

**Invitation to Tender (ITT)**

March 18, 2025

Invitation to Tender (ITT) # MOBILIST-ITT-001**ITT name:** Analysis of Secondary market strategies in development finance**Submission deadline:** April 17, 2025, at 5pm EST time

Dear Tenderer,

Chemonics Group UK Ltd (Chemonics) invites you to submit a Tender for the **Analysis of Secondary market strategies in development finance**.

In addition to this Letter of Invitation, the ITT Pack includes:

Volume 1 – Key Procurement Information
Volume 2 - Instructions to Tenderers and Evaluation Criteria
Volume 3 - Terms of Reference (ToR)/Specifications
Volume 4 – Selection questionnaire
Annexes

Annex 1 - Cover Letter (Declarations)
Annex 2 - Chemonics Tendering Requirements and Conditions
Annex 3 - Criteria for delivering excellent quality research with high value for money
Annex 4- Example Firm Fixed Price Subcontract Template (Terms and Clauses)
Annex 5 – FCDO (DFID) Value for Money document.
Annex 6 – FCDO (DFID) ethical guidance for research, evaluation and monitoring activities.

Tenderers are required to read “**Chemonics’ Ethical and Business Conduct requirements**” in Annex 2, Section 1 and declare they have understood and adhere to these conditions in the Cover Letter provided in Annex 1.

This ITT does not obligate Chemonics to execute a contract, nor does it commit Chemonics to pay any costs incurred in the preparation and submission of the proposals.

All inquiries or requests for clarifications relating to this ITT must be made through the Procurement Point of Contact (POC) listed in the Key Procurement Information in Volume 1. Please contact the POC immediately if any of the ITT documents are missing.

Sincerely,

Tara Sabre Collier
Team Leader, MOBILIST Research and Policy Platform programme

ITT No. MOBILIST-ITT-001

CGUK ID #: 00058

VERSION: 3

LAST UPDATED: 24 OCTOBER 2024

Page 1 of 44

Volume 1. Key Procurement Information

ITT number:	MOBILIST-ITT-001
Project Name/No.:	MOBILIST Research and Policy programme referred to as "Project"
Authority/Chemonics Client:	Foreign, Commonwealth and Development Office (FCDO)
Implemented by:	Chemonics Group UK Ltd.
Description of Goods or services:	Analysis of Secondary market strategies in development finance
Issue date:	18 March 2025 5pm EST time
ITT conference day:	April 02, 2025 9am EST time Please email mobilistprocurement@ukmobilist.com to receive an invitation to an online conference call.
ITT clarifications deadline:	April 04, 2025 5pm EST time
Submission deadline:	April 17, 2025 5pm EST time
Email for electronic submissions	mobilistprocurement@ukmobilist.com
Contract type/Pricing methodology:	Fixed Price
Budget for this procurement:	Up to a maximum of £100,000.00
Plug figures:	N/A
Currency of offer	British Pounds
Estimated period of Performance	3 months
Proposal validity period:	90 days
Anticipated date of award:	April 29, 2025
Anticipated date of mobilisation:	May 12, 2025
Country where Goods /Services will be delivered	United Kingdom referred to as "Country of Performance"
Procurement point of contact:	Mobilistprocurement@ukmobilist.com referred to as "POC"
Chemonics contact details for the Tenderer or Tenderer Personnel to notify any potential conflict of interest, safeguarding, anti-bribery and corruption or any other compliance concerns	Chemonics Office of Business Conduct Email: businessconduct@chemonics.com Online: www.chemonics.com/reporting Phone/Skype: 888.955.6881 WhatsApp: (+1) 202.355.8974

By submitting a Tender in response to this ITT, the Tenderer represents that they have read, acknowledge, understood, agree to, and will act in accordance with the terms set forth in this ITT, including the "Terms and Conditions of the Tender", as may be modified from time to time, which can be found in Annex 2, Section 3.

ITT No. MOBILIST-ITT-001

CGUK ID #: 00058

VERSION: 3

LAST UPDATED: 24 OCTOBER 2024

Page 2 of 44

Volume 2: Instructions to Tenderers and Evaluation Criteria

1. Introduction:

The goal of the MOBILIST Research and Policy platform is to build sustainable finance in emerging markets and developing countries at scale through research, communications, advocacy, and monitoring, evaluation, and learning. The platform looks to create the evidence base to help guide the growth of sustainable finance and direct finance towards where it is needed most: developing countries. The Services to be procured under this ITT are required for the Project's implementation as further explained under Volume 3 -Terms of Reference. The Project anticipates issuing a fixed price Subcontract for this work.

Tenderers are responsible for ensuring that their offers are received by Chemonics in accordance with the instructions, terms, and conditions described in this ITT.

2. Submission Procedure for Tenders:

Tenderers shall submit their tenders electronically by the submission deadline and at the email address in Volume 1- Key Procurement Information. The Technical and the Commercial tender must be submitted separately, and the technical proposal must not have any references to cost information.

Electronic submission of the tender must not exceed 3 attachments (5 MB limit) per email compatible with MX Word, MS Excel, readable format, or Adobe Portable Document (PDF) format in a Microsoft XP environment. Tenderers must not submit zipped files. Those pages requiring original manual signatures should be scanned and sent in PDF format as an email attachment.

The font size chosen for your tenders must not be less than Arial font size 10.

3. Eligibility Requirements

- a. The Tenderer must be an organisation incorporated or legally organised under the laws of its place of business and must have proper licenses or registration to deliver the Goods or Services in the Country of Performance.
- b. No Goods or Services shall be eligible for payment if provided by a vendor included on any list of suspended, debarred, or ineligible bidders used by the United Kingdom or the United States Government.
- c. Any and all items that are made by Huawei Technology Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikivision Digital Technology Company, Dahua Technology Company will not be accepted. If tenders include items from these entities, please note that they will be deemed not technically responsive and excluded from competition.
- d. Tenderer must submit the self-declarations and representations included in Annex 1 and shall pass Chemonics due diligence process.

4. **Evaluation and Award:**

An award will be made to the Tenderer whose proposal is determined to be responsive to this solicitation document and represents value for money to the Project.

In evaluating proposals, Chemonics will use the following evaluation criteria and sub-criteria:

Technical Evaluation Criteria	Maximum Score
<p>1. <i>Technical Approach and Methodology:</i></p> <p>a. Project Understanding – Does the proposal clearly explain and respond to the objectives of the Project as stated in the Terms of Reference (TOR)?</p> <p>b. Approach and Methodology – Does the proposed approach and detailed activities fulfil the requirements of executing the Term of Reference effectively and efficiently? Is the proposed approach and methodology feasible within the Deliverable Schedule? Are methodological challenges, risks, and mitigants identified and addressed?</p> <p>c. Sector/ Market Knowledge – Does the proposal demonstrate the Supplier's market knowledge as required by the TOR? Does the proposal demonstrate a conceptual understanding of the causal linkages between primary and secondary markets, and ways in which secondary market transactions can enhance the functioning of primary markets? Does the proposal demonstrate an awareness of the quantitative and qualitative empirical evidence base relating to these causal linkages, and the strengths and gaps in this evidence base? Does the proposal highlight an acceptable sample of potential case studies through which this evidence base could be strengthened?</p> <p>d. Research Quality – Does the proposal demonstrate understanding of, and alignment with, principles of high-quality research? Is there alignment with the principles of Value for Money (VfM)? Does the proposal meet or exceed the criteria for delivering excellent quality research with high value for money, as indicated in Annex 3 (A and B)?</p> <p>e. Research Dissemination – Does the proposal outline a clear and effective strategy for disseminating research findings? Does the proposal outline the methods and channels that will be used to ensure the research reaches the intended audience? Does the supplier have established networks with market participants, Multilateral Development Banks, Development Finance Institutions, policymakers, and regulators? Can the supplier provide examples of past successes in deploying research to influence these stakeholders?</p>	<p>8</p> <p>8</p> <p>7</p> <p>7</p> <p>5</p>

2. Management, Key Personnel, and Staffing Plan (Team)	15
Personnel Qualifications – Do the proposed team members have necessary experience and capabilities to carry out the work as required by the TOR?	
3. Corporate Capability:	20
a. Company background: Does the Tenderer have the corporate capabilities, technical and administrative capacity to perform the Work?	
b. Past performance: Does the company have a demonstrated track record of informing and engaging institutional investors?	
Total Technical score	70
Commercial Criteria	
The commercial proposal (Price). Cost/Price will also be evaluated for realism and reasonableness. If technical scores are determined to be nearly equal, the commercial proposal will become the determining selection factor. Chemonics will award a contract to the Tenderer whose proposal represents the best possible value for money to Chemonics. Chemonics reserves the right to award to a higher priced Tenderer if a determination is made that the higher technical evaluation of that Tenderer merits the additional cost/price. See Annex 2 Section 2 for Chemonics' operational definition of value for money.	30
<i>Maximum indicative budget has been provided by MOBILIST. Commercials are expected to be realistic, reasonable and provide VFM.</i>	
Selection Questionnaire/Due Diligence	Pass/Fail

5. Tender details

The following is the information required to be considered a responsive tender:

5.1 Cover letter: All tenders without exception must include a cover letter using Annex 1 as a basis. The cover letter includes the Subcontractor's declaration and must include all documentation necessary for Chemonics to do its due diligence process. The declaration must be signed by an authorised representative of the company. Chemonics reserves the right to request additional documentation as part of its due diligence.

