
World Economic Forum

**REQUEST FOR PROPOSAL FOR
SOY TRACEABILITY BASELINE
STUDY IN THE CHACO REGION
OF PARAGUAY**

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1. Introduction and instructions

1.1. Purpose of this Request for Proposal

The purpose of this Request for Proposals (RFP) is to solicit proposals from suppliers with expertise in traceability projects in Latin America within the soy sector. This process will result in the selection of one supplier, who will be invited to enter a contracting phase for a specific and detailed scope of work subject to final fixed pricing.

The selected vendor will develop an analysis of the status of traceability on the soy sector in Paraguay in relation to deforestation and conversion associated with this commodity production in the Chaco region. The analysis should identify the current status of traceability and the needs, barriers, and opportunities to develop robust, cost-effective, and transparent traceability systems.

The consultancy should prepare the documents based on its own studies, publications, and analysis of other organizations or secondary sources, of national and international relevance and recognition, and may include interviews with key actors in the public sector, experts, industry and other value chain members, NGOs and producer unions/federations, in relation to traceability systems, their roles within the system and the actions required regarding systematization, georeferencing, reporting and other steps required in order to attend traceability needs. Reference systems, tools and developments in other countries can be used as examples when considered useful and feasible.

1.2. About the World Economic Forum and the Tropical Forest Alliance

The World Economic Forum is the International Organization for Public-Private Cooperation. The Forum engages the foremost political, business and other leaders of society to shape global, regional and industry agendas. It was established in 1971 as a not-for-profit foundation and is headquartered in Geneva, Switzerland. It is independent, impartial and not tied to any special interests. The Forum strives in all its efforts to demonstrate entrepreneurship in the global public interest while upholding the highest standards of governance. Moral and intellectual integrity is at the heart of everything it does.

Our activities are shaped by a unique institutional culture founded on the stakeholder theory, which asserts that an organization is accountable to all parts of society. The institution carefully blends and balances the best of many kinds of organizations, from both the public and private sectors, international organizations and academic institutions.

The Tropical Forest Alliance (TFA) is a global multistakeholder platform focused on reducing commodity driven deforestation. Hosted by the World Economic Forum, the TFA works with over 160 public, private and civil society actors to catalyze high-impact partnerships to address the inherent tensions that exist to grow production while protecting the forests - public and private, producer and market, global and local, people and the forest frontier. The TFA operates regional platforms in Latin America, West and Central Africa, China and Southeast Asia. It is supported by the Governments of the Netherlands, Norway, Germany and the UK and the USA, as well as The Nature Conservancy, Partnerships for Forests, the Gordon and Betty Moore Foundation and the Cargill Foundation.

1.3. Supplier Instructions

For ease of response and evaluation, Suppliers are required to complete and submit all components of this RFP.

- Requested reference materials may be attached as Appendices. The World Economic Forum retains the right not to review any un-requested material
- Supporting information must be presented in the same order as the questions and must be referenced to the relevant question
- Questions must be answered in English
- Failure of a Supplier to provide the required information, make a satisfactory response to any question, or supply documentation referred to in responses, within the specified timescale, may mean that the Supplier will not be invited to participate further in the procurement
- Suppliers are asked to provide one electronic copy of the response in a format compatible with Microsoft Word. It is the supplier's responsibility to ensure that the proposal and all other required documents are received at the e-mail address named in this document by the closing date specified.
- Responses will not be returned
- Participants need to address all information specified by this RFP. All questions must be answered completely. The World Economic Forum reserves the right to verify any information contained in the participants RFP response, and to request additional information after the RFP response has been received.
- Marketing brochures included must be submitted only as attachments and must not be used as a substitute for written responses. Nevertheless, suppliers should include any additional information that they think would help the Forum evaluate their proposal.
- Furthermore, the proposal must be accompanied by a cover letter, signed by an individual authorized to bind the proposed entity (see Proposal Submission Checklist)

1.4. Procurement Key Activities and Dates

Suppliers are asked to provide the response **by November 28th** at 5pm CET in electronic format to TFAprocurement@weforum.org.

Responses received after this time will not be considered.

