1.0 The Africa Enterprise Challenge Fund

The AECF (Africa Enterprise Challenge Fund) is a non-profit institution supporting early and growth-stage businesses – through the provision of patient capital – to innovate, create jobs, leverage investments and markets in an effort to create resilience and sustainable incomes for rural poor and marginalised communities in Africa.

AECF’s strategy is focused on agribusiness/agriculture and renewable energy sectors with increased support to climate technologies deepened focus on gender, youth, and employment, aimed at attaining the institution’s vision of ‘A Prosperous and Enterprising Rural Africa’.

2.0 Rationale for the Resource Mobilisation and Partnerships Consultancy

The AECF has refreshed its theory of change and an impact framework to define and measure the impact of our past and current programs. We are also in the process of refreshing our strategy which will redefine AECF’s mission and mandate in the development ecosystem towards realizing a prosperous and enterprising rural Africa.

**AECF’s mission:** We unlock the power of the private sector to positively impact the lives of rural and marginalized communities in Africa”

**AECF’s business model:** We provide catalytic funding, advisory support and market linkages to early-stage and growth-stage businesses in the Agriculture and Renewable Energy, Climate Mitigation and Adaptation Technologies sectors

We are, therefore, seeking a development sector resource mobilization and partnerships expert who has up to date knowledge of the current Overseas Development Aid (ODA) priority areas in relation to a wide range of donors; be well-versed as to the trends, needs and dynamics influencing ODA policymaking and be highly knowledgeable and analytical about new and emerging ODA policies of partners and donors which align with the key thematic areas of AECF’s refreshed strategy and sectors of focus.

This assignment is part of the broader strategic support for AECF’s refreshed strategy and securing diverse funding partners to realise this objective. As the resource mobilization and partnerships consultant, you will be required to lead the design, development and costing of funding proposals to potential donors independently or in collaboration with other organisations applying for funds and who can demonstrate a record of success in relation to fund-raising initiatives.

3.0 Objective and Key deliverables of the Assignment

Noting that flexible and adaptive support will be built into this work, the major deliverables envisioned are listed below:

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a) Evaluate the existing and potential donors and compile relevant information on donor strategies such as the donor priority sectors and thematic areas, key decision makers, and provide analysis on alignment with AECF’s strategy;
b) Analyse the current and emerging international development environment and rank the “best fits” of potential funders and funding opportunities as aligned to the key sectors and thematic focus areas of AECF’s strategy;
c) Map out the landscape of key funding prospects (for both programmatic and for general operating/institutional support) and advise on cultivating relationships with the funders. The mapping should be global and provide the following information:
   - Specific areas of alignment to AECF’s Strategy;
   - Current and upcoming funding for the specific AECF sectors and themes;
   - Impact of covid-19 on donor priorities and available funds;
   - Funding cycles, instruments and preferences of the funders/partners;
   - Potential for contribution to core costs (through unrestricted funds);
   - Key contacts of the funder/partner;
   - Previous engagement with AECF;
   - Information on donors’ current and previous partners;
d) Based on the donor landscape information, develop effective cultivation/engagement plan for the top 15 strategic donors complete with areas of priority, approach, and collateral to support the engagement.
e) Develop a pitch deck for engagement potential funders and partners, with discussion guides for the various levels of engagement.
f) Development of a strong pipeline of fundable proposals and tenders.

4.0 Duration of Service
The Consultant shall conduct the assignment within a six-month period after signing the contract.

5.0 Reporting
The consultant will report to the CEO and/or their designate.

6.0 Pricing
The AECF is obliged by the Kenyan tax authorities to withhold taxes on service contract fees as well as ensure VAT, is charged where applicable. Applicants are advised to ensure that they have a clear understanding of their tax position with regards to provisions of Kenya tax legislation when developing their proposals.