5.2 Technical Proposal

The technical proposal shall comprise the following parts:

Part 1: Technical Approach and Methodology. This part shall be between 10 and 12 pages long but may not exceed 12 pages. The Tenderer shall describe the company's approach to performing the services as described in the TOR in Section II. This may include but not limited to the Tenderer demonstrating an understanding of the objectives of the Project, proposing a methodology and approach that fulfil the requirements of executing the TOR effectively and

efficiently, reflects Supplier's market knowledge, how the Tenderer will align with principles of high-quality research, as well as Value for Money, which are delineated within this document. The Technical Approach should also demonstrate how the tenderer will ensure that their deliverables present and disseminate findings in a way that is rigorous and impactful in informing the intended audience of market participants, MDBs and DFIs responsible for financial/investment decisions and strategies, global and multilateral institutions with influence over policy making and regulations in the development, financial and investment sectors, issuers and intermediaries.

Part 2: Management, Key Personnel, and Staffing Plan. This part shall be between 2 and 5 pages long but may not exceed 5 pages. CVs for key personnel may be included in an annex to the technical proposal and will not count against the page limit.

Tenderers shall propose staff for the following key personnel positions necessary for the implementation of the scope of work:

- Research Lead, who will be the single point of contact accountable for both timeliness and quality of the Tenderer's deliverables in the context of the FCDO's Ethical guidance for research, evaluation and monitoring activities.
- Quality Assurer, who will provide challenge and feedback to the Research Lead on draft deliverables and should have specialised expertise relevant to the Scope of Work. This may be an individual internal or external to the Tenderer
- Research Team, including an appropriate mix of qualitative and quantitative research expertise to deliver the Scope of Work.

Part 3: Corporate Capabilities and Past Performance. This part shall be between 2 and 7 pages long but may not exceed 7 pages. This section must include a description of the company and organization, with appropriate reference to any parent company and subsidiaries. Tenderers must include details demonstrating their experience and technical ability in implementing the proposed technical approach/methodology and the detailed work plan. Additionally, Tenderers must include 2 to 3 past performance references of similar work (under contracts, subcontracts or grants) previously implemented as well as contact information for the companies/donors for which such work was completed. Contact information must include at a minimum: name of point of contact who can speak to the Tenderer's performance, name and address of the company/donor for which the work was performed, and email and phone number of the point of contact.

Chemonics reserves the right to check additional references not provided by the Tenderer.

5.3 Commercial Proposal

The commercial proposal is used to determine which proposals represent value for money and serves as a basis of negotiation before award of an agreement.

The price of the Agreement to be awarded will be all-inclusive price. No profit, taxes, or additional costs can be added after award therefore these costs must be included in the proposal budget. For the commercial proposal, Tenderers must provide a detailed budget showing major line items, i.e., Fees (Gross Daily Rates) and Expenses. The Gross daily rates for productive days included under Fees shall include personnel remuneration and benefits, overhead and profit/margin, if applicable. Expenses may include travel costs, monitoring and evaluation, supplies or equipment, insurance, VAT, etc.

All items, services, etc. must be clearly labelled and included in the total offered price. All cost information must be expressed in the currency in the Key Procurement Information in Volume 1.

The cost proposal shall also include a budget narrative that explains the basis for the estimate of every cost element or line item. Supporting information must be provided in sufficient detail to allow for a complete analysis of each cost element or line item. Chemonics reserves the right to request additional cost information if the evaluation committee has concerns of the reasonableness, realism, or completeness of a Tenderer's proposed cost.

Under no circumstances may cost information be included in the technical proposal.

Volume 3. Terms of Reference

1. BACKGROUND

About Us

This research is commissioned and funded by the Foreign Commonwealth Development Organisation's (FCDO) Mobilising Institutional Capital Through Listed Product Structures (MOBILIST) programme and delivered in partnership with British International Investment (BII), the UK's Development Finance Institution.

MOBILIST is a flagship FCDO programme, implemented with support from the Governments of Norway and Switzerland, to mobilise large scale investment flows to emerging market and developing economies (EMDEs) through public markets. Its overarching strategic objective is to address the Sustainable Development Goal (SDG) finance gap by targeting institutional capital through listed product structures.

The MOBILIST programme has two pillars:

- A Product Platform which sources, selects and supports relevant financial institutions through the listing process with equity capital, advisory and technical assistance
- A Research and Policy Platform with supports the EMDE sustainable finance ecosystem through research, monitoring evaluation and learning (MEL), and communications/advocacy.

MOBILIST continues to sponsor an ambitious programme of research to inform and influence market actors, filling knowledge gaps and correcting misperceptions to enhance the volume and efficiency of capital allocated to emerging and frontier markets. Combined with MOBILIST seed capital and technical support for high potential firms and fund managers, MOBILIST's research outputs will help demonstrate the potential of emerging and frontier market listed assets for international portfolios. Ultimately, MOBILIST research will help enhance the flow of capital into assets that contribute to sustainable economic development in emerging and frontier markets, contributing at scale to the SDGs and Climate Finance objectives.

BII is the UK's development finance institution and impact investor with a mission to help solve the biggest global development challenges by investing patient, flexible capital to support private sector growth and innovation. BII strives to ensure that evaluations and research are at the heart of how it makes decisions and drives impact. BII commissions and publishes independent research to better understand important themes in its work, guide its future investment strategies, and contribute to the wider understanding of the development finance community. For example, BII's evaluation programme has two core components:

1. Studies commissioned under the FCDO-BII Evaluation & Learning programme that look at how to create impact within sectors and through mobilising private sector capital.
2. Studies commissioned by BII itself to help the institution and the companies BII works with better understand and enhance their impact.

This ITT relates to the fourth piece of Market Infrastructure and Enabling Environment Research commissioned under MOBILIST's research agenda and will constitute a flagship knowledge product for both MOBILIST and BII.

ITT No. MOBILIST-ITT-001

CGUK ID #: 00058

VERSION: 3

LAST UPDATED: 24 OCTOBER 2024

Page 8 of 44

Research Overview

The knowledge gap that MOBILIST and BII jointly have identified for this piece of research relates to the importance of secondary markets for increasing the pace of private investment in EMDEs, and thereby increasing the contributions of private investment towards sustainable development objectives.

Exits from primary investments in private markets, often made by development finance actors or the intermediaries they have invested through, are hindered by thin and illiquid secondary markets, and by a lack of information that allows prospective buyers to assess risks and expected returns. Public and private secondary vehicles, such as funds and investment trusts, can help to provide the necessary liquidity to recycle capital from primary investments, reduce average holding periods, and provide optionality to reduce the cost of capital. Therefore, the proposed research will review the existing evidence concerning the impact of secondary market vehicles on the functioning of primary markets in both private and public market settings.

We are not seeking a review of the role of secondary markets in general – the focus of this project is on areas where interventions in EMDEs by development finance actors are likely to be effective. We are seeking evidence to improve our understanding of the role of secondary markets and to motivate interventions and analysis to guide the nature of those interventions. Interventions could include the creation of investment vehicles, the allocation of capital or the sale of assets to them, but also technical assistance, policy reform advocacy and other market-shaping activities. Although our focus is on interventions in EMDEs, the research should draw on relevant evidence about the function of secondary vehicles in more developed markets.

Effectiveness should be considered in terms of the impact of secondary vehicles on the volume of primary investment in EMDEs, with corresponding benefits in terms of job-creation and the volume, variety, and price of goods and services in relevant sectors of the economy. For example, the existence of secondary vehicles that allow infrastructure developers to recycle their capital more easily could result in a reduction in the cost of capital, which in turn could be passed through as lower infrastructure user fees. As causal evidence directly relating secondary markets to such impacts may be hard to obtain, we are also looking for evidence relating secondary markets to intermediate outcomes, such as liquidity, holding periods, funding costs, and the financial returns to primary investment. The evidence and analysis should be organized under a theory of change, which sets out the mechanisms that connect secondary markets to the intermediate outcomes and ultimate impacts of interest. The research should also propose metrics and methods to appraise, monitor, and maximise the contribution of development finance interventions to these intermediate outcomes and impacts.

