

Request for Proposal

Title: Indigenous Peoples and Responsible Mining (IPRM) Project Final Evaluation Consultant

Date of Issuance: February 05, 2026

Location: Georgetown, Guyana

Procurement Method: Competitive

Duration: Four (4) months

Language: Proficiency in English (both written and spoken)

1. Background

Mining, particularly gold mining, is one of the key economic sectors in Guyana but it also is the primary driver of deforestation and ecosystem degradation in the country. It is especially important for local and Indigenous communities as this sector provides one of the few means to earn income in remote, isolated communities. With the lack of viable economic alternatives, many villages permit artisanal, small- and medium-scale mining on their territory.

With limited capacity to negotiate contracts and regulate mining, and without sufficient regulatory support, Indigenous and local communities are especially vulnerable to the negative impacts of mining, including higher levels of deforestation, river pollution, mercury contamination and inequitable distribution of benefits.

With support from Norway's International Climate and Forest Initiative (NICFI) via the Norwegian Agency for Development Cooperation (NORAD), Conservation International Foundation Guyana (CI-Guyana), is implementing a project aimed at working with Indigenous Peoples, and Local Communities, and key stakeholders across the natural resources management sector to promote good practices that enable responsible mining in Guyana to reduce deforestation caused by mining on indigenous community lands.

¹ <https://www.nicfi.no/,nicfi-strategic-framework.pdf>

The goal of the project will be accomplished with the rights of Indigenous Peoples and local communities (IPLCs) secured and protected, livelihood options improved, and IPLC capacity to manage their natural resources and maintain ecosystem services increased. The project is titled, **“Empowering Indigenous People and Local Communities in Guyana to combat deforestation caused by mining”**.

The project outcomes are as follows:

Outcome 1: Guyana and its communities have the policies, regulations, and protocols in place to promote sustainable forest use, stop deforestation and deliver their country’s Nationally Determined Contributions (NDCs).

Outcome 2: IPLCs have the capacity to 1) negotiate; 2) implement responsible mining; and 3) manage and monitor their forests.

Outcome 3: IPLCs have improved land management, restored forests, and are actively monitoring their lands.

Outcome 4: Responsible mining practices supported on IPLC lands and alternative; sustainable, deforestation-free livelihoods implemented in each community.

The project is implemented through a partnership between CI-Guyana and the National Toshao Council (NTC), who serve as implementing partners working collaboratively to strengthen institutional capacity and improve engagement between Indigenous communities, the NTC, and miners. CI-Guyana is the primary grantee, responsible for overall project design and implementation, technical support, monitoring and evaluation, safeguards compliance, procurement, and donor reporting. The NTC is a key project partner and sub-grantee, working directly with Indigenous villages to support community-level implementation. Under this arrangement, CI-Guyana provides a sub-grant to the NTC to finance implementation activities, staffing, and community engagement, in line with approved workplans and accountability requirements.

2. Objectives of the Review

The overall goal of the review is to document achievements, identify lessons learned and assess the significance of the project “**Empowering Indigenous People and Local Communities in Guyana to combat deforestation caused by mining**”, The review will also provide recommendations for the way forward. More specifically, the review will:

- Assess the relevance, effectiveness, efficiency, sustainability, coherence, and impact of the project.
- Document and assess the achievements and lessons learned from the project implementation, including on the cooperation between CI and NTC.
- Assess the effectiveness of the CI-Guyana–NTC partnership, identifying institutional strengths, gaps, and opportunities for improving collaboration and implementation performance.
- Take stock of the state of responsible mining in Guyana
- Provide recommendations for the way forward, including on how responsible mining could be further promoted and mainstreamed in Guyana, and suggest the areas in which CI most strategically could add value and scale results in this setting

3. Evaluation Criteria and Review Questions

The final evaluation will consider the project’s continued *relevance, effectiveness, efficiency, sustainability, coherence, and impact to date* and will provide recommended actions to capture insights, innovations or lessons encountered during implementation and provide strategic recommendations for local and policy engagement on the outcomes of the project.

