

Invitation to tender for MEAL consulting process on Impact Monitoring and/or Financial Management in IKI funded project “Just Energy Transition through Community-Owned Renewable Energy Hubs in South Africa”

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Content

1	Terms of Reference.....	3
1.1	Brot für die Welt.....	3
1.2	Background	3
1.3	Objective of the agreement.....	3
1.4	Parties involved	3
1.5	Service to be performed	3
1.6	Contract period and time schedule	7
1.7	Reporting.....	8
1.8	Requirements for the execution of the contract/ necessary qualifications	9
1.9	Further requirements.....	10
2	Terms and conditions for tender	10
2.1	General principles	10
2.2	Tenders.....	11
2.3	Eligibility assessment and award of contract.....	13
3	Annexes.....	15

1 Terms of Reference

1.1 Brot für die Welt

Brot für die Welt (Bread for the World, BfdW) is a globally active development and relief agency of the Protestant Churches in Germany. In almost 90 countries all across the globe, we empower the poor and marginalised to improve their living conditions. Key issues of our work are [food security](#), promotion of [health](#) and [education](#), access to water, strengthening of democracy, respecting [human rights](#), keeping [peace](#) and the integrity of creation. Brot für die Welt takes steps to make sure that there is enough food for everyone. Because fighting hunger becomes increasingly important in times of [climate change](#) and ever scarcer resources.

The work of Brot für die Welt (BfdW) primarily focuses on the [support of projects](#) in the countries of the Global South. An essential feature of our projects is the close and continuous cooperation with local, often church-related [partner organisations](#). Upon request, Brot für die Welt provides them with [specialists](#) and volunteers. Through [lobbying](#), public relations and education in Germany and Europe, we seek to influence political decisions in favour of the marginalised and to raise awareness for the necessity of a sustainable way of life.

Further information on the work of Brot für die Welt is available at: <https://www.brot-fuer-die-welt.de/en/bread-for-the-world/>.

1.2 Background

Evangelisches Werk für Diakonie und Entwicklung e.V. - Brot für die Welt (BfdW) together with its South African partners [Southern African Faith Communities' Environment Institute \(SAFCEI\)](#) and [Social Change Assistance Trust \(SCAT\)](#) has entered into a grant agreement with the [International Climate Initiative \(IKI\)](#) for the project "Just Energy Transition through Community-Owned Renewable Energy Hubs". The project establishes four community-owned renewable energy hubs in four South African provinces while strengthening community participation in South Africa's Just Energy Transition (JET). The project includes external consultancy support for capacity building and Monitoring, Evaluation, Accountability, and Learning (MEAL).

The project started on 01 July 2026 and will last for 36 months. The MEAL consultant is an integral part of the project.

1.3 Objective of the MEAL contract

- To support the local implementing partners (co-applicants) and BfdW (as coordinator of the action) in ensuring compliance with the IKI's rules and regulations, in particular with regard to MEAL.
- To strengthen the actors' capacity in terms of MEAL and concerning IKI procedures for reporting. (Lot 1)
- To strengthen the actors' capacity in terms of MEAL and concerning IKI procedures for financial reporting, financial management, contracting, and procurement. (Lot 2)

1.4 Parties involved

Involved parties are staff from the two South African partner organisations (SAFCEI and SCAT) as well as BfdW staff in Berlin.

1.5 Service to be performed

BfdW is looking to obtain the following services for the above-mentioned project:

1.5.1 Activities to be carried out

Lot 1 – Workshop Facilitation and Impact Monitoring

Planning, facilitation and reporting of a 1-day **kick-off workshop** (1 day in-person planning meeting in Cape Town/ South Africa) with the focus of planning of the first year. In addition, a half day online workshop for the MEAL part may be planned. This shall be discussed in the inception phase.¹ The on-site workshop is envisioned to take place most likely in early October. The in-person workshop and potential additional half day online workshop shall entail:

- Facilitation of a detailed planning of the first year of implementation of the project
- Facilitation of the development of the MEAL system as a holistic management approach to the project;
- Analysis of organisational MEAL capacities for subsequent online mentoring and trainings;

Develop and the **set-up of an effective digital MEAL tool** as well as capacity development of programme staff and selected key stakeholders that will last for the entire project duration (until date of final report submission 31.12.2029). This includes:

