1.0 Background to AECF
The AECF is a US$ 356 million private sector challenge fund that provides catalytic funding to enterprises in 24 countries in Sub-Saharan Africa. It was launched in 2008 as an initiative of the Alliance for a Green Revolution in Africa (AGRA) and has been supported by donor governments of Australia, Canada, Denmark, Netherlands, Sweden, United Kingdom. AECF supports innovative commercial businesses in the agribusiness, renewable energy and adaptation to climate change technology sectors with the aim of reducing rural poverty, promoting resilient rural communities and creating jobs through private sector development. It invests in businesses that struggle to meet traditional risk-return standards for commercial investors and which offer significant impact on poverty alleviation by creating jobs and sustainable incomes. Catalytic funding in the form of grants and zero interest loans of matched finance between USD100,00 and USD 1.5m is provided to businesses that would not otherwise have access to adequate financing.

The AECF Board Chairman shared AECF’s commitment to advance women’s economic empowerment through the announcement of a new funding window, Investing In Women (IIW) Programme at the 2017 Africa Green Revolution Forum in Abidjan, Cote d’Ivoire which was later launched in London in March 2018. The overarching goal of IIW is to contribute to the promotion of gender equality, food security and inclusive growth by reducing rural poverty in sub-Saharan Africa through the economic empowerment of women in agribusiness.

2.0 Purpose, Scope and Deliverables of the Assignment.
The purpose of this assignment is to provide technical assistance for AECF to:

- build internal investment processes that support AECF’s Gender Strategy and support AECF’s deepening focus on integrating a commitment to gender equality into its programme development, implementation and reporting. The consultant will support AECF to implement the first steps to institutionalize gender mainstreaming to ensure gender analysis becomes integral throughout the project and competition cycles as well as programme design.
- showcase process and success stories to advance gender equitable change by disseminating knowledge and insight from AECF’s gender mainstreaming practices.
- implement an external-facing engagement strategy to influence capital flows in the contexts in which AECF works.

Scope of work
The primary activities of the consultancy will include the below:

1) Gender Lens Investing Technical Assistance (TA)
The consultant will provide TA to AECF to better integrate an awareness, knowledge and analysis of gender into the existing and new programs in the Agribusiness and Renewable Energy portfolio, establishing a set of repeatable practices that can be used or adapted to all current and future portfolio activity. Criterion will provide technical support to the partnership which will include but may not be limited to:

   a) Review and refine gender-lens investment tools e.g. gender audit and other gender analysis tools for use in the investment process
   b) Review and refining of gender-sensitive indicators for effective monitoring and analysis of gender trends and impact
   c) Developing messaging/framing guidelines for AECF’s Gender Strategy targeting different audiences, taking into consideration the current affairs both globally and continentally.
2) **Showcasing and Disseminating Knowledge**

The consultant will support AECF to develop a comprehensive knowledge management plan to capture, analyze and disseminate to support of organizational learning around gender. This component will also support AECF’s thought leadership efforts in building the field of gender lens investing and the body of knowledge around gender within the sub Saharan African context. This will include but not be limited to:

a) Designing and hosting field building events in the region
b) Creating knowledge dissemination activities on a variety of platforms for external stakeholders and audiences as outlined in the messaging manual
c) Creating a plan to highlight what AECF has demonstrated is possible in advancing gender equality through the strategic participation of AECF at regional and global events and conferences.

3) **Institutional Engagement**

The consultant will develop an engagement strategy to influence institutional and other stakeholders working in the SSA region who possess potential to become AECF partners in gender lens investing and provide strategic support to the Strategy and Partnerships Department which will include but not be limited to:

a) Identification, engagement and influencing of the capital flows of potential resource partners
b) Supporting and facilitating relationships with a variety of stakeholders as outlined in the messaging and knowledge dissemination plan.

3.0 **Output and Reporting Requirements.**

The consultant will be required to submit monthly progress reports based on outputs as agreed upon with AECF upon the start of the assignment.

4.0 **Duration of Service**

The consultancy will last six months beginning mid-August/September 2018 and shall be constructed as a retainer agreement. Any travel required by the consultant shall be paid by AECF.

5.0 **Proposal Submission.**

Interested and appropriately qualified (individual or institutional) consultants are invited to submit their proposal comprising of the following:

a) An understanding of the requirements of the consultancy;
b) Methodology and work plan for performing the assignment;
c) Detailed reference list indicating the technical scope and financial scale of completed work;
d) Contact details of at least two professional referees;
e) Financial proposal showing a detailed cost breakdown, including daily fee rate, daily allowances, direct costs/reimbursable expenses and any applicable taxes;

Registration and other relevant statutory/tax documents will be required from the successful bidder prior to contracting but should not be submitted at this stage. Depending on jurisdiction, AECF is obliged by the Kenyan tax authorities to withhold taxes on services fees as well as any applicable VAT. Tenderers are advised to ensure that they have a clear understanding of their tax position with regard to the provisions of Kenyan tax legislation when formulating their financial proposals.

6.0 **Qualifications.**

The assignment will require the services of a recognised thought leader in the field of gender strategy and gender lens investing for donor funded investments in the private sector who is able to effectively interface with donors, impact investors and investee companies.

The applicant should demonstrate the following minimum experience:

a) At least 10 years’ experience in supporting donor programmes in the private sector in sub Saharan Africa;
b) Experience in, and understanding of: Enterprise challenge funds; Gender mainstreaming; Social capital markets and Gender lens impact investing.

c) Thought-leader in the gender field with a proven ability to effectively represent organisations and disseminate learnings throughout the impact investing community;

d) Fluency in written and spoken English

7.0 Financial Budget
The Financial budget should be **INCLUSIVE** of all applicable statutory Taxes as required by their respective countries.

8.0 Selection Criteria
The successful tenderer will be selected through an evaluation of the technical proposal in line with the attached scoring grid in Annex 1. The financial offers of those tenderers reaching a minimum score will be evaluated to generate an overall assessment for review and selection by the procurement committee of AECF.

9.0 Submission Details
For Consideration;

a) All Applications **SHOULD BE REFERENCED** at the **Subject Email as**;

   ‘Gender Strategy and Gender Lens Investing Approach’

b) Submit two different Proposals;
   1. Technical Proposal
   2. Financial Proposal

c) All Applications must be received at procurement@aecffrica.org by 6th September 2018.
Annex 1: Evaluation Grid

EVALUATION CRITERIA FORM

RFP: Result measurement at AECF

<table>
<thead>
<tr>
<th>No.</th>
<th>Criteria for Assessment</th>
<th>Marks</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Understanding of the terms of reference</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Explanation of the background to the sector</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Description of the problem to be solved</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Understanding of what AECF is expecting from the work</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Methodology and workplan</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Relevance of the methodology proposed to the needs of the assignment</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>- Adequacy of the workplan, including key deliverables and timing</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Technical experience of staff offered</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>- Relevant tertiary level qualification</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>- Years of professional experience</td>
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<td></td>
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<tr>
<td></td>
<td>- Evidence of similar consultancy assignments</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total Score</strong></td>
<td><strong>50</strong></td>
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