, equivalent to approximately 1% of nominal GDP in 2019<sup>6</sup>. While there has been a recent surge in climate finance investment in Madagascar, particularly focusing on the agriculture and energy sectors, there remains a significant gap in total climate finance to adequately address climate change challenges.

Building on the National Adaptation Plan and on key economic sectors identified through the World Bank Country Climate and Development analysis, the present assignment focuses at identifying and providing impact-based prioritization support for adaptation and resilience investments in agriculture, water resources, infrastructure (especially transport and energy), urban environment (primary and secondary urban centers, health and education critical facilities), and the blue economy (especially fisheries, tourism).

### **3. Objective of the Assignment**

Within this context, the overall objective of the assignment is to inform the climate adaptation finance strategy for Madagascar with a prioritized pipeline of adaptation investments. The prioritized adaptation investment pipeline will be based on a detailed climate risks screening across key sectors of the economy, and the prioritization of adaptation investments based on existing adaptation and development strategies and key stakeholder consultation.

The specific objectives of the assignment are as follows:

- Perform a national climate change analysis to quantify the frequency and magnitude of climatic stressors and hazards in Madagascar, using at least two climate projection scenarios over different time horizons, drawing on insights from global models and indicators.
- Conduct climate risks screening for infrastructure systems, water resources, agriculture, urban areas, fisheries and tourism. This will include evaluating the cross-cutting expected impacts of climate change, to quantify sectorial shifts and disruptions susceptible to result from future climatic conditions. The assessment will consider both direct sectoral impacts (e.g., capital losses) and indirect macroeconomic effects (e.g., GDP losses due to sectoral disruptions). This climate risks screening can build upon existing studies, open data sources, and benchmarking of existing reports to identify key drivers and locations of risk,



which could result in macro-critical impacts in the medium and long term and will support the identification and prioritization of adaptation needs.

- Develop a prioritized pipeline of adaptation investments, categorized by financier type (e.g. public, private, blended, PPPs etc) and supported by investor briefs for individual projects, that address the primary sectoral risks identified in the climate risk screening. The prioritization of the pipeline will be based on: (a) climate risk screening; (b) various strategic and planning documents, such as the NDC, NAP, CCDR; and, (c) consultations with stakeholders.

#### **4. Scope of the Services, Key Tasks and Activities to be Performed**

The assignment includes the following three components building on each other, with sectorial assessments to be carried out partly in parallel within component 2:

##### **Component 1: National level climate change analysis**

- Conduct climate change analysis at the national, sub-national level under 2 to 3 different climate change scenarios, generating a set of relevant climate hazards indicators for relevant sectors (i.e. infrastructure and networks, water resource systems, agricultural systems, urban systems, tourism and fisheries) using globally available datasets. The approach shall incorporate a proposal for the definition and selection of time horizons relevant to the abovementioned sectors and for climate projection scenarios (RCP, SSP...) to use, with at least one pessimistic scenario and a mid-range GHG emission scenario.

##### **Component 2: National level climate-risks screening**

- **Sub-component 2.1: Infrastructure systems climate-risks screening:**  
Conduct a high-level climate risk analysis for infrastructure systems—specifically transport, energy, and critical infrastructure—to assess their vulnerability to climate change. This analysis will quantify both direct and indirect impacts on assets, services, and overall human and economic development at the national level. The assessment will also consider the broad, cross-cutting impacts of climate change through infrastructure services disruptions. This sub-component can be based on existing studies, open data sources, and benchmarking of existing reports.
- **Sub-component 2.2: Water resource systems climate-risks screening**  
Provide a high-level assessment of water resource availability and demands for agriculture, domestic, industrial, and environmental uses. The assessment will be carried out at the national level under different climate change scenarios, with a focus on the trends in both quality and quantity of water, to investments in water resource management and water service delivery. Building on component 1 of the assessment, the component will cover all the relevant risks to water resources at the national level, finding connecting points to other components of work when relevant. Based on these assessments, the service provider should quantitatively evaluate the potential impacts on the agricultural and energy sectors, biodiversity, and their subsequent effects on human and economic development at the national level. This sub-component can build upon existing research from different organizations (e.g. World Bank etc.).
- **Sub-component 2.3: Agricultural systems climate-risks screening**  
Conduct climate-risks analysis for agricultural systems, to identify significant trends affecting crop varieties and yields, and livestock productivity (non-exhaustive list) and assess the subsequent impacts on human, such as food security, and economic development at the national level. The assessment will encompass cross-cutting



considerations resulting in macro-level impacts, such as the cascading effects of climate-induced changes on water availability for agricultural systems. This sub-component can be developed by benchmarking existing reports.

- **Sub-component 2.4: Urban systems climate-risks screening**  
Analyze climate risks to key primary cities. This assessment should be informed by the findings from sub-components 2.1 and 2.2 and could build upon existing studies. It should cover both formal and informal sectors (e.g., housing, transport, industry). Based on these assessments, quantitatively evaluate the subsequent impacts on human and economic development at the national level.
- **Sub-component 2.5: Fisheries and Tourism climate-risks screening**  
Conduct an analysis of climate risks related to (eco)tourism and coastal fisheries, to identify significant trends affecting coastal and marine ecosystems, biodiversity, and fish stocks, which are critical to both tourism and fisheries. Assess the potential socio-economic impacts at the national level. This sub-component can build upon existing studies, open data sources, and benchmarking of existing reports.
- **Sub-component 2.6: Synthesis across sectors and identification of the main drivers of risk to the macro-economy resulting from sectorial and cross cutting disruptions**  
Consolidate results from the subcomponents 2.1 to 2.5 and identify key drivers and locations of risk, which could result in macro-critical impacts in the medium and long term. This will support the identification and prioritization of adaptation needs. Cross-cutting issues to be highlighted in this component will be identified through the quantitative assessment (sectorial climate risks screening including cross-cutting considerations) and a validation workshop with government and other stakeholders.

### **Component 3: Identification and prioritization of adaptation options, including Nature-Based, disaggregated by sector**

- Develop a priority pipeline of adaptation investment, including :
  - o Review key national planning and adaptation strategies (e.g., NAP, NDC, CCDR) to identify strategic priorities and validate them through consultations with government and non-government stakeholders.
  - o Use workshop outcomes and risk drivers from Component 2 to develop a multi-criteria, network-based approach for identifying and prioritizing sector-specific adaptation options.
  - o Create a priority adaptation investment pipeline of 20 projects and validate through a second stakeholder workshop, which could include specific opportunities for private investments.
  - o Develop two-page investor briefs for the top 10 projects, detailing summaries, adaptation and development benefits, costs, and implementation/finance arrangements.

## **5. Methodology**

### **Climate risks screening and indirect socio-economic impact assessment**

- Climate models, projections, time periods, and variables will be tailored to the specific sectors under review. Sub-components can build upon existing studies, research documents, open data sources, and benchmarking of existing reports. Global climate scenarios (SSPs/RCPs) could be downscaled to the regional level (if needed) to generate detailed indicators of sectoral exposure and vulnerabilities, including potential cascading effects. Multi-hazard datasets can be employed if applicable.





- Uncertainties in Climate modelling will be characterized based on the range of model projections/scenarios; Sensitivity analysis of inputs will be conducted throughout the climate risk screening and indirect impact assessment.
- Impact assessment will combine different basic methodologies to account for sectorial specificities and capture both direct and indirect impacts of sectorial disruptions, including cross-cutting. Low-complexity, yet robust and transparent models, can be used, such as:
  - High-level cost analysis, especially to assess direct damages and capital losses susceptible to result from future climatic conditions, under different climate change scenarios and time horizons. For physical infrastructure systems, life-cycle costs will be included (initial capital, operation, maintenance, and repair costs).
  - Input-output analysis, coupled to the economic impact analysis: to explicit and quantify the interdependencies between different sectors of the economy and estimate the ripple effects of changes in one sector on others, and at the macro-level. The output of this analysis will be a set of relevant indicators, that could be used to inform econometric or global equilibrium models.
  - Multi-Criteria analysis, to weight and compare sectorial risks based on economic, social, and environmental factors.

### **Data collection**

- Geographic, technical, and service data will be compiled from publicly available sources. Both global and local datasets and models can be collected and used.
- Existing strategies and plans, including Nationally Determined Contributions (NDCs), National Adaptation Plans (NAPs), Climate Change and Development Reports (CCDRs), and other national and subnational initiatives, will be reviewed to identify existing pipelines of adaptation projects and sectorial interventions.
- Key assumptions will be discussed and validated through stakeholder consultations.

