



Building Agricultural Systems Resilience in Nigeria Project

Request for Proposal: Agrometeorological Stations

Procurement, Installation and Maintenance

November 2024



Synopsis of this Request for Proposal (RFP)

Issue Date	13th November 2024
Project	Building Resilience Agricultural Systems in Nigeria project
Jurisdiction	Nigeria
Issuing Office & Email for Submission of Proposals	Attn: Bidemi Ajibola Email: bajibola@sahelconsult.com And David Ogidan Email: dogidan@sahelconsult.com Sahel Consulting Agriculture & Nutrition Limited 12 Dr. Clement Isong Street, Asokoro, 900103 FCT Abuja, Nigeria
Deadline for Receipt of Proposals	Please email proposals by 25th November 2024 to the email bajibola@sahelconsult.com and dogidan@sahelconsult.com
Point of Contact	Bidemi Ajibola - bajibola@sahelconsult.com
Basis for Selection	The Procurement committee will select the appropriate Contractor through a fair and transparent process. Proposals will be evaluated using the criteria outlined in Appendix I and II of the RFP

1. BUILDING AGRICULTURAL SYSTEMS RESILIENCE IN NIGERIA

PROJECT OVERVIEW

1.1 Background

Sahel Consulting Agriculture and Nutrition Ltd (Sahel) is leading the implementation of the "Building Agricultural Systems Resilience in Nigeria project". This project aims to systematically identify and address core gaps in the Nigerian infrastructure for climate early action and related early warning systems for risk management and resilience in agriculture and adjacent sectors.

1.2 Project Objectives

The project seeks to enhance the capacity, preparedness, and coordinated response to climate change shocks by key government institutions and agencies at all levels and other stakeholders. This will protect lives, livelihoods, and ecosystems while promoting sustainable development in Nigeria.

1.3 Project Scope and Primary Implementing Partners

The project, spanning three years, is being implemented in collaboration with the International Research Institute for Climate and Society (IRI) at Columbia University in the USA and the Alliance of Biodiversity International – CIAT West Africa, based in Senegal. It aims to support key Nigerian government institutions such as the Nigerian Meteorological Agency (NiMet), Nigeria Hydrological Services Agency (NIHSA), the Federal Ministry of Environment (FME), the Federal Ministry of Agriculture and Food Security (FMAFS), and the National Emergency Management Agency (NEMA) in developing innovative and resilient climate early warning systems. One of the key components of the project focuses on strengthening the analytical capabilities of climate stakeholders by improving access to reliable climate data through the establishment of macro-agrometeorological stations for collecting essential meteorological information. agrometeorological stations to collect valuable meteorological data.

2. REQUEST FOR PROPOSALS

2.1 Overview

Sahel is seeking to bring on board and collaborate with a reputable and experienced organization to install agrometeorological stations to complement NiMet's existing infrastructure. The installation of the agrometeorological stations in the selected communities will ultimately enable the project to achieve the following:

- To provide accurate and timely local climate and weather data to farmers, enabling them to make informed decisions about planting, irrigation, and harvest timing.
- To enable real-time monitoring of weather conditions in the specific agricultural areas where the stations are installed.

- To create a network of data collection points that can contribute to building a more comprehensive understanding of microclimates in Nigeria's agricultural regions.

2.2 Scope

The scope includes supplying, installing, and maintaining (1-year warranty) six new agrometeorological stations in the six States in the six geopolitical zones of Nigeria namely Adamawa, Anambra, Bayelsa, Jigawa, Kogi, and Oyo States (see Appendix III). The work includes all related site preparation, mounting, sensor installation, data transmission setup, calibration, and training required to operationalize the stations. Details of the work requirements and specifications are stated in Appendix I.

The Contractor shall comply with the terms, conditions, and technical standards applicable to agrometeorological stations as defined by NiMet and the World Meteorological Organization (WMO). The Scope of Work includes, but is not limited to, the following:

- Conduct site condition assessments, identify logistical challenges, evaluate infrastructure requirements, and recommend modifications to ensure optimal performance. A report of findings must be submitted before installation.
- Mobilization and demobilization of all equipment, materials, and manpower required to execute the contracts.
- Installation of the agrometeorological stations at locations specified by Sahel Consulting and NiMet.
- Training of NiMet staff on the operation and maintenance of the stations.
- Provision of a 1-year warranty and maintenance plan for the stations.

2.3 Monitoring

Sahel and NiMet shall monitor the overall work closely during the installation and testing of the agrometeorological stations. The monitoring team shall certify the amount of work carried out as per agreed standards.

2.4 Duration

The project engagement is expected to start on **9th December 2024 and end on 10th November 2025.**

3. RFP RESPONSE REQUIREMENTS

The desired contractor must:

- Have prior experience in supplying and installing agrometeorological stations.
- Have the expertise to show they can handle agrometeorological station supply, installation, and maintenance.
- Be willing to collaborate with Sahel Consulting, NiMet, and any other partners

to achieve the program objectives.

