



Terms of Reference

Consultancy services to develop and implement a roadmap for CO2 targets in the PPI Compacts of Magdalena, Cesar, and Huila

August 19, 2022

1. Introduction

IDH Sustainable Trade Initiative (“IDH”) accelerates and up-scales sustainable trade by building impact-oriented coalitions of front running companies, civil society, governments, knowledge institutions and other stakeholders in several commodity sectors. We convene the interests, strengths, and knowledge of public and private partners in sustainability commodity programs that aim to mainstream international and domestic commodity markets. We jointly formulate strategic intervention plans with public and private partners and we co-invest with partners in activities that generate public goods.

In September 2021, IDH launched in Colombia, together with local and external partners, the Magdalena, Cesar, and Huila PPI Compacts (the “Compacts”). The partners entered an MoU that establishes a joint landscape vision (based on Production, Protection, and Inclusion elements (Annex 1)) aimed at reaching recognition as a Verified Sourcing Areas, a category into Source Up, a platform that looks for strengthening sustainability in sourcing areas and favoring market connection between local producers and companies. As part of the commitments and goals mutually agreed among all the stakeholders in the PPI Compacts, carbon removals through ecological restoration have been raised as an important element to address climate change mitigation in the landscapes, support ecosystems functions and provide additional incomes to local actors.

Climate Mitigation in Colombia

The Third National Communication of Colombia to UNCCC¹ reveals that the forest and agriculture sectors are the two main contributors to Green House Gases (GHG) emissions in Colombia. Both represent around 60% of the emissions, led by processes such as deforestation, land use changes, and fermentation produced mainly in cattle ranching, among other factors. Although Colombia only represents roughly 0.4%² of the global share of emissions, the National Government has increased its bet towards curbing GHG, committing to a reduction of “51% by 2030 compared to the projected baseline, setting off the promise of accelerated sustainable and resilient development”³.

At the subregional level, Cesar, Magdalena, and Huila are departments that stand out by their low contribution to Colombia’s GHG emissions inventory. These Departments lie in the positions 18, 19, and 22 out of 33 territories measured by the Third National Communication⁴, where main drivers of GHG emissions in Cesar, Magdalena, and Huila might be attributed to replanting and renewing

¹ <http://documentacion.ideam.gov.co/openbiblio/bvirtual/023634/INGEI.pdf>

² <https://www.wri.org/insights/colombia-shows-leadership-race-against-climate-change>

³ https://wwf.panda.org/wwf_news/?1152816/Colombia-2030-target-NDC

⁴ <http://documentacion.ideam.gov.co/openbiblio/bvirtual/023634/INGEI.pdf>



permanent crops, cattle ranching, among others. Despite the relatively low emissions, Cesar, Magdalena, and Huila have differential opportunities that can push the achievements of Colombia's NDCs, mainly, through actions related to forest and watersheds conservation, and the sustainable transition of agriculture.

IDH Transforming Systems

Agriculture is the biggest driver of deforestation worldwide and one of the main drivers of GHG emissions. Each year, between 12 and 15 million ha of tropical forests disappear, affecting biodiversity and contributing to climate change. To respond to the challenge, a growing number of retailers, manufacturers, processors, and traders are making public commitments to establish net zero and free deforestation supply chains. In addition, national governments are introducing policies that allows stakeholders in the countries to implement climate mitigation and adaptation actions as part of the commitments done in COP21.

IDH focuses on creating opportunities that are economically viable, inclusive, and resilient, transforming landscapes where mitigation and adaptation are core for the sustainability. The model includes several steps (incl. increase investments, know-how and investment preparedness of the SMEs) to improve resiliency, independence, and the ability to build and strengthen a local effort on a global context.

