



Request for Information
RFI# RFI-093-PHL-2020
Roster of NGOs and CSOs for Inclusive and Citizen-Driven
Policy Research, Advocacy, and Innovation
For the Sustainable Development Goals

I. BACKGROUND

The Impact Advisory Team (IAT) of UNDP Philippines aims to undertake policy research and advocacy initiatives in line with the Sustainable Development Goals (SDGs), the Philippine Development Plan 2017-2022 and the [UNDP Philippines Country Programme 2019-2023](#). The IAT includes the Accelerator Lab and Pintig Lab, which undertake these initiatives and incubate social innovations. IAT aims to work closely with civil society organizations and non-government organizations (CSOs/NGOs), including but not limited to national and local CSOs, sector-based and people's organizations, academic and non-profit research institutions, social enterprises and their support institutions, among others, in initiatives that involve civic engagement, citizen-centered research, citizen-generated data, among others.

This is a Request for Information (RFI) from national and international CSOs/NGOs for potential partnership with UNDP in delivering outputs for development projects and initiatives that require expertise and established policy advocacy in the following thematic and sub-thematic areas:

Thematic Area	Sub-Thematic Area
Inclusive Economic Transformation	<ul style="list-style-type: none">Inclusive Economic GrowthInclusive Employment and livelihood Creation/skills developmentYouth EngagementEntrepreneurship / Business incubationUrban Poverty ReductionUrban PlanningUrban Governance/municipal GovernanceFinancial InclusionGender mainstreaming and Social Inclusion/Gender based violenceMicro/Small/medium EnterpriseCommunity infrastructure rehabilitationDevelopment Supply Chain/Supplier Development ProgramConflict Resolution/Peace & developmentE-commerce and marketing technology, financial media & data solutions, tele-insurance and tele-healthcare, blockchain and

	cryptocurrency, peer-to-peer social safety nets, digital lending, microfinance
Social Protection	<p>Social mapping of market conditions</p> <p>Community mobilizing</p> <p>Employment generation</p> <p>Youth engagement</p> <p>Humanitarian Assistance</p> <p>Disaster Recovery</p> <p>Health Financing</p> <p>Public Health Research</p> <p>Epidemiology and Statistics</p> <p>Health systems and Policy</p> <p>Capacity for the differently-abled</p> <p>Community security, including early warning and response</p>
Energy, Environment & Climate Change	<p>Climate Change Adaptation (agriculture, water resources, coastal ecosystems, forest ecosystems, human security)</p> <p>Climate Change Mitigation/Energy Efficiency/Renewable Energy/ Hydro-power Energy sources/low carbon or sustainable transport systems</p> <p>Climate risk profiling/climate modelling</p> <p>Environmental Management (solid wastes management, circular economy, chemicals management, management of ozone depleting substances)</p> <p>Biodiversity Conservation/Eco-system Management/Protected Area Management/biodiversity assessments and conservation planning/wildlife management and protection</p> <p>Indigenous community conservation and indigenous peoples land rights</p> <p>Natural resources management/Watershed management/ENR Planning/community based natural resources management and planning/ Water resources management/ Water Sanitation</p> <p>Green jobs/Green Economy/Green Technology Transfer</p> <p>Low carbon emissions</p> <p>Climate Finance/Climate and Disaster Risk finance/Environmental Finance/Green Finance</p> <p>Disaster Risk Reduction (Mitigation and Preparedness), Early Recovery/Reconstruction/Post disaster needs assessment (PDNA)</p> <p>Resilience planning and development / urban resilience / sustainable cities</p> <p>Climate and DRR enhanced comprehensive land use planning and local development planning</p> <p>Business continuity management for public and private sector</p> <p>Sustainability management and reporting for private sector</p> <p>Environmental education/training/curriculum development</p>
Human Rights and Access to Justice	<p>Freedom of Information/ Freedom of Expression</p> <p>Civil and Political Rights</p> <p>Economic and Social Rights</p> <p>Business and Human Rights</p> <p>Participatory Public Finance Management</p>

