



REQUEST FOR PROPOSAL

ENVIRONMENTAL ASSESSMENT

RFP DOCUMENT # HROP-003

RFP ISSUE DATE: NOVEMBER 06, 2025

PROPOSAL SUBMISSION DEADLINE:

NOVEMBER 19, 2025

**CARE TANZANIA
RUHINDE ROAD, PLOT 175 B
ADA ESTATE KINONDONI UPPER,
DAR ES SALAAM | P.O. Box 10242**

CONFIDENTIAL DOCUMENT

*PREPARED BY
CARE®*



Table of Contents

1.	ABOUT CARE	2
2.	GENERAL CONDITIONS AND CLAUSES	2
2.1.	CARE's GENERAL CONDITIONS	2
2.2.	CONFIDENTIALITY/ NON-DISCLOSURE.....	3
2.3.	PUBLICITY.....	3
2.4.	LIABILITY	3
2.5.	FORCE MAJEURE	3
2.6.	ERRORS AND OMISSIONS	3
2.7.	OWNERSHIP OF WORK.....	4
2.8.	CONFLICT OF INTEREST	4
3.	COMPANY PROFILE & BIDDER'S DECLARATION	4
3.1.	COMPANY PROFILE.....	4
3.2.	BIDDER'S DECLARATION	5
4.	CONDITIONS AND GUIDELINES FOR SUBMISSION OF PROPOSAL	6
4.1.	PROPOSOSAL GUIDELINES	6
4.2.	PROJECT PURPOSE AND DESCRIPTION	7
4.3.	PROJECT OVERVIEW	7
4.4.	PROJECT REQUIREMENTS	8
4.5.	PROJECT TIMELINE	8
4.6.	EVALUATION CRITERIA	10



1. ABOUT CARE

At CARE, we seek a world of hope, inclusion, and social justice, where poverty has been overcome and people live with dignity and security.

This has been our vision since 1945, when we were founded to send lifesaving CARE Packages® to survivors of World War II. Today, CARE is a leader in the global movement to end poverty. We put women and girls in the center because we know we cannot overcome poverty until all people have equal rights and opportunities. In 2019, CARE worked in 100 countries and reached 70 million people with an incredible range of life-saving programs.

To know more about CARE, visit: <https://www.care.org/our-work/> or <https://www.care.or.tz>

2. GENERAL CONDITIONS AND CLAUSES

2.1. CARE's GENERAL CONDITIONS

The enclosed document is not an offer to contract, but a solicitation of a vendor's proposed intent. Acceptance of a proposal in no way commits CARE to award a contract for any or all products and services to any vendor.

CARE reserves the right to make the following decisions and actions based on its business interests and for reasons known only to CARE:

- To determine whether the information provided does or does not substantially comply with the requirements of the RFP
- To contact any bidder after proposal submittal for clarification of any information provided.
- To waive any or all formalities of bidding
- To accept or reject a proposal in whole or part without justification to the bidder
- To not accept the lowest bid
- To negotiate with one or more bidders in respect to any aspect of submitted proposal
- To award another type of contract other than that described herein, or to award no contract;
- To enter into a contract or agreement for purchase with parties not responding to this RFP
- To request, at its sole discretion, selected Vendors to provide a more detailed presentation of the proposal
- To not share the results of the bids with other bidders and to award contracts based on whatever is in the best interest of CARE.

Any material statements made orally or in writing in response to this RFP or in response to requests for additional information will be considered offers to contract and should be included by vendor in any final contract.



2.2. CONFIDENTIALITY/NON-DISCLOSURE

All information gained by any vendor concerning CARE work practices is not to be disclosed to anyone outside those responsible for the preparation of this proposal. Any discussion by the vendor of CARE's business practices could be reason for disqualification. CARE, at their discretion, reserves the right to require a non-disclosure agreement.

Reciprocally, CARE commits that information received in response to this RFP will be held in strict confidence and not disclosed to any party, other than those persons directly responsible for the evaluation of the responses, without the express consent of the responding vendor.

Finally, the information contained within this RFP is confidential and is not to be disclosed or used for any other purpose by the vendor.