These Terms of Reference aim to contract a consultancy that can develop and implement a roadmap for CO2 targets in the PPI Compacts of Magdalena, Cesar, and Huila Objectives

2. Scope

The **overall objective** of these terms of reference is to determine a feasible roadmap that can contribute to achieve the PPI targets in the 3 Compacts in relation to the CO2 targets and guide the general interventions by stakeholders. The scope of this consultancy is the following:

- a) Establish the boundaries and interventions that will be captured by the CO2 targets in the 3 PPI Compacts (Magdalena, Cesar and Huila)
- b) Select the methodological framework to be used to establish the baseline, monitoring, and verification of the carbon removals for each intervention
- c) Determine the potential carbon removals considering the targets timeframe and the boundaries established in step 1.
- d) Map the regulatory limitations for the use of carbon removals in Colombia and in each Department (Cesar, Magdalena, and Huila), considering but not limiting to the alignment with Colombia NDC, National-level REDD+ policies and other jurisdictional relevant regulations.
- e) Identify the alternative market opportunities to monetize the carbon outcomes from the CO2 targets and propose a roadmap to explore them

3. Deliverables



The selected consultant or organization (“Consultancy” hereafter) will provide IDH and its partners the following deliverables:

A Comprehensive report for each PPI Compact (Cesar, Magdalena, Huila) containing:

- Context analysis of climate mitigation efforts in Colombia, legislation, finance, etc.
- Boundaries and interventions that will be captured by the CO2 targets
- Methodological framework to be used to establish the baseline, monitoring, and verification of the carbon removals for each intervention
- Potential carbon removals considering the targets timeframe and the boundaries
- Regulatory limitations for the use of carbon removals in Colombia and in each Department
- Alternative market opportunities to monetize the carbon outcomes from the CO2 targets and propose a roadmap to explore them

Deliverables	Deadline
Preliminary Reports (Cesar, Magdalena, Huila) with the roadmap for CO2 targets in the PPI Compacts containing the information outlined in the deliverables	November 24, 2022
Final Reports	December 23, 2022

4. Timeframe for the completion of the above activities

Timeframe: 3 months (**September 23rd, 2022 – December 23rd, 2022**)

All the work to be developed will be in alignment with IDH team, via regular calls and personal meetings where applicable.

5. Proposal guidelines

Interested organizations should send the following information **in English**:

- Up-to-date organizational CV and individual CVs for the entire team highlighting experience and skills.
- A proposal including a methodological description detailing the steps that will be undertaken to develop the consultancy.
- A detailed timeline.
- A detailed budget.
- 3 references of previous work done related to this ToRs.
- Declaration note outlining any potential conflict of interests.
- Declaration outlining any ground of exclusion detailed in article 6.1.

6. Selection criteria & procedure

6.1. Grounds for exclusion



- a. The consultancy is bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b. The consultancy or persons having powers of representation, decision-making have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- c. The consultancy has been guilty of grave professional misconduct proven by any means which the IDH can justify;
- d. The consultancy has not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established, or with those of the Netherlands or those of the country where the contract is to be performed;
- e. The consultancy or persons having powers of representation, decision making of control have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization, money laundering or any other illegal activity, where such illegal activity is detrimental to the MFA's financial interests.

The consultant must confirm in writing that they are not in one of the situations as listed above.

The consultant shall not make use of child labor or forced labor and/or practice discrimination and they shall respect the right to freedom of association and the right to organize and engage in collective bargaining, in accordance with the core conventions of the International Labor Organization (ILO).

IDH will reject offers if any illegal or corrupt practices have taken place in connection with the award or the tender procedure.

6.2. Consultant/Consultancy profile

Experience and qualifications

- The Consultancy must have previous and demonstrable research related to GHG emissions analysis, climate mitigation measures on agriculture sector, sustainability, carbon markets.
- The Consultancy is a legally registered body such as an organization or research institution.
- The team put together by the Consultancy to undertake this task, shall have demonstrable knowledge on climate mitigation actions, carbon markets, climate change public policy, sustainable development, climate change applied to agriculture sector.

Skills

The Consultancy should propose a team and a leader that have:

- Tracked experience working on agriculture, climate mitigation, carbon markets.
- Good organizational and time management skills.
- The ability to effectively and systematically assess situations and information to make informed decisions on objective and verifiable evidence.
- The ability to produce clear and accurate reports.
- Good people management and leadership skills.



