



Date: *June 20, 2023*

## **REQUEST FOR QUOTATION RFQ N° UNFPA/EGY/RFQ/23/014**

Dear Sir/Madam,

UNFPA hereby solicits a quotation for the following service:

### **“Social Innovation Incubator - Phase II” For young women on Addressing Female Genital Mutilation Abandonment**

#### **I. About UNFPA**

UNFPA, the United Nations Population Fund (UNFPA), is an international development agency that works to deliver a world where every pregnancy is wanted, every child birth is safe and every young person’s potential is fulfilled.

UNFPA is the lead UN agency that expands the possibilities for women and young people to lead healthy sexual and reproductive lives. To read more about UNFPA, please go to: [UNFPA about us](#)

**Service Requirements/Terms of Reference (ToR), please review detailed ToRs attached herein below as Annex II.**

#### **Objectives and scope of the Services**

UNFPA’s social incubator programme is a model that builds on existing national partnerships, engagement with civil society and youth networks, and the growing social enterprise ecosystem in Egypt with the objective of implementing a successful community-led initiative that addresses grass-root challenges in the areas of reproductive health, family planning, maternal health, gender-based violence, and harmful practices. In its first round in 2022 the social incubator programme has supported the development and operationalization of 7 community-led innovative solutions addressing the elimination of FGM

The goal of the UNFPA accelerator programme is to identify innovative solutions (digital and non-digital) to challenges within UNFPA’s mandate.

Teams of young women, development practitioners, and social entrepreneurs, will participate in a social innovation incubator to design solutions to local challenges.

During the incubator, social innovator teams will be supported with both technical and financial support (minimal seed funding) to enable them to prototype/test their solutions, for the solutions to be operational. Their skills and expertise will be developed and strengthened to equip and empower them to design and implement community-led solutions.



The pilot incubation program cycle took place between June 2022 and March 2023, conducting activities in Sohag, in Upper Egypt. The pilot cycle has helped develop, support, and fund seven innovative teams, who developed innovative approaches to address the acceleration of FGM elimination in the community of Sohag governorates and villages. The program took place over several phases, with defined outputs and durations, and ongoing activities throughout the entire program duration.

**It is expected that the programme be divided in 2 phases:**

Phase 1: Pre-incubation phase:

During pre-incubation, community mobilization and digital marketing activities are established to raise awareness of the programme, followed by a call for applications, which consists of two different tracks to accommodate solutions that are already defined or developed and individuals/teams who have an initial idea and require support to develop ideas into a well-defined solution further.

Phase 2: Incubation

By the end of the pre-incubation phase, the top 10 applications are selected for the incubation phase of the program, where they receive further capacity building, mentorship, grant funding, and exposure. Over 16 weeks, incubated teams validate and create a proof of concept, gaining early traction for their solutions and businesses until they show-case their solutions in a demo day event. They have received feedback and recommendations from a panel of judges. Over the next 3 months, the incubated teams are expected to receive their allocated funding and begin implementing groundwork, while being monitored and supported by UNFPA through an implementing partner.

The National Council for Women (NCW), will be the main government implementing partner of the incubation programme to manage the incubation cycle. With direct interaction with women and girls in addition to possible collaboration with universities to reach potential innovators that are interested in addressing such challenges and ensure they are equipped with the necessary knowledge and skills to actively participate and contribute in the programme.

Phase 3: Post Incubation

The post-incubation phase in the social innovation incubation program designed to empower these solutions with the resources and support needed to flourish beyond the confines of the incubation program. One key aspect of the post-incubation phase is the provision of extensive networking opportunities, enabling incubated solutions to connect, collaborate, and learn from peers and experts. These networking opportunities create a fertile ground for exchanging ideas, exploring potential partnerships, and expanding the horizons of the incubated solutions. Additionally, the post-incubation phase entails continuous monitoring and follow-up with the incubated solutions. This process ensures that the solutions receive ongoing guidance, feedback, and mentorship to address any challenges they may encounter as they progress towards scaling their impact.

***The accelerator programme will address the root causes of FGM to develop an average of 10 innovative solutions addressing the abandonment of FGM in Upper Egypt with a focus on the Governorate of Luxor.***

**Scope of work**

1. Generate and increase awareness and knowledge on gender-based violence and harmful practices with a focus on FGM.



2. Engage young women to develop their knowledge around design thinking and venture building
3. Co-create solutions addressing FGM elimination using design thinking and human-centered methodologies.
4. Advance social innovations from the idea and early stages of development into operational stages with technical and financial support.