2.3. PUBLICITY

Any publicity referring to this project, whether in the form of press releases, brochures, or photographic coverage will not be permitted without prior written approval from CARE.

2.4. LIABILITY

The selected vendor(s) will be required to show proof of adequate insurance at such time as CARE is prepared to procure the services. The participating vendor will also be required to indemnify and hold harmless CARE for, among other things, any third-party claims arising from the selected vendor's acts or omissions, and will be liable for any damage caused by its employees, agents or subcontractors.

2.5. FORCE MAJEURE

- a. Neither Party shall be responsible for a performance that is delayed, hindered, or is rendered inadvisable, commercially impracticable, illegal, or impossible by a "Force Majeure Event." A Force Majeure event includes, without limitation, an act of nature, a pandemic, emergency, civil unrest or disorder, actual or threatened terrorism, war, fire, governmental action or interference of any kind, power or utility failures, strikes or other labor disturbances, a health warning issued by the Center for Disease Control (or similar agency), any other civil or governmental emergency and/or any other similar event beyond a Party's reasonable control.
- b. The Party that seeks to invoke this Force Majeure provision (the "Affected Party") shall provide the other Party (the "Unaffected Party") with a written notice within ten (10) days of the date the Affected Party determines a Force Majeure Event has occurred.

2.6. ERRORS AND OMISSIONS

CARE expects the vendor will provide all labor, coordination, support, and resources required based on the vendor's proposal and corresponding final SOW. No additional compensation will be available to the vendor for any error or omission from the proposal made to CARE. The only



exclusions are add-ons, deletions, and/or optional services for which the vendor has received written authorization from CARE.

2.7. OWNERSHIP OF WORK

All work created during this evaluation must be original work, and no third party should hold any rights in or to the work. All rights, title and interest in the work shall be vested in CARE.

2.8. CONFLICT OF INTEREST

CARE encourages every prospective Supplier to avoid and prevent conflicts of interest, by disclosing to CARE if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFP.

3. COMPANY PROFILE & BIDDER'S DECLARATION

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of your proposal. No alterations to its format shall be permitted and no substitutions shall be accepted.

3.1. COMPANY PROFILE

Table 4.1.A Previous Work with CARE

Have you already had previous transactions with CARE?	Yes	No
	☐	☐
If marked "Yes" , please provide the year of the latest transaction with CARE and the requirement that was delivered. <i>(This is to inform everyone that this information is for system checking only. This will not be part of any evaluation process.)</i>		
If you marked, "No" on the table above, please answer the Table 4.1.A. below:		

Table 4.1.B Other Information

Item Description	Detail(s)
Legal name of bidder	
Legal Address, City, Country	
Website	
Year of Registration	
Company Expertise	
Bank Information <i>(Please answer below)</i>	
Bank Name:	
Bank Address:	



IBAN:	
SWIFT/BIC:	
Account Currency:	
Bank Account Number:	

Previous relevant experience: 3 contracts				
Name of previous contracts	Client & Reference Contact Details	Contract Value	Period of activity	Types of activities undertaken

3.2. BIDDER'S DECLARATION

Yes	No	
☐	☐	Ethics: By submitting this Proposal/Quote, I/we guarantee that the bidder has not engaged in any improper, illegal, collusive, or anti-competitive arrangements with any competitors; has not directly or indirectly contacted any buyer representative (aside from the point of contact) or gather information regarding the RFP; and has not attempted to influence or offer any type of personal inducement, reward, or benefit to any buyer representative.
☐	☐	I/We affirm that we will not engage in prohibited behavior or any other unethical behavior with CARE or any other party. We also affirm that we have read the general clause and conditions included in this RFP and that we will conduct business in a way that avoids any financial, operational, reputational, or other undue risk to CARE.
☐	☐	Conflict of interest: I/We warrant that the bidder has no actual, potential or perceived Conflict of Interest in submitting this Proposal/Quote; or entering into a Contract to deliver the Requirements. CARE Procurement's Point of Contact will be notified right away by the bidder if a conflict of interest occurs during the RFP process.
☐	☐	Bankruptcy: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal issues that could hinder the ability to conduct business.
☐	☐	Offer Validity Period: I/We confirm that this Proposal/Quote, including the price, remains open for acceptance for the Offer Validity.
☐	☐	I/We understand and recognize that you are not bound to accept any proposal you receive, and we certify that the goods offered in our Quotation are new and unused.
☐	☐	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorized by the Organization/s to make this declaration on its/their behalf