- Conducting a needs analysis with BfdW and the partners (what is needed, what is already in place, discuss roles and responsibilities).
- Co-creating, setting up and technically supporting a digital MEAL tool that allows for joint, easy, intuitive data entry, collection and analysis (including templates, formats and common agreed upon procedures); performing maintenance and making adjustments as needed. The tool shall build on what already exists and be compatible to the existing MEAL systems of the organisations.
- The MEAL tool should enable the consortium to track the implementation of activities with timeline, achievement of objectives and indicators (as defined in the logical framework), enable learning and to take informed decisions on adaptive management
- The MEAL tool should furthermore include role-based access control, multi-user functionality with simultaneous access, mobile-friendly design (extent to be discussed), an intuitive dashboard and a database interface, as well as be able to import and export data and produce automated information and reports (according to the IKI template) for full transparency.
- The MEAL tool should include safeguard monitoring and have gender-responsive monitoring tools.
- Security and Data Management: Regular backups and secure data storage, Tools in alignment with EU data protection, privacy and security standards and directives, Data stored on secure servers located within the EU or in jurisdictions with equivalent protection standards, Data transmission uses secure protocols (e.g. HTTPS, SSL/TLS encryption), Ability to track and restore previous versions of data entries.
- Capacity building on the use of the MEAL tool as well as adjustments of digital project-management, data-collection, and reporting tools (MEAL tool) (in coordination with finance consultant)

¹ An online introductory kick-off workshop will take place on 31 August and 1 September 2026, covering, among other topics, IKI requirements and a log frame review. This workshop will not be part of this contract. Consultants will receive the workshop reports and are expected to build on the outcomes of those sessions when commencing their assigned tasks.

Provide **ongoing support** to BfdW and the partners in the following MEAL tasks:

- Capacity strengthening for action staff and selected key stakeholders in IKI project management and accountability by means of inputs and training; including online refresher trainings on the technical, organisational, and operational implementation of an IKI-funded project, applying a gender-responsive approach;
- Assisting in the project management (monitoring);
- Attending the consortium's regular MEAL meetings if required, e.g. to review how data collection is working, where adjustments to the MEAL tool are needed, etc.
- Ensuring regular collection of the required quantitative and qualitative data and related supporting documents for reporting purposes;
- Facilitating the preparation of 3 annual reports (in first quarter 2027, 2028 and 2029); 2 biannual updates (July 2027 and 2028), and final report (July 2029) according to IKI rules and regulations;
- Supporting all actors with regards to on-going monitoring and compliance issues throughout the implementation period (via phone, email and online-meetings).

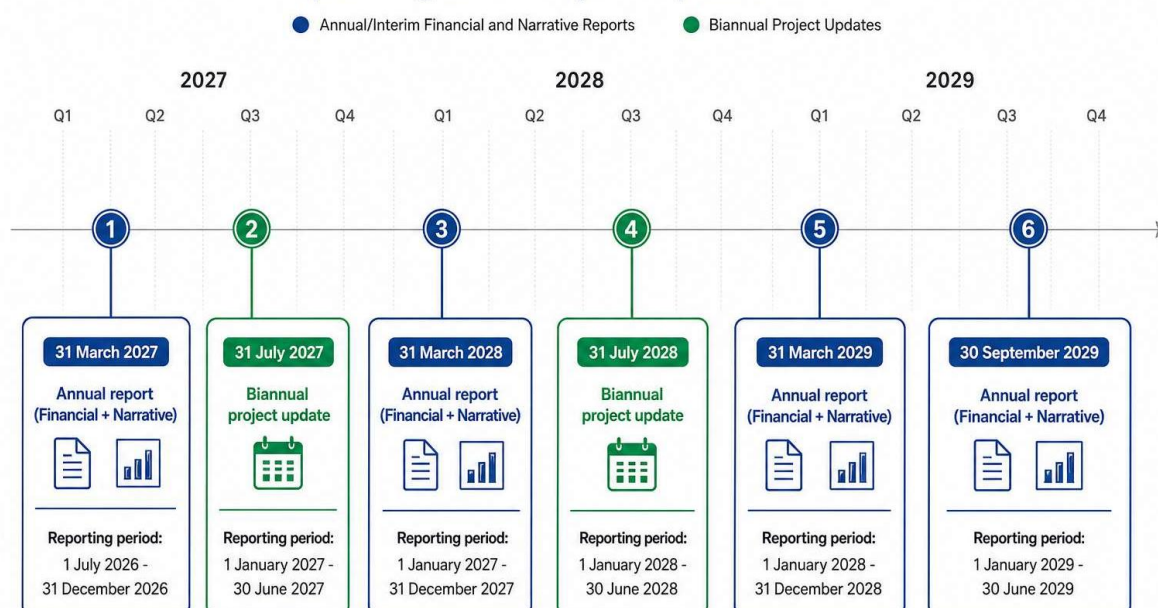
Planning, facilitation and reporting of **two annual review meetings in June 2027/ 2028** and the **final workshop in May 2029** (in-person in Cape Town/ South Africa). The meetings will be organised in consultation with consortium members and facilitated by the consultant. This includes:

