REQUEST FOR PROPOSAL (RFP)

The United Nations World Food Programme (WFP) Nepal is in the process of selecting national/local non-governmental organizations (NGOs) in order to establish operational partnerships for implementation of Adaptation Fund (AF) funded project entitled “Adapting to Climate-Induced Threats to Food Production and Food Security in the Karnali region of Nepal” in Jumla, Kalikot and Mugu districts, Karnali Province of Nepal.

The eligible Nepali NGOs, as per below criteria, interested in collaborating with WFP to implement the project activities are invited to submit the Organization Profile, and Technical and Financial Proposal in English following the standard templates. One NGO each district will be selected from this open competitive process. One organization is eligible to submit the proposal for only one district among three project districts. The proposals submitted by the organizations who meet the minimum eligibility criteria will only be considered for further evaluation. The Terms of Reference (ToR), detail RFP information, Templates for Organization Profile, Technical and Financial Proposals can be downloaded from UN’s website: http://un.org.np/jobs/locals.

OR can be obtained hardcopy/softcopy from WFP offices as below:
- WFP Nepal Country Office, Patandhoka Road, Lalitpur; Contact: 01 5260607, krishna.jogi@wfp.org
- WFP Sub-Office, Birendranagar, Surket, contact: 083-522553, 522558; jagdish.pant@wfp.org
- WFP Sub-Office, Dipayal Pipalla-7, Doti, Contact: 094 412195/96, rabindra.chand@wfp.org
- WFP Sub-Office, Jumla, Contact: 087 520362, achyut.thapa@wfp.org
- WFP Field Coordinator, Mugu, Contact: 9851191525, tilak.sharma@wfp.org
- WFP Filed Coordinator, Kalikot, Contact:9858320520, raj.budthapa@wfp.org

The proposals and required documents should be sent by email to krishna.jogi@wfp.org or delivered in a sealed envelope by 5:00 PM, 10 December 2018 at:

WFP Nepal, Country Office
Chakupat, Patan Dhoka Road, Lalitpur, P.O.Box 107

Eligibility criteria for Prospective Cooperating Partner:

- Legally registered and regularly renewed with the Government of Nepal and in VAT/PAN.
- Affiliated with Social Welfare Council as a non-profit organization.
- The organization should have active field presence in Nepal for not less than 3 years (cumulative).
- The organization should have proven experience/expertise in at least one of the following sectors/activities: Resilience building, climate change adaptation/mitigation, assets creation, market-driven livelihood support; Formulation of local adaptation plan of action, municipal/rural development plan, policies, guidelines etc; and Food/Cash and nutrition assistance to vulnerable households;
- Completed annual financial audit until last fiscal year without critical major findings.
- Having own building or operating office by renting rooms with office furniture, ICT equipment, telephone, email/internet etc in the project district.
- Having good track record of performance and should not be black listed while working with other agencies.

Note: UN WFP reserves the right to reject any/or all the Proposals without assigning any reason whatsoever, and to award the Contract to any party it deems appropriate.