Supplier Name:	
Title/Designation:	
Company Name:	
Date:	
Signature	

4. CONDITIONS AND GUIDELINES FOR SUBMISSION OF PROPOSAL

4.1. PROPOSOSAL GUIDELINES

This Request for Proposal represents the requirements for an open and competitive process.

All vendors must provide written notification via email to **TZA.Procurement@care.org** of their intent to participate, or not to participate in the bidding process by November 19, 2025.

Proposals will be accepted until **17:00Hrs November 19, 2025, delivered via email solely to TZA.Procurement@care.org**, no later than the above specified date.

Any proposals received after this date and time will not be accepted. All proposals must be signed by an official agent or representative of the company submitting the proposal.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in the proposals must be all-inclusive to include any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include a name and description of the organizations being contracted.

All costs must be itemized to include an explanation of all fees and costs.

Contract terms and conditions will be negotiated upon selection of the winning candidate for this RFP. All contractual terms and conditions will be subject to review by the CARE legal department, and will include scope, budget, schedule, and other necessary items pertaining to the project.

You must respond to every subsection including statement, question, and/or instruction without exception.

Any verbal information obtained from, or statements made by representatives of CARE shall not be construed as in any way amending this RFP. Only such corrections or addenda as are issued



in writing by CARE to all RFP participants shall be official. CARE will not be responsible for verbal instructions.

4.2. PROJECT PURPOSE AND DESCRIPTION

CARE is issuing this RFP (Request for Proposal) soliciting qualified bidders to submit proposals intended for Environmental Assessment for Her Resilience Our Planet (HROP) Project.

This RFP is an invitation to bid, not an offer of contract. Bidders must submit a response that complies with the minimum requirements contained herein.

4.3. PROJECT OVERVIEW

CARE is seeking a provider to submit proposals intended for the Environmental Assessment

Requirement & Specs	Qty.	Unit of Measurement	Required Delivery Lead Time	Delivery Address	Contract Period
Environmental Assessment of Her Resilience, Our Planet (HROP) Project	01	Each	14 days	TZA.Procurement@care.org	

[Provide additional requirements]

Item #	Other Requirements	
1	Delivery Date & Time	Bidder shall deliver the goods at least ____ weeks after Contract signature.
2	Delivery Terms (incoterms)	☐ EXW [Ex-works (Place)] ☐ FCA [Free Carrier (Port)] ☐ FAS [Free Along-Side Ship (Port)] ☐ FOB [Free On-Board (Port)] ☐ CFR [Cost, & Freight (Port)] ☐ CIF [Cost, Insurance & Freight (Port)] ☐ CPT [Carriage Paid-To (Place)] ☐ CIP [Carriage & Insurance Paid-To (Place)] ☐ DAP [Delivered at Place (Place)] ☐ DPU [Delivered at Place Unloaded (Place)] ☒ DDP [Delivered Duty Paid (Place)]
3	Custom Clearance (Must be linked to Incoterms at origin)	☐ Not Applicable. Shall be done by _____ ☐ Shouldered by CARE ☒ Supplier/ Bidder ☐ Freight Forwarder
4	Exact Address(es) of Delivery Location	Iringa-Tanzania



5	Warranty Period	Standard Manufacturer's Warranty (if applicable)
6	Payment Terms	30 Days upon Receipt of items
7	Quotation Validity	The quote needs to be valid for 90 days to cover all the days from bidding up to the award process. However, once the contract has been released, it shall be valid for the same coverage as reflected in the requirement above.

4.4. PROJECT TIMELINE

All bidders are advised to strictly follow the timeline below as noted.