Specifically, the evaluation will examine, but not necessarily limit itself to, the following aspects:

- a. *Relevance - is the intervention doing the right things?*
 - i. Is the project’s design adequate to address the problem(s) at hand?
 - ii. What internal and external factors have influenced the ability of beneficiary groups and CI-Guyana to meet projected targets?
 - iii. Does the project remain relevant considering possible changes in context?

- b. *Effectiveness- is the intervention achieving its objectives?*
- i. To what degree has the project achieved the expected outcomes and outputs?
 - ii. Have there been any unplanned effects of project implementation? What have been the gaps?
 - iii. Has the project reached the expected number of beneficiaries (individuals, organizations, firms, industries, etc.) within the expected timeframe?
 - iv. Are the beneficiaries satisfied with the quality and delivery of services? If not, in what way did the services not meet beneficiary expectations and why?
 - v. Which challenges have hampered target achievement, and which actions have been taken to overcome them (administrative, operational, financial, political or macroeconomic, etc.).
- c. *Efficiency of CI-Guyana- how well are resources being used?*
- i. To what extent has the project delivered results in an economic and timely way?
 - ii. To what degree were the project's activities in line with the schedule of activities as defined by the project team and annual action plans?
 - iii. How has the cooperation between CI and NTC worked and to what degree is it considered efficient
 - iv. What has CI's performance been, with respect to agreed responsibilities related to program implementation?
 - v. What have been the institutional strengths and weaknesses of CI in implementing the project?
- d. *Coherence - Synergies with other interventions:*
- i. To what extent did CI-Guyana work with or in coordination with other relevant stakeholders? What are the learning points?

- ii. To what degree did CI-Guyana seek to create alliances and foster synergies with civil society organisations and other partners, national or international, to ensure harmonisation of interventions in the given contexts?
- e. *Sustainability - will the benefits last?*
- i. To what degree has the project created benefits that are likely to continue? If not, what is required to ensure sustainability of the results achieved?
 - ii. What factors enhance or threaten sustainability (institutional, financial, technical, environmental, social)?
- f. *Impact - what difference does the intervention make?*
- i. Has the project generated any results that could indicate that the assistant has had an impact (intended and unintended) on the project's target beneficiary groups?
 - ii. To what degree does the project contribute to integrating sustainable forest use by IPLCs into legal frameworks, area plans, and development strategies? Please provide concrete examples.
 - iii. If there have been changes in relation to enabling conditions, to what extent has the organisation adjusted its approach to meet these?
 - iv. To what extent can the project experience be meaningfully replicated and scaled up in similar context? If so, what would be the added value? Please elaborate.

4. Methodology

4.1 Review of Project Documentation

Review, as necessary, of archived material related to the overall project, as well as background material used in project preparation, and implementation including but not limited to: the project document and results framework which details the project design including the targeted results and

measurable outputs; the agreement executed by the NORAD and CI-Guyana; project status reports; annual reports, other progress reports, action plans, and other information available either in NORAD headquarter files or at the CI-Guyana Offices.

4.2 Field Visits and Interviews

- i. On-site visits in Guyana to carry out in-depth interviews, inspection, and analysis of the project activities.
- ii. Interviews with CI-Guyana, National Toshias Council (NTC) and NORAD staff who participated in the project design and execution. Interviews with local stakeholders and actual direct beneficiaries, including field visits by the review team to select relevant villages to conduct in-person interviews; and
- iii. Interviews with a sample of consultants and/or technical assistance providers who were hired by CI-Guyana to provide technical assistance under the project and others who may share insights as deemed necessary by the consultants. The list of interviewees should be shared with Norad and CI at the beginning of the evaluation.

4.3 Collection of Data

Data generated from the CI-Guyana’s project monitoring system should be another source of information. Information from national statistics institutes could also be considered. The consultant may propose additional methods of conducting the evaluations.