1.5. RFP Evaluation Criteria

The Forum is looking for the most suitable partner and therefore will not simply select the economical most attractive bid or quotation, but rather use objective criteria to evaluate the best match for its demand. All supplier information provided as part of the RFP will be treated as confidential. The Forum's criteria include, but are not limited to the following key factors:

- Conformity with requirements
- Product and required service pricing
- Implementation approach
- Quality of services as well as quality assurance

- Geographical coverage
- Demand flexibility
- Company values

The Forum will not disclose the detailed results of the selection and scoring process and reserves the sole right to decide whether a proposal complies with the requirements of the RFP and to accept, reject or negotiate modifications of supplier's proposals.

1.6. Queries about the Procurement

Any questions about the procurement must be submitted by e-mail to TFA by November 21st at TFAProcurement@weforum.org. No other forms of communication or contact will be accepted. It is the World Economic Forum's practice to communicate any question or request for clarification, with both the query and the response, in a suitably anonymous form, to all participating Suppliers. On a case-by-case basis if any information is deemed as confidential to a particular Supplier, this will be reviewed at the time it arises.

1.7. Proposal Submission Checklist

Proposals must include:

- A narrative describing previous experience in similar projects
- A description of methodology to be used
- A maximum of 15 pages total
- A pricing proposal following the requirements in Section 2.5

1.8. Points of contact

Suppliers are not allowed to contact any World Economic Forum personnel, such as management or other local contacts, regarding this RFP. Any such communication may lead to the proposal received being rejected.

It is expected that the supplier also provides the World Economic Forum with a single point of contact capable of answering questions related to this RFP on a global scale.

1.9. Provided Information

This RFP contains information believed to be reliable at the date obtained but may not provide all the necessary or desirable information. Neither the World Economic Forum nor its employees or involved advisors, contractors or other representatives guarantee the completeness of these information. The document is intended solely for the information of the party to whom it is issued. All proposals will become the property of the Forum which reserves the right to use without limitations or liability for any ideas from the proposals.

The World Economic Forum reserves the absolute right to:

- Accept or reject any or all proposals
- Negotiate with any, all or no bidders
- Modify or cancel this RFP

It is the Bidder's responsibility to:

- Properly understand and examine the RFP

- Examine all other information available on reasonable inquiry relevant to the risks, contingencies and circumstances affecting its response
- Satisfy itself as to the completeness, correctness, and sufficiency of its response

1.10. Confidentiality

The Invitation document is confidential. The Forum may update or revise the document or any part of it. The recipient acknowledges that any such revised or amended document shall be received subject to the same confidentiality undertaking. The Recipient will not disclose or discuss the contents of the document with any officer, employee, consultant, director, agent, or other person associated or affiliated in anyway with the World Economic Forum or any of its customers or suppliers without the prior written consent of the World Economic Forum.

1.11. Cost of Responding

All costs and expenses incurred by bidders in any way associated with the development, preparation, and submission of their responses to this RFP, including but not limited to attendance at meetings, discussions, presentations, demonstrations, etc. and providing any additional information required by the Forum will be borne exclusively by the bidder.

1.12. RFP Errors

Each recipient should notify the World Economic Forum of any error or discrepancy found in this document. Notification should be made to the contact found in proposal related details.

1.13. Liability

This invitation is not an offer by the World Economic Forum, but an invitation for responses. No contractual obligation on behalf of the Forum whatsoever exists from this process unless and until a formal contract is signed and executed by authorized people of the Forum and the select bidder.

2. Specifications

2.1. Requirements

The supplier must have:

- a proven track record of analyzing, designing and/or implementing traceability projects in Latin America within the soy sectors
- knowledge of deforestation issues related to soy supply chain and have in-depth experience working with a variety of stakeholders in order to successfully implement their projects.
- knowledge and solid experience in performing in-deep analysis of the soy value chain of Paraguay, preferably at producer and processing levels with a focus in the Chaco region.
- Knowledge of policy scenario at national (national policies, etc.) and international (upcoming EU legislation) scopes are an asset.
- Proposals must show similar conducted projects of technical studies, research, analysis in the region, etc.
- The vendor must be able to communicate and develop the study in both, English and Spanish, languages

2.2. Scope of work

Context

The Chaco biome is recognized as an important soy producing region with all the related environmental impacts. International actors perceive greater resistance among farmers, less advanced data and monitoring capabilities by governments, and lack of compelling commitment by governments in Argentina and Paraguay toward forest protection. While TFA has made important inroads over the last 12 months, local stakeholders have not yet internalized that international companies and financial institutions are focused on deforestation and conversion-free (DCF) commodity sourcing and finance, either voluntarily or because they expect their regulators will compel them. One important aspect that some importer countries will soon and progressively expect to be complied is that all soy by-products, beef, and other commodities derived from exporters countries with deforestation risk be traceable and originated from/part of DCF chains.