Intended Audience

The primary intended audiences for this research are development finance actors who are in a position to take action as a result of its findings, including (i) development finance institutions and their shareholder governments, and other specialist development agencies who are active in supporting private sector development in EMDEs; (ii) private investors looking to scale pioneering and impactful secondary market strategies; and (iii) regulatory and other bodies relevant to the operation of secondary markets.

The research should highlight and evaluate actionable solutions to maximise private capital mobilisation through secondary market transactions, to inform and influence the approach of market participants and the development finance community. More effectively and systematically exploiting the positive impact of secondary market vehicles could result in greater mobilisation of private capital for sustainable development and associated broader economic benefits.

2. SCOPE OF WORK

The research should incorporate reviews of existence evidence, primary data collection and analysis where possible, and qualitative research including interviews with market participants and experts. We also require case studies of existing secondary vehicles, especially examples of existing and planned vehicles created with the involvement of development finance actors.

The Tenderer's deliverables should develop a theory of change for secondary vehicles and seek to assess the evidence in relation to the mechanisms and results therein. Themes that should run through the deliverable include analysis of contextual factors that are likely to make the creation of secondary vehicles effective and potential barriers to their creation, consideration of both public and private market secondary vehicles, discussion of the roles of development finance actors in the creation of secondary vehicles, including co-creation (strategy, structuring), the supply of assets, the provision of seed capital, and so forth.

Research Topics

We encourage Tenderers to propose additional research questions, responding to the Research Overview. The Tenderer's deliverables should include responses to the following topics and questions:

1. **A mapping of secondary market vehicles.** An overview of the historical development of secondary market vehicles and their functions over time, in different geographies – including a description of markets in which they are absent. We are not looking for a review of the history of public markets, although a brief description of the landscape might be useful. Our focus is on EMDEs, so we are primarily interested in a mapping to the extent it illustrates historical patterns of market development which indicate potential future developments and opportunities in EMDEs.
2. **Under what conditions do secondary market vehicles and transactions add the most value to the functioning of primary markets?** Examine the necessary prerequisites required for secondary market vehicles/transactions to provide successful exit strategies for primary market investments and create profitable and liquid investment opportunities for investors while lowering cost of capital. In this context the research can use both quantitative analysis¹ and case studies² to explain when the creation of secondary vehicles is most likely to have a significant impact on primary markets. This should include analysis of when the cost of capital and liquidity are constraints on the pace of primary investments, and when they are not (for example, in some countries infrastructure investment may move at the pace of central government procurement and capital availability may not be a significant determining factor)

¹ For example, the research provider could obtain historic deal data of private equity firms to analyse the impact, the preconditions and characteristics of their successful exits.

² For example, a potentially rich source of case studies could be the investments by development finance actors in private equity funds, examining their successful exit strategies through secondary market transactions. The research could also consider how private investors navigated the same private/public market landscape. Case studies with a long history could help to understand the true impact of secondary market transactions on enhancing primary market investments.

3. **Why and when should secondary market vehicles accelerate capital velocity for investors in primary markets?** Secondary markets will increase the amount of capital available in primary markets if (and only if) investors in secondary markets would not otherwise have invested directly in primary markets. Why might that be? For example, some categories of investor may be unwilling or unable take the early-stage risk of primary investments but could invest in more mature assets. What are the institutional frictions that mean the creation of secondary vehicles can help markets function more effectively?
4. **How large is the impact of the presence and efficiency of secondary markets on financial variables in primary markets?** What effects can more liquid secondary markets have on variables, such as holding periods by primary investors, liquidity premiums and realised returns, and the volume and pace of primary deployment? What factors determine the speed at which such impacts materialise, for example as market participants gain confidence that illiquidity risks have diminished and the ability to recycle capital earlier starts to **increase the universe of investors with shorter investment horizons** to whom primary market transactions start to become more attractive? Are there 'threshold effects' wherein new pools of investors will become active in primary markets once certain liquidity benchmarks have been met? **How important are secondary market transactions for creating additional market information, reducing information asymmetries and so enhancing the efficiency of capital allocation?** Risk averse investors that are less informed about an asset are less likely to invest in it. Each transaction in the secondary market creates an additional comparable that can be used to reduce uncertainty in valuations of future primary and secondary market transactions. This will enhance the efficient allocation of capital and reduce premiums required by risk averse investors to compensate for informational imperfections. Both will reduce funding costs and/or increase the volume of capital available for investment in quality assets.
5. **What are the relative advantages of public and private secondary vehicles, in different contexts?** Public markets could be more effective and generating information, and could be more efficient at matching buyers and sellers, thereby increasing market efficiency. However, for some asset types and in some geographies, public vehicles may be less likely to succeed. Evidence relating to both public and private market secondary vehicles/transactions should be considered.
6. **How can development finance actors create the most value by delivering secondary market-building strategies jointly with the private sector?** Our hypothesis is that simply allocating capital to secondary vehicles is the least impactful thing DFIs could do in this context, and they are likely to add more value through co-creation, strategy, structuring and marketing, and by supplying assets from their own balance sheets into secondary vehicles/markets, but in some circumstances seed capital could be important. Effective strategies could include investing in several pioneering secondary market transactions/vehicles in a region or asset class to test and prove viability, creating important precedent and clusters of comparables with investment track record for the market to learn from.

Methodology and Delivery

- The Tenderer is expected to design a compelling methodology, which will at a minimum include a combination of literature review and primary quantitative and qualitative research. The literature review will primarily aim to assess the present state of evidence on approaches to analysing the impact of secondary market transactions on the efficiency of primary market investments.

- The research will use all available statistics, statistical methods, case studies, and any other methodologies deemed appropriate to compare primary and follow-on secondary transactions to investigate the impact of secondary market transactions on the functioning of primary markets.
- Primary qualitative research will likely include detailed case studies to analyse:
 - How the emergence of secondary markets in more developed capital market contexts (e.g. India and the UK) influenced (i) the functioning of primary markets and (ii) sustainable development outcomes. Case studies should include reference to the relative importance and limitations of analytical insights generated by pioneering secondary market investments in influencing decisions within other investor/issuer organisations, to the point at which asset allocation or funding strategy by the latter is affected. Case studies would be prioritised in partnership with the MOBILIST Research Team.
 - How the absence of secondary market transactions/vehicles in earlier stage capital markets (e.g. sub-Saharan Africa or in the context of new asset classes) impacts primary market functioning. These cases would be used to identify where secondary market transactions/vehicles are most needed, most likely to succeed, and in what form.
- In addition to the case study analysis described above, qualitative research will likely include structured interviews with a range of experts in secondary market transactions, to assess the present state of practice and identify high potential new models and methods.
- The supplier will be required to design and test promising approaches in the context of historic transactions, likely requiring both quantitative analysis (e.g. when analysing secondary market transactions in public markets) and qualitative case study research (e.g. when researching secondary market transactions in private markets) concerning the impacts of secondary market transactions on the key characteristics of primary markets and sustainable development outcomes.
- The supplier will be supported by a Research Advisory Panel of experts from FCDO, from BII, from the practitioner community, and from the academic community. This Research Advisory Panel will also ensure alignment with the FCDO Research and Evidence Division's quality standards, described in Annex 3. Value for Money will be assessed in terms of the 4 Es defined in Annex 2 Section 2, namely economy, efficiency, effectiveness, and equity.
- The supplier is expected to produce a report of their findings, summarising existing literature, the state of practice, and recommended metrics and methods to analyse the impact of secondary market transactions/investment vehicles on the functioning of primary markets and sustainable development outcomes.
- This report will consider routes to adoption of the most promising methods of secondary market transactions across the development finance community, and limitations and risks associated with proposals. The supplier will be expected to present interim findings and proposals to MOBILIST, FCDO, BII and the Research Advisory Panel.
- The Final Research Report will be made available online on MOBILIST's and BII's websites, respectively, and through targeted dissemination with the intended audience at the discretion of MOBILIST, FCDO and BII. The supplier will be required to contribute to and/or lead elements of this dissemination strategy. All relevant content produced should be MOBILIST/BII branded and acknowledge FCDO funding. Co-branding or alternative branding requests will be made at the discretion of MOBILIST, FCDO and BII. All core research and external communications materials including media engagements must be approved by MOBILIST's and BII's research and communication teams.

3. DELIVERABLES

Deliverable No. 1: Inception Report

A 5–7-page Inception Report detailing:

- Finalised research questions
- Final methodology and workplan
- Risks and mitigants
- Dissemination plan

The report would be subjected to up to 2 rounds of review and feedback.