5. Deliverables and Schedule

The review will consist of the following stages in the table below:

Phase	End Product	Time	Deadline for End Product
Inception Report	Workplan for field visit and tentative list of interviewees	2 weeks	March 16
Data collection	Field work and Data collection	4 weeks	April 13

Analysis, preparation of draft report	Draft report submission to CI-Guyana	2 weeks	April 27
Comments on draft report	CI-Guyana, NTC & Norad feedback on draft report including comments matrix	3 weeks	May 15
Finalization of report	Final report	2 weeks	May 29

Preparation: Development of an inception report including a work plan for conducting the assignment, with an agenda for visits and interviews; timelines, draft travel itineraries if relevant, and people to be interviewed. This inception report should be submitted to CI-Guyana for review and approval no later than **2 weeks** after contract commencement.

Data collection: The evaluation team shall undertake a visit to Guyana to collect data. The visit to Guyana should be finished no later than **April 13, 2026**.

Analysis of data and preparation of draft report: A meeting where the evaluation team present tentative findings shall be held no later than two weeks prior to the deadline for the draft report.

Submission of draft report: A draft of the final evaluation, including lessons learned and recommendations for the way forward, will be presented to CI-Guyana and Norad. CI and Norad will comment on the draft report within two weeks after receiving the draft report.

Final Evaluation Report: A final version of the draft report in which relevant review points have been addressed will be submitted to CI-Guyana two (2) weeks after receiving feedback. The final report shall consist of an executive summary, a main body that covers background of the project, the purpose and objectives of the review, methodology used, the findings, conclusions, and recommendations. Please also include an annex that lists all the sources used (documents, interviewees, other). A comments matrix showing how comments have been addressed in the final report shall be submitted together with the final report. The final version of the report must be submitted to CI-Guyana at the latest by **May 29, 2026**.

6. Characteristics of the Consultancy

6.1 Support

The consultant will work closely with the CI-Guyana and HQ Project Teams and will have the CI-Guyana project manager as primary contact within CI. The CI-Guyana project manager will have specific responsibilities related to the collection of information for the evaluation, organisation of interviews and meetings as required for conduct of the terminal evaluation.

6.2 Duration and Type of Consultancy

The consultant will be hired by CI. The consultancy is expected to end on **May 29, 2026**.

6.3 Place of Work

The consultant will work out of their home location, CI's premises in Guyana, with field visits as necessary to CI's project sites in Guyana.

6.4 Qualifications and Experience

The consultant must demonstrate the following qualifications and experience:

- Experience from evaluating large and complex development interventions, including within the field of sustainable agriculture, natural resources management or the environment
- Knowledge of Guyana's mining sector, and the mining industry.
- Must possess a relevant master's degree, for example development studies, environmental studies or natural resources management.
- Understanding of indigenous issues.
- Fluency in written and spoken English.

7. Submission Details

The proposal should provide guidance by which deliverables and due dates will be determined.

- a. Cover letter: Bidder should include a cover letter for their proposal, listing all documents submitted. The cover letter should provide a complete mailing address, street address (if different), electronic mail address(es), and telephone numbers.

- b. Curriculum Vitae of Key Personnel: Sub-contractors during the contract period will not be permitted unless explicitly agreed upon.
- c. Technical Proposal (Timeline, Deliverables and Budget): A summary proposal on your interpretation of this RFP with key deliverables and milestones that meet the timeline identified below.
- d. Detailed Budget.

Service Provider shall use its best efforts to minimize the financing of any taxes on goods and services, or the importation, manufacture, procurement, or supply thereof. If the Service Provider is eligible to apply for refunds on taxes paid, Service Provider shall do so. Any tax savings should be reflected in the Service Fee. Service Provider hereby expressly binds itself to include language substantially reflecting the terms of this provision in all subcontracts issued under this Agreement.

The proposal must be received no later than **11:59PM on February 27, 2026**, in **hard copy or electronic format** at any or both of the following addresses:

Physical Address:

Conservation International Guyana
98 Laluni Street, Queenstown
Queenstown
Georgetown. Guyana.