- Facilitating the review of the previous year and planning the upcoming year;
- Facilitating the development of the bi-annual reports (narrative) to IKI (2027 and 2028) and final report (narrative 2029);
- If required and where significant compliance issues arise, the consultant will deliver a dedicated input slot during the annual review meeting on IKI project management, compliance with donor requirements, and accountability.

As the project runs from 01.07.2026 to 30.06.2029, the annual in-person meetings to review the previous year and plan the upcoming year take place in May/June each year. The development of the bi-annual reports may be part of the workshop agenda.

As per donor requirements, the annual reports will need to be submitted in March each year. If necessary, separate half-day online workshops might be held to develop the annual reports.

Reporting and Project Update Timeline



Lot 2 - Financial Management:

Co-planning, facilitation and reporting of the financial-management aspects of a 1-day **kick-off workshop** (1 day in-person planning meeting in Cape Town/ South Africa). In addition, a half day online workshop for the MEAL part may be planned. This shall be discussed in the inception phase.² The on-site workshop is envisioned to take place in early October. The in-person workshop and potential additional half day online workshop shall entail:

- Facilitation of a detailed planning of the first year of project implementation regarding financial management.
- Co-facilitation of the development of the MEAL system as a holistic management approach to the project (focus on finance);
- Analysis of organisational financial-management capacities for subsequent online mentoring and trainings;

Contribute to the development and set-up of an effective digital **MEAL tool** as well as capacity development of programme staff and selected key stakeholders that will last for the entire project duration (until date of final report submission 31.12.2029). This includes:

- Conducting a needs analysis with BfdW and the partners (what is needed for financial monitoring, what is already in place for financial management, discuss roles and responsibilities).
- Co-creating and technically supporting a digital MEAL tool for the project, that allows for joint, easy, intuitive financial data entry, collection and analysis; making adjustments as needed. The tool shall build on what already exists and be compatible to the existing MEAL systems of the organisations.
- The MEAL tool should allow for the tracking of the contract budget: Budget vs actual expenditure tracking with variance analysis and tracking of the funding ratio, clear linking between budget lines, activities, and outputs; support for multiple currencies and exchange rate tracking, allowing for budget forecasting / financial planning; upload, download and storage functionality for invoices and other supporting documents.
- Capacity building on the use of the MEAL tool as well as adjustments of digital project-management, financial data-collection, and financial reporting tools (MEAL tool) (in coordination with OIO consultant)

Provide **ongoing support** to BfdW and the partners in the following MEAL tasks:

- Capacity strengthening for action staff and selected key stakeholders in IKI financial project management, accountability and procurement, financial-management procedures; including online refresher trainings on the technical, organisational, and operational implementation of an IKI-funded action, applying a gender-responsive approach (in regard to financial management)
- Assisting in the financial project management (monitoring);
- Attending the consortium's regular MEAL meetings if required, e.g. to review how financial data collection is working, where adjustments to the MEAL tool are needed;
- Ensuring regular collection of financial data and related supporting documents for reporting purposes;
- Facilitating the preparation of 3 annual reports (in first quarter 2027, 2028 and

² An online introductory kick-off workshop will take place on 31 August and 1 September 2026, covering, among other topics, IKI requirements and a log frame review. This workshop will not be part of this contract. Consultants will receive the workshop reports and are expected to build on the outcomes of those sessions when commencing their assigned tasks.