Deliverable No. 2: Research Report (*Interim and Final*)

A written Research Report of up to 50 pages, comprising at a minimum:

- Abstract
- Executive Summary
- Research questions
- Evidence review
- Conceptual framework and key hypotheses to be tested
- Methodology
- Results
- Conclusions, including recommendations

The report would be subjected to up to 3 rounds of review and feedback (including with the Research Advisory Panel).

Deliverable No. 3: Research Presentation

A summary Research Presentation in the form of a slide deck (up to 10 slides), comprising headlines from each section of the report, including:

- Executive Summary
- Research questions
- Evidence review
- Conceptual framework and key hypotheses to be tested
- Methodology
- Results
- Conclusions, including recommendations

This will be presented to an internal audience comprising the MOBILIST programme and the clients.

Deliverable No. 4: Research Dissemination and Uptake

Working with MOBILIST's research and communication teams, the Tenderer will prepare and execute a dissemination plan and accompanying uptake monitoring plan. During inception, MOBILIST will work with the Tenderer to agree on a key target audience and communication objectives. As the research progresses and before the research concludes, the Tenderer will prepare a communication plan that

meets the agreed objective. This plan should include recommendations on the format and proposed agenda of the dissemination event and a list of target organisations to invite to the event. It should also outline any other means for sharing the report findings. For example, email distribution, LinkedIn or other social media posts, presentations at other external events, or key industry/trade media the report can be shared with.

MOBILIST will review and provide guidance to the awardee. At a minimum, this dissemination will include:

- An externally facing event (online or offline) to share findings with MOBILIST stakeholders and the development finance ecosystem. This deliverable includes managing invitations to the event and ensuring attendees from the target audience are present, developing a run of show for the event, any preparation and coordination of speakers required, and providing a list of organisations represented for monitoring purposes.
- A professionally designed (electronic) version of the Final Report, co-branded with MOBILIST and BII branding.
- A brief introduction on the purpose of the report and summary of its key findings, to be used when the report is shared on the MOBILIST website. (400-600 words).
- A professionally designed infographic or slide deck that summarises or illustrates one or more of the report's key findings, for use on LinkedIn.
- A 500-700 word website news story or media op-ed that highlights key findings from the report and/or shares additional insights, to be written in an accessible (non-academic) style and in consultation with the MOBILIST communications team.

The team will also be expected to work closely with MOBILIST's communications and research teams who will sign off on all communications content. The Tenderer will be asked to sign off on select content that MOBILIST produces about the research itself, including, for example, blogs and social media.

4. PRICING AND DELIVERABLE SCHEDULE

Chemonics will make each payment in accordance to and as described in the table below, after Vendor's/Subcontractor's completion and Chemonics acceptance of the corresponding deliverable as indicated.

Deliverable Number	Deliverable Name	% Deliverable price (excluding VAT)	Due Date
1	Inception Report	12%-16%	May 2025
2	Research Report (interim and final)	58%-62%	June/July 2025
3	Research Presentation	8%-12%	July 2025
4	External Dissemination	14%-18%	July 2025

Chemonics will pay invoices within thirty (30) calendar days after both a) Chemonics' approval of the Commodities or acceptance of Services, and b) Chemonics' receipt of a valid invoice.

5. DUTY OF CARE

The Vendor/Subcontractor will be responsible for their own safety and well-being and Third Parties affected by the Vendor/Subcontractor's activities under any resulting Agreement, including appropriate security arrangements. The Vendor/Subcontractor will also be responsible for providing suitable security arrangements for their domestic and business property.

Volume 4. Selection Questionnaire (Due Diligence Questionnaire)

MOBILIST Research and Policy Platform

Due Diligence Questionnaire (Project Stage)

This Due Diligence Questionnaire (DDQ) is a self-declaration, made by you (the prospective or current Subcontractor), that you do not meet any of the grounds for exclusion³. If there are grounds for exclusion, there is an opportunity to explain the background and any measures you have taken or will take to rectify the exclusion.

A completed declaration of Part 1 and Part 2 provides a formal statement that the organisation making the declaration has not breached any of the exclusion grounds. Part 3 includes due diligence criteria required to assess minimum partner capacity, in line with Chemonics' and FCDO requirements. We require all partners to meet the requirements set forth below and to provide a fully completed form. Please fill out the form honestly; Chemonics will work in good faith with partners to plan for remediation of requirements not fully met, where possible.

If you materially misrepresent any factual information on the Due Diligence Questionnaire, and so induce Chemonics to enter into a subcontract, you may be excluded from the procurement procedure and from partnering with Chemonics in the future. If a subcontract has been executed, the subcontract may be terminated for default.

Part 1: Subcontractor Information

Section 1.1	Prospective Subcontractor information	
	Question	Response
1.1(a)	Full name of the Prospective Subcontractor submitting the information	
1.1(b) – (i)	Registered office address (if applicable)	
1.1(b) – (ii)	Registered website address (if applicable)	
1.1(c)	Trading status a) public limited company b) limited company c) limited liability partnership d) other partnership e) sole trader f) third sector g) other (please specify your trading status)	
1.1(d)	Date of registration in country of origin	

³For the list of exclusion please see

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf

Section 1.1	Prospective Subcontractor information	
	Question	Response
1.1(e)	Company registration number (if applicable)	
1.1(f)	Charity registration number (if applicable)	
1.1(g)	Head office SAM Unique Entity Identifier (UEI) number (if applicable)	
1.1(h)	Registered VAT number	
1.1(i) - (i)	If applicable, is your organisation registered with the appropriate professional or trade register(s) in the member state where it is established?	Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/>
1.1(i) - (ii)	If you responded yes to 1.1(i) - (i), please provide the relevant details, including the registration number(s).	
1.1(j) - (i)	Is it a legal requirement in the state where you are established for you to possess a particular authorisation, or be a member of a particular organisation in order to provide the services specified in this procurement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
1.1(j) - (ii)	If you responded yes to 1.1(j) - (i), please provide additional details of what is required and confirmation that you have complied with this.	
1.1(k)	Trading name(s) that will be used if successful in this procurement	
1.1(l)	Relevant classifications (state whether you fall within one of these, and if so which one) a) Voluntary Community Social Enterprise (VCSE) b) Sheltered Workshop c) Public service mutual	
1.1(m)	Please indicate your organisation's compliance level: Compliance Level 1 (CL1) partners with an individual contract value of £1m or above, or two or more contracts/grants with the FCDO with a combined value of £5m or above. Compliance Level 2 (CL2) partners with an individual contract value below £1m, or two or more contracts /grants with FCDO with a value of less than £5m. Compliance Level 3 (CL3) partners with an individual contract value, or component of	<input type="checkbox"/> CL 1 <input type="checkbox"/> CL 2 <input type="checkbox"/> CL 3

Section 1.1	Prospective Subcontractor information	
	Question	Response
	a contract/grant, with a value below the EU contracting threshold (£122,976)	
1.1(n)	Are you a Small, Medium or Micro Enterprise (SME) ⁴ ?	Yes <input type="checkbox"/> No <input type="checkbox"/>
1.1(o)	Details of Persons of Significant Control (PSC), where appropriate: ⁵ - Name; - Date of birth; - Nationality; - Country, state or part of the UK where the PSC usually lives; - Service address; - The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used); - Which conditions for being a PSC are met; - Over 25% up to (and including) 50%, - More than 50% and less than 75%, - 75% or more. ⁶ (Please enter N/A if not applicable)	
1.1(p)	Details of immediate parent company: - Full name of the immediate parent company - Registered office address (if applicable) - Registration number (if applicable) - Head office SAM Unique Entity Identifier (UEI) number (if applicable) - Head office VAT number (if applicable) (Please enter N/A if not applicable)	
1.1(q)	Details of ultimate parent company: - Full name of the ultimate parent company - Registered office address (if applicable) - Registration number (if applicable)	

⁴ See EU definition of SME https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en

⁵ UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register, and must file the PSC information with the central public register at Companies House. [See PSC guidance.](#)

⁶ Central Government contracting authorities shall use this information to have the PSC information for the preferred Subcontractor checked before award.