Any technical questions arising during the preparation of your response to this RFP should be submitted in writing via email to TZA.Procurement@care.org no later than **November 19, 2025**.

Schedule of Activities/ To-do	Date of the Activity/ Deadline of Submission	Responsible	Remarks
RFP Issued	<i>November 06, 2025</i>	CARE	
Supplier to notify CARE of intention to participate in bidding	N/A	Supplier	Deadlines must be strictly observed.
Deadline for submission of clarification questions to CARE	<i>November 10, 2025</i>	Supplier	Deadlines must be strictly observed.
CARE to answer all clarifications	<i>November 11, 2025</i>	CARE	
Supplier's Deadline of Submission of Proposal	<i>November 19, 2025</i>	Supplier	Deadlines must be strictly observed.
Evaluation of Proposal	<i>From November 21, 2025, to November 28, 2025</i>	CARE	
Vendor presentation (if required)	<i>TBD</i>	Supplier	
Finalists selected	<i>TBD</i>	CARE	Upon notification, the contract negotiation with the winning bidder will begin immediately.

4.5. PROJECT REQUIREMENT

a. Technical Requirements

a.1 Technical Proposal of the Product



REQUIREMENTS		Provide the necessary details. Attach document or provide separate sheet if needed.
A. Overall Proposal Suitability		
1	Please see the Scope of Work and any other required specifications for this project.	
2	Provide Delivery Lead Time	
3	Provide after-sales service (if applicable)	N/A
4	Ability to provide sample (if applicable)	
5	Provide Warranty Period	N/A
6	(Any additional requirement that is deemed necessary for "Previous Works & Awards" Category)	

REQUIREMENTS		Provide the necessary details. Attach document or provide separate sheet if needed.
B. Previous Works and Awards		
1	Provide 3 or more client experiences or testimonials (References whose environment, size, and scope are most similar to CARE. Include a summary of the work completed for each account. Include reference contact names, with telephone numbers and email addresses.)	
2	Provide previous records of performance and service.	
3	Provide citations and awards. This encompasses reviewing the citations and awards a vendor has received from other customers and award-giving bodies.	
4	Provide any testimonials, survey response/s from previous buyers and/or partners.	
5	(Any additional requirement that is deemed necessary for "Previous Works & Awards" Category.	

REQUIREMENTS		Provide the necessary details. Attach document or provide separate sheet if needed.
C. Technical Expertise and Organizational Experience		
1	Provide 5 Availability of vendor's representatives to call upon and consult with.	



2	Any proof that the vendor has the Ability to render satisfactory service in this instance.	
3	Provide Years of experience in providing the same requirement to other companies.	
4	Provide the latest audited Financial Statement	
5	(Any additional requirement that is deemed necessary for "Technical Expertise and Organizational Experience.	

REQUIREMENTS		Provide the necessary details. Attach document or provide separate sheet if needed.
D. Others		
1	Provide any relative requirements which were not mentioned above. (delete if not applicable)	

b. VALUE & COST (Financial Requirements)

(Provide below requirements, payment terms, etc., if there's any)

See attached template (in Excel File) to be used for your financial bid.

Compliance with Requirements

	Yes, we will comply	No, we cannot comply	If marked as "No", please provide counter proposal
Minimum Technical Specifications	☐	☐	
Delivery Lead Time	☐	☐	
Delivery Term (INCOTERMS)	☐	☐	
Warranty Period (if applicable)	☐	☐	
Validity of Quotation	☐	☐	
Payment Terms (30 Days)	☐	☐	
Other Requirements (Please specify)	☐	☐	

4.6. EVALUATION CRITERIA

CARE will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all of the following criteria:

- **Overall Proposal Suitability:** proposed solution(s) must meet the scope and needs included herein and be presented in a clear and organized manner
- **Previous Work and Awards:** Bidders will be evaluated on examples of their work pertaining to the requirement as well as client testimonials and references



- **Technical Expertise and Organizational Experience:** Bidders must provide descriptions and documentation of staff technical expertise and experience. Bidders also need to provide their experiences as an organization which include but not limited to years of experiences, financial stability, expertise, and edge to other competitors.
- **Value and Cost:** Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of this project.