2029); 2 biannual updates (July 2027 and 2028), and final report (July 2029) according to IKI rules and regulations;

- Supporting all actors with regards to on-going financial monitoring and compliance issues throughout the implementation period (via phone, email and online-meetings);
- Advising on the implementation of standard international accounting procedures.

Co-planning and co-facilitation of **two annual review meetings in June 2027/ 2028** and the **final workshop in May 2029** (in Cape Town/ South Africa; online participation possible). This includes:

- Facilitating the planning of the next reporting period including budget forecast and the review and discussion of the previous period.
- Facilitating the development of the financial part of the bi-annual reports to the IKI (2027 and 2028) as well as development of the final report (2029);
- If required and where significant compliance issues arise, the consultant will deliver a dedicated input slot during the annual review meeting on IKI financial project management, compliance with donor financial requirements, and accountability.

Within the scope of the two defined lots, adjustments may be made to optimise the consultancy services in line with the evolving needs of the consortium partners.

1.5.2 Scope of the service

The overall contractual period for the provision of services shall extend from 01.09.2026 to 30.09.2029/submission deadline of final report.

1.5.3 Place of service delivery/ travel

The services for the workshop and review meetings are expected to be provided on-site in person for Lot 1 and to be discussed for Lot 2. Other services under the service agreement may be provided either in person on-site or online through digital collaboration and facilitation tools. It is subject of discussion depending on where the selected consultant(s) are located and depending on the needs of organisations.

1.6 Contract period and time schedule

Service or activity (as described in 1.5.1)	Estimated time required (number of days)	Period of implementation (e.g. month/year)
Lot 1 – Workshop Facilitation and Impact Monitoring		
1-day Facilitation of Kick-Off workshop Facilitating the development of the MEAL system and detailed planning of the first year of implementation Strengthening capacities of local partner staff in technical the IKI's administrative, financial and communication regulations	3 days	October 2026
Setting up of a MEAL system Develop and implement a MEAL system and processes that ensure monitoring, documentation, evaluation	10 days	until November/ December 2026

and learning of the project implementation. It also includes capacity development for project staff and selected key stakeholders where necessary.		
Ongoing MEAL support Support on on-going monitoring and compliance issues through the implementation period (via online meetings, e-mail, etc.) Support for the submission of 3 annual reports, 2 bi-annual reports and 1 final report (narrative)	12 days	Month 1 - submission of final report
3 Annual Review Meetings (including final workshop) To review and discuss the previous year, develop the narrative part of bi-annual reports/final report; plan the next implementation year (incl. a budget forecast and/or budget shifts) and measures to address areas for improvement	12 days	June 2027 and 2028 May 2029
Lot 2 – Finance		
Participating in 1-day Kick-Off workshop Co-facilitating the development of the MEAL system and detailed planning of the first year of implementation (financial)	2 days	October 2026
Setting up of a MEAL system Contribute to the development and implementation of a MEAL system and processes that ensure monitoring, documentation, evaluation and learning of the project financial implementation. It also includes capacity development for project staff and selected key stakeholders where necessary.	5 days	until November/ December 2026
Ongoing MEAL support Support on on-going monitoring and compliance issues through the implementation period (via online meetings, e-mail, etc.) Support for the submission of 3 annual report, 2 bi-annual reports and 1 final report (narrative)	12 days	Month 1 – submission of final report
3 Annual Review Meetings (including final workshop) - <i>extent of participation in the meeting has to be discussed</i> To review and discuss the previous year, develop the narrative part of bi-annual reports/final report; plan the next implementation year (incl. a budget forecast and/or budget shifts) and measures to address areas for improvement	4 days	June 2027 and 2028 May 2029

It is estimated that the consultancy on Workshop Facilitation and Impact Monitoring (Lot 1) will involve a maximum of approximately 37 days. For the consultancy on Financial Management (Lot 2) a maximum of approximately 23 days is estimated. These number of days is intended as guideline and may be adjusted by applicants based on their own experiences and estimations.