E-mail Address:

procurementgy@conservation.org

8. Language

All documents and communications relating to this RFP shall be in English.

9. Evaluation Criteria

In evaluating proposals, CI will seek the best value for money considering the merits of the technical and financial proposals. Proposals will be evaluated using the following criteria:

Proposals will be evaluated ONLY against the Evaluation Criteria in the RFP (no other evaluation criteria may be considered for selection).

Criterion	Description	Weight
Proposed Approach and Methodology	Quality, relevance, and practicality of the proposed evaluation approach, including alignment with OECD-DAC criteria, appropriateness to the project context, feasibility of fieldwork, and suitability for a mid-term evaluation.	25%
Workplan, Logic, & Implementation Feasibility	Clarity of presentation; logical sequencing of activities; realistic timelines; and likelihood of efficient implementation under prevailing project conditions.	25%
Relevant Experience and Past Performance	Recent and demonstrated experience conducting similar evaluations (mid-term or final), particularly in development, environmental, or climate programmes.	25%
Technical Expertise of the Consultant / Team	Depth and relevance of technical expertise of the bidder and proposed personnel, including evaluation, social, environmental, and field-based competencies.	15%
Budget and Cost Realism	Proposed costs are reasonable, realistic, and cost-effective, and demonstrate a clear understanding of the assignment scope and requirements.	10%
	Total	100%

10. Proposal Timeline

RFP Issued	February 05, 2026
Complete proposals due to CI	February 27, 2026

11. Period of Validity of Bids

Entities are required to hold submitted proposals valid for at least 90 days from the date of submission during which period they will maintain, without change, their price proposal. CI-Guyana is expected to finalize the agreement within this period.

12. Confidentiality

All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals. CI may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been awarded. CI's evaluation results are confidential, and applicant scoring will not be shared among bidders.

13. Code of Ethics

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with CI's Code of Ethics. Conservation International's reputation derives from our commitment to our values: Integrity, Respect, Courage, Optimism, Passion, and Teamwork. CI's Code of Ethics (the "Code") provides guidance to CI employees, service providers, experts, interns, and volunteers in living CI's core values, and outlines minimum standards for ethical conduct which all parties must adhere to. Any violation of the Code of Ethics, as well as concerns regarding the integrity of the procurement process and documents should be reported to CI via its Ethics Hotline at www.ci.ethicspoint.com.

14. Attachments:

Attachment 1: Representation of Transparency, Integrity, Environmental and Social Responsibility

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CI relies on the personal integrity, good judgment, and common sense of all third parties acting on behalf, or providing services to the organization, to deal with issues not expressly addressed by the Code or as noted below.

I. With respect to CI's Code of Ethics, we certify:

- a. We understand and accept that CI, its contractual partners, grantees and other parties with whom we work are expected to commit to the highest standards of Transparency, Fairness, and Integrity in procurement.

II. With respect to social and environmental standards, we certify:

- a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse, exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights. We protect those who are most vulnerable to infringements of their rights and the ecosystems that sustain them.

- b. We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.

III. With respect to our eligibility and professional conduct, we certify:

- a. We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as determined by a regulatory body responsible for licensing and/or regulating the offeror's business.
- b. We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
- c. We are/were not involved in writing or recommending the terms of reference for this solicitation document.
- d. We have not engaged in any collusion or price fixing with other offerors.
- e. We have not made promises, offers, or grants, directly or indirectly to any CI employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.
- f. We have taken no action, nor will we take any action to limit or restrict access of other companies, organizations, or individuals to participate in the competitive bidding process launched by CI.
- g. We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.
- h. We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity



that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws (including USA Patriot Act and U.S. Executive Order 13224).

- i. We certify that neither we nor our directors, officers, key employees, or beneficial owners are included in any list of financial or economic sanctions, debarment or suspension adopted by the United States, United Nations, the European Union, the World Bank, or General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension".

Name: _____

Signature: _____

Title: _____

Date: _____