### **Stakeholder consultation and validation**

Stakeholder engagement and buy-in is key to the quality of the assignment. Therefore, a number of stakeholder consultation workshops and meetings need to be organized. Key stakeholders include Government of Madagascar (Ministry of Economy and Finance, Ministry of Environment, and relevant line ministries), International Financial Institutions (IMF, World Bank, African Development Bank, and so on), Development Partners (UNICEF, UNDP, EU, bilateral development partners and so on), non-governmental sector, and private sector.

The following formal stakeholder engagement meetings need to be organized during the assignment:

- Key stakeholders including Government (Minister of Finance, Minister of Environment) and the IMF will be consulted on a regular basis throughout the project implementation, with bi-monthly progress meetings (i.e., 3 meetings in 6 months, including final presentation of the report).
- Larger group stakeholders' consultations (two) will be held:
  - During the inception phase to discuss methodology and validate sectorial inputs
  - At the end of the sectorial Climate risks screening, to discuss intermediate results and propose a multi-criteria approach for identifying and prioritizing adaptation options
- Sectorial consultation meetings (six) will be held for the Identification and prioritization of adaptation options per sector (including cross-cutting options).

A detailed, stakeholder identification and engagement plan is part of the inception phase.



## Detailed Scope of Services

### 0. Inception phase

The inception phase aims to ensure all parties have a shared understanding of the project's goals, objectives, methodology, and expected outputs. This phase includes a brief period for mobilizing the consultant team, getting acquainted with key issues and project characteristics, and reviewing the data already collected—including its availability and quality. If additional data is needed, this phase will cover the acquisition or procurement process.

The primary deliverable of this phase is the inception report—a concise document that confirms the overall project scope and finalizes the methodology. This report will address how the assignment will directly inform and impact ground-level implementation, timeframe, and project milestones.

The inception report should be presented as a word report with the non-exhaustive following information:

Description of activities to deliver the components of work

- Detailed workplan for execution of activities and (revised) timeline for completion of deliverables.
- Identification and mapping of relevant national and international climate-related strategies, plans, and frameworks relevant to all components of the project (e.g. National Adaptation Plan, NDC).
- Identification of key stakeholders (governmental, non-governmental, international, local) and a detailed stakeholder engagement strategy and plan.
- List of input data and actions for effective and time-bound data collection. Additional data may be provided by the GCA if available from direct collaborations in the country.
- Preliminary risk matrix (e.g., potential risks, probability, impact, mitigation measures, and status) that will be used for project management throughout the execution of the assignment.

### ***Deliverable 0.1 – Inception Report***

#### 1. National level climate change analysis

The Climate Hazard Assessment process will utilize existing global models and indicators, to evaluate and predict climate-related hazards at both national and sub-national levels. This process will analyze climatic patterns, extreme weather events, and their potential impacts on selected sectors (ie infrastructure and networks, water resource systems, agricultural systems, urban systems, tourism and fisheries) including the economy and communities across different regions of the country.

The approach will be based on global climate models and indicators and will include:

- Proposals for defining and selecting relevant time horizons for key systems and sectors, using climate projection scenarios (e.g., RCP, SSP) that include at least one pessimistic and one mid-range GHG emission scenario. These time horizons should align with asset lifecycles and O&M planning, allowing for both near-term and long-term climate risk assessments. Associated uncertainties will be documented.
- A comprehensive process for selecting and proposing relevant climate hazards, associated indicators, and thresholds based on their potential impacts across sectors, as well as macro socio-economic indicators.



- The definition of primary (e.g., maximum temperature) and secondary (e.g., riverine flood) climate hazards, detailing their intensity, occurrence, and evolution over time under different climate scenarios, including the methodologies used for projections.
- A historical review of past damaging climate events that have affected or could have affected the availability of critical systems, such as infrastructure and water resources.

The proposal should include a detailed timeline and methodology, outlining plans for data collection, the selection of climate scenarios, and the justification for the chosen global climate models or existing studies and reports. It should also ensure consistency and sufficient granularity across subsequent components of the assignment, particularly in identifying climate hazards relevant to infrastructure, water resources, and urban systems. The Service Provider will be responsible for data and reports collection.

**Deliverable D.1 – A Climate Change Analysis and Climate Hazard Assessment Report**, structured modularly to inform and integrate into subsequent components of work and support sectoral stakeholder discussions.

**GIS database**, developed for the relevant parts of this component.

## 2. National level climate-risks screening

The overall goal of this Component is to develop a National-level climate-risk screening for relevant sectors (i.e. infrastructure and networks, water resource systems, agricultural systems, urban systems, tourism and fisheries), and assess their vulnerability to climate change with quantified impacts to assets, services, and socio-economy (including indirect impacts).

### Sub-component 2.1: Infrastructure systems climate-risks screening

The climate-risk screening for the infrastructure sector is to be based on the relevant climate hazards indicators and results from Component 1 and will provide an assessment of infrastructure exposure and vulnerability to climate change, including impacts to assets, services, and socioeconomics. The screening will present the direct and indirect impacts and consequences of climate risks to the infrastructure systems across the assets' lifetimes and can be based on existing studies, open data sources, and benchmarking of existing reports.

Through this component, the Service Provider should:

- Identify the physical and functional vulnerability of infrastructure systems (e.g. transport, energy systems, critical infrastructure etc.) to current and future climate hazards, at a national and sub-national level (where applicable), with sufficient granularity to inform the preliminary adaptation options prioritization.
- Include a district (where applicable) and national level infrastructure network's risks analysis, including mapping networks allowing for redundancy and critical analysis of the infrastructure systems.
- Identify the physical and functional vulnerability of relevant natural ecosystems that could have an impact on infrastructure's adaptation capacity, with sufficient granularity to inform the preliminary NbS adaptation options prioritization.
- Develop a network-based approach to pinpoint "hotspots of risks," defined as the most vulnerable regions, communities, and activities and the ways through which they may be disproportionately affected by climate-related disruptions of infrastructure systems and extreme climatic events, with estimated costs of infrastructure disruptions on GDP growth and poverty (e.g., including impacts on physical assets, people's livelihood). The definition



of hotspots of risks will include the identification of network infrastructure segments, locations and assets most vulnerable to climate hazards. This identification will inform the prioritization of adaptation and resilience efforts regionally/per infrastructure type.

- Quantify (at a high-level) direct and indirect damages on infrastructure assets, operations, financials, communities and natural ecosystems, including disruptions to socio-economic activities like trade (domestic, international), access to health and education critical services, supply chain flows for energy, and food security (non-exhaustive list).

### **Sub-component 2.2: Water resource systems climate-risks screening**

The climate-risk screening for the water sector is to be based on the relevant climate hazards indicators and results from Component 1 and will provide an assessment of the water resource system's exposure and vulnerability to climate change, including impacts to assets, services, and socioeconomics. This sub-component can build upon existing research, studies, and publicly available reports.

Through this component, the Service Provider should:

- Identify the physical and functional vulnerability of water resource systems to current and future climate hazards, at a national and sub-national level, with sufficient granularity to inform the preliminary adaptation options prioritization.
- Capture expected impacts of future climatic events (e.g., increased water temperature, drought periods, extreme rains) to water availability (evaporation) and cascading effects on quality (increased risks of contaminated run-off, saline water intrusion).
- Develop water indicators including on current water availability (per capita water availability), water stress, and compiling existing knowledge and data on:
  - Surface water and groundwater availability.
  - Water use by sector, including agriculture (irrigation, livestock), municipal use, industry, environmental flows, non-consumptive water uses (including navigation) in Madagascar.
  - Water quality trends, focusing on saltwater intrusion and increased salinity driven by sea level rise.
  - Identification of expected macro-level trends in water use (e.g., population growth, demand per capita, economic transitions, agriculture demand and industry), highlighting main uncertainties in Madagascar.
- Identify significant demographic and economic trends, assess their projected impacts on the hydrological cycle and water uses and highlight main uncertainties.
- Assess the projected impacts of climate change, under the different climate scenarios identified under Component 1, on the hydrological cycle (quality and quantity) and on the projected water uses and highlight main uncertainties.
- Assess the combined structural impacts of climate change and key economic and demographic developments on (1) the water cycle, water availability, and water quality; (2) economic development expressed in % losses of GDP; and, (3) human development expressed in # of people falling back or being trapped in poverty and extreme poverty.
- Identify the main "hotspots of risks" defined as the most vulnerable regions, communities, and activities and the ways through which they may be disproportionately affected by climate-related disruptions and extreme climatic events. The most critical hotspots of risks will be used for the identification of climate risk mitigation measures.
- Quantify direct and indirect damages on water resource systems, operations, financials, communities and natural ecosystems, including disruptions to socio-economic activities like access to safe drinking water and food security (non-exhaustive list).