- Able to keep relevant information confidential in accordance with non-disclosure or confidentiality agreements.
- Able to maintain strict independence from self-interest or personal bias.

6.3. Procedure

The procedure will be as follows:

- Publication of ToR on August 19, 2022
- Proposals submission by 07 of September 2022
- Evaluation of the proposals by an evaluation committee. The evaluation committee will evaluate the proposals on the basis of the exclusion, selection and award criteria as published in these Terms of Reference.
- Selection of consultancy
- Inception meeting with the selected consultancy company

Tender process	Timeline
Terms of Reference published	19/08/2022
Deadline for submission of proposals*	07/09/2022
Selection of consultancy	13/09/2022
Awarding of contract to successful consultant	14/09/2022
Definition of contract terms and signing	Between 14/09/2022 and 21/09/2022
Initiation of contract activities	23/09/2022

* Proposals submitted after the deadline will be returned and will not be considered in the tender procedure.

6.4. Evaluation Method

The proposals will be evaluated based on the following criteria and get scored from 1 to 5 per criteria. Each score will be multiplied by the mentioned weighing factor.

Topic	Selection Criteria	Max Score
Approach and methodology	<p>Methodology developed to determine:</p> <ul style="list-style-type: none"> - Boundaries and interventions that will be captured by the CO2 targets - Framework to be used to establish the baseline, monitoring, and verification of the carbon removals for each intervention - Potential carbon removals considering the targets timeframe and the boundaries - Regulatory limitations for the use of carbon removals in Colombia and in each Department 	35



	- Alternative market opportunities to monetize the carbon outcomes from the CO2 targets and propose a roadmap to explore them	
Experience	The consultant should demonstrate its knowledge of and experience in: CO2 emissions analysis, mitigation measures of climate change on agriculture sector, sustainability, carbon markets	25
	The team proposed to perform the assignment	15
Cost	Proposal with a reasonable budget including VAT & other taxes	25

The highest or lowest cost bidder may not necessarily be awarded this contract. Overall cost and best value for the budget will be strongly considered. IDH is under no obligation to make a contract award decision or to conclude a contract with a participant because of the call for proposals.

The weighing of the different criteria is indicated in the first table of this section.

The evaluation of the Criterion Quality will be determined as follows:

- The grade given to each criterion will be multiplied with the weighing factor. This results in one final score per criteria.
- The total score of the Participant is the sum of the final score per component.

6.5. Submission of proposals

All the proposals must be submitted in the English language by **07th of September before 23:59 pm (COL time)**, to the following emails: tenorio@idhtrade.org and leon@idhtrade.org. All the proposals received later are immediately excluded from participation.

7. Confidentiality

The Tenderer will ensure that all its contacts with IDH, with regards to the Tender, during the tender procedure take place exclusively in writing by e-mail to leon@idhtrade.org and tenorio@idhtrade.org. The Tenderer is thus explicitly prohibited, to prevent discrimination of the other Tenderers and to ensure the diligence of the procedure, to have any contact whatsoever regarding the tender with any other persons of IDH than the persons stated in the first sentence of this paragraph.

The documents provided by or on behalf of IDH will be handled with confidentiality. The Tenderer will also impose a duty of confidentiality on any parties that it engages. Any breach of the duty of confidentiality by the Tenderer or its engaged third parties will give IDH grounds for exclusion of the Tenderer, without requiring any prior written or verbal warning.

All information, documents and other requested or provided data submitted by the Tenderers will be handled with due care and confidentiality by IDH. The provided information will after evaluation by IDH be filed as confidential. The provided information will not be returned to the Tenderer.



IDH reserves the right to update, change, extend, postpone, withdraw or suspend the Terms of Reference, this tender, or any decision with regard to the selection or contract award. IDH is not obliged in this tender procedure to make a contract award decision or to conclude a contract with a participant. IDH reserves the right to suspend or annul the Tender Procedure at any moment in time.

Participants cannot claim compensation from IDH, any affiliated persons or entities, in any way, in case any of the afore-mentioned situations occur.

By handing in a proposal, participants accept all terms and reservations made in these Terms of Reference, and subsequent information and documentation in this tender procedure.