Note for Country Offices (CO): The specific criteria must closely represent the objective and scope given the nature of the procurement required. Evaluation criteria reflected above can be added and or adjusted depending on the requirement and the type of purchase. The final evaluation criteria must be reflected above prior to releasing of this RFP.

CARE will review proposed budgets and pricing after the initial review of the criteria above.*



Terms of Reference

Environmental Assessment of Her Resilience, Our Planet (HROP) Project

1. Background Information

CARE is a leading humanitarian organization dedicated to fighting poverty and social injustice with a special emphasis on women and girls. CARE Tanzania is part of CARE International, with the vision to seek a world of hope, tolerance, and social justice, where poverty has been overcome, and people live in dignity and security. CARE International is a global force and a partner of choice within a worldwide movement dedicated to ending poverty. We are known everywhere for our unshakable commitment to the dignity of people. CARE Tanzania and partners contribute to the empowerment of the most marginalized and vulnerable rural women and girls to exercise their rights. More details can be found on the website <https://www.care-international.org/>

2. Brief Project Description

2.1 Overview

To respond to escalating impacts of climate change on food security, economic stability and gender inequality in the Southern Agricultural Growth Corridor of Tanzania (SAGCOT), CARE Canada and CARE Tanzania, in partnership with Worldwide Fund (WWF) for Nature Tanzania and four local partners including AGCOT Centre Ltd (ACL), Tanzania Gender Networking Programme (TGNP), Shahidi Wa Maji (SwM), and Conservation Farming Unit Tanzania (CFU), are implementing an integrated and holistic climate resilience project entitled, Her Resilience, Our Planet (HROP). HROP is funded by Global Affairs Canada (GAC).

This six-years' (September 2024 – March 2030) project, aims to enhance climate resilience of food insecure communities especially women and youth relying on the Great Ruaha River (GRR) ecosystems in the SAGCOT region. It will be implemented in five District Councils of Iringa, Kilolo, Mufindi, Wanging'ombe and Mbarali in three Regions of Iringa, Njombe and Mbeya. The project will enhance the adoption of gender-responsive Climate-Smart Agriculture systems, biodiversity protective food systems for nature-positive climate change adaptation by food insecure communities, especially women and youth.

HROP seeks to improve the wellbeing of 175,282 small-scale farmers, agripreneurs, fisherfolks, water users and their associations, market gatekeepers, duty-bearers and community members. These include 60,122 small-scale farmers and 18,037 agripreneurs. The project will also benefit an additional 408,992 people indirectly, who are part of the community-based network of direct beneficiaries.



HROP project will deliver three outcomes:

- i. Enhanced adoption of gender-responsive Climate-Smart Agriculture systems and biodiversity protective food systems for nature-positive climate change adaptation by food-insecure communities, especially women and youth,
- ii. Increased utilization of gender-responsive, Climate-Smart, and nature-positive agricultural business development resources and services by food-insecure communities; and
- iii. Enhance leadership and participation of women and female youth in the processes leading to gender-responsive, climate and nature-informed policies, strategies, plans and budgets in SAGCOT.

2.2 Environmental Sustainability

In accordance with GAC's Environmental Integration Process (EIP), a preliminary environmental analysis was conducted at design stage to assess the level of environmental risks and opportunities posed by the project. HROP was classified as a Category B initiative based on GAC's Environmental screening Tool. This means that it entails low or moderate environmental risks. In line with GAC's requirements for this category of projects, an environmental assessment (EA) is needed at the earliest possible, to assess and analyze project components that are likely to cause negative or positive environmental impacts, risks and opportunities, so as mitigation or enhancement measures can be implemented. Additionally, an Environmental Sustainability Strategy has been developed as part of the Project Implementation Plan (PIP).

