



Expertgruppen för biståndsanalys

The Expert Group for Aid Studies

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Invitation for proposals: Joint Nordic Evaluation of the Nordic Development Fund (NDF)

The Expert Group for Aid Studies (EBA) is a government committee mandated to study the direction, governance and implementation of Sweden's official development assistance (ODA). The committee involves an Expert group of ten members, and a secretariat placed in Stockholm. The EBA engages researchers and other experts to carry out studies of relevance for policymakers and practitioners.

Together with the Evaluation Departments at the Nordic Development Cooperation Agencies – Norad/MFA Norway; Danida/MFA Denmark; MFA Finland; and MFA Iceland – the EBA hereby invites proposals for an evaluation of the Nordic Development Fund (NDF).

The procurement procedure will be a two-stage selective procedure with possible negotiation. This invitation includes information on both the first stage expression of interest and the second stage invitation to selected suppliers to submit tenders.

Background, aim and questions

The Nordic Development Fund

The Nordic Development Fund (NDF) is an international financing institution established by the governments of Denmark, Finland, Iceland, Norway and Sweden in 1988 as part of the Nordic countries' co-operation on development assistance. The original subscribed and paid-in capital by the Nordic countries is equivalent to approximately EUR 1 billion provided from the five countries' development cooperation budgets (Sweden 37%; Denmark 23%; Norway 21%; Finland 19%; Iceland 1%). The latest decision on replenishments took place in 2000.

According to its mandate from 2009, the objective of NDF's operations is to facilitate climate change investments primarily in low-income countries reflecting the Nordic countries' priorities in the areas of climate change (adaptation and mitigation) and development (regional profile of approved financing as of 2017-12-31: Africa 48% of capital, Asia 21%; Latin America 25%).

NDF finances projects usually in cooperation with bilateral, multilateral and other development institutions. Since 2016, in addition to grants, the NDF has expanded on its portfolio of financial instruments to include equity and loans. NDF also operates a challenge fund that finances innovative climate change projects, the Nordic Climate Facility (NCF). NDF's active portfolio is valued at over 300 million EUR.

Aim and main questions of the evaluation

The future strategic direction of the NDF will be determined by its Board of Directors in mid-2019. To support its strategic deliberations, the Board has asked the government departments tasked with evaluating development cooperation of each Nordic country to perform an independent evaluation of the performance of NDF as an institution as well as of its value added in the international context, including as a Nordic institution, and how it could be strengthened.

This evaluation has two connected aims. The first is to assess the performance of NDF in accordance with its mandate. The second aim is to assess NDF's potential future role as a joint Nordic financing instrument for development.

The evaluation shall concern the mandate from 2009 and consider the financial base of the institution, the priorities of the Nordic countries, and recent international agreements (the 2030 Agenda, the SDGs and the Paris Agreement) in assessing the NDF's present role as a joint Nordic instrument in the international climate architecture as well as its potential future role, within climate change or other areas. Four main evaluation questions shall guide the evaluation:

- (i) Assessing the performance of NDF in accordance with its mandate
 1. *Has the NDF delivered on its mandate?*
 2. *What is the current value added of NDF in an international perspective?*
- (ii) Assessing NDF's potential future role as a joint Nordic financing instrument for development
 3. *What should key priorities be to further strengthen NDF's added value and comparative advantage in the international climate financing architecture?*
 4. *Should the NDF play a different or wider role on behalf of the Nordic administrations, either through a broader climate change and development mandate or in other areas prioritised by the Nordic countries?*

The main objective of the evaluation is to provide grounded and elaborate responses to the questions above. The four questions should address, but need not be limited to, the following sub-questions:

1. *Has the NDF delivered on its mandate?*
 - Has the NDF met expected results?
 - Has the steering of NDF been effective?
 - Are NDF contributions rooted in partners' priorities on a demand-needs basis?
2. *What is the current value added of NDF in an international perspective?*
 - Are the NDF's contributions additional/complementary to those of co-financing partners and other actors (e.g. the MDBs and climate funds)?
 - Does NDF create a "Nordic value added", as defined in section 2 of the NDF Strategy (2016)?
 - Does the NDF add to or reduce the potential problem of a rather fragmented and crowded international climate architecture?
3. *What should key priorities be to further strengthen NDF's added value and comparative advantage in the international climate financing architecture?*
 - Do the current results motivate new replenishments?
4. *Should the NDF play a different or wider role on behalf of the Nordic administrations, either through a broader climate change and development mandate or in other areas prioritised by the Nordic countries?*
 - What are the strategic options for the NDF?

Tenderers are given an open mandate regarding the design of the analytical framework, methodological approach and delimitations to fulfil the objective and overall aim with the study.