1.7 Reporting

The consultant provides a timesheet with the tasks performed and sends in the invoice for the services and activities performed in accordance with Annex 2: Terms and conditions for payment. Every six months, the consultant submits one-pager reports: activities carried out and results, challenges, and recommendations for the next 6 months. The consultant hands over access and control to all working documents and platforms (e.g. admin rights for set up MEAL tool, Signal (drive/doc/group) or WhatsApp groups) created and used in the consultancy process upon request by BfdW. The consultant agrees to an evaluation meeting if requested by BfdW.

1.8 Requirements for the execution of the contract/ necessary qualifications

The consultants should meet the following requirements:

For Lot 1 - Baseline, Workshop Facilitation and Impact Monitoring:

- Excellent knowledge and long-term experience with standards, procedures, and reporting of institutional donor organisations such as EU, German government donors – experiences of IKI is of advantage
- Demonstrated, hands-on expertise in impact-oriented project management
- Experiences with monitoring of internationally-funded projects with local CSOs in developing countries;
- Long-term experience in the design of project monitoring systems and tools, database management, data analysis and interpretation
- Experience with digital data collection tools and processing of digital monitoring data.
- Experience with cloud-based infrastructure for MEAL is of advantage.

For Lot 2 – Financial Management:

- Excellent knowledge and long-term experience with financial standards, procedures, and reporting of institutional donor organisations such as EU, German government donors – experiences of IKI is of advantage
- Demonstrated, hands-on expertise in project financial management and in applying institutional-donor financial standards, ensuring compliant budgeting, cost control, and timely, accurate reporting.
- Demonstrated knowledge of international procurement standards and procedures
- Experiences with (digital) monitoring of internationally-funded projects with local CSOs in developing countries;
- Long-term experience in the design of financial monitoring and evaluation systems and tools, database management, and possibly cloud-based infrastructure for MEAL tools;

For all lots:

- Long-term experience in conducting capacity building workshops and consulting local CSOs in the field of project management;
- Excellent facilitation and presentation skills, particularly facilitation of online and interactive workshops;
- Professional experience in the thematic area of renewable energy and Just Energy Transition (JET) is of advantage;
- Excellent knowledge of applying a human rights-based approach and gender responsiveness;
- Responsiveness within a few days
- Proficiency in English, Intercultural skills; experience in South Africa

1.9 Further requirements

It is expected that the assignment will be carried out taking into account gender justice, impact and target group orientation, sustainability criteria as well as adhere to the highest standards of safeguarding (according to the IKI Safeguard policy) and the BfdW Code of Conduct.

2 Terms and conditions for tender

2.1 General principles

2.1.1 Contact person and questions

Evangelisches Werk für Diakonie und Entwicklung e. V.
Brot für die Welt
Iris Bauermeister

Southern Africa Unit
Caroline-Michaelis-Str. 1
10115 Berlin
Germany

Email: iris.bauermeister@brot-fuer-die-welt.de

Questions must be sent to the following email address: iris.bauermeister@brot-fuer-die-welt.de.

For questions not submitted by 20.08.2026 at the latest, a timely response cannot be guaranteed. Questions and answers that are also relevant for other tenderers will be made available on our website under the following link: <https://fuv.brot-fuer-die-welt.de/>

2.1.2 Type of procedure

The contract will be awarded in accordance with the specifications for procurement procedures for supplies and services on the basis of § 50 German Unterschwellenvergabeordnung (UVgO / Regulation on sub-threshold procurement):

Several tenderers, in principle at least three, are invited to submit a written tender.

If necessary, negotiation talks will be held with the tenderers; the tenderers have no right to such talks. BfdW reserves the right to award the contract even without having negotiated beforehand.

Interviews with selected applicants are likely to take place on Wednesday 26th (between 10:00 a.m. and 1 p.m. CEST; Berlin local time) or Thursday 27th August.

BfdW will not remunerate the preparation of the tender.

2.1.3 Procurement documents

The procurement documents consist of the following documents:

- Invitation to tender
- Model contract
- Terms and conditions for payment

General terms and conditions of contract or delivery or other terms and conditions of the Consultant (herein called the Contractor) that deviate from the specifications in the procurement documents are excluded. They do not apply in the event of an assignment even if they were enclosed with the tender.

2.1.4 Bidding consortia

A bidding consortium is an association of two or more individual tenderers who submit a joint tender. In the case of a bidding consortium, an authorised representative must be appointed. The authorised member represents the bidding consortium in a legally binding manner towards BfdW (herein called the Client). Each member of the bidding consortium is jointly and severally liable for the performance of the contractual obligations even after its dissolution. The distribution of tasks within the bidding consortium must be set out in the tender.