The project must also adhere to all relevant national laws and regulations with regards to managing environmental risks related to project activities. At national level, the project is designed in alignment with environmental regulations including the national environmental policy and acts, the Tanzania National Biodiversity Strategy and Action Plan; the national forest policy (1998) and its policy strategy (2021-2031); and legislation (2002); the Tanzania national environmental policy (1997), national agriculture policy (2013) and national land policy (2005) - all of which provide insights on regulatory frameworks under which the project operates and how positively it can contribute to environmental sustainability.

The project will protect fragile ecosystems of the GRR, support farming activities that employ various methods and technologies and farm inputs (including fertilizers and selected chemicals) as well as construction charcoal dams, among many other interventions. Several other interventions are likely to be implemented in ecologically/socially sensitive environments, or the nature of their execution may hamper environmental sustainability. Equally natural disasters or climate change effects may occur during the project life. On the other hand, restoration of degraded or sensitive ecosystems is planned along the GRR. All these require informed planning to ensure an integration of such environmental aspects in project interventions.

This assessment is expected to identify environmental risks and impacts, propose mitigation and enhancement measures as well as monitoring programme including suggesting roles and responsibilities of consortium partners, implementation schedule and budget. All these will form part of Environmental Management /Action Plan (EAP) that will guide implementing partners on key approaches towards a holistic, systematic and integrated environmental sustainability outcome. The EAP needs to identify and define key actions each implementing partner should implement to achieve the broader environmental sustainability goal and must align with the HROP Performance Measurement Framework (PMF), ensuring that environmental sustainability indicators and learning components are integrated into project monitoring, evaluation, and reporting systems.

3. The Assignment

3.1 Objectives of the Assignment

The principal aim of this assignment is to facilitate the incorporation of environmental sustainability measures into HROP project activities by assessing environmental impacts, risks and opportunities and delivering environmental management and action plans.

More Specifically:

- To describe the environmental conditions of the locations where the HROP project will be implemented and environmental factors including physical, biological (biodiversity), special ecosystems or socioeconomic conditions that might be affected by the project.
- To identify climate risks for specific target populations (age groups and gender) and environments (ecologically sensitive features, natural disasters, climate change) for consideration in the planning and implementation of this project and advise measures/best practices to enhance adaptation to adverse effects of climate change.

- To analyze the environmental policies and legislative framework within which the intervention will be implemented and that may have effects on the project, including GAC's and Tanzania policies and regulations.
- To analyse potential and expected effects (negative and positive) of the project's interventions and activities undertaken by the different project target groups on the environment, classified according to their importance (category, degree of influence in time and space), and associated mitigation measures that reduce negative impacts and actions that maximize environmental benefits.
- To present measures to be integrated into the project in the form of an EAP to mitigate the negative effects and enhance environmental sustainability including reduction of greenhouse gases and climate adaptation strategies. The EAP must explicitly map identified risks, mitigation measures, and opportunities to HROP PMF outcome and output indicators, with measurable baselines, targets, and thresholds that can be tracked throughout the project lifecycle.
- To provide conclusions and recommendations highlighting possible environmental risks and indicate how these can be managed in the form of an environmental sustainability/action plan.
- To inform the project design by integrating environmental consideration into project management and monitoring framework.

3.2 Key Deliverables

As outlined in the objectives section above, the consultant will be expected to develop environmental sustainability action plan and management plan along with an assessment report as major deliverables as per details below.

- A detailed description of the environmental conditions, including the physical, biological (biodiversity), ecosystems and socioeconomic conditions of the target areas, related to agribusiness, and natural resource management.
- An analysis of the environmental policy and legislative framework within which the intervention will be implemented, including Tanzanian requirements, CARE international's and those of the Global Affairs Canada (GAC)
- A detailed assessment report containing findings, recommendations and conclusions. The analysis must contain potential expected effects (negative and positive) of the project's interventions on the environment and communities, classified according to their importance (category, degree of influence in time and space), and associated mitigation measures that

reduce negative impacts (following the Avoid, Reduce and Compensate sequence) and actions that maximize environmental benefits on the environment and people. The assessment will include physical works and activities (e.g construction and rehabilitation) planned by the project such as water schemes, solar pumps, water harvesting systems, etc.