**Expected deliverables:**

- 1) Develop a roadmap for rolling out the incubator program: create a comprehensive plan outlining the steps and timeline for launching the incubator program. This roadmap should include strategies for partnership mapping, ensuring collaboration with relevant stakeholders and organizations.
- 2) Application of innovative techniques for participatory solution design: employ innovative techniques to foster the design of participatory solutions, specifically targeting the elimination of Female Genital Mutilation (FGM) in their own community. This involves engaging the community members in the design process to ensure that solutions are effective and address the unique challenges faced.
- 3) Advice on eligibility criteria and solution design: provide guidance on the eligibility criteria for potential innovators, ensuring that the program attracts individuals or teams with the necessary skills, passion, and commitment to drive meaningful change. Additionally, they should offer support in designing solutions that are feasible, sustainable, and aligned with the goals of the program.
- 4) Support in identifying and establishing partnerships: assist UNFPA and NCW in identifying and establishing partnerships with field partners such as universities, institutions, and government entities at the governorate level. These partnerships will serve as host organizations for the accelerator programs, providing the necessary infrastructure, resources, and expertise to support the incubated solutions.
- 5) Assist in identifying judges for the accelerator program: collaborate with UNFPA and NCW to identify suitable judges who possess the relevant knowledge and experience to evaluate the accelerator program participants. These judges will play a crucial role in providing feedback, selecting finalists, and guiding the development of the incubated solutions.
- 6) Capacitate NCW staff on applying the innovation accelerator program: provide training and capacity-building support to the National Council for Women (NCW) staff. This will enable them to effectively apply the innovation accelerator program not only at the central level but also in Luxor, ensuring the program's successful implementation and sustainability.
- 7) Design and develop a framework for the incubator program: create a robust framework for the incubator program that identifies local solutions through the application of a participatory innovation model. This model should incorporate design thinking and co-creation methodologies to foster



creativity, solution-mapping methodologies to identify viable approaches, and scale-up approaches and strategies to ensure the successful implementation and expansion of impactful solutions.

**Duration and working schedule:** The Incubation cycle will take place over 1 year. Each cycle will initially incubate 10 solutions.

**Place where services are to be delivered:** The targeted governorate for offline activities is suggested to be in Upper Egypt in the governorate of Luxor.

## II. Questions

Questions or requests for further clarifications should be submitted in writing to the contact person below:

Name of contact person at UNFPA:	<i>Ashgan Faried</i>
Email address of contact person:	<i>faried@unfpa.org</i>

The deadline for submission of questions is **Sunday 25 June 2023 at 14:00 Caro time**. Questions will be answered in writing and shared with all parties as soon as possible after this deadline.

## III. Eligible Bidders

This Request for Quotation is open to all eligible bidders; to be considered an eligible bidder for this solicitation process you must comply with the following:

- A bidder must be a legally-constituted company that can provide the requested services and have legal capacity to enter into a contract with UNFPA to perform in Egypt, or through an authorized representative.
- A bidder must not have a conflict of interest regarding the solicitation process or with the TORs / Technical Specifications. Bidders found to have a conflict of interest shall be disqualified.
- At the time of Bid submission, the bidder, including any JV/Consortium members, is not under procurement prohibitions derived from the [Compendium of United Nations Security Council Sanctions Lists](#) and has not been suspended, debarred, sanctioned or otherwise identified as ineligible by any [UN Organization](#) or the [World Bank Group](#).
- Bidders must adhere to the UN Supplier Code of Conduct, which may be found by clicking on [UN Supplier Code of Conduct](#).

## IV. Content of quotations

Quotations should be submitted in a single email whenever possible, depending on file size. Quotations must contain:

- a) Technical proposal, in response to the requirements outlined in the service requirements / TORs.
- b) Signed Declaration Form, to be submitted strictly in accordance with the document.
- c) Price quotation, to be submitted strictly in accordance with the price quotation form

Both parts of the quotation must be signed by the bidding company's relevant authority and submitted in PDF format.