2.1.5 Subcontractors

If necessary, the tenderer may also engage third parties for the performance of the contract and commission them with the performance of the services or parts of the services. If subcontractors are intended to be engaged by the tenderer(s), this must be stated in the tender. The Client reserves the right to request information about the subcontractor (e.g. on eligibility). The Contractor is also responsible towards the Client for the delivery of the service as agreed when using subcontractors.

2.1.6 Data protection within the framework of the procurement procedure

The tenderer agrees that the personal data provided by him/her may be processed and stored for the procurement procedure.

If personal data is passed on by the tenderer in the context of the procurement procedure (e.g. own employees, named contact persons at references), the obligation to provide information pursuant to Art. 13 GDPR or § 17 of the Kirchengesetz über den Datenschutz der Evangelischen Kirche in Deutschland [DSG-EKD / Data Protection Act of the Protestant Church in Germany] must be observed, i.e. the employees concerned must be informed accordingly and their consent to the processing of their personal data in connection with the submission of the tender must be obtained.

Upon conclusion of a contract, a data protection declaration must be signed by the Contractor.

2.1.7 Sanctions list screening

Based on international requirements [UN Resolution No. 1390 (2002), UN Resolution No. 1373 (2001), UN Resolution No. 2253 (2015), EC Regulation No. 881/2002, EC Regulation No. 2580/2001, EU Regulation No. 2016/1686 and EU Regulation No. 2017/1390 with numerous amendments], financial resources may not be paid to recipients who are on the sanctions list of the European Union and/or the United Nations and, in the case of transactions in US dollars, the United States of America. The implementation of appropriate safeguards is mandatory.

Accordingly, Brot für die Welt will carry out verification measures with all contractual partners against the existing sanctions lists of the European Union and the United Nations and, if applicable, the United States of America, in order to prevent funds from being paid to persons or organisations that are on the above sanctions lists.

2.2 Tenders

2.2.1 Form and content

The tender is to be prepared in English language and should not exceed 10 pages. The tender must be submitted electronically in text form. A natural person authorised to represent the tenderer, a contact person for questions and full contact details must be provided.

A complete tender consists of:

a) Content tender

1. A detailed outline of the planned consultancy services, including your approach, methodology and description of the MEAL system and support.
2. You may submit a tender for Lot 1 or for Lot 2 or a combined tender for both Lots, 1 and 2. Please indicate clearly in your submission which Lot your tender is addressing.

b) Financial tender

3. Your quote of the estimated total fee, including daily rates with a full breakdown of days per employee and any taxes applicable;
4. Estimate of other expenses incurred, e.g. travel costs (to be reimbursed against receipt).

The daily rate must be quoted inclusive of all incidental costs (e.g. overheads, administrative expenses) (cf. Section 6 Terms and conditions for payment. For tenderers based abroad, the fee must in principle include all local and national taxes and duties (including value-added tax or analogous types of tax). In the case of consultants based in Germany, the net price must be stated. The specifications for pricing are defined in the terms and conditions for payment (Annex 2).

c) Documents for the assessment of eligibility:

5. Brief CV(s) of the suggested consultant(s) (with presentation of expertise and main areas of activity including linguistic/regional experience and in particular familiarity and experience with international institutional donors'/ German government donors'/ IKI's procedures) and, if applicable, company description (incl. number of employees and structure, legal form, headquarters and other locations, main areas of expertise and activity) or short description of the applicant
6. List with relevant references of comparable services carried out in the last five years

Additional information if applicable:

7. Declaration on the intended use of subcontractors, specifying the parts of the services to be performed by the subcontractors
8. Bidding consortia must submit a legally binding declaration signed by all members of the bidding consortium stating that each member of the bidding consortium is jointly and severally liable for the contractual performance of the service and that the authorised representative of the bidding consortium legally represents the listed members towards the Client and is in particular entitled to submit the tender and to accept payments with effect for each member.

2.2.2 Tender submission period and submission of tenders

Please send your complete tender with the subject "Invitation to tender for MEAL consulting process on IKI funded project" by **Monday 24th August 2026 by 12:00 noon/ p.m. (CEST; Berlin, Germany)** at the latest as a PDF file by email to iris.bauermeister@brot-fuer-die-welt.de.