Section 1.1	Prospective Subcontractor information	
	Question	Response
	- Head office SAM Unique Entity Identifier (UEI) number (if applicable) - Head office VAT number (if applicable) (Please enter N/A if not applicable)	

Section 1.2	Contact details	
Question number	Question	Response
1.2(a)	Contact name	
1.2(b)	Name of organisation	
1.2(c)	Role in organisation	
1.2(d)	Phone number	
1.2(e)	E-mail address	
1.2(f)	Postal address	

Part 2: Exclusion Grounds

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Section 2	Grounds for mandatory exclusion	
Question number	Question	Response
2.1(a)	Regulations 57(1) and (2) The detailed grounds for mandatory exclusion of an organisation are set out on this webpage , which should be referred to before completing these questions. Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below and listed on the webpage .	
	Participation in a criminal organisation	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide details at 2.1(b)
	Corruption	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide details at 2.1(b)
	Fraud	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide details at 2.1(b)

Section 2		Grounds for mandatory exclusion
Question number	Question	Response
	Terrorist offences or offences linked to terrorist activities	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide details at 2.1(b)
	Money laundering or terrorist financing	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide details at 2.1(b)
	Child labour and other forms of trafficking in human beings	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please provide details at 2.1(b)
2.1(b)	If you have answered yes to question 2.1(a), please provide further details. Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction. Identity of who has been convicted. If the relevant documentation is available electronically, please provide the web address, issuing authority, precise reference of the documents.	
2.2	If you have answered Yes to any of the points above, have measures been taken to demonstrate the reliability of the organisation, despite the existence of a relevant ground for exclusion? (Self-Cleaning)	Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/>
2.3(a)	Regulation 57(3) Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions?	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.3(b)	If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines.	

Section 3		Grounds for discretionary exclusion	
Question number	Question	Response	
3.1	Regulation 57 (8) The detailed grounds for discretionary exclusion of an organisation are set out on this webpage , which should be referred to before completing these questions. Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation.		
3.1(a)	Breach of environmental obligations?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1 (b)	Breach of social obligations?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1 (c)	Breach of labour law obligations?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1(d)	Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1(e)	Guilty of grave professional misconduct?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1(f)	Entered into agreements with other economic operators aimed at distorting competition?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1(g)	Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1(h)	Been involved in the preparation of the procurement procedure?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	
3.1(i)	Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details at 3.2	

Section 3		Grounds for discretionary exclusion	
Question number	Question	Response	
	that prior contract, damages or other comparable sanctions?		
3.1(j)	Please answer the following statements		
3.1(j) - (i)	The organisation is guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria.	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please provide details at 3.2	
3.1(j) - (ii)	The organisation has withheld such information.	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please provide details at 3.2	
3.1(j) - (iii)	The organisation is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015.	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please provide details at 3.2	
3.1(j)-(iv)	The organisation has influenced the decision-making process of the contracting authority to obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure, or to negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award.	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes please provide details at 3.2	
3.2	If you have answered Yes to any of the above, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)		

Part 3: Selection Questions

Compliance Tier Level: [1, 2, or 3] Please see Part 1, section 1.1(m) for guidance on compliance levels.

Section 4		Economic and Financial Standing	
Question number	Question	Response	
4.1	Please indicate which of the following you have provided to demonstrate your economic and financial standing:		
	(a) Copy of your audited accounts for the last, complete two years.	<input type="checkbox"/>	
	(b) A statement of the turnover, profit and loss account/ income statement, balance sheet/statement of financial position and statement of cash flow for the most recent year of trading for this organisation.	<input type="checkbox"/>	
	(c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position.	<input type="checkbox"/>	
	(d) Alternative means of demonstrating financial status if any of the above is not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).	<input type="checkbox"/>	If this option is selected, describe below the documentation being provided:

Section 5	Technical and Professional Ability
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5.1	<p>Relevant experience and contract examples</p> <p>Using the table below, please provide details of up to three agreements, in any combination from either the public or private sector, voluntary, charity or social enterprise (VCSE) that are relevant to the potential subcontract. VCSEs may include samples of grant-funded work. Agreements for supplies or services should have been performed during the past three years.</p> <p>The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided below.</p> <p>In selecting the examples, please select previous contracts and/or grants secured and (partly or fully) delivered that best demonstrate the experience and capability of your proposed core team, organisation, and consortium (if such is formed)/partners, in achieving the following:</p> <ol style="list-style-type: none"> 1. Securing and implementing similar programmes; 2. Implementing programmes in the same country/region or similar contexts 3. Working effectively with other implementing partners on an agreement (either as a prime or subcontractor) <p>Under “description of agreement,” please describe the services in no more than 500 words for each example. If you cannot provide at least one example, in no more than 500 words please provide an explanation under Contract/Grant 1, e.g. your organisation is a start-up or has provided services in the past but not under a contract. Additionally, provide details of the technical and professional capabilities the team brings to the newly formed organization.</p>
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Contract/Grant 1: NAME	
Name of customer/donor organisation	
Point of contact in the organisation	Name Position in the organisation Email address
Agreement start date	
Agreement completion date	
Estimated agreement value	
Description of agreement	
Contract/Grant 2: NAME	
Name of customer/donor organisation	
Point of contact in the organisation	Name Position in the organisation Email address

Agreement start date	
Agreement completion date	
Estimated agreement value	
Description of agreement	
Contract/Grant 3: NAME	
Name of customer/donor organisation	
Point of contact in the organisation	Name Position in the organisation Email address
Agreement start date	
Agreement completion date	
Estimated agreement value	
Description of agreement	

Section 6	Modern Slavery Act 2015: Requirements under Modern Slavery Act 2015 and UN Global Compact Requirements	
Question number	Question	Response
6.1	<p>Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains") of the Modern Slavery Act 2015 ("the Act")?</p> <p><i>A "commercial organisation" is any business or partnership that</i></p> <ul style="list-style-type: none"> - <i>Are a body corporate or a partnership wherever incorporated;</i> - <i>Supplies good or services,</i> - <i>Carries out business in any part of the United Kingdom, and is not necessarily located in the United Kingdom, and</i> - <i>Has an annual turnover of at £36 million pounds or more</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.2	<p>If you have answered 'yes' to Question 6.1, are you compliant with the preparation of an annual slavery and human trafficking</p>	<input type="checkbox"/> Not applicable

Section 6		
Modern Slavery Act 2015: Requirements under Modern Slavery Act 2015 and UN Global Compact Requirements		
Question number	Question	Response
	statement as contained in section 54 of the Act? Answering no may result in a potential partner being excluded from participating further in the procurement process.	<input type="checkbox"/> Yes – Please provide below the relevant URL of your website including the statement or, if you don't have a website, a copy of the statement <input type="checkbox"/> No – Please provide below an explanation
6.3	Is your organisation a signatory to the UN Global Compact? Compliance Level 1 Supply Partners, as defined in Section 1.1 of this document, are required to be a signatory to the UN Global Compact.	<input type="checkbox"/> Yes (Signatory) <input type="checkbox"/> No (Participant) <input type="checkbox"/> No (neither signatory nor participant)
6.4	If you have answered 'no' to Question 6.3 will your organisation become a signatory to the UN Global Compact if required by the Subcontract?	<input type="checkbox"/> Not applicable (answered 'yes' to 6.3) <input type="checkbox"/> Yes <input type="checkbox"/> No
6.5	If 1) nominating a member of the Foreign, Commonwealth and Development Office (FCDO) staff who is in service, or on leave of absence, or 2) any existing staff members or nominated staff have been employed by FCDO or the Crown in the preceding two years, can you provide proof of compliance with the HMG approval requirements under the Business Appointment Rules? This includes providing to Chemonics Group UK Ltd. a letter from their Crown Service employer granting permission for them to undertake the services.	<input type="checkbox"/> Not applicable <input type="checkbox"/> Yes <input type="checkbox"/> No

Section 7		
Insurance		
Question number	Question	Response
Partners are required to effect and maintain insurances (where appropriate) in relation to the performance of their obligations under the potential subcontract appropriate to the services being provided.		
7.1	Please certify that your organisation currently maintains all insurances required by the governing law applicable to your jurisdiction. For partners performing any work in the U.K., this includes the U.K. Employer's Liability insurance per the Employers' Liability (Compulsory Insurance) Regulations 1998. Answering no may result in a potential partner being excluded from participating further in the procurement process.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.2	Please provide details of all insurance policies that you have in place including but not limited to Employer's liability, Public Liability Insurance, Professional Indemnity Insurance and Product Liability Insurance.	