## V. Instructions for submission



Proposals should be prepared based on the guidelines set forth in Section III above, along with a properly filled out and signed price quotation form, and are to be sent by email to the contact person indicated below no later than : **Wednesday 12<sup>th</sup> July 2023, 14:00 pm Cairo time.**

Name of contact person at UNFPA:	<i>Operations Unit</i>
Email address of contact person:	<i>egypt.tenders@unfpa.org</i>

Please note the following guidelines for electronic submissions:

- The following reference must be included in the email subject line: **RFQ N° UNFPA/EGY/RFQ/23/014 – “Social Innovation Incubator - Phase II”, for young women on Addressing Female Genital Mutilation Abandonment.** Proposals, including both technical and financial proposals, that do not contain the correct email subject line may be overlooked by the procurement officer and therefore not considered.
- The total email size may not exceed **10 MB (including email body, encoded attachments and headers)**. Where the technical details are in large electronic files, it is recommended that these be sent separately before the deadline.
- Any quotation submitted will be regarded as an offer by the bidder and does not constitute or imply the acceptance of any quotation by UNFPA. UNFPA is under no obligation to award a contract to any bidder as a result of this RFQ.

#### VI. Overview of Evaluation Process

Quotations will be evaluated based on the technical proposal and the total cost of the services (price quote).

The evaluation will be carried out in a two-step process by an ad-hoc evaluation panel. Technical proposals will be evaluated for technical compliance prior to the comparison of price quotes.

#### VII. Award Criteria

In case of a satisfactory result from the evaluation process, UNFPA intends to award a Purchase to the Bidder(s) that obtain the lowest-priced technically acceptable offer.

#### VIII. Right to Vary Requirements at Time of Award

UNFPA reserves the right at the time of award of contract to increase or decrease, by up to 20%, the volume of services specified in this RFQ without any change in unit prices or other terms and conditions.

#### IX. Payment Terms

UNFPA payment terms are net 30 days upon receipt of invoice and delivery/acceptance of the milestone deliverables linked to payment as specified in the contract.

#### X. Fraud and Corruption

UNFPA is committed to preventing, identifying, and addressing all acts of fraud against UNFPA, as well as against third parties involved in UNFPA activities. UNFPA’s Policy regarding fraud and corruption is available here: [Fraud Policy](#). Submission of a proposal implies that the Bidder is aware of this policy.

Suppliers, their subsidiaries, agents, intermediaries and principals must cooperate with the UNFPA Office of Audit and Investigations Services as well as with any other oversight entity authorized by the Executive



Director and with the UNFPA Ethics Advisor as and when required. Such cooperation shall include, but not be limited to, the following: access to all employees, representatives agents and assignees of the vendor; as well as production of all documents requested, including financial records. Failure to fully cooperate with investigations will be considered sufficient grounds to allow UNFPA to repudiate and terminate the Agreement, and to debar and remove the supplier from UNFPA's list of registered suppliers.

A confidential Anti-Fraud Hotline is available to any Bidder to report suspicious fraudulent activities at [UNFPA Investigation Hotline](#).

**XI. Zero Tolerance**

UNFPA has adopted a zero-tolerance policy on gifts and hospitality. Suppliers are therefore requested not to send gifts or offer hospitality to UNFPA personnel. Further details on this policy are available here: [Zero Tolerance Policy](#).

**XII. RFQ Protest**

Bidder(s) perceiving that they have been unjustly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint directly to the Chief, Supply Chain Management Unit at [procurement@unfpa.org](mailto:procurement@unfpa.org).

Bidder(s) perceiving that they have been unjustly or unfairly treated in connection with a solicitation, evaluation, or award of a contract may submit a complaint to the UNFPA Head of the Business Unit Ms. Frederika Meijer; Egypt CO Representative at [meijer@unfpa.org](mailto:meijer@unfpa.org). Should the supplier be unsatisfied with the reply provided by the UNFPA Head of the Business Unit, the supplier may contact the Chief, Supply Chain Management Unit at [procurement@unfpa.org](mailto:procurement@unfpa.org).

**XIII. Disclaimer**

Should any of the links in this RFQ document be unavailable or inaccessible for any reason, bidders can contact the Procurement Officer in charge of the procurement to request for them to share a PDF version of such document(s).



## PRICE QUOTATION FORM

<b>Name of Bidder:</b>	
<b>Date of the quotation:</b>	Click here to enter a date.
<b>Request for quotation N°:</b>	UNFPA/EGY/RFQ/23/014
<b>Currency of quotation:</b>	EGY/USD You may quote in USD noting that payment will be issued in EGP based on the UN exchange rate
<b>Delivery charges based on the following 2020 Incoterm:</b>	Choose an item.
<b>Validity of quotation:</b>	(The quotation shall be valid for a period of at least 3 months after the submission deadline.)

- Quoted rates must be **exclusive of all taxes**, since UNFPA is exempt from taxes.