Interested organizations should include the following in their RFP response using the templates provided:

3.1 Corporate Information

- Location of the organization's current functioning office(s) and/or places with an existing presence throughout Nigeria or elsewhere
- A copy of the company's legal Registration Certificate
- A copy of the company's TIN Certificate
- A copy of a Valid Tax Compliance Certificate
- Valid ID card of the authorized person
- A letter of good standing from your designated bank
- Company Ownership and Management Information

3.2 Technical Proposal:

The technical proposal should include the following for the program component area(s) of interest:

- Capability statement
- The proposed approach for the installation
- Expected outcomes and key impact indicators that will be tracked
- A work plan that provides a breakdown of key activities, outputs, and annual timeline as described in your proposed approach
- Risk matrix

3.3 Price Proposal

Organizations should submit a Price Proposal that references the Scope of Work. All costs associated with delivering the Scope of Work must be detailed within the Price Proposal (e.g., equipment cost, crew cost, professional fees, and travel expenses). All costs should be quoted in Nigeria naira.

3.4 Past Experience

This section of the proposal should include the following:

- At least three (3) examples of current or past performance projects (and references associated) that highlight experience in delivering operational Agrometeorological stations

Note that the procurement committee will contact the references given to authenticate and ask any questions that may be relevant to this project.

3.5 Personnel and Management

The organization should provide a project staffing organizational chart, listing proposed personnel to be assigned to this program. Also, include the role and a bio for key personnel listed. Bios must include education, training, languages, key accomplishments, and relevant experience comparable to that described within this RFP. All key personnel should be indicated in the proposal, and their commitments should be confirmed. Also, please include the number of support staff and their proposed roles in the project's implementation.

3.6 Evaluation Criteria

Proposals will be evaluated based on six (6) criteria:

Main Criteria	Weighting (%)
Basic requirements	Prerequisite
Corporate information	Prerequisite
Technical proposal	30%
Experience	30%
Personnel and management	20%
Price proposal	20%

4. REQUEST FOR PROPOSAL DEADLINE

Proposals of not more than 5 pages in length, excluding additional materials (such as evidence of past work in separate annexes that will not count towards the 5-page limit), should be emailed to Bidemi Ajibola (bajibola@sahelconsult.com) and David Ogidan (dogidan@sahelconsult.com) by **Monday, 25th November 2024**. The deadline for questions, inquiries, and submission of the proposal is **Monday, 25th November 2024**.

Please note: No proposal submitted after the stated deadline will be accepted.

5. PROPOSAL SELECTION CRITERIA

Technical Criteria

1. Clear record of related past performance in similar project activities with a registered organization or company (**30 points**).
2. Qualification and level of experience of the Service Provider's personnel proposed in consideration of advertised activities to be implemented (**30 points**)
3. Agreement and the evidence of capacity to fund the bulk of the activities (**30 points**)

4. Reliability of input to be provided for free by the service provider and not cost in the budget (**10 points**)

6. FINANCIAL PROPOSAL

The information requested in the price proposal form (Appendix I) which provides the financial proposal to be filled in and submitted will be considered in the selection criteria. The contractor that presents the best value for money will be considered. The selection process will prioritize cost-effectiveness by evaluating proposals based on the following criteria. Each proposal should address these points to facilitate transparent and objective assessment:

- I. **Cost-Competitiveness:** Proposed costs should align with industry standards for agrometeorological equipment and services, reflecting fair and competitive pricing.
- II. **Detailed Budget Breakdown:** Proposals should include a comprehensive budget breakdown, with clear justifications for each item. This breakdown should demonstrate the effective allocation of funds across all components, including equipment, installation, training, and support.
- III. **Value Relative to Deliverables:** The proposed budget should be reasonable concerning the quality, scope, and expected performance of the agrometeorological stations, installation, and any additional services offered.
- IV. **Sustainability of Costs:** The budget should account for sustainability, including potential long-term maintenance costs and cost-saving innovations, ensuring ongoing cost-effectiveness.
- V. **Risk and Contingency Planning:** Proposals should include an allowance for contingencies and detail any risk mitigation measures. These measures should ensure smooth installation and maintenance, even in the event of unforeseen challenges.

Selection of service provider and provision of the contract will be conducted under the rules and regulations of Sahel Consulting Agriculture and Nutrition Limited and compliance with the general terms and conditions for service provision.

7. MISCELLANEOUS

Disclaimer

- We accept no liability for the accuracy, adequacy, or completeness of any of the information provided or any opinions contained in the Invitation to submit the Proposal, or any other information made available during the tender process.
- If you submit a proposal, you will be deemed to have understood fully the requirements of this invitation for the submission.

APPENDIX I

Agrometeorological Station Specification(s)

- Automated weather station compliant with WMO standards
- Sensors for measuring temperature, humidity, rainfall, wind speed and direction, solar radiation, and soil moisture
- Data logger with remote data transmission capability
- Solar power system with battery backup
- Protective enclosure for equipment
- Installation of a suitable mast or tower
- Software for data collection, processing, and visualization
- Integration with existing NiMet systems
- Training materials and user manuals

APPENDIX II

Proposal Checklist

Submit the proposal via email and include the following:

Task	Status
Signed cover letter	
Response to each of the evaluation criteria:	
• Basic requirements	
• Technical proposal	
• Corporate capability and experience	
• Personnel management	
• Financial proposal	

APPENDIX III

Proposed Locations

S/n	State	LGA	Community
1	Adamawa	Yola-South	Namtari
2	Anambra	Anambra West	Anam
3	Bayelsa	Yenagoya	Azikoro
4	Jigawa	Auyo	Auyo
5	Kogi	Ajaokuta	Ajaokuta
6	Oyo	Iseyin	Ado Awaye