The bidding period for the tender is: **11.08.- 24.08.2026.**

You may submit a tender for Lot 1 or for Lot 2 or a combined tender for both Lots, 1 and 2. Please indicate clearly in your submission which Lot your tender is addressing.

The documents must be received in full by Brot für die Welt by the end of the tender period. Brot für die Welt reserves the right to request missing or incomplete documents. The tenderer is not entitled to supplementary submission.

2.3 Eligibility assessment and award of contract

2.3.1 Eligibility assessment

The eligibility of the tenderer will be assessed on the basis of the following criteria:

- are legally established and authorised to enter into contracts
- Proficiency in English, experience in South Africa

Main areas of activity/competence

For Lot 1:

- Demonstrated technical expertise in institutional donors'/ German government donors'/ IKI's guidelines and reporting and M&E
- Demonstrated, hands-on expertise in impact-oriented project management
- Proven experience in setting up MEAL systems
- Proven facilitation skills and experience with participatory, inclusive and gender-responsive capacity-building measures and workshops
- Work experience in thematic area of renewable energy and JET

For Lot 2:

- Demonstrated technical expertise in institutional donors'/ German government donors'/ IKI's guidelines, financial management and financial reporting and M&E
- Demonstrated, hands-on expertise in project financial management
- Proven experience in setting up MEAL systems
- Proven facilitation skills and experience with participatory, inclusive and gender-responsive capacity-building measures and workshops
- Work experience in thematic area of renewable energy and JET

2.3.2 Award of contract

The contract is awarded to the most economical tender. This is determined on the basis of the award criteria price 25 percent and quality 75 percent.

When assessing the quality of the tender, the following sub-criteria are evaluated:

Award criterion	Maximum score	Weighting factor (WF)**	Evaluation points (EP)***	Performance points****
Financial Offer*				
The lowest daily rate (or total price) receives 25 points. The other offers receive fewer points based on their relative deviation from the lowest daily rate (or total price).	25			
Technical Offer				
1. Qualification	55			

Technical expertise in institutional donor/ German government donor/ IKI guidelines	15,0	5,00	0 to 3	=WF x EP
For Lot 1: Technical expertise in M&E and reporting For Lot 2: Technical expertise in financial management and reporting (in line with German government donor/ IKI requirements in particular)	11,0	3,66	0 to 3	=WF x EP
Previous experience in setting up MEAL systems	10,0	3,33	0 to 3	=WF x EP
Experience in consultancy work and capacity building measures	9,0	3,00	0 to 3	=WF x EP
Experience in interactive workshop facilitation	4,0	1,33	0 to 3	=WF x EP
Regional, language and intercultural competences, gender responsiveness; Work experience in thematic area: renewable energy/ JET	6,0	2,00	0 to 3	=WF x EP
2. Understanding of the assignment and proposed approach	20			
Understanding of tasks, the role of consultancy support and quality of the overall concept	10,0	3,33	0 to 3	=WF x EP
Consistency of time, process, and resource planning, and division of tasks within consultancy team (in case of bidding consortia)	7,0	2,33	0 to 3	=WF x EP
Demonstrated understanding of partnership-based cooperation, human rights-based, gender-responsive and conflict-sensitive approaches, including the application of the Do No Harm principle	3,0	1,00	0 to 3	=WF x EP
Total	100			

***Price**

The lowest daily rate receives 25 points. The other tenders receive fewer points according to the relative deviation from the lowest daily rate.

****weighting factor:** Maximum number of points/max. evaluation points

***** evaluation points**

0 points	Objective not met
1 point	Objective largely met: comprehensible presentation, focus partly corresponds to the task
2 points	Objective well met: overall compelling and coherent presentation, focus largely corresponds to the assignment
3 points	Objective met with distinction: coherent and compelling presentation, focus on the specifics of the assignment

****performance points: Sum of weighting factor times evaluation points in the respective category

The tender with the highest total number of points (performance points) will be awarded the contract.

3 Annexes

Annex 1: Model contract

Annex 2: Terms and conditions for payment

Annex 3: Contract Budget

Annex 4: Code of conduct EWDE

Annex 5: Data protection