- An analysis of possible risks and disasters outside of project interventions on target populations and ecosystems including effects of climate change or natural disasters on ecologically/socially sensitive environments and communities, government policies or legal requirements, highlighting differences of vulnerability to different groups based on locations and gender.
- An environmental action plan (EAP) providing practical solutions using feasible, cost effective, locally adaptable and appropriate measures to manage environmental risks and enhance opportunities throughout the project's life. The EAP covers all aspects/interventions of the project with possible potential negative impacts on the environment and their mitigation measures, including their frequency and responsibility assigned for mitigating them. The EAP should link identified risks, mitigation measures, and opportunities to the project monitoring framework's outcome/output indicators, with measurable baselines, targets, and thresholds that can be tracked throughout the project lifecycle (see annex 1 for format of the EAP).
- A proposed implementation schedule specifying identified environmental risks, impacts and opportunities, and their mitigation and enhancement measures, monitoring programme, as well as roles and responsibilities of partners and budget. It includes timing, frequency, duration of mitigation/enhancement measures (e.g., continuously, in the event of a contingency, specific timing), and reporting procedures to provide information on the progress and results of mitigation measures identified, aligned with the project's implementation/work plans.
- Submission of report and a summary presentation of key findings of the assessment and environmental sustainability measures. It is anticipated that the consultant will submit at least two drafts of the report for review under the CARE Tanzania and/or its partners and shall work on comments provided before the final draft is accepted. The consultant can be invited to present the findings to project partners/stakeholders for the purpose of validating findings or sharing comments.

- The final report should not be less than 45 pages and annexed with primary data collected through focus group discussions, interviews, meeting minutes and primary data collection activity summaries, data collection tools used, and list of target participants and people/institutions/organizations

4 Scope of Work

The proposed assessment will be carried out in five (5) project District Councils of Iringa, Kilolo, Mufindi, Wanging'ombe and Mbarali in three Regions of Iringa, Njombe and Mbeya. It will involve project beneficiaries in project villages, government staff, partner staff and other relevant stakeholders, and is expected to be completed over a period of 45 days from the date of signing the contract.

5.0 Methodology

The methodology and timeframe will further be discussed and agreed with the CARE team during the inception phase of the consultancy. The consultant will be expected to present a methodical approach sufficient to the scale of this study and this will form part of the evaluation criteria for the award of this assignment. Such methodology should sufficiently indicate sampling methods, the team that will be involved in the surveys, the level of detail of the assessment, how the data will be collected, analyzed and presented and engagement with the project team in ensuring quality and timely delivery of results. The consultant is required to explicitly indicate the phases of the assignment from contracting, through inception to submission of reports. The proposed methodology (ies), tools, and workplan should be clearly presented. The work will proceed after an inception report has been approved by CARE. The report will be considered final after a thorough review and approval by CARE. The consultant is expected to present reports that include images and graphics to facilitate understanding of the processes to be followed in implementing the EAP.

5.1 Data Collection, Management and Analysis

The consultant will arrange the data collection tools and oversee the data gathering process, as well as ensure the quality of the data collected. The consultant will also be responsible for overseeing all supervision, logistics, and transportation for the data collection teams. A comprehensive plan for the data collection process, detailing the timelines, personnel (enumerators), and tools to be utilized, is expected from the consultant.

The consultant will perform data analysis on the information gathered during the environmental assessment. This analysis will include calculations of all environmental indicators specified in the PMF, alongside descriptive statistics that describe the dataset's characteristics. Upon finishing the assignment, the consultant will hand over all raw datasets and files to CARE Tanzania.

5.2 Ethical Considerations

The analysis will be performed in accordance with relevant national guidelines and ethical standards. In this context, the chosen consultant must clearly outline in the inception report the risks related to the analysis and the necessary protocols to be followed to guarantee that the analysis is carried out in compliance with all national and international ethical standards, particularly in safeguarding marginalized and vulnerable groups including women and youths. Furthermore, the consultant will develop and utilize an informed consent process to be used by enumerators to ensure the EA is well introduced to the respondents.