Section 7		Insurance		
Question number	Question			Response
	Insurer	Type of Policy	Financial limit of liability	Expiry Date of policy
7.3	The partner certifies to effect and maintain the insurances required by the governing law applicable to their jurisdiction and appropriate to the services they will be providing under the prospective subcontract, as mutually agreed between Chemonics and the partner.			<input type="checkbox"/> Yes <input type="checkbox"/> No

Section 8		Organisational Policies and Procedures	
Question number	Question	Response	
8.1	<p>FCDO's Supply Partner Code of Conduct sets out ethical expectations of delivery partners, vendors, and other authorised representatives (hereafter referred to collectively as "suppliers") who conduct business with or on behalf of FCDO. Suppliers must always conduct their business interactions and activities in accordance with the principles set out in the FCDO Supply Partner Code of Conduct. They are also expected to comply with all the laws and treaties of the countries in which they operate. Any subcontract awarded for this procurement will require the potential partner to accept and maintain full compliance with the FCDO's Supply Partner Code of Conduct. Please read FCDO's Supply Partner Code of Conduct. By selecting "yes," you are certifying that you understand our expectations of suppliers and will comply with the FCDO Supply Partner Code of Conduct in the performance of the prospective subcontract. Code of Conduct in the performance of the prospective subcontract.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Section 8	Organisational Policies and Procedures																							
Question number	Question	Response																						
8.2	<p>Please indicate if your organisation has the policies and procedures listed below. If so, please attach each policy. Note that partners are required to have policies and procedures for the topics noted with an asterisk. Please see the Supply Partner Compliance section of the Procurement at FCDO website for guidance.</p> <table border="1"> <tbody> <tr> <td data-bbox="443 478 935 548">▪ Policy Manual/ Code of Conduct*</td> <td data-bbox="951 478 1572 548"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 548 935 617">▪ Due diligence, fraud and anti-corruption*</td> <td data-bbox="951 548 1572 617"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 617 935 657">▪ Safeguarding*</td> <td data-bbox="951 617 1572 657"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 657 935 697">▪ Whistleblowing*</td> <td data-bbox="951 657 1572 697"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 697 935 737">▪ Terrorism and Security*</td> <td data-bbox="951 697 1572 737"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 737 935 777">▪ Bullying and Harassment</td> <td data-bbox="951 737 1572 777"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 777 935 816">▪ Environmental/Social Impacts</td> <td data-bbox="951 777 1572 816"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 816 935 856">▪ Net Zero Carbon reporting</td> <td data-bbox="951 816 1572 856"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 856 935 896">▪ Data Protection policy</td> <td data-bbox="951 856 1572 896"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 896 935 936">▪ Risk Management</td> <td data-bbox="951 896 1572 936"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="443 936 935 976">▪ Conflict of Interest Policy</td> <td data-bbox="951 936 1572 976"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </tbody> </table>	▪ Policy Manual/ Code of Conduct*	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Due diligence, fraud and anti-corruption*	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Safeguarding*	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Whistleblowing*	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Terrorism and Security*	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Bullying and Harassment	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Environmental/Social Impacts	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Net Zero Carbon reporting	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Data Protection policy	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Risk Management	<input type="checkbox"/> Yes <input type="checkbox"/> No	▪ Conflict of Interest Policy	<input type="checkbox"/> Yes <input type="checkbox"/> No	
▪ Policy Manual/ Code of Conduct*	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Due diligence, fraud and anti-corruption*	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Safeguarding*	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Whistleblowing*	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Terrorism and Security*	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Bullying and Harassment	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Environmental/Social Impacts	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Net Zero Carbon reporting	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Data Protection policy	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Risk Management	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
▪ Conflict of Interest Policy	<input type="checkbox"/> Yes <input type="checkbox"/> No																							
8.3	<p>If your organisation does not have policies and procedures for each of the listed topics noted with an asterisk above, please certify by selecting 'Yes' to the right that prior to subcontract award your organisation will provide:</p> <ul style="list-style-type: none"> The policies and procedures for the topics noted with an asterisk. Provide a summary of how your organization approaches and incorporates each topic into the work that the organization undertakes. 	<input type="checkbox"/> Not applicable <input type="checkbox"/> Yes <input type="checkbox"/> No																						

Section 9		
Duty of Care		
Question number	Question	Response
9.1	All personnel (including employees, second tier sub-contractors or agents) engaged under a potential subcontract will come under the Duty of Care of the partner. The partner is responsible for the safety and well-being of their Personnel and any third parties affected by their activities, including appropriate security arrangements. Chemonics reserves the right to clarify any aspect of this evidence or to request additional evidence/information where we deem appropriate. Please confirm that you (as the potential partner) fully acknowledge the risks of working in [name country], and you accept the risks associated with working in the operating environment of [name country].	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.2	<p>Please describe below or provide as an attachment your organisation's approach to duty of care, as it relates to employees, contractors, subcontractors, subgrantees, beneficiaries, or any other category of recipient, including the provision of suitable security arrangements for national and international staff. The above categories are meant to be illustrative; your organisation may have approaches to duty of care that extend beyond these categories. In your statement, please provide:</p> <ul style="list-style-type: none"> • A description that demonstrates your understanding of the safety and security risk management implications related to your scope of work and provide an appropriate plan to manage these risks. • An explanation of the training provided or to be provided to your staff on risk management and security before the commencement of work and the mechanisms your organisation has in place to monitor risk on a live/ongoing basis • A description of the access your staff has to safety equipment, if required, and the systems you have to manage emergencies/incidents. 	

Section 10	International Aid Transparency Initiative	
Question Number	Question	Response
10.1	The Aid Transparency Challenge, launched by the Secretary of State, states that FCDO will require organisations receiving funding to comply with the International Aid Transparency Initiative (IATI) standards of transparency for their disbursement of UK aid and to require this of <i>Compliance Level 1 Supply Partners</i> . If your organisation is classified as a <i>Compliance Level 1 Supply Partner</i> , please confirm that you agree to comply with the IATI standards of transparency.	<input type="checkbox"/> Not applicable <input type="checkbox"/> Yes <input type="checkbox"/> No

Section 11	FCDO Terms and Conditions	
Question Number	Question	Response
11.1	Any subcontract awarded for this procurement will require the potential partner to accept and maintain full compliance with the FCDO's Standard Terms and Conditions. Please confirm your acceptance by selecting 'Yes'.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Partner Certification

- ☐ I declare that to the best of my knowledge the answers submitted, and information contained in this document are correct and accurate.
- ☐ I declare that, upon request and without delay, I will provide the certificates or documentary evidence referred to in this document.
- ☐ In the event that this information is provided as part of a procurement, I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.
- ☐ I understand that Chemonics may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.
- ☐ My organisation confirms that we are putting forth personnel in good faith and with the understanding that all key personnel will be available to provide the required services for the duration of the subcontract, or as so indicated in our proposal.

CERTIFIED BY:

ITT No. MOBILIST-ITT-001

CGUK ID #: 00058

VERSION: 3

LAST UPDATED: 24 OCTOBER 2024

Page 30 of 44

Signature:	[Person signing this declaration should be authorised to sign contractual agreements on behalf of their organisation]	
Name:	{Corporate officer or authorized representative}	Date
Title:	{Title - corporate officer must be an individual at a level no lower than MD or CFO}	

Annex 1 Cover Letter

[Tenderer: Insert date]

mobilistprocurement@ukmobilist.com

Reference: Invitation to Tender: MOBILIST-ITT-001 - Analysis of Secondary market strategies in development finance

Subject: Declarations

Dear MOBILIST Procurement:

[Tenderer: Insert name of your organization] is pleased to submit its proposal in regard to the above-referenced request for proposals. For this purpose, we are pleased to provide the information furnished below:

Name of Tenderer

Name of Organization's Representative

Taxpayer Identification/VAT Number

Address

Telephone

E-mail

Type of Organization*

*Commercial, Non-profit, Educational, Other

Small, medium or micro enterprise (SME)?**

☐ Yes ☐ No

**An SME is defined in accordance with the European Commission as having less than 250 persons employed and an annual turnover of up to EUR 50 million, or a balance sheet total of no more than EUR 43 million.

As required in the Key Procurement Information, we confirm that our tender, including the commercial proposal will remain valid for [insert number of days] calendar days after the proposal deadline.

We are further pleased to provide the following annexes containing the information requested in the ITT:

[Tenderers: It is incumbent on each Tenderer to clearly review the ITT and its requirements. It is each Tenderer's responsibility to identify all required annexes and include them]

- Copy of registration or incorporation in the public registry, or equivalent document from the government office where the Tenderer is registered.
- Copy of company tax registration, or equivalent document.
- Copy of trade license, or equivalent document.

As part of our offer [Name of Tenderer] provides the following self-declarations:

- [Name of Tenderer] is able to comply with the proposed delivery of performance schedule having taken into consideration all existing business commitments.
- [Name of Tenderer] has adequate financial resources to manage this contract.
- [Name of Tenderer] is up to date with its tax, social and labour obligations.
- [Name of Tenderer] certifies that our organisation currently maintains all insurances required by the governing law applicable to our jurisdiction and appropriate to the services/Goods we will be providing under the prospective contract.