### **Sub-component 2.3: Agricultural systems climate-risks screening**

The climate-risk screening for the agricultural sector is to be based on the relevant climate hazards indicators and results from Component 1 and will provide an assessment of exposure and vulnerability of agricultural systems to climate change, including direct and indirect impacts to assets, lands, services, and socioeconomics. The screening will present the direct and indirect impacts and consequences of climate risks to agricultural systems and will complement sub-components 2.1 and 2.2. This sub-component can be developed by benchmarking existing reports.

Through this component, the Service Provider should:

- Identify the physical and functional vulnerability of agricultural systems to current and future climate hazards, at a national and sub-national level, considering factors such as crop type, farming practices, water availability, and socio-economic conditions, with sufficient granularity to inform the preliminary adaptation options prioritization.
- Identify the physical and functional vulnerability of relevant natural ecosystems that could have an impact on adaptation capacity, with sufficient granularity to inform the preliminary NbS adaptation options prioritization.
- Capture expected impacts of future climatic events (e.g., extreme precipitation) to agricultural systems and cascading effects on soil health, water resources, pest dynamics, and local economies.
- Assess the combined structural impacts of climate change and key economic and demographic developments on (1) agricultural productivity, crop yields, and soil health; (2) economic development expressed in % losses of GDP; and (3) human development expressed in # of people falling back or being trapped in poverty and food insecurity.
- Identify the main “hotspots of risks” defined as the most vulnerable regions, communities, and activities and the ways through which they may be disproportionately affected by climate-related disruptions and extreme climatic events. The most critical hotspots of risks will be used for the identification of climate risk mitigation measures.
- Quantify direct and indirect damages on agricultural systems, operations, financials, communities and natural ecosystems, including disruptions to socio-economic activities like food security and food supply chains (non-exhaustive list).

### **Sub-component 2.4: Urban systems climate-risks screening**

As highlighted in the WB Madagascar Urbanization review<sup>1</sup>, Urban areas in Madagascar are vital to the national economy, contributing 75% of GDP, with the capital Antananarivo alone accounting for 44%. Cities provide most formal jobs and house essential services like universities, healthcare, and banking. They also serve as hubs for connecting rural areas to markets and fostering industrial growth. However, climate change poses significant threats to Malagasy cities, with the frequency of natural disasters tripling in the last 20 years. Cyclones only in early 2022 caused \$658 million in damages, illustrating the vulnerability of urban areas. Coastal cities face rising sea levels and erosion, while unplanned urban expansion into flood-prone zones increases risks and costs. Droughts in rural areas also drive migration to cities, further straining urban infrastructure.

The urban systems risk screening will focus on screening climate risks (shocks and stressors) to the main primary and secondary urban centers, city-wide, looking at climate shocks and

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<sup>1</sup> The World Bank. 2024. “Madagascar Urbanization Review: Leveraging cities as drivers of growth and structural transformation.”



stressors, and their impact to the socioeconomic contribution of each urban center to the macroeconomy.

The socioeconomic contribution of each urban center to the macroeconomy may be defined through a combination of indicators to be defined, depending available data sources, with the goal to capture and compare across cities the key drivers of risks across different dimensions:

- **social**, e.g.,: impact on population, workforce, access to education and health critical facilities.
- **economic and fiscal**, e.g., GDP, poverty rate, business and investment activities metrics, share of national employment provided by the city, segmented by industry, city's contribution to national tax revenue.
- **trade and connectivity**, e.g., export contribution, volume of goods and services flowing through the city, including spillover effects and urban-rural linkages.

Urban systems in the context of this assignment will include urban settlements (large and dense urbanized areas and inhabitants), residential, commercial, and industrial buildings, healthcare and education facilities, water and sanitation systems and green spaces. To the extent possible the assessment should cover formal and informal urban areas (based on available reports and data). Note that coastal urban systems dedicated to tourism would be included in this component, as well as component 2.5 to specifically capture effects or urban systems disruptions to tourism country-wide.

Through this component, the service provider should:

- Identify the physical and functional vulnerability of the main primary and secondary urban systems to current and future climate hazards, city-wide.
- Develop indicators to assess the current state of urban infrastructure and urban services, including the capacity to withstand climate hazards and the potential need for upgrades or retrofitting.
- Create indicators to measure social and economic vulnerabilities, such as poverty rates, access to services, and housing quality, to identify areas most at risk from climate impacts.
- Capture expected impacts of future climatic shocks and stressors (e.g., urban heat island, floods) to socioeconomic contribution of each urban center to the macroeconomy.
- Estimate the potential economic losses (e.g., reduced productivity, increased costs) and social impacts (e.g., increased poverty, health risks) resulting from climate-related disruptions in urban areas.
- Identify the main “hotspots of risks” defined as the most vulnerable urban regions (such as coastal cities, flood-prone areas, and densely populated informal settlements), communities, and activities and the ways through which they may be disproportionately affected by climate-related disruptions and extreme climatic events. The most critical hotspots of risks will be used for the identification of climate risk mitigation measures.
- Quantify direct and indirect damages on urban systems, operations, financials, and communities, including disruptions to socio-economic activities, lack of access to critical services, potential economic losses and social impacts (e.g., increased poverty, health risks, cascading effects on rural population through urban-rural linkages disruptions).

### **Sub-component 2.5: Fisheries and Tourism Climate-risks screening**

The climate-risk screening focused on the “Blue Economy” and especially for fisheries and (eco)tourism is to be based on the relevant climate hazards indicators and results from Component 1 and will provide an assessment of exposure and vulnerability of fisheries and tourism infrastructure to climate change, including impacts to assets, services, and



socioeconomics. The screening will present the direct and indirect impacts and consequences of climate risks to urban systems and will complement sub-components 2.1, 2.2, 2.3 and 2.4.

Through this component, the Service Provider should:

- Identify the physical and functional vulnerability of a) urban systems dedicated to tourism services and b) natural resources and ecosystems that are critical for both tourism and fisheries, to current and future climate hazards, at a national and sub-national (district) level, with sufficient granularity to inform the preliminary adaptation options prioritization, including NbS solutions.
- Capture expected impacts of future climatic events (e.g., increased water temperature, drought periods, extreme rains) to coastal and marine ecosystems, biodiversity, and fish stocks.
- Assess the combined structural impacts of climate change and key economic and demographic developments on (1) coastal and marine ecosystems, biodiversity, and fish stocks; (2) economic development expressed in % losses of GDP; and, (3) human development expressed in # of people falling back or being trapped in poverty and extreme poverty.
- Identify the main “hotspots of risks” defined as the most vulnerable regions, communities, and activities and the ways through which they may be disproportionately affected by climate-related disruptions and extreme climatic events. The most critical hotspots of risks will be used for the identification of climate risk mitigation measures.
- Include an approach to quantifying direct and indirect damages on coastal and marine ecosystems, tourism infrastructure, fishing operations, and natural resources, including disruptions to socio-economic activities like access to employment and income opportunities (non-exhaustive list).

#### **Sub-component 2.6: Synthesis across sectors and identification of the main drivers of risk to the macro-economy resulting from sectorial and cross cutting disruptions**

Consolidating results from the subcomponents 2.1 to 2.5, this component will focus on identifying key drivers and locations of risk, which could result in macro-critical impacts in the medium and long term. This will support the identification and prioritization of adaptation needs. Cross-cutting issues to be highlighted in this component will be identified through the quantitative assessment (sectorial climate risks screening including cross-cutting considerations) and a validation workshop with government and other stakeholders.