7.0 Requirements
The consultant will be selected on the basis of their proven experience, qualifications and ability to deliver a quality product in a timely and efficient manner. Minimum qualifications and experience of the person/firm will include:

• Thorough knowledge on the donor landscape in relation to funding of the renewable energy sector and agriculture sector in the sub-Saharan Africa.
• Experience working with institutional donors, foundations and multilaterals.
• Experience in supporting large international organizations develop and implement effective resource mobilization strategies.
• Established intelligence and understanding of donor policies and preferences.

8.0 Evaluation Criteria
An evaluation committee will be formed by the AECF and shall include employees. All members will be bound by the same standards of confidentiality. The consultant should ensure that they fully respond to all criteria to be comprehensively evaluated.

The AECF may request and receive clarification from any consultant when evaluating a proposal. The evaluation committee may invite some or all of the consultants to appear before the committee to clarify their proposals. In such event, the evaluation committee may consider such clarifications in evaluating proposals.

In deciding the final selection of qualified bidder, the technical quality of the proposal will be given a weighting of 75% based on the evaluation criteria. Only the financial proposal of those bidders who qualify technically will be opened. The financial proposal will be allocated a weighting of 25% and the proposals will be ranked in terms of total points scored.

The mandatory and desirable criteria against which proposals will be evaluated are identified in the table below.

<table>
<thead>
<tr>
<th>Key areas for Evaluation/ Assessment</th>
<th>Weighted Award</th>
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<tbody>
<tr>
<td>a) Technical Proposal</td>
<td>75</td>
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Project relevance
- The relevance of the proposal to the objectives and priorities of the resource mobilisation and partnerships.
- Detailed methodology and approach in implementing the project. Comprehensive implementation plans with the proposed timelines. The relevance of the project to particular needs, understanding of the issues and problem analysis.
- Clarity of work plan and specific project activities.
- Demonstrated experience in resource mobilization and partnership development for non-profit organizations and donor programs.
- Demonstrated expertise on the donor landscape in relation to funding of the renewable energy sector and agriculture sector in the sub-Saharan Africa.

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Capacity to deliver
- Demonstrate the capability and capacity to meet the requirements in terms of the specification.
- Detailed CV and Certification of the Project Manager/Team Leader and key project team members.

Experience and expertise
- Previous relevant experience supported by the portfolio of work for a similar scale project.
- Proven experience of working with institutional donors, foundations and multilaterals.
- Experience in supporting large international organizations develop and implement effective resource mobilization strategies and developing partnerships.
- Established intelligence and understanding of donor policies and preferences.
- Evidence of a minimum of three contactable references signed.
- Registration and other relevant statutory documents (applies to institutional consultants)

Only applicants obtaining a minimum of 75% of the total technical points would be considered for the Financial Evaluation.

b) Financial Proposal: Clarity, relevance, reality to market value/value for money of cost for the assignment (inclusive of any applicable tax, reimbursables and travel)

Total Score

9.0 Proposal Submission
Interested consultancy firms and individuals are requested to submit their technical and financial proposals to procurement@aecfafrica.org by 5:00 PM EAT on 30th November 2020. For enquiries, please email akamande@aecfafrica.org and copy procurement@aecfafrica.org.

The Subject of the email should read “CONSULTANCY SERVICES FOR RESOURCE MOBILIZATION & PARTNERSHIPS”.

Interested and qualified consultants are invited to submit their proposal(s) comprising of the following:
- An understanding of the consultancy requirements
- Methodology and work-plan for performing the assignment
- Project delivery plan
- Detailed reference list indicating the scope and magnitude of similar assignments

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Financial proposals will not be opened until the conclusion of the technical evaluation and then only for those proposals that are deemed qualified and responsive.

10.0 Disclaimer
The AECF reserves the right to determine the structure of the process, number of short-listed participants, the right to withdraw from the proposal process, the right to change this timetable at any time without notice and reserves the right to withdraw this tender at any time, without prior notice and without liability to compensate and/or reimburse any party.

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