Example Price Schedule below: *[Delete after properly completing the Price Schedule, also develop excel version]*

Item	Description	Number & Description of Staff by Level	Hourly Rate	Hours to be Committed	Total
<b>1. Professional Fees</b>					
1	Develop a roadmap for rolling out the incubator program				
2	Application of innovative techniques for participatory solution design:				
3	Advise on eligibility criteria and solution design				
4	Support in identifying and establishing partnerships				
5	Assist in identifying judges for the accelerator program				
6	Capacitate NCW staff on applying the innovation accelerator program				
7	Design and develop a framework for the incubator program				
<i>Total Professional Fees</i>					EGP/USD
<b>2. Out-of-Pocket expenses</b>					
	Please specify in details any out of pocket expenses such as; travel, accommodations, printing...etc.				
<i>Total Out of Pocket Expenses</i>					EGP/USD
<b>Total Contract Price</b> (Professional Fees + Out of Pocket Expenses)					EGP/USD



*Vendor's Comments:*

I hereby certify that the company mentioned above, which I am duly authorized to sign for, has reviewed RFQ UNFPA/EGY/RFQ/23/014 including all annexes, amendments to the RFQ document (if applicable) and the responses provided by UNFPA on clarification questions from the prospective service providers. Further, the company accepts the General Conditions of Contract for UNFPA and we will abide by this quotation until it expires.

	Click here to enter a date.	
Name and title	Date and place	



## DECLARATION FROM

The undersigned, being a duly authorized representative of the Company represents and declares that:

1.	The Company and its Management <sup>1</sup> have not been found guilty pursuant to a final judgement or a final administrative decision of any of the following:	YES	NO
	a. Fraud;	<input type="checkbox"/>	<input type="checkbox"/>
	b. Corruption;	<input type="checkbox"/>	<input type="checkbox"/>
	c. conduct related to a criminal organization;	<input type="checkbox"/>	<input type="checkbox"/>
	d. money laundering or terrorist financing;	<input type="checkbox"/>	<input type="checkbox"/>
	e. terrorist offences or offences linked to terrorist activities;	<input type="checkbox"/>	<input type="checkbox"/>
	f. sexual exploitation and abuse;	<input type="checkbox"/>	<input type="checkbox"/>
	g. child labour, forced labour, human trafficking; or	<input type="checkbox"/>	<input type="checkbox"/>
	h. irregularity (non-compliance with any legal or regulatory requirement applicable to the Organization or its Management).	<input type="checkbox"/>	<input type="checkbox"/>
2.	The Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of grave professional misconduct.	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> "Management" means any person having powers of representation, decision-making or control over the Organization. This may include, for example, executive management and all other persons holding downstream managerial authority, anyone on the board of directors, and controlling shareholders.



3.	The Company and its Management are not: bankrupt, subject to insolvency or winding-up procedures, subject to the administration of assets by a liquidator or a court, in an arrangement with creditors, subject to a legal suspension of business activities, or in any analogous situation arising from a similar procedure provided for under applicable national law.	<input type="checkbox"/>	<input type="checkbox"/>
4.	The Company and its Management have not been the subject of a final judgment or a final administrative decision finding them in breach of their obligations relating to the payment of taxes or social security contributions.	<input type="checkbox"/>	<input type="checkbox"/>
5.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found they created an entity in 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 ( <i>creating a shell company</i> ).	<input type="checkbox"/>	<input type="checkbox"/>
6.	The Company and its Management have not been the subject of a final judgment or a final administrative decision which found the Company was created with the intent referred to in point (5) ( <i>being a shell company</i> ).	<input type="checkbox"/>	<input type="checkbox"/>

The UNFPA reserves the right to disqualify the Company, suspend or terminate any contract or other arrangement between the UNFPA and the Company, with immediate effect and without liability, in the event of any misrepresentation made by the Company in this Declaration.

It is the responsibility of the Company to immediately inform the UNFPA of any changes in the situations declared above.

This Declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between the UNFPA and the Company.