The overview of consolidated climate risks per sectors, and cross-cutting, will allow overall to capture how sectorial disruptions might cascade into macro-level impacts over time, focusing on socio-economic indicators relevant to financial stability, such as:

- Employment and productivity
- GDP
- Imports and exports of goods and services
- Food security and poverty indicators
- Safety and conflict indicators
- Disaster response capabilities

Through this component, the Service Provider should:

- Conduct impact assessment combining different basic methodologies to account for sectorial specificities and capture both direct and indirect impacts of sectorial disruptions, including cross-cutting. Low-complexity, yet robust and transparent models, should be used, such as:



- High level cost analysis, especially to assess direct damages and capital losses susceptible to result from future climatic conditions, under different climate change scenarios and time horizons. For physical infrastructure systems, life-cycle costs will be included (initial capital, operation, maintenance, and repair costs).
- Input-output analysis, coupled to the economic impact analysis: to explicit and quantify the interdependencies between different sectors of the economy and estimate the ripple effects of changes in one sector on others, and at the macro-level. The output of this analysis will be a set of relevant indicators, that could be used to inform econometric or global equilibrium models.
- Multi-Criteria analysis, to weight and compare sectorial risks based on economic, social, and environmental factors.

As much as possible, based on granularity of inputs and accessible data, the socio-economic indicators should be disaggregated for women, men, girls and boys, to capture gender inequalities in vulnerability to sectorial disruptions as well as benefits from adaptation measures. The Service Provider is encouraged to use existing reports, studies and models, if applicable and aligned with the expected level of effort for this assignment.

**Deliverable D.2 – National level climate-risks screening report.** The report should be structured in a modular way (preferably per sector) to effectively inform and be re-integrated separately into the next Components of work (if needed) and serve sectorial Stakeholders discussions.

**GIS database,** developed for the relevant parts of this component.

**Calculation tools.**

### **3. Identification and prioritization of adaptation options, disaggregated by sector**

The service Provider will build on previous components and stakeholder consultation results to identify, evaluate, and prioritize adaptation and resilience investment options by sector. These options aim to develop a priority pipeline of adaptation investments.

Potential investment options may include:

- Network-based adaptation solutions targeting identified risk hotspots across sectors.
- Asset-based adaptation solutions for critical infrastructure, transport, energy, water, agriculture, urban systems, tourism, and fisheries.
- Nature-Based Solutions that offer adaptation benefits across relevant sectors.
- Institutional measures such as capacity building and monitoring that are suited to the project's context.

The service provider should:

- Review key strategic national planning and adaptation strategies, such as the NAP, NDC, the World Bank's CCDR, to identify strategic priorities and organize a consultation with key government and non-government stakeholders to validate identified priorities.
- Based on the outcomes of this workshop and based on the key drivers of risks resulting in macro-critical impacts (socio-economic) identified in component 2, develop a multi-criteria, network-based approach, including economic and human development related criteria, to identify and provide a preliminary identification and prioritization of adaptation options, disaggregated per sector and aligned with best (local) practices, available technology and materials. The approach should include an economic appraisal of proposed interventions, based on mitigation potential / avoided damages (from component 2), and high-level estimates of capital, operational costs, and associated co-





benefits (including socio-economic impacts, alignment with policies, and non-monetary values relevant to potential funding sources). It should also consider gender and marginalized groups in the identification and prioritization of adaptation options, and a strategy to link co-benefits assessment with climate finance opportunities to support stakeholder access to funding.

- Develop a priority adaptation investment pipeline consisting of at least **20 projects** using the multi-criteria analysis developed and develop one-paragraph project summaries – covering sector, scope, and estimated investment value. These projects will be categorized by financier type (e.g. public, private, blended, PPPs etc) to align with funding priorities and highlight opportunities to mobilize public sector participation. The priority adaptation investment pipeline should be validated through a second stakeholder workshop.
- **For the top ten adaptation investment projects** develop two-page investor briefs providing a project summary, expected adaptation and development benefits, estimated costs, and proposed implementation and finance arrangements.

The final report will present the prioritized set of investment options, detailing the climate risks addressed, the chosen adaptation strategies, estimated implementation and operational costs, timelines, and technical and financial risks. An investment rationale with a clear cost-benefit analysis and impact-based prioritization, along with actionable recommendations for priority investments will also be included. The report will also identify opportunities for leveraging both public and private investments, highlighting potential pipeline projects that could attract private sector participation to enhance funding and implementation capacity.

**Deliverable D.3 – Identification and prioritization adaptation options report.** The report should be structured in a modular way to effectively inform (if needed) sectorial Stakeholders discussions.

**GIS database,** developed for the relevant parts of this component.



## 6. Expected Outcome and Deliverables

All deliverables should be provided in English to facilitate effective communication and understanding with local stakeholders. For presentations to stakeholders, the Service Provider must provide resources that are fluent in English.

Deliverables and timeline (months from start)	M1	M2	M3	M4	M5	M6
<b>Inception phase</b>						
<b>D.0. Inception Report</b>	X					
<b>1. National level climate change analysis</b>						
<b>D.1. Climate Change analysis and Climate Hazard Assessment Report.</b> <i>Including GIS Data Base</i>		X				
<b>2. National level climate-risks screening</b>						
<b>D.2. National level climate-risks screening report including</b> <ul style="list-style-type: none"> <li>• Executive summary</li> <li>• Infrastructure systems climate-risks screening</li> <li>• Water resource systems climate-risks screening</li> <li>• Agricultural systems climate-risks screening</li> <li>• Urban systems climate-risks screening</li> <li>• Fisheries and Tourism climate-risks screening</li> <li>• Macro-level compilation of sectorial disruptions' impacts to socio-economic indicators</li> </ul> <i>Including GIS Data Base and Calculation tools</i>				X		
<b>3. Identification and prioritization of adaptation options, disaggregated by sector</b>						
<b>D.3 Identification and prioritization adaptation options report.</b> <i>Including GIS Data Base</i>						X

Bidders are expected to include in their proposed work plan a more detailed breakdown of the timeline in weeks or days, as appropriate.

## 7. Qualifications

**The firm's qualification must comply with the Selection criterion highlighted in the request for proposal.**

Detailed qualification for team members are presented below and will be assessed through the technical evaluation:

### Qualifications of Staff

#### A. **Key Expert 1: Team Leader**

##### Qualifications and skills

An advanced degree (Master's or PhD) in Climate Science, Agriculture, Environmental Science, Natural Resource Management, or related fields. Additional qualifications in Climate Risk Assessment or Agricultural Economics are desirable.

##### Specific experience



At least 7 years of experience in climate risk and vulnerability assessments for the agricultural sector, particularly in regions vulnerable to climate change. Strong understanding of food security, livelihood impacts, and socio-economic vulnerabilities linked to agricultural systems. Experience collaborating with government bodies, international organizations, and local communities to identify and prioritize adaptation measures for agricultural value chains would be considered an advantage.

**B. Key Expert 2: Infrastructure and Climate Adaptation Specialist**

Qualifications and skills

An advanced university degree (Master's degree, equivalent or higher) in a relevant discipline such as economy, civil engineering, environmental science, biodiversity conservation, sustainable land management or related fields. Knowledge or experience in socioeconomic analysis, related to climate change and infrastructure networks (energy, transport, urban, tourism etc) is desirable.

Specific experience

At least 5 years of experience in conducting vulnerability assessment of assets and assesses the resilience of infrastructure systems to climate-related risks, using methodologies to quantify and prioritize climate-related risks, leveraging modeling tools for simulation. At least 5 years of professional experience in conducting cost-effectiveness and cost-benefit analysis in the infrastructure sector, as well as quantitative and qualitative assessment of socio-economic impacts of natural hazards and climate change on the infrastructure sector. Prior experience and expertise in conducting analysis of infrastructure network and climate change that is disaggregated by gender and relevant socio-economic groups will be considered as an advantage.

**C. Key Expert 3: Water Resources Specialist**

Qualifications and skills

An advanced university degree (Master's degree, equivalent or higher) in a relevant discipline related to Water Resources Management.

Specific experience

At least 5 years of experience in conducting Climate Risk Assessments on water resources and Policy Analysis for Water Resources. Experience in conducting ecosystems, integrated water and environmental resources assessment, collaborating with diverse stakeholders to address climate resilience, biodiversity conservation, and sustainable development challenges is desirable. Experience in strategies related to climate adaptation and resilience in blue economy sectors will be considered an advantage.