TFA Chaco program aims to build trust amongst stakeholders partly by building consensus around the opportunities and challenges for DCF production. In Paraguay. The Ministry of the Environment and Sustainable Development, together with several UN agencies and other non-governmental organizations, are promoting projects for conservation, restoration, sustainable use, adaptation based on ecosystems, and good production practices in the Chaco., the Ministry of Agriculture and Livestock foresees the increase of the agricultural area to about 200 thousand hectares, between soybean, and other items such as cotton and sesame. Private associations such as Union of Production Guilds (UGP), Paraguayan Chamber of Exporters and Traders of Cereals and Oilseeds (CAPECO), the Central Chaco Cooperatives (Chortitzer, Fernheim and Neuland), the IDEAGRO Foundation and the Association of Agricultural Producers for a Sustainable Chaco (APACS), with support of USDA, develop efforts to adapt cultivars to promote the expansion of the soybean cultivated area. Soy production vastly occupies the Eastern region of Paraguay, being soy cropping still incipient (yet expanding) in the Chaco region. The aim is hence to present a common data-informed series of narratives that serve as baseline studies for traceability with an emphasis on the Chaco part of the country.

Problem-questions to be addressed

- i. In what areas of the Paraguayan Chaco is soybean currently produced, what is its volume and the destination of the soybean (food for humans, fodder, export, etc.)?
- ii. How does the traceability systems for soy operate today? What are the sources of information, information gaps, information platforms and how do they interoperate? What confidentiality issues are to be considered?
- iii. What role does the producer, industry, demand, government play in the promotion and feasibility of traceability systems? Where exactly are now the official programs being run for soy, full description and how they integrate with the Chaco deforestation and conversion-free (DCF) objectives?
- iv. Is the traceability of soy today (and if it is: at what level of it?) lacking to be able to demonstrate deforestation and degradation-free practices (other than good farming practices)?
- v. Is the traceability of soy only influenced by traders and/or other institutions, and/or upon demand, is there a lack to be able to demonstrate DCF commitments along the whole chain? Where do producers stand about traceability of soy? Where do cooperatives/industrials

stand? Are producers and cooperatives/industrials integrated and together committed and what would drive them to do so?

- vi. What are the basis and recommendations to establish traceability systems especially for the soy commodity?

Proposals must describe

- Proposed methodology – including framework and timeline for the project
- Examples of potential stakeholders to be incorporated into the project
- How and when results will be communicated to TFA

The supplier must be cognizant of sensitivities when gathering data to avoid alienating important stakeholders.

2.3. Description of the Deliverables

D1. A preliminary report with detailed methodology and action plan for conducting the research, to be delivered preferably by 30th December, 2022

D2. One report with complete description of a traceability system for soy production in Paraguay

Deliverable D2 must include Executive Summary and should be delivered preferably by 28, February 2023. The description should include information on data and other resources available, information systems in place, technological capacities, data confidentiality (among others), as well as needs, barriers, resources and recommendations required to put in place a traceability system for soy value chain, according to market demands and trends of destiny markets requirements.

D3. Coordination and report of one open webinar on behalf of TFA and local partners exposing the approved results of the work, including a PPT presentation of the consultancy, invitation, and convening of related panelists to enrich the debate and receive input to the analysis. The webinar for the sector should be delivered preferably by 28th February, 2023.

Deliverables must be written in Spanish and English and must contain an extension according to the magnitude of the work with an Executive Summary in both languages. It must be delivered in a designed publishable version.

2.4. Timeline

Proposals are due on November 28th and award will be made by December 15th , 2022. Expected completion date of all work is February 28th, 2023.

2.5. Pricing

- Proposals should be for a fixed price for the entire work, including all expenses and taxes, in US Dollars
- Offers based on input-based pricing will not be considered
- Proposals will be evaluated on both total cost and on value-for-money

The products/services proposed by the prospective supplier must be aligned with the values, principles and criteria set out in the Forum's [Sustainable Procurement Policy](#).