ITT No. MOBILIST-ITT-001

CGUK ID #: 00058

VERSION: 3

LAST UPDATED: 24 OCTOBER 2024

Page 32 of 44

- [Name of Tenderer] certifies that in carrying out the services mentioned below, equipment or services produced by the following companies will not be procured for use by Chemonics: Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, and Dahua Technology Company.
- [Name of Tenderer] ☐ has ☐ does not have any close, familial, or financial relationships with Chemonics staff. For example, if a Tenderer's cousin is employed by Chemonics, the Tenderer must state this.
- [Name of Tenderer] ☐ has ☐ does not have any family or financial relationship with other Tenderers submitting proposals. For example, if the Tenderer's father owns a company that is submitting another proposal, the Tenderer must state this.
- [Name of Tenderer] ☐ is ☐ is not aware of any conflict of interest due to the participation in the ITT and prospective contract.
- [Name of Tenderer] certifies that the prices in the offer have been arrived at independently, without any consultation, communication, or agreement with any other Tenderer or competitor for the purpose of restricting competition.
- [Name of Tenderer] certifies that all information in the proposal and all supporting documentation are authentic and accurate.
- [Name of Tenderer] certifies understanding and agreement to Chemonics' prohibitions against fraud, bribery and kickbacks contained on page 2 of this ITT.
- [Name of Tenderer] understands the personal data requirements under this contract and can implement the appropriate technical and organisational measures to comply with applicable data protection laws (i.e GDPR, DPA 2018) and to ensure the protection of the rights of data subjects.

Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below:

- | | | |
|---|--|--------------------------|
| • Participate in a criminal organization | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide details. |
| • Corruption | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide details. |
| • Fraud | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide details. |
| • Terrorist offences or offences linked to terrorist activities | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide details. |
| • Money laundering or terrorist financing | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide details. |
| • Child labour and other forms of human trafficking | <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, provide details. |

☐ I declare that to the best of my knowledge the answers submitted, and information contained in this document are correct and accurate.

[TENDERERS: *Delete this section prior to signature.* This self-declaration is used by Chemonics to assess that Tenderers meet our expectations of our supply partners. If you seriously misrepresent any factual information in this Annex 1, and so induce Chemonics to enter into a contract, you may be excluded from the procurement procedure and from partnering with Chemonics in the future. If a purchase order has been entered into, the contract may be terminated for default].

By submitting this Tender, we explicitly consent to all requirements and conditions stipulated in ITT and declare that we will continue to comply therewith throughout the entirety of the contract period. Furthermore, we confirm that we offer the rates as provided in the attached Tender.

Sincerely yours,

ITT No. MOBILIST-ITT-001

CGUK ID #: 00058

VERSION: 3

LAST UPDATED: 24 OCTOBER 2024

Signature

[Tenderer: Insert name of your organization's representative]

[Tenderer: Insert name of your organization]

Annex 2 - Chemonics Tendering Conditions:

The following Ethical and Business Conduct requirements, Definitions and Terms form a material part of the ITT.

Section .1 Ethical and Business Conduct Requirements

Chemonics is committed to integrity in procurement, and only selects suppliers based on objective business criteria such as price and technical merit. Chemonics expects suppliers to comply with our [Standards of Business Conduct](#), and the [FCDO Supplier Code of Conduct](#).

Chemonics does not tolerate fraud, collusion among Tenderers, falsified proposals/bids, bribery, or kickbacks. Any firm or individual violating these standards will be disqualified from this procurement, barred from future procurement opportunities, and may be reported to Chemonics' Client.

Tenderers will ensure they comply with all applicable laws and regulations in force of the country in which the Tenderers is registered and the country where the services are to be wholly or partially performed, including, but not limited to tax laws, environmental, legal and social obligations, anti-corruption laws, anti-bribery laws and anti-terrorism laws. The Tenderers also represents that neither it, nor to the best of its knowledge any of its personnel, servants or agents or any person acting on its behalf, have at any time prior to and during the term of this proposal appeared on the Home Office Proscribed Terrorist Organisations List and/or the Consolidated United Nations Security Council Sanctions List.

The Tenderers must certify that the Tenderers, or its principals, is not debarred, suspended, or proposed for debarment or declared ineligible for award by any UK department or agency or by the U.S. OFAC ([Office of Foreign Assets Control List](#)) of Specially Designated Nationals and Blocked Persons.

Chemonics takes a zero-tolerance approach towards human trafficking consistent with the United Kingdom Government's anti-trafficking and safeguarding efforts guided by Safeguarding Vulnerable Groups Act 2006. The Tenderers shall therefore comply with, all applicable anti-slavery and human trafficking laws, statutes, regulations and codes from time to time in force including the Modern Slavery Act 2015.

The Tenderers warrants that at the time of submitting this proposal they are not aware of any present or future matter that may give rise to any real or perceived conflict of interest with this proposal and/or the Project. If a real or perceived conflict of interest arise, the Tenderers will notify Chemonics immediately in writing.

Employees and agents of Chemonics are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to Chemonics' Client. In addition, Chemonics will inform its Client of any supplier offers of money, fee, commission, credit, gift, gratuity, object of value, or compensation to obtain business.

Please contact the Point of Contact or Chemonics Office of Business Conduct listed in the Key Procurement Information with any questions or concerns regarding the above information or to report any potential violations.

Section 2. ITT Definitions

The following definitions apply to Chemonics invitations to tender as applicable:

- a. **“Agreement”** refers to a contract that will be executed as a result of this tendering process between Chemonics (Buyer) and the selected Tenderer (Seller). It can be a Subcontract, or a Vendor Agreement as defined below.
- b. **“Anticipated date of award”** is the date that Chemonics expects to sign the Agreement with the Vendor/Subcontractor.
- c. **“Anticipated date of mobilisation”** is the date Chemonics expects the Vendor/Subcontractor to commence work.
- d. **“Authority or Chemonics Client”** means an entity that has contracted Chemonics to implement the Project referenced on the cover page.
- e. **“Chemonics”** acting as the **“Buyer”** means Chemonics Group UK Ltd. or a branch or subsidiary implementing the Project.
- f. **“Country of Performance”** means the country(ies), identified in the Key Procurement Information, where the Services are rendered and/or Goods will be used.
- g. **“Eligible Vendor/Subcontractor”** means an entity that complies with the ITT eligibility requirements and that has passed Chemonics due diligence process.
- h. **“FCDO”** means Foreign Commonwealth & Development Office and includes any successor departments of the U.K. Government.
- i. **“Framework Agreement”** is a draw-down or umbrella type agreement that establishes the pricing, terms, and conditions for the as-needed purchases. This agreement allows the Project to issue specific purchase orders, on an as-needed basis, for the procurement of Goods/Services over the Period of Performance. Chemonics is only obligated to pay for Goods/Services ordered through purchase orders issued under this agreement and delivered by the Vendor in accordance with the terms & conditions. All unit prices included in the Tender must remain fixed for the initial Period of Performance of the Framework.
- j. **“Goods”** means the supplies or items set out in Volume 3 and such other items as the parties may agree in writing from time to time to be delivered by the Vendor/Subcontractor.
- k. **“In-Person Presentations”** means an invitation for the best ranked Tenderers to present their proposed technical proposal.
- l. **“ITT Clarifications”** is the opportunity Tenderers have to ask questions on the ITT. Questions or clarifications shall only be sent to the Point of Contact and no later than the date and time specified in the Key Procurement Information. To ensure equity, responses will be notified to all Tenderers (where deemed appropriate by Chemonics) without disclosure of the initiator. Only written answers from Chemonics will be considered official and carry weight in the tendering process and subsequent evaluation. Any answers received outside the official channel, whether received verbally or in writing, from employees or representatives of Chemonics or any other party, will not be considered official responses regarding this ITT.
- m. **“ITT Conference day”** means a conference set prior to the Submission deadline where Tenderers are invited to discuss the conditions of the ITT and the Terms of Reference.
- n. **“Legal Services Agreement or LSA”** constitutes a contract issued to provide legal advice for Project implementation on an as-needed basis.
- o. **“Maximum Budget”** is the maximum amount available or authorised for the total procurement. Tenders are expected to be below this amount unless specified in the ITT.
- p. **“Plug Figure”** is an amount of money that the Project expects to be budgeted or reflected in the proposed budget. i.e., travel costs for £25,000 or a programmatic audit for £5,000.