Bidders are encouraged to propose additional members to be included within the team dedicated to specific section of the execution of the project, as this is a multi-sectorial climate risks assessment. Especially, bidders are encouraged to include a process increase specific expertise on socioeconomic vulnerabilities including gender-related, macroeconomy, agriculture, tourism and the blue economy, and local expertise in Madagascar. The team organization should be explained in the technical proposal. Should a bidder elect to propose additional team members, such proposal must also be reflected within the financial proposal submitted.

**8. Location**

The main tasks of the assignment are to be carried out from the office. However, it is necessary for the Service Provider to include in his tender any travel that may be deemed necessary for the successful completion of the assignment, in particular for discussions and



presentations to stakeholders or to facilitate data collection. The selected Service Provider is thus expected to travel to selected regions/assets and stakeholder locations as required.

**9. Duration/Period**

The period of execution will be 6 months from the date of contract signing. The range of the expected level effort is 180-220 work days, with indicative effort break-down as follows: 10% for Component 1, 60% for Component 2, and 30% for Component 3.



## Annex 4: Financial Proposal Form

**The Financial Proposal must include two parts, otherwise it will be deemed as non-compliant:**

**Part 1** - The exact template provided below, including the declarations underneath (without any changes to the wording) and the signature of the authorized representative.

**Part 2** - A separate itemized cost breakdown of the firm fixed price covering the entire Scope of Work (SOW)/Terms of Reference (TORs).

The abovementioned two parts (Part 1 and Part 2) **must** be sent in one consolidated document.

### Part 1:

**Bidders are required to complete this Financial Proposal Form. No other forms are accepted by the GCA.** Failure to submit the Financial Proposal using this Financial Proposal Form is deemed to be **non-compliant** and the bidder's Financial Proposal **shall not** be considered for further evaluation.

<b>[Bidder's Name]</b>	
Description	Total Lump Sum Fee
<b>D.0. Inception Report</b>	
<b>D.1. Climate Change analysis and Climate Hazard Assessment Report</b>	
<b>D.2. National level climate-risks screening report</b>	
<b>D.3 Identification and prioritization adaptation options report</b>	
<b>Total Firm Fixed Price (EUR)</b>	

### Payment Schedule

Proposed Payment Schedule

Milestone Description		Months from Contract Signature	Payment Schedule (% Total Firm Fixed Price)	Payment Schedule (in Euros)
<b>1</b>	Mobilization payment, work order signature	<b>0</b>	30% of Firm Fixed Price	
<b>2</b>	Completion of Deliverable 1	<b>2</b>	20% of Firm Fixed Price	
<b>3</b>	Completion of Deliverable 2	<b>4</b>	30% of Firm Fixed Price	
<b>4</b>	Completion of all deliverables and acceptance of all deliverables	<b>6</b>	20% of Firm Fixed Price	



I, the undersigned, declare and confirm that the submitted Total Firm Fixed Price is:

1. In Euros,
2. Fixed and not subject to revision,
3. Economical, in line with prevailing market rates and/or the approved professional charges,
4. Independent of exchange rates,
5. Inclusive of all costs directly and indirectly related to the performance of the contract (e.g. taxes, management fees, travel costs, per diem allowances/DSA, International flights, airport transportation, insurance, profit, training expenses, communication costs, social costs, overheads, administrative costs, printing, rent, office expenses, shipment of personal effects, contract management costs, etc.), and
6. Exclusive of VAT.

Furthermore, I declare that should the Global Center on Adaptation (GCA) discover any contravention of this declaration before contract award, during contract execution, or after contract completion, I (the undersigned) hereby give the Global Center on Adaptation full authority to:

- Reject our offer and withdraw from awarding us a contract without financial consequences to GCA;
- Terminate the contract without further communication;
- Exclude us/me from participating in future procurement opportunities.

**Bidder’s Authorized Representative:**

Position:

Date:

Signature (authorized representative):

**Part 2:**

Please submit a separate itemized cost breakdown of the firm fixed price in Part 1 above using the template below, including the details of key personnel hourly rates and associated tasks, travel costs and all associated overheads and related cost items covering the entire Scope of Work (SOW)/Terms of Reference (TORs).

For joint proposals, where the lead partner indicates the costs/prices of other partners/subcontractors in the breakdown below, such costs/prices shall be inclusive of all taxes where applicable. The lumpsum amount submitted by the lead partner in Part 1 above shall be exclusive of VAT.

Categories	Unit of Measure	Quantity	Unit Rate	Total Fee (EUR) Excl VAT	Local sub-contractor VAT where applicable (outside EU)	Total Fee Incl local VAT (outside EU only)
<b>Remuneration</b>						
Team Leader	Day					
Xxxx	Day					



Xxxx	Day					
						<b>Total</b>
<b>Reimbursables</b>						
						<b>Total</b>
<b>Other Expenses</b>						
						<b>Total</b>

**Failure to submit a financial proposal or submission of an incomplete or ambiguous financial proposal may lead to rejection of the proposal without further evaluation.**

Examples of reimbursable/other expenses that may be related to the execution of the services.

S/N	Reimbursable/Other Expenses
1.	Taxes, social costs
2.	Management fees
3.	Travel/Transportation costs (flights, rental cars, taxis, etc.)
4.	Airport transportation
5.	Per diem allowances/DSA
6.	Insurance (all types)
7.	Training, certification expenses
8.	Communication costs; phone calls, video conferencing, fax and mailing
9.	Overheads
10.	Administrative costs, office supplies and equipment, shipping and courier services
11.	Utilities (electricity, water, internet, phone)
12.	Printing, photocopying and stationery
13.	Hotel/accommodation, rent
14.	Shipment of personal effects
15.	Contract management costs
16.	Software licenses, software development, cloud services, Data Storage Costs
17.	Conferences, workshops and seminars
18.	Costs associated with data collection
19.	Subscription fees for industry reports or databases
20.	Organizing client meetings or events
21.	Venue rental and catering expenses
22.	Fees for subcontractors or specialists hired for specific tasks
23.	Costs associated with third-party services
24.	Legal fees related to the assignment
25.	Translation services
26.	Market research
27.	License and Permit Fees



28.	Health and Safety Compliance
29.	Environmental Impact Studies, Survey and Geotechnical Reports
30.	Government fees
31.	Security clearance costs



## Annex 5: Contract for Services

**CONTRACT NO. [INSERT NUMBER]**  
BETWEEN  
**THE GLOBAL CENTER ON ADAPTATION**  
AND  
**[CONTRACTOR]**  
FOR  
**[CONTRACT TITLE]**

This Contract is entered into between the **Global Center on Adaptation**, a foundation, incorporated under Dutch law, having its headquarters at Antoine Platekade 1006, 3072 ME Rotterdam, The Netherlands (hereinafter referred to as the “**GCA**”) duly represented by Prof. Dr. Patrick Verkooijen and **[Contractor]**, registered at **[Contractor’s address]** and duly represented by **[Contractor’s authorized representative]** (hereinafter referred to as the “**Contractor**”). The GCA and the Contractor are collectively referred to herein as the “Parties”, and individually as a “Party”.

### WITNESSETH

#### WHEREAS:

- a) The GCA acts as a solutions broker, bringing together governments, the private sector, civil society, intergovernmental bodies, and knowledge institutions that can accelerate adaptation action;
- b) Related to the above-mentioned mission, the GCA indicated a necessity for services related to **[Contract title/description of the services]**;
- c) The Contractor represents that it possesses the requisite knowledge, skill, personnel, resources and experience, and that it is fully qualified, ready, willing and able to provide such services in accordance with the terms and conditions set forth in this Contract;
- d) The Parties elect to enter into a contract only on the basis of a contract for services within the meaning of Article 7:400 and further of the Dutch Civil Code (*BW*);
- e) The Parties explicitly acknowledge that they do not elect to enter into an employment agreement within the meaning of Book 7610 and further of the Dutch Civil Code;
- f) The Parties explicitly acknowledge that a fictitious employment (*"fictieve dienstbetrekking"*) of homeworkers (*"thuiswerkers"*) or equivalent workers (*"gelijkgestelden"*) as referred to in Articles 2b and 2c of the Implementing Decree Wage Tax Act 1965 (*Uitvoeringsbesluit Loonbelasting 1965*) and Articles 1 and 5 of

the Decree of December 24, 1986, Stb. 1986, 655 are out of scope and therefore agree upon this contract before payment;

- g) This Contract is consistent with the model contract ("*modelovereenkomst*") published by the Dutch Tax Authorities (DTA) on 29-02-2016 under number 9015550000-06-2;
- h) The Parties wish to set out the terms and conditions of their agreements in this contract (hereinafter referred to as the "**Contract**").