Signature:

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Date:

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Name and Title:

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United Nations Population Fund  
Egypt Country Office  
70A Nahda St., Sarayat Maadi, Cairo, Egypt  
Email: [egypt.tenders@unfpa.org](mailto:egypt.tenders@unfpa.org)  
Website: [www.unfpa.org](http://www.unfpa.org)

Name of the Company:

UNGM N°:

Postal Address:

Email:

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United Nations Population Fund  
Egypt Country Office  
70A Nahda St., Sarayat Maadi, Cairo, Egypt  
Email: [egypt.tenders@unfpa.org](mailto:egypt.tenders@unfpa.org)  
Website: [www.unfpa.org](http://www.unfpa.org)

**ANNEX I:  
General Conditions of Contracts:  
De Minimis Contracts**

This Request for Quotation is subject to UNFPA's General Conditions of Contract: De Minimis Contracts, which are available in: [English](#), [Spanish](#) and [French](#)

<https://www.unfpa.org/sites/default/files/resource-pdf/UNFPA%20General%20Conditions%20-%20De%20Minimis%20Contracts%20EN.pdf>



## **TOR - “Social Innovation Incubator - Phase II” For young women on Addressing Female Genital Mutilation Abandonment**

### **Background**

#### Objectives and scope of the Services

UNFPA’s social incubator programme, is a model that builds on existing national partnerships, engagement with civil society and youth networks, and the growing social enterprise ecosystem in Egypt with the objective of implementing a successful community-led initiative that addresses grass-root challenges in the areas of reproductive health, family planning, maternal health, gender-based violence, and harmful practices. In its first round of 2022 the social incubator programme has supported the development and operationalization of 7 community-led innovative solutions addressing the elimination of FGM

The goal of the UNFPA accelerator programme is to identify innovative solutions (digital and non-digital) to challenges within UNFPA’s mandate.

Teams of young women, development practitioners, and social entrepreneurs, will participate in a social innovation incubator to design solutions to local challenges.

During the incubator, social innovator teams will be supported with both technical and financial support (minimal seed funding) to enable them to prototype/test their solutions, for the solutions to be operational. Their skills and expertise will be developed and strengthened to equip and empower them to design and implement community-led solutions.

The pilot incubation program cycle took place between June 2022 and March 2023, conducting activities in Sohag, in Upper Egypt. The pilot cycle has helped develop, support, and fund 7 innovative teams, who developed innovative approaches to address the acceleration of FGM elimination in the community of Sohag governorates and villages. The program took place over several phases, with defined outputs and durations, and ongoing activities throughout the entire program duration.

### **It is expected that the programme be divided in 2 phases:**

#### Phase 1: Pre-incubation phase:

During pre-incubation, community mobilization and digital marketing activities are established to raise awareness of the programme, followed by a call for applications, which consists of two different tracks to accommodate solutions that are already defined or developed and individuals/teams who have an initial idea and require support to develop ideas into a well-defined solution further.

#### Phase 2: Incubation

By the end of the pre-incubation phase, the top 10 applications are selected for the incubation phase of the program, where they receive further capacity building, mentorship, grant funding, and exposure. Over 16 weeks, incubated teams validate and create a proof of concept, gaining early traction for their solutions and businesses until they showcase their solutions in a demo day event. They have received feedback and



recommendations from a panel of judges. Over the next 3 months, the incubated teams are expected to receive their allocated funding and begin implementing groundwork, while being monitored and supported by UNFPA through an implementing partner.

The National Council for Women (NCW) will be the main implementing partner of the incubation programme to manage the incubation cycle with direct interaction with women and girls in addition to possible collaboration with universities to reach potential innovators that are interested in addressing such challenges and ensure they are equipped with the necessary knowledge and skills to actively participate and contribute in the programme.

### Phase 3: Post Incubation

The post-incubation phase in the social innovation incubation program is designed to empower these solutions with the resources and support needed to flourish beyond the confines of the incubation program. One key aspect of the post-incubation phase is the provision of extensive networking opportunities, enabling incubated solutions to connect, collaborate, and learn from peers and experts. These networking opportunities create a fertile ground for exchanging ideas, exploring potential partnerships, and expanding the horizons of the incubated solutions. Additionally, the post-incubation phase entails continuous monitoring and follow-up with the incubated solutions. This process ensures that the solutions receive ongoing guidance, feedback, and mentorship to address any challenges they may encounter as they progress towards scaling their impact.