	Transparency and Accountability Gender Rights/ Women's Rights/ SOGIE Migrant Workers Rights Indigenous People's Rights/ Racial Discrimination Rights against Torture (Arrest, Abuse & Inhumane Acts) Rights of PWDs and Older Persons Persons Living with HIVs Anti-Discrimination Justice Integrity/ Rule of Law Transitional Justice Legal Empowerment of the Poor Environmental Justice/ Extractive industries Participation/ Citizens' Engagement/ Social Mobilization
Peacebuilding and Prevention of Violent Extremism	Conflict prevention and management, mediation and dispute resolution Conflict sensitivity and peace promotion (promoting peaceful engagement) Peace education and advocacy Intra-faith and inter-faith dialogue Integration, healing and reconciliation Building community social cohesion and resilience Community security, including early warning and response, deradicalization and aftercare of former offenders Women, peace and security Post-conflict governance and democratic transitions Socio-economic empowerment for conflict-affected groups and areas (e.g., livelihoods, social enterprises) Psychosocial support for communities affected by armed conflict/violence and violent extremism Community peace dividends Camps transformation Decommissioning of former combatants and weapons Transitional justice and reconciliation Security sector reform and governance

Functional Areas
<ul style="list-style-type: none"> • Policy Research • Capacity building /Training/Workshop/Skills • Community mobilization / Community Monitor • Action Research/ ethnography • Agriculture/Non-Agriculture Livelihood Promotions • Advocacy/Awareness Campaign • Resilient Housing • Participatory planning, design and appraisal • Environmental Assessment/Biodiversity/livelihood • GIS • Loss and damage assessment • Shelter / Non-Food item distribution • Cash for work

- Cash for training
- Community infrastructure
- Skills development, livelihood trainings and Employment
- Baseline socio-economic surveys
- Gender assessment and action planning
- Social and environmental screening and preparation of SESP
- Institutional analysis
- Innovation Challenges/prototyping
- Business Incubation
- Technology Transfer
- Service Delivery
- Public Health
- Data Science
- Para-legal aid
- Psycho-social aid
- Mediator & Counsel
- Resource Speakers/ Trainers
- Knowledge management, communication & stakeholder engagement
- Environmental communication
- Building and maintaining platforms of dialogues for the youth, women, and religious leaders
- Development of learning modules and courses as well as non-traditional learning methods
- Facilitation, organizing, and/or management of collective intelligence sessions on behavioral insights, design thinking/human-centered design etc.
- Hackathons
- Experimentation on machine learning and artificial intelligence,
- Data collaboratives, digital transformation strategy
- Digital technology integration, data science & analytic
- Financial technology, including but not limited to E-commerce and marketing technology, financial media & data solutions, tele-insurance and tele-healthcare, blockchain and cryptocurrency, peer-to-peer social safety nets, digital lending, microfinance, among others.
- Training on sustainable development practices
- GPS-based Monitoring solutions
- Platform development and operations for dialogues/exchanges among community peace and security stakeholders (e.g., youth, women, and religious leaders)
- Operations, logistics and mobilization of peace process mechanisms
- Capacity-building on peacebuilding, prevention of violent extremism

Geographic Coverage: The NGOs/CSOs are expected to demonstrate either physical presence or access and ability to work in Philippines particularly in the below mentioned location (NGOs/CSOs working in other locations, if not covered in the list below are also welcome to participate):

- Mindanao (especially in Central and Western Mindanao).
- Cities of Pasig, Marikina, Metro Manila, Cebu City, Davao City, Cagayan de Oro.
- Bangsamoro Autonomous Region in Muslim Mindanao [BARMM] (Provinces: Maguindanao, Lanao del Sur, Basilan, Sulu Tawi-Tawi; Cities: Cotabato City, Marawi City, Lamitan City; Special

Geographic Areas in the municipalities of Aleosan, Carmen, Kabacan, Midsayap, Pigcawayan, and Pikit in North Cotabato).

- Areas adjacent to BARMM such as the provinces of Lanao del Norte (including Iligan City), North Cotabato, Zamboanga Peninsula (including provinces of Zamboanga Sibugay, Zamboanga del Sur, Zamboanga del Norte, Zamboanga City and Isabela City), Sarangani (including General Santos City), South Cotabato, Sultan Kudarat.

II. OBJECTIVES

This RFI is issued with the intent to:

- Survey Philippine CSOs/NGOs to obtain information on the advocacies, capabilities, and services that are relevant to the Impact Advisory Team (IAT) provides guidance, which may be used in the preparation of a detailed UNDP solicitation process later;
- Build a roster of innovative NGOs and CSO's who may later be invited by UNDP to submit proposal/s, under traditional or non-traditional solicitation processes.