6. Qualifications

- A reputable and legally registered consulting firm with relevant experience of carrying out environmental analysis for complex projects of similar level. Additionally, the firm must be compliant with all statutory requirements.
- Team composition with relevant expertise, qualifications and experiences to conduct environmental assessments for development projects
- The team must demonstrate experience in integrating environmental assessments into Monitoring, Evaluation, and Learning systems, including designing of environmental sustainability linked to project performance measurement frameworks.
- Familiarity with Global Affairs Canada's Environmental Integration Process (EIP) to development assistance initiatives is an advantage
- Knowledge of the national legal and regulatory environmental framework, environmental assessments, along with international environmental and climate frameworks
- Able to analyse impacts, risks and opportunities associated with development activities such as agriculture, agriculture value chain development and agriculture enterprises, nature positive enterprises, forest restoration activities and management of natural resources including water on people of various genders and the environment
- Proficiency and experience in employing qualitative research and participatory methodologies such as environmental safeguarding and participatory rapid appraisal.

- In-depth understanding and experience regarding the connections between environmental and climate change issues related to women and youth, and gender equality in SAGCOT region of Tanzania.
- Strong analytical skills and a demonstrated ability to produce impactful reports.

7.0 Evaluation Criteria

The offers received will be evaluated technically and financially. Where 60% of the final score will be for the technical part of the application, 20% will be for the qualification and experience, and 20% will be for the financial part.

The evaluation will be carried out according to the following grid:

No.	Criteria	Points (%)
1.	Professional qualifications and experience of the consultancy firm including (at least three relevant assessments on similar assignments)	25
2.	Quality of Technical Proposal • Alignment with the Requirements of the ToR • Proposed Methodology – clearly tackles the problem, how the environmental impacts will be mapped, analyzed and presented • How identified impacts and opportunities contribute to formulation of the EAP and how partners contribute to its implementation. • Work schedule breakdown providing clear deliverables by activity calendar and reporting schedules • Clear division of roles and responsibilities by the consulting team • At least 2 examples of similar studies completed annexed and references	60
3.	Financial Proposal	15

To Apply: A technical and cost proposal based on these Terms of Reference (ToR) is requested from the consulting firm. The proposal shall be submitted by email to the CARE procurement Department through TZA.Procurement@care.org within 14 days of the date of the first appearance of this advertisement and not later than 17:00 hours.

Annex 1: Environmental Assessment and Environmental Action Plan Report Format

1. Executive Summary
2. Acronyms
3. Introduction
4. Environmental Analysis:
 - 4.1. Detailed Methodology (primary and secondary research, tools, techniques, regional variations, sampling mechanism, analysis framework, etc.)
 - 4.2. Project Description
 - 4.3. Environmental Policy and Legislative Framework
 - 4.3.1. CARE's Environmental Management System
 - 4.3.2. International and Country-level Relevant Environmental Law, Regulations and/or Policies
 - 4.3.3. GAC's Environmental Requirements
 - 4.4. Project Location and Description of the Environment (including physical, biological and socioeconomic conditions)
 - 4.4.1. Ihemi Cluster: Iringa, Kilolo, Mufindi and Wanging'ombe Districts
 - 4.4.2. Mbarali Cluster: Mbarali Districts
 - 4.5 Environmental Considerations by Project Sector
 - 4.5. Potential Environmental Effects of the Project and Mitigation and/or Enhancement Measures
 - 4.5.1. Potential Environmental Benefits (Positive Effects) and Enhancement Measures
 - 4.5.2. Potential Environmental Risks (Negative Effects) and Mitigation Measures
 - 4.6. Potential Effects of Climate Change on the Project and Mitigation and/or Adaptation Measures
 - 4.7. Public Participation, Acceptance and Concerns
5. *Environmental Action Plan:*
 - 5.1. Roles and Responsibilities for EAP Implementation, Monitoring and Reporting
 - 5.2. Staffing Requirements and Expertise
 - 5.3. Training and/or Capacity Building Programs
 - 5.4. EAP Schedule
 - 5.5. Cost Estimates and Sources of Funds
 - 5.6. Follow-up and Monitoring
 - 5.7. Reporting
6. Annexes