***The accelerator programme will address the root causes of FGM to develop an average of 10 innovative solutions addressing the abandonment of FGM in upper Egypt with a focus on the Governorate of Luxor.***

### Timeline:

Contract duration: From: 15<sup>th</sup> July 2023 To: 31<sup>st</sup> March 2024

### Timeframe and Scope of Work

	<b>Deliverable</b>	<b>Percentage</b>	<b>Deadline</b>
<b>1</b>	Develop a roadmap for rolling out the incubator program and application of innovative techniques for participatory solution design	15 %	15 August 2023
<b>2</b>	Advise on eligibility criteria and solution design, Support in identifying and establishing partnerships and assist in identifying judges for the accelerator program	15%	15 October 2023
<b>3</b>	Capacitate NCW staff on applying the innovation accelerator program	30%	15 December 2023
<b>4</b>	Design and develop a framework for the incubator program	40%	End of March 2024



### Expected deliverables:

- 8) Develop a roadmap for rolling out the incubator program: create a comprehensive plan outlining the steps and timeline for launching the incubator program. This roadmap should include strategies for partnership mapping, ensuring collaboration with relevant stakeholders and organizations.
- 9) Application of innovative techniques for participatory solution design: employ innovative techniques to foster the design of participatory solutions, specifically targeting the elimination of Female Genital Mutilation (FGM) in their own community. This involves engaging the community members in the design process to ensure that solutions are effective and address the unique challenges faced.
- 10) Advise on eligibility criteria and solution design: provide guidance on the eligibility criteria for potential innovators, ensuring that the program attracts individuals or teams with the necessary skills, passion, and commitment to drive meaningful change. Additionally, they should offer support in designing solutions that are feasible, sustainable, and aligned with the goals of the program.
- 11) Support in identifying and establishing partnerships: assist UNFPA and NCW in identifying and establishing partnerships with field partners such as universities, institutions, and government entities at the governorate level. These partnerships will serve as host organizations for the accelerator programs, providing the necessary infrastructure, resources, and expertise to support the incubated solutions.
- 12) Assist in identifying judges for the accelerator program: collaborate with UNFPA and NCW to identify suitable judges who possess the relevant knowledge and experience to evaluate the accelerator program participants. These judges will play a crucial role in providing feedback, selecting finalists, and guiding the development of the incubated solutions.
- 13) Capacitate NCW staff on applying the innovation accelerator program: provide training and capacity-building support to the National Council for Women (NCW) staff. This will enable them to effectively apply the innovation accelerator program not only at the central level but also in Luxor, ensuring the program's successful implementation and sustainability.
- 14) Design and develop a framework for the incubator program: create a robust framework for the incubator program that identifies local solutions through the application of a participatory innovation model. This model should incorporate design thinking and co-creation methodologies to foster creativity, solution mapping methodologies to identify viable approaches, and scale-up approaches and strategies to ensure the successful implementation and expansion of impactful solutions.



### **Monitoring, progress control and reporting**

- All deliverables are to be submitted to UNFPA for clearance prior to finalization.
- Present ToR may be subject to modification without changing the overall objective and the scope of work on the basis of mutual consultation. UNFPA will hold the copyright of the assignment products.

### **Competency and expertise:**

- Demonstrated experience in design thinking, designing and conducting incubator programmes, social entrepreneurship, and social innovation (both technology related, and non-technology related);
- Previous experience working with an international organization and/or development entity is considered an asset;
- Demonstrated knowledge in UNFPA mandate topics;
- Demonstrated experience in partnership building and development.

### **Professionalism:**

The selected company has to demonstrate solid experience in design thinking and social innovation, conducting capacity development workshops, the ability to work under strict deadlines and flexibility to accommodate various requests and needs of the client/s.

### **Coordination:**

UNFPA will closely collaborate with the selected company to ensure the smooth and timely implementation of the assignment.

### **Teamwork:**

Proven teamwork experience will be highly considered.

### **Technical Experts:**

The selected company shall make sure that the needed number of high caliber professionals in each necessary aspect of work are available to ensure the optimal quality of the project.

### **Supervision:**

UNFPA will provide job-related guidance in a timely manner through UNFPA team

### **Qualifications and Experience:**

UNFPA is seeking a Company with vast experience (at least three years successful experience) in the field of design thinking, social innovation and capacity building. Company's portfolio and CV is required in order to prove the standard of quality of the company's previous work.





**Submission and Selection Criteria:**

Demonstrated experience in the implementation and roll-out of social innovation incubators	Proposed methodology, approach and timeline	Organizational capacity of company/organization on social innovation, social entrepreneurship and incubators	Relevance of proposal to requirements outlined in the TOR	Demonstrated experience working with international development organizations	Total
40 Points	20 Points	15 Points	15 points	10 points	100 Points

The submission of each company shall contain technical and financial offers as follows:

1. Technical offer
2. Financial offer including; Detailed Budget
3. Completed Quotation Form (attached with the Request for Quotations Announcement)

May El Sallab

Program Analyst - FGM

18 June 2023