- q. **“Proposal validity”** means a period, expressed in calendar days, in which proposed prices must remain valid after the ITT deadline. If an evaluation process is delayed, Chemonics reserves the right to request extension of the offer validity period.
- r. **“Project”** is the project that Chemonics is engaged to deliver pursuant to the provisions of the Prime Contract.
- s. **“Purchase Order or PO”** constitutes an agreement issued which includes a description of the Goods and/or Services and the Schedule of Prices stipulated for the individual order.
- t. **“Services”** means the services set out in Volume 3 to be delivered by the Vendor/ Subcontractor.
- u. **“Subcontract”** means a contractual agreement for services or facilities which *are material* for the provision of services under the head contract with the Authority.
- v. **“Subcontractor”** means the entity selected by Chemonics to supply the Goods and/or Services under a Subcontract resulting from this ITT.
- w. **“Time and Materials Vendor Services Agreement or VSA”** constitutes a contract issued which includes a description of the Services and the Workdays being Ordered. The Schedule of Prices is expressed in Time (Gross daily rates) and Materials (expenses).
- x. **“Transportation Services Agreement or TSA”** constitutes a contract issued to provide transportation (car plus driver) for Project implementation.
- y. **“Tenderer”** means the entity submitting a tender or bidding under this ITT.
- z. **“U.K.”** means the United Kingdom including its provinces, states and territories.
- aa. **“U.S.”** or “United States” means the United States of America, including any State(s) of the United States, the District of Columbia, and areas of U.S.-associated sovereignty, including commonwealths, territories and possessions.
- bb. **“Value for Money or VfM”** is defined as the “optimum combination of whole-life cost and quality to meet requirements in a fully transparent manner”. The concept of VfM also includes the “4 E”.
 - i. Economy: ensuring how teams will gather up-to-date information on cost drivers to deliver the most economical approach.
 - ii. Efficiency: project learning exercises reflect operational lessons to improve efficiency of the delivery strategy.
 - iii. Effectiveness: present Key \Performance Indicators (KPI) and project indicators that show how the project is achieving results.
 - iv. Equity: how the project is addressing gender equality, disability, and leaving no one behind.
- cc. **“Vendor”** means the entity selected by Chemonics to supply the Goods and/or Services under a vendor agreement resulting from this ITT. Examples of vendor agreements are PO, VSA, TSA, LSA as defined herein.
- dd. **“Vendor Agreement”** means a contractual agreement for ancillary services or Goods which *are not material* for the provision of services under the head contract.

Section 3. Terms and Conditions of the Tender

The following terms and Conditions apply to this ITT

- a) This is an invitation to tender (ITT) only. Issuance of this ITT does not in any way obligate Chemonics, the Project, or Chemonics Client to make an award or nor does it commit Chemonics to pay any costs incurred in the preparation and submission of the proposals. *
- b) Chemonics may cancel this ITT at any time.
- c) Late tenders may be considered at the discretion of Chemonics.
- d) Chemonics reserves the right to reject any and all offers, if such action is considered to be in the best interest of Chemonics.
- e) If there are significant deficiencies regarding responsiveness to the requirements of this ITT, a tender may be deemed “non-responsive” and thereby disqualified from consideration. Chemonics reserves the right to waive immaterial deficiencies at its discretion.
- f) Complaints/Appeals: The Tenderer agrees that any complaint or appeal hereunder must be presented—in writing with full explanations—to the Point of Contact in the Key Procurement Information in Volume 1 for consideration. Chemonics, at its sole discretion, will make a final decision on the complaints/appeals for this procurement. By submitting a Tender hereunder, the Tenderer understands that the Authority/Chemonics Client is not a party to this solicitation and will not entertain appeals from Vendors/Subcontractors. *
- g) Tenders must provide their best offer. It is anticipated that award will be made solely based on these original offers. However, Chemonics reserves the right to conduct negotiations with and/or request clarifications from any Tenderer prior to award.
- h) The Agreement issued by Chemonics will contain provisions required by the Authority and will be subject to Chemonics’ standard terms and conditions. A copy of the full terms and conditions is attached separately to this ITT.
- i) An Agreement resulting from this ITT will only be issued to the entity submitting the tender in response to this ITT; payments for Goods or Services provided under such will not be issued to a third party. *
- j) For Framework agreements only: Any award resulting from this ITT will be in the form of a Framework Agreement (FA). The Project anticipates issuing a FA (or multiple FAs) under which specific purchase orders can be issued—on a demand driven basis—at the pricing levels established in the FA. When the need arises for the Goods/services described in the FA, the Project will issue a purchase order to the FA-holder. If there are multiple FA-holders as a result of this ITT, the purchase order will be issued to the FA-holder that presents value for money for that specific order, based on price and delivery time.
- k) Tenders are encouraged to view [Chemonics Data Privacy Policies](#) to see how we process your personal data. *

Annex 3 - Criteria for delivering excellent quality research with high value for money

Annex 3A- Guidance regarding assessment criteria relevant to research excellence

Principles of quality	Associated issues
Conceptual framing	High quality studies acknowledge existing research or theory. They make clear how their analysis sits within the context of existing work. They typically construct a conceptual or theoretical framework, which sets out their major assumptions, and describes how they think about the issue at hand. High quality studies pose specific research questions and may investigate specific hypotheses.
Transparency	High quality studies are transparent about the design and methods that they employ, the data that has been gathered and analysed, and the location/geography in which that data was gathered. This allows for the study results to be reproduced by other researchers or modified with alternative formulations. Failure to disclose the data and code on which analysis is based raises major questions over the credibility of the research. Transparency includes openness about any funding behind a study.
Appropriateness	There are three main types of research design, and many types of methods. Some designs and methods are more appropriate for some types of research exercise than others. Typically, experimental research designs tend to be more appropriate for identifying, with confidence, the presence of causal linkages between observable phenomena. The implementation of an experimental design is not, in itself, a sign of good quality. The diverse array of observational (or 'non-experimental' designs) may be more appropriate for questions that either cannot be explored through experimental designs due to ethical or practical considerations, or for the investigation of perspectives, people and behaviours that lie at the heart of most development processes.
Cultural sensitivity	Even research designs that appear well-suited to answering the question at hand may generate findings that are not credible if they fail to consider local, cultural factors that might affect any behaviours and trends observed. High quality studies will demonstrate that they have taken adequate steps to consider the effect of local cultural dynamics on their research.

Validity	<p>Measurement validity: Measurement validity relates to whether or not the specific indicator chosen to measure a concept is well suited to measuring it.</p> <p>Internal validity: Some research is concerned with exploring the effect of one (independent) variable on another (dependent) variable. It can do so using a range of research designs and methods. An internally valid study would employ a technique capable of demonstrating such causal relationships.</p> <p>External validity: This describes the extent to which the findings of a study are likely to be replicable across multiple contexts. Do they apply only to the subjects investigated during this particular study, or are they likely to apply to a wider population/country group? Quantitative researchers typically seek to address issues of external validity by constructing 'representative samples'.</p> <p>Ecological validity: This dimension of validity relates to the degree to which any research is really able to capture or accurately represent the real world, and to do so without the research itself somehow impacting upon the subjects it seeks to study. Ecologically valid studies will explicitly consider how far the research findings may have been biased by the activity of doing research itself.</p>
Reliability	<p>Stability: If validity is about measuring the right 'thing', then stability is about measuring it 'right'. What steps, if any, have been taken to ensure that the researchers are consistent in the way they ask questions and gather data?</p> <p>Internal reliability: Many concepts can be measured using multiple indicators, scales, and indices. If very significant discrepancies exist between indicators, then the internal reliability of one or other of the measures is open to question. High quality research will consider such issues, with specific attention to whether or not particular measures are well-suited to the cultural context in which they are taken.</p> <p>Analytical reliability: the findings of a research study are open to question if the application of a different analytical technique (or 'specification') to the same set of data produces dramatically different results.</p>
Cogency	<p>A high quality study will provide a clear, logical thread that runs through the entire paper. This will link the conceptual (theoretical) framework to the data and analysis, and, in turn, to the conclusions. High quality studies will signpost the reader through the different sections of the paper, and avoid making claims in their conclusions that are not clearly backed up by the data and findings. High quality studies will also be self-critical, identifying</p>

	limitations of the work, or exploring alternative interpretations of the analysis.
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Guidance regarding assessment criteria relevant to Value for Money

Impact:	Does the research focus on an important and practical development challenge?
Additionality:	Does financial support address an important gap in research funding?
Quality:	Will the commissioned research be of the highest quality?
Deliverability:	Will the research deliver benefits within a realistic timeframe?
Cost:	Has every possible step been taken to control costs?

Annex 3B- Assessing the Strength of Evidence

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/291982/HTN-strength-evidence-march2014.pdf

Annex 4- Example Firm Fixed Price Subcontract Template (Terms and Clauses)

Separate attachment

Annex 5- FCDO (DFID) Value for Money document.

<https://assets.publishing.service.gov.uk/media/5a78a9ee40f0b632476992f1/DFID-approach-value-money.pdf>

Annex 6 – FCDO (DFID) ethical guidance for research, evaluation and monitoring activities.

<https://assets.publishing.service.gov.uk/media/5d9ee055e5274a5a29d7c26a/DFID-Ethics-Guidance-Oct2019.pdf>