**NOW THEREFORE**, in consideration of the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

## **ARTICLE 1**

### **Contract Documents**

- 1.1 This document, together with the Annexes attached hereto and referred to below, all of which are incorporated herein and made part hereof, constitute the entire contract between the GCA and the Contractor for the provision of **[Contract title/description of the services]** (the "Contract" or this "Contract"):

Annex 1	Statement of Acknowledgment
Annex 2	Declaration on Honor
Annex 3	Terms of Reference/Statement of Work/Specifications
Annex <b>XX</b>	<b>Xxxx (Other necessary Annexes)</b>

- 1.2 The documents comprising this Contract are complementary of one another, but in case of ambiguities, discrepancies or inconsistencies between or among them, the following order of priority shall apply:

- 1.2.1 This document,
- 1.2.2 Annex 1 – Statement of Acknowledgment,
- 1.2.3 Annex 2 – Declaration on Honor, and
- 1.2.4 Annex 3 – Terms of Reference/Statement of Work/Specifications
- 1.2.5 Annex **XX** – **Xxxx (Other necessary Annexes)**

- 1.3 This Contract embodies the entire agreement between the Parties regarding the subject matter hereof and supersedes all prior representations, agreements, contracts and proposals, whether written or oral, by and between the Parties on this subject. No promises, understandings, obligations or agreements, oral or otherwise, relating to the subject matter hereof exist between the Parties except as herein expressly set forth.

- 1.4 Any notice, document or receipt issued in connection with this Contract shall be consistent with the terms and conditions of this Contract, and in case of any ambiguity, discrepancy or inconsistency, the terms and conditions of this Contract shall prevail.

1.5 The following documents are referred to in this Contract only as aids in interpretation of the rights and obligations of the Parties under the Contract but shall not be construed, for any purposes or under any circumstances, as creating any such rights or obligations:

1.5.1 Request for Proposal GCA-PR-2X-XXX dated 7 May 2024,

1.5.2 Addenda No. XX, XX dated 7 May 2024, 7 May 2024 respectively,

1.5.3 The Contractor's proposal/bid in response to Request for Proposal GCA-PR-2X-XXX.

1.6 The documents referred to in Article 1.5 above are not attached hereto but are known to, and in the possession of, the Parties.

## ARTICLE 2

### The Services

2.1 Contractor is obliged to provide the services as referred to in the preamble sub b and further specified in **Annex 3** (hereinafter referred to as the "**Services**").

2.2 The output of the Services to be provided by the Contractor to the GCA is hereinafter referred to as "**Deliverables**".

## ARTICLE 3

### Execution of Services

3.1 The GCA instructs the Contractor to perform the Services and the Contractor accepts the full responsibility to perform the Services, according to the terms and conditions of this Contract, correctly and in time as per the starting date.

3.2 The Contractor shall be at liberty to perform the Services to its sole discretion, subject to the terms and conditions under the Contract. Where applicable, the GCA will facilitate Contractor in the needed cooperation with others in order to perform the agreed Services.

3.3 The Contractor shall execute the Services autonomously. The Contractor is fully independent in performing the Services without supervision or guidance of the GCA and shall be entitled to perform the Services as it sees fit. The Contractor is an independent contractor, and not an employee of the GCA, within the meaning of all applicable laws and regulations. The Contractor shall determine the method, details, and means of performing the Services in accordance with this Contract. The GCA can only give directions and instructions concerning the results and deliverables of the Services.

3.4 The Contractor shall diligently and faithfully, to the best of its ability, perform the Services and shall exercise all necessary skill, care and diligence to be expected from a properly qualified, competent and professional contractor experienced in performing services in the nature similar to the Services to be performed under this Contract. The

Contractor shall be available to the GCA for the duration of the Services and the term of this Contract.

- 3.5 The Services will be performed at the Contractor's office or at the residential address of any of its employees. Progress meetings will take place remotely or at GCA's office as outlined in the description of the Services.
- 3.6 The Contractor shall arrange for his/her own office facilities and arrangements which are necessary for efficiently performing the Services, including but not limited to desk space, ICT hardware, communications equipment, telephone subscription, internet connection, etcetera and shall supply all labor, tools, materials, and equipment needed to perform the Services at its own expense.
- 3.7 The Contractor shall inform GCA's contact person about the progress of the Services and about any relevant development and/or irregularity in relation thereto.
- 3.8 The Contractor undertakes to inform GCA as soon as it becomes aware of any facts or circumstances that may entail that it is not available to (partly) perform the Services. In case of inability to perform the Services, Contractor shall inform GCA promptly about the reasons and the expected duration thereof. No fee or any (other) reimbursements or compensation will be due by GCA in case (i) no Services have been carried out by Contractor (over the subject period), or (ii) Services do not comply with the terms and conditions of this Contract. Prepayments, if any, paid by GCA to the Contractor for Services not performed, will be duly paid back by the Contractor to GCA at its first request.
- 3.9 The GCA will provide Contractor with the mandate to use the information needed to perform the agreed Services satisfactorily.

#### ARTICLE 4

##### **Duration of the Contract**

- 4.1 The Services will start on **[Date]** (hereinafter referred to as the "Effective Date") and finish on **[Date]**. Time is of the essence for the performance of the Services which shall be performed in strict accordance with the schedule of delivery as provided in Annex 3.
- 4.2 The Contractor will be explicitly allowed to enter into service contracts and/or perform activities for other third parties.

#### ARTICLE 5

##### **Fee, Invoice and Payment**

- 5.1 Subject to the terms of this Contract, GCA will pay the Contractor a fixed fee of € **[amount]** exclusive of VAT (hereinafter referred to as the "Fee") for the satisfactory performance of the Services. The Fee shall be deemed to be inclusive of (i) compensation for performing the Services and complying with all requests, including professional fees, and (ii) all costs incurred by the Contractor during the performance

of Services, including reimbursable costs. The Contractor undertakes to pay all applicable taxes, duties, fees, levies and other impositions and will indemnify GCA against any cost, claim, expense, damage or liability in respect of any failure by the Contractor to do.

- 5.2 Invoicing for the Services will be carried out by the Contractor in accordance with the following schedule:
- 5.2.1 **First payment:** [20] % of the Fee after the acceptance of GCA as per Article 6 of this Contract of the delivery of Deliverable 1 as laid out in **Annex XX**;
  - 5.2.2 **Second payment:** [20] % of the Fee after the acceptance of GCA as per Article 6 of this Contract of the delivery of Deliverable 2 as laid out in **Annex XX**;
  - 5.2.3 **Final payment:** The remaining amount of the Fee after all deliverables and the final result as described in **Annex XX** are successfully achieved by the Contractor and accepted by GCA as per Article 6 of this Contract.
- 5.3 All invoices shall bear a clear description of activities performed and deliverables achieved. Evidence of deliverables shall be attached to the invoice, if applicable.
- 5.4 The GCA retains the right to request additional details related to the performance of the Services by the Contractor if it deems this necessary. The Contractor agrees to provide all reasonable information.
- 5.5 In case of an audit of GCA’s expenses related to the Services, the Contractor shall cooperate fully and shall respond to all of the GCA’s and the auditor’s requests for information truthfully and timely. The Contractor shall grant the auditor access to its premises if this is necessary to conduct the audit.
- 5.6 All invoices must be addressed to: The Global Center on Adaptation, Antoine Platekade 1006, 3072 ME Rotterdam and shall be sent by email to [finance@gca.org](mailto:finance@gca.org).
- 5.7 Subject to the approval by the GCA, the invoices of the Contractor shall be paid by GCA within thirty (30) calendar days of receipt.
- 5.8 The GCA will transfer the payments to the following Contractor’s bank account:

Bank account holder’s full name:	
Name and address of recipient’s bank:	
Recipient’s account number/IBAN:	
Recipient bank’s SWIFT or BIC code:	
Recipient bank’s routing information:	
Bank account currency:	

- 5.9 Without prejudice to any other rights or remedies to which GCA may be entitled under this Contract, in the event of delayed delivery of Services or insufficient or inadequate performance by the Contractor of its obligations under this Contract, GCA shall be

entitled to adjust the Fee, the respective dates of payment and the schedule of the Deliverables to reflect the actual progress of the Services.