In relation to the OECD/DAC evaluation criteria (relevance, effectiveness, efficiency, impact, sustainability), the focus under (i) may be on issues of relevance and effectiveness. However, based on existing evaluations performed by NDF and its cooperation partners (to be provided by the EBA), the evaluation should also aspire to address the investments' impact and sustainability. To assess the second aim (ii), a scenario analysis may be considered.

However, tenderers are encouraged to let their expertise guide the choice of approach in answering the evaluation questions. We hope that this open task will be attractive and encourage innovation in submitted proposals.

Who is this evaluation for? Target group(s)

The main stakeholders are the NDF's Board of Directors and the Managing Director, the Nordic Council of Ministers, and the respective financing parties (the Nordic governments). Secondary target groups are NDF's cooperating partners (e.g. development cooperation agencies, DFIs, the private sector).

General structure and conditions

The proposal shall include a detailed analytical framework for the study proposed. While it is up to the evaluator to choose study design and methods, choices should be justified. The proposal shall be written in English.

The evaluator(s) shall deliver a report (in English) presenting the results from the study to be published in the EBA report series (www.eba.se/en/published-reports/). The evaluator(s) shall present the results at a meeting with the NDF Board of Directors as well as at a public dissemination event (details to be specified in consultation with the EBA at a later stage).

The EBA is managing this evaluation on behalf of the Nordic colleagues. The EBA works with 'dual independence'. This means that the EBA independently defines what issues to explore and which studies to commission. The content and the conclusion of each report is, however, the responsibility of the author(s).

The EBA will be the contracting authority for this evaluation. A joint Nordic review panel will select which applicants to invite to submit tenders; assess the submitted tenders; and suggest which tender to be awarded the contract by the EBA Committee.

A reference group will be set up for this study, consisting of experts in the field of study and representatives from the Evaluation Departments of all Nordic countries. The task of the reference group is to provide support and advice to the author(s) throughout the course of the working process in order to strengthen the quality of the report. While the reference group is thus required to contribute with comments and suggestions, it is within the evaluation team's purview to decide which ideas and suggestions they will consider, and the team is solely responsible for the content of the report. Members of the reference group will assess compliance with the ToR and submit a final assessment of the quality of the report to the EBA Committee as a basis for its decision on publication. The reference group will be chaired by one of the members of the EBA Committee.

Procurement procedure, budget and timetable

The maximum cost for this evaluation is set to SEK 1 250 000 excl. VAT (approximately EUR 125 000). The evaluation will be financed jointly (1/5) by the Nordic Evaluation Departments. Since the procurement is under the EU threshold value, applicable law is Chapter 19 of [the Swedish Public Procurement Act \(2016:1145\)](#). The procedure will be a two-stage selective procedure with possible negotiation.

First stage: Application to submit tenders

All suppliers have the right to apply to submit tenders (expression of interest). The EBA will invite three (3) suppliers to submit tenders and may negotiate with one or more tenderers.

Selection of applicants to invite to submit tenders will be based on the team leader's CV and proven prior expertise in conducting similar evaluations and studies.

Applications to submit tenders shall be registered at the tender portal Kommers Annons eLite www.kommersannons.se/elite or sent to ud.eba@gov.se, no later than 4 September 2018. The application should contain:

1. CV of the team leader
2. A list of relevant evaluations and studies (including company references)

Suppliers shall submit an ESPD self-declaration by filling in the tender form at www.kommersannons.se/elite. Please allow time to complete the ESPD-form before submitting the expression of interest.

Second stage: Submission of tenders

The proposal should be no longer than 15 pages, including a presentation of the team, a detailed preliminary time table, allocation of time and functions within the team and budget (stated in SEK); excluding CVs and potential additional annexes. The timetable should include details regarding time used for each member of the project team.

Tenderers are expected to clearly disclose potential conflicts of interest among members in the evaluation team, and to provide a clear justification for the choice of including members that may be viewed as potentially partial.

The budget should accommodate 3–4 meetings with the reference group. If the team resides outside Sweden, some of the meetings could be conducted via video/skype/phone. The following timetable should be considered.

Tenders shall be registered at the tender portal Kommers Annons eLite www.kommersannons.se/elite or sent to ud.eba@gov.se, no later than 27 September 2018.

Timetable

Invitation to apply to submit tenders	20 August - 4 Sept 2018
Invitation to (3) suppliers to submit tenders	7 September 2018
Last day to submit tender	27 September 2018
Possible Negotiation	8-12 October 2018
Decision by the EBA	October 2018
Standstill period (10 days)	October 2018
Contract signed	October 2018

Proposals shall be valid until 31 December 2018.

During the submission process, the EBA is not permitted to discuss documentation, tenders, evaluation or other such matters with tenderers in a manner which favours or disfavors one or more tenderers.

Questions shall be posted on the Questions and Answers function on the tender portal Kommers Annons eLite, www.kommersannons.se/elite. Questions and answers to questions are published, anonymously and simultaneously, to anyone who have registered for the procurement.