III. ELIGIBILITY AND QUALIFICATION

Eligibility:

The parameters that will determine whether a NGO/CSO is eligible to be considered by UNDP will be based on the NGO Request for Information (RFI) template and Capacity Assessment Checklist (CACHE).

NGOs who already submitted the information requested in previous RFI floated by UNDP Philippines in 2020 do not have to resubmit it. These NGOs may opt to send communication to UNDP that they have undertaken a similar RFI or requirement submission process in the past.

- Request for Information template – **Annex 1**
- Capacity Assessment Checklist (CACHE) – **Annex 2**

Qualifications:

- Proven track record in one or more **thematic, sub-thematic, functional areas and geographical coverage** mentioned above;
- Proven track record of experience working directly with communities, government, other NGOs/CSOs especially regional or local ones, people's/community-based organizations and cooperatives, and INGOs or international development partners;
- NGOs/CSOs who are engaged in multi-stakeholder consortia, coalitions, or networks, whether formal or informal, that advocate for the SDGs;
- NGOs/CSOs who have created or utilized innovative methodologies or tools in research, advocacy, program and project development and implementation, social accountability, etc..

IV.EVALUATION CRITERIA (Roster)

Based on the analysis of the information and documentation provided in response to this RFI and CACHE, UNDP will determine if a CSO or NGO may or may not be placed on the roster for rapid engagement when required. After completion of the process only the selected entities will be informed.

Being part of the roster does not confirm or guarantee any potential engagement of UNDP with the selected entities. A secondary selection process will be conducted whenever there is a specific need or requirement of engagement.

V.PROPOSAL

CSOs/NGOs who are interested will be expected to showcase the following in their proposals:

1. Geographic Coverage: The NGOs/CSOs are expected to demonstrate either physical presence or access and ability to work in any particular province or all over the country in Philippines, whether directly or through their network of members and affiliates.
2. NGOs/CSOs that have strong proven presence in provinces with high poverty incidence
3. NGOs/CSOs that have experience working with local governments;
4. NGOs/CSOs that have undertaken innovative projects or approaches to policy advocacy
5. Track record of projects involving any or a combination of the thematic and functional areas, following the format below.

Dates and Duration	Name of Project	Agency/ Organization Name	Thematic and Functional Area(s)	Geographic Areas
Only for example E.g. June 1 2018- Dec 31 2019 (1 year, 6 mos)	COVID-19 Response	Department of Health	People (service delivery); Citizen monitoring	Metro Manila, Metro Cebu

VI. SUBMISSION PROCESS

Applicants must submit their proposals **through any of the following means:**

1. E-Tender Site

E-Tender Event ID#: 0000007023

Link: <https://etendering.partneragencies.org>

Please register first. The UNDP eTendering User Guide for Bidders can be downloaded using this link:

<https://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notice/resources/>

2. **Submission via email to bids.ph@undp.org.**

Email Subject Line to Use: RFI-093 Roster NGOs/CSOs

File size limit: 7MB. It is advisable to compress your files and send in batches if 1 email is not enough.

Interested CSOs/NGOs are required to fill out the (a) Request for Information (RFI) Questionnaire, and (b) Capacity Assessment Checklist (CACHE), attaching all supporting documentation where specifically requested. Extraneous information that do not directly respond to the questions will only serve to limit the ability of UNDP to positively assess the CSO/NGO compliance with the requirements.

Documents should be clearly labeled with a reference to the relevant question number in the RFI and CACHE. The responses to the RFI questionnaire and CACHE form must be submitted only at the **Attachment section** of the e-Tendering site. All supporting documents and forms should be uploaded along with the filled in forms.

If you are an international NGO, please provide documentation relating to your permits and licenses for your local presence. Applicants shall bear all costs related to proposal preparation and submission.

Summary of Requirements:

- 1) Documentation requested in the Request for Information (RFI)
- 2) Documentation requested in the Capacity Assessment Checklist (CACHE)
- 3) Audited financial statements for past two years, including management report and footnotes that accompany the financial statements

Only one submission per organization is allowed. Once the application is complete and submitted, revised versions of proposal documents will not be accepted.

Submission Deadline :

Proposals, with supporting documents, should be submitted by **20 September 2020 Time COB, Manila, Philippines (5AM EDT). Late submissions will not be considered for evaluation.**

Inquiry:

For additional questions about the Request for Information, application forms or e-Tendering registration, please e-mail procurement.ph@undp.org.