## ARTICLE 6

### Deliverables

- 6.1 Upon the delivery of the Deliverables or any portion thereof in accordance with Article 2, GCA will evaluate the same whether to accept or reject.
- 6.2 If the Deliverables or any portion thereof fails GCA's acceptance test, the GCA will inform the Contractor of the reasons for such failure. The Contractor will endeavor to identify and remedy the cause for any such defects within the due dates as set out in the description of the Services, or another such period as may be agreed between Parties. The Contractor will re-deliver the Deliverables or any portion thereof to GCA. GCA will repeat the acceptance test and will inform the Contractor of the result thereof.
- 6.3 If following the procedure set out in Article 6.2 any Deliverables or portion thereof fails in a material respect to pass any repeated acceptance test, then Parties may agree:
  - 6.3.1 To repeat the procedure set out in Article 6.2; or
  - 6.3.2 To engage a third party with equivalent industry experience to identify and rectify any defects, the costs of which shall be borne by the Contractor; or
  - 6.3.3 To terminate this Contract on immediate written notice and the GCA shall owe the Contractor no further payments in respect of the rejected Deliverables and any prepayments relating to these undelivered Deliverables shall be paid back by the Contractor to GCA.

## ARTICLE 7

### Representations and Warranties

- 7.1 The Contractor shall complete and sign the Declaration on Honor attached to this Contract as **Annex 2**.
- 7.2 Contractor warrants that none of the situations of exclusion, as described in Sections I and II of the Declaration on Honor (**Annex 2**), applies.
- 7.3 Contractor warrants that all relevant contributions for national and employees' insurance and other taxes to which it is (or: could be held) liable in the Netherlands and/or in any other country will be paid within the relevant time-limits set.
- 7.4 Parties warrant that at the date of this Contract there exists no fact or event which would preclude the Party from entering into this Contract or carrying out its obligations under this Contract.
- 7.5 Contractor warrants that for a 90-day period from the final payment under this Contract (hereinafter the "**Warranty Period**"), the Deliverables shall be free from material defects. If, during the Warranty Period, the GCA believes that there is a breach of this Article 7.5, then GCA will notify the Contractor in writing, setting forth the

nature of such claimed breach. The Contractor shall, at no additional charge to GCA, promptly take such action as may be reasonably required to correct such breach within the period of time that GCA determines at its sole discretion.

- 7.6 Contractor warrants that the Services provided hereunder, and the Deliverables delivered to GCA shall not infringe or violate the intellectual property rights or any common law right or any personal, proprietary, or other right of any kind whatsoever of any person, firm or third party.
- 7.7 Contractor warrants that the Services will be provided in accordance with all applicable laws, regulations and industry guidelines as applicable from time to time.
- 7.8 Contractor warrants that it shall only process GCA's data in order to perform its obligations under this Contract and shall only process the data in accordance with the General Data Protection Regulation (GDPR) and other applicable privacy regulations.
- 7.9 The Contractor shall not, and shall procure that its employees, agents, subcontractors and representatives shall not offer, solicit, make or accept any payments or advantages of any kind whatsoever or transfer anything of value, whether directly or indirectly, to any government official, person or entity in order to influence any decision, obtain or retain business, secure any improper advantage and/or otherwise in connection with this Contract.
- 7.10 The Contractor warrants that it shall not commit any other act which shall be unlawful under, and/or in contravention of, applicable anti-bribery laws and international anti-corruption treaties.

## **ARTICLE 8**

### **Indemnification**

- 8.1 The Contractor shall indemnify, defend, to the fullest extent possible under applicable law, including reasonable attorney's fees and expenses, and hold harmless the GCA against all claims, fines, suits, losses, costs and damages in connection with and/or resulting from any default in relation to Article 7.
- 8.2 The Contractor shall further indemnify, defend, to the fullest extent possible under applicable law, including reasonable attorney's fees and expenses, and hold harmless the GCA against all claims, fines, costs, suits, losses, and damages in connection with or arising from (i) any act or omission to act in relation to the Services, unless such act or omission to act directly results from any act of the GCA for which it can be seriously blamed, or (ii) any breach of this Contract or any applicable national or international law by the Contractor or by those for whom it is responsible. The Contractor waives any entitlement pursuant to article 7:658 sub 4 (*BW*) Dutch Civil Code.
- 8.3 Without prejudice to any other rights set out in this Contract, each Party (hereinafter the "**Indemnifying Party**") hereby agrees to indemnify, defend and hold harmless the

other Party (hereinafter the “**Indemnified Party**”) from and against any and all losses arising out of or in relation to third-party claims of any kind which, if proven by a non-appealable decision by the courts, would constitute a breach of the warranties made by the Indemnifying Party.

- 8.4 If a claim is made that may give rise to a claim for indemnity under this Article 8, then the Indemnified Party shall notify the Indemnifying Party of such claim immediately, give the Indemnifying Party all reasonable co-operation and shall not negotiate the claim without the consent of the Indemnifying Party in writing.
- 8.5 Should changes occur during the term of this Contract that are (or could be) relevant to the assessment of the legal relationship between the Parties for tax purposes, national insurance and/or civil law, the Contractor shall inform GCA immediately in writing.

## **ARTICLE 9**

### **Confidentiality and Marks**

- 9.1 The Contractor shall keep confidential and shall not, during the performance of the Services or at any time after the expiry or termination of this Contract, disclose to any person or make use of (i) any agreements, financial information, correspondence, documents or other information relating to the GCA which the Contractor has obtained during the course of this Contract or the provision of the Services, or (ii) any other confidential information which the Contractor has obtained in the course of this Contract or the provision of the Services, or (iii) any information contained in this Agreement, in each case without the prior written consent of the GCA. The Contractor undertakes to take sufficient measures to ensure confidentiality with respect to all business data and information of GCA and/or of its business partners, unless (i) the use or disclosure of this information and data is necessary for the proper performance of the Services, or (ii) such information and data have become generally known without this being due to breach of the duty of confidentiality, or (iii) the disclosure of such information is required by court order or any other legal process.
- 9.2 The Contractor undertakes to use the data and information referred to in Article 9.1 only to perform the Services.
- 9.3 If the Contract is terminated or dissolved, or upon any reasonable request of the GCA, the Contractor must ensure that all materials, electronic media, documentation and other information that includes data and/or information made available by the GCA shall be returned to the GCA immediately and all digital or other copies are destroyed, deleted and removed.

## **ARTICLE 10**

### **Intellectual, Industrial and Proprietary Rights**

- 10.1 All right, title and interest in the Deliverables, including any products, methods, works and/or materials developed by the Contractor, in whole or in part, during or in connection with this Contract, shall automatically vest in the GCA upon creation and



the GCA shall be the sole and unlimited owner thereof and of rights therein throughout the world perpetually. GCA shall retain all such rights therein, including but not limited to statutory copyrights, and all renewals thereof, as a copyright author and proprietor.

- 10.2 The Contractor agrees to execute and deliver, and to use maximum endeavors to cause any subcontractor to execute and deliver, to GCA any and all materials, instruments, source documents, designs, instructions and codes reasonably required by the GCA in connection with the use, adaption, execution and enjoyment of the Deliverables and of the GCA's rights therein and thereto.
- 10.3 Contractor undertakes to do everything necessary to ensure that all existing and any future Intellectual and/or Industrial Property Rights pertaining to the Deliverables are (and remain) vested with GCA or with third party designated by the GCA. The Fee or rates that Contractor charges to GCA in the context of the Contract shall be deemed, in as far as necessary, to include payment for these Intellectual and/or Industrial Property Rights. To effect this transfer, the following acts must at any rate be performed: by signing the Contract, Contractor transfers to GCA all existing and future Intellectual and/or Industrial Property Rights to existing and future Deliverables and the results of the Services.
- 10.4 Insofar as these acts prove not to ensure that all Intellectual and/or Industrial Property Rights are transferred to the GCA, the Contractor undertakes, if the situation arises, to do everything possible to effect the transfer, without the Contractor being allowed to attach further conditions to its cooperation. As long as this has not been done, Contractor hereby gives the GCA: an irrevocable authorization to exercise and protect the powers arising from the relevant Intellectual and/or Industrial Property Rights in and out of court; an exclusive, royalty-free, transferable, irrevocable, perpetual, and worldwide license, to use all Deliverables and all Intellectual and/or Industrial Property Rights pertaining thereto.
- 10.5 Notwithstanding the foregoing, insofar as Contractor has made any material available to GCA, to which material Contractor has Intellectual and/or Industrial Property Rights, Contractor states that it shall grant GCA a non-exclusive and non-transferable right to use this material.
- 10.6 The Contractor shall hold or obtain all consents, permissions and/or clearances in third-party intellectual property rights necessary to enable it to perform the Services. The Contractor shall be liable for any violation of legal provisions or rights of third parties in respect of all rights used in the Deliverables or during the performance of the Services. The Contractor, to the extent permitted by law, agrees to indemnify and hold harmless the GCA from all claims and causes of action asserted by third parties based on (alleged) Intellectual and/or Industrial Property Rights or on any other basis.
- 10.7 It is acknowledged and agreed by the Parties that GCA owns all property rights and may use, adapt, add to and subtract from the Deliverables and combine these with other artistic or literary material and to publish the result by any means, it being understood that the Contractor (including its employees and subcontractors) hereby

waives and agrees not to exercise or enforce any so-called “moral rights” which may now or may hereafter be recognized.