Selection of proposals in the second stage

The following criteria will be used in the screening of proposals:

1. Quality of proposal, in terms of design, methods and plan for implementation. (Weight: 70 per cent).
2. Experiences and qualifications of team members in the areas of 1) prior relevant evaluations and studies; 2) climate change adaptation and mitigation; 3) international investment/ corporate finance and international development finance; and 4) international development cooperation. Diversity in the composition of the evaluation team will be looked upon favourably. (Weight: 15 per cent).
3. Cost. (Weight: 15 per cent).

See attached table for which factors will be considered under each of the three criteria. The assessment of each proposal will be based on the material submitted by the tenderer by the end of the bidding period. Negotiation may take place, but the EBA reserves the right to award the contract based on an original tender.

Confidentiality

After the communication of the EBA's selection, all submitted proposals will become official documents meaning that the Swedish principle of public access to official records applies. Sentences, sections or paragraphs in a document may be masked in the public version if "good reasons" (thorough motivations in terms of causing economic damage to the company) can be provided and deemed valid. The tenderers are fully responsible for making their claims of confidentiality.

Background material

Policies and guidelines

NDF Agreement and Statutes, Nordic Development fund, 2011 (available at: <https://www.ndf.fi/legal-framework-policies-and-guidelines>)

NDF Strategy, Agile and Innovative, NDF Looking Ahead, NDF, 2016 (available at: <https://www.ndf.fi/legal-framework-policies-and-guidelines>)

The Swedish Public Procurement Act (2016:1145) (available at:
<http://www.konkurrensverket.se/en/publications-and-decisions/swedish-public-procurement-act/>)

Evaluations

Evaluation of NDF's Progress Under the Climate Mandate, Vista Analysis, 2 May, 2012 (available at:
<https://www.ndf.fi/newsroom/publications>)

(Additional evaluations and studies to be provided by the EBA)

About the Expert Group for Aid Studies (EBA)

The Expert Group for Aid Studies (EBA) is a government committee with a mandate to evaluate and analyse the direction, governance and implementation of Sweden's official development assistance with a specific focus on results and efficiency. The aim is to contribute to an efficient implementation of well-designed aid. The EBA focuses primarily on overarching issues within Swedish development assistance, not on individual projects. The EBA comprises an Expert group of ten members, and a secretariat placed in Stockholm.

In 2018 the Expert group consists of: Helena Lindholm (chair), Gun-Britt Andersson (vice chair), Arne Bigsten, Kim Forss, Torgny Holmgren, Eva Lithman, Johan Schaar, Julia Schalk, Fredrik Uggla, Camilla Goldbeck Löwe and Lennart Peck (appointed expert, MFA).

Assessment criteria

Criteria	1. Quality of proposal in terms of design, methods and plan for implementation. (Weight: 70 per cent)	2. Experiences and qualifications of team members in the areas of interest. Diversity in the composition of the evaluation group will be looked upon favourably. (Weight: 15 per cent)	3. Cost. (Weight: 15 per cent)
Scale	Each criterion is graded on a scale of 0–5 (where 0 = not applicable, so effectively 1–5 is applied). Grade 5 = extraordinary or exceeds all expectations. Grade 1 = sub-standard. Grade 3 = fair, reasonable, in line with what can be expected. Each criterion is then weighted to obtain a final grade (the sum of the weighted grades) between 0 and 5.		
Specifications <i>(numbered in order of importance)</i>	<ol style="list-style-type: none"> 1. Does the study's design, i.e. approach, method, and implementation, make it possible to answer the questions in the invitation for proposals? * 2. Will the study's design enable conclusions that can be expected to form the basis of use, learning and reflection among the evaluation's target groups? 3. Are proven and tested methods and forms of data collection to be used? 4. Have the approach and method(s) been described in a specific and transparent manner? 5. Are there any limitations with the method? 6. Level of innovation in design and method? <p>* An overall assessment that the evaluation is feasible to implement and that it can be implemented without any ethical breaches occurring is presupposed. While such an appraisal is required, it is not included as a separate sub-criterion.</p>	<ol style="list-style-type: none"> 1. The project leader's experience of: <ol style="list-style-type: none"> a. Prior evaluations of similar kind b. Climate change adaptation and mitigation measures c. International investment/corporate finance and international development finance d. International development cooperation 2. Complementarity of the team: Expertise in the team, beyond the project leader, that is particularly interesting in relation to the study and proposal (see area a-d above) 3. Team's diversity in terms of: <ol style="list-style-type: none"> a. Women/men b. Transnational collaboration c. Age <p>* Sufficient language skills in relation to the needs of the assignment are required to be shown and are therefore not specified as a separate sub-criterion.</p>	<ol style="list-style-type: none"> 1. Total price in SEK 2. Price/hour 3. Proportion of time (per cent) for project leader 4. Proportion of time (per cent) for research assistant or junior employee