- 10.8 GCA grants Contractor a non-exclusive, non-transferable, non-assignable and limited right and license to use the following only to perform the Services in accordance with this Contract: The GCA’s trademarks, trade names, tag lines logos or service marks and any information made available to the Contractor by the GCA.

## **ARTICLE 11**

### **Termination of the Contract**

- 11.1 In addition to the statutory provisions pertaining to termination, in the cases below, without judicial intervention or further notice of default, whole or partial termination of this Contract shall be possible, with immediate effect, by:
- 11.1.1 Either Party, if the other Party becomes insolvent, has applied for a suspension of payment, or that other Party has been adjudicated bankrupt;
  - 11.1.2 Either Party, if the other Party is prevented by force majeure from complying with its obligations wholly or in part for a period of three months or more;
  - 11.1.3 Either Party, if the other Party discontinues its business operations;
  - 11.1.4 The GCA, if the Contractor, after a written demand from the GCA allowing a reasonable time for compliance, still fails attributable to comply promptly, properly or at all with any obligation under this Contract;
  - 11.1.5 The GCA, if there is any doubt about the reliability and/or integrity of the Contractor, resulting from the screening process including but not limited to, for example, the condition that it has been determined that the Contractor has been involved in serious incidents or irregularities with previously contracted persons, clients, employers and/or on previous assignments;
  - 11.1.6 The GCA, if one or more of the exclusion criteria mentioned in section I or section II of the signed Declaration on Honor becomes true for the Contractor.
- 11.2 Termination of this Contract shall not affect the other rights and/or recovery possibilities of the Party terminating it.
- 11.3 In the event of termination by GCA due to the fault of the Contractor, the GCA shall withhold and deduct from payment to Contractor the amount reasonably deemed necessary to complete the Services and deliver the Deliverables.
- 11.4 Unless and to the extent otherwise specified in this Contract, on the termination of this Contract for any reason, the GCA shall be responsible for paying the part of the Fee for Deliverables that have been accepted by the GCA up to and including the effective date of termination.
- 11.5 In the event that either Party wishes to terminate this Contract, a 30-day notice period will be taken into account by both the Contractor and the GCA, except for the situations mentioned in Article 11.1 above.
- 11.6 The following Articles shall survive any termination, cancellation or expiration of this Contract, together with any other provisions herein that by their nature shall survive:

Article 7 (Warranties), Article 8 (Indemnification), Article 9 (Confidentiality and Marks), Article 10 (Intellectual, Industry and Proprietary Rights), Article 14.8 (Notice) and Article 15 (Applicable Law).

## ARTICLE 12

### Liability

- 12.1 In case the Dutch Tax Authorities and/or the Implementing Authority with regard to social security (*Uitvoeringsinstelling, "UWV"*) decide(s) that one or more of the invoices paid under this Contract are subject to wage tax and / or social security contributions, GCA shall levy the statutory deductions due and these shall be borne by Contractor, except for the premiums in respect of employees' insurances (*premies werknemersverzekeringen*) and the income dependent contribution pursuant to the Act on Insurance for Care (*inkomensafhankelijke bijdrage Zorgverzekeringswet*). From that moment all the fees involved will be considered as (gross) wages including holiday allowance and be reduced to the level where payment without wage taxes and/ or social security contributions can take place.

## ARTICLE 13

### Sickness and Inability to Work

- 13.1 The Contractor agrees to bear the risks pertaining to the Services, including sickness and inability to work, and if the Contractor takes out insurance to cover such risks, the Contractor shall bear the cost of such insurance.
- 13.2 The Contractor shall not invoice the GCA any days on which the Contractor was unable to perform the Services due to illness, leave or any other reason.

## ARTICLE 14

### Final Provisions

- 14.1 The Contractor shall sign the GCA's Statement of Acknowledgment in **Annex 1** which forms part of this Contract.
- 14.2 Amendments to this Contract shall be valid only insofar as they have been explicitly agreed in writing by both the signatories of this Contract, or any of their successors. The persons mentioned in Article 14.8 below, other than authorized representatives/signatories, are not legally representing any of the Parties and cannot amend this Contract verbally or in writing.
- 14.3 Contractor hereby declares that it has not offered or given GCA staff any benefit in order to obtain this Contract.
- 14.4 Contractor shall not be entitled to assign or otherwise transfer this Contract nor any of its rights or obligations under this Contract without the prior written consent of the GCA.

14.5 If at any time one or more of the provisions of this Contract becomes invalid, illegal or unenforceable under any law, the validity, legality and enforceability of the remaining provisions of this Contract shall not in any way be affected or impaired.

14.6 The Contractor and the GCA must always inform each other about:

14.6.1 Possible problems arising in the performance of this Contract;

14.6.2 Relevant changes that can be expected in the relation to the Services or this Contract.

14.7 Both Parties consent that this Contract, together with its amendments, may be signed electronically and such electronic signature shall be deemed valid.

14.8 The contact persons and contact details regarding the content and delivery of the Services are:

**For GCA (Technical):** [name], [email], [telephone]

**For GCA (Contract Management):** Procurement Team, [procurement@gca.org](mailto:procurement@gca.org)

**For Contractor:** [name], [email], [telephone]

**ARTICLE 15**

**Applicable Law**

15.1 This Contract and any agreement resulting from this Contract shall be governed by and construed in accordance with the laws of the Netherlands. Any dispute shall be settled exclusively by the competent courts in the Netherlands.

**IN WITNESS WHEREOF**, the Parties have, through their authorized representatives, signed this Contract on the date herein below written.

For and on behalf of:  
**Stichting The Global Center on Adaptation**

For and on behalf of:  
**[Insert Contractor's Name]**

\_\_\_\_\_  
Name: Prof. Dr. Patrick Verkooijen  
Position: Chief Executive Officer  
Date:

\_\_\_\_\_  
Name:  
Position:  
Date:

## Annex 1 – Statement of Acknowledgment

I acknowledge that I have received a copy of the **Code of Conduct**, which describes the standards of behavior expected by GCA and I agree to act in accord with those standards as a condition of my agreement with GCA.

I have read and understood the **Anti-Fraud Policy**, which describes acts or omissions that are considered as fraud or corruption and that are not permitted by GCA. I agree to act in accord with the Anti-Fraud Policy as a condition of my agreement with GCA.

I also acknowledge that I understand the reporting process for complaints and any suspicions of misconduct, illegal actions, or violations of the Code of Conduct or any other GCA policies and rules. I will use the webform on GCA's website at <https://gca.org/about-us/contact-us/> to report such incidents. In case I encounter difficulties accessing the online complaint form, I will send an email to [speakup@gca.org](mailto:speakup@gca.org) to report integrity violations or to [safeguarding@gca.org](mailto:safeguarding@gca.org) to report incidents of Sexual Exploitation, Abuse, and Harassment. If I need to report anything urgently, I will call or use WhatsApp to contact the Whistle Officer at **+31 643147051**. I understand that it is my duty to speak up immediately if I witness an incident, suspect an integrity violation, suspect a breach of a policy, feel harassed, or have a complaint regarding GCA or its associated parties or individuals.

I understand that if I have questions at any time about any of these documents, I will consult the GCA contact person or the Human Resources staff for clarification.

Finally, I understand that the contents of the documents may change at any time at the sole discretion of GCA, which relevant changes GCA informs me of. Changes are effective as of the date of their publication.

Signature:

Name:

Date: