

Call for Proposal

MOZAMBIQUE

Contracting authority: ENABEL

Call for Proposals under the intervention:

Junt@s4Clima

MOZ22005

Guidelines for Applicants

Reference: MOZ22005- 10074

This is a call for proposals in **two stages**. As a **first step, only concept notes** should be submitted for evaluation. After evaluation of the concept notes including the admissibility of the applicants, the applicants who have been **shortlisted will be invited to submit a proposal**. Subsequently, the evaluation of the proposals received from the preselected applicants will be carried out.

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1. Enhancing Waste Collection Services through Women-Led Business Development in the Municipalities of Nacala and Nampula

1.1 Portfolio and sector context

In Mozambique, through the 2023-2028 cooperation portfolio, Enabel aims to consolidate the lessons learned over the last 20 years, while simultaneously supporting emerging themes. The €25 million portfolio aims to support the country in achieving its low-carbon, fair and inclusive development path and energy transition, promoting an integrated multi-stakeholder approach based on local needs, national priorities and global trends. Climate is the underlying theme of the portfolio, with emphasis on three public services (water, waste, and energy).

In August 2020, Mozambique launched a presidential initiative - ValoRe, aiming to promote the sustainable waste management. This initiative foresees the construction of specific infrastructure (Sanitary Landfill, Material Recover Facility, and Composting Facility). Through the portfolio 2023-2028, Enabel will intervene in Nampula and Nacala municipalities in the scope of waste management and circular economy to improve the living conditions of the local communities and to feed the policy dialogue component. The expected outputs of Enabel support in this sector are:

1. Waste management plans are coordinated with other municipal public services and covered by the reporting system towards the national authorities
2. The capacity of municipalities for enforcing the waste management plans is strengthened and investments in collection equipment and infrastructure are planned on the long term
3. Waste pickers and neighborhoods associations (Including women associations) become key partners for the Municipality and waste operators to collect recoverable waste and to reclaim the loss of the amenity due to the dispersion of wastes in the public space
4. Women are an active player in the waste collection system and are allocated a fair part of the economic benefits
5. A circular economic case of recoverable waste can be scaled up in the country, during the design of the system, its operations and identification of new investments, all the actors are engaged.

Local waste management context in Nacala and Nampula

Nacala is a growing port city, with increasing economic activities linked to logistics, trade, and industrial development. This growth contributes to rising volumes of municipal waste, while waste collection services coverage remains uneven.

The city of Nampula has experienced rapid urban transformation in recent decades, driven by economic growth, population expansion, and flows of immigration. This context has a direct impact on the production of urban waste and poses significant challenges for municipal authorities.

In Nampula and Nacala, the waste collection and recovery activities are dominated by informal waste pickers operating at the official dumpsite, at multiple collection points complementing municipal services. Transforming the participation of waste pickers into a structured and dignified contribution through an inclusive mechanism for the establishment of associations and cooperatives is a key priority to the municipalities.

Women's participation and structural barriers

Women remain underrepresented in the waste management sector and are largely concentrated in low-value segments of the value chain — such as waste picking, manual sorting, and small-scale collection — characterized by low returns and precarious working conditions. Structural barriers, such as limited access to finance, restricted ownership of equipment and transport assets, and insufficient technical and entrepreneurial skills, limit women's capacity to develop profitable businesses and access higher value-added market opportunities.

This represents a missed economic opportunity that can generate stable income and contribute to women's economic empowerment. Unlocking this potential requires targeted support to strengthen women's technical and entrepreneurial capacities, improve access to productive assets and finance, and promote inclusive partnership models with municipalities and other stakeholders, including the private sector.

Opportunity for women-led business development

Women play a central role in Mozambique's economy, with 90.6% contributing to economic activity; however, only 24.4% own business. In 2025, the municipalities of Nacala and Nampula approved Integrated Urban Solid Waste Management Plans (PGIRSU), which establish specific targets to reach at least 30% female representation across 15 waste picker groups (associations/cooperatives) by 2030. This commitment creates a strategic opportunity to women-led enterprises to participate competitively across the waste value chain.

Rationale for the Call for Proposals

In a context characterized by rapid urban expansion, increasing volumes of waste, and persistently high levels of economic vulnerability among women, providing waste collection services represent a strategic entry point for the creation of decent work and sustainable income-generation opportunities.

This approach will enable:

- Equip women with technical, market-oriented skills and entrepreneurial capacities to develop and implement sustainable business models and benefit from existing opportunities within the waste sector.
- Contribute to enhance municipal capacity to deliver waste services in a more efficient, integrated, and inclusive manner.
- Ensuring alignment with national priorities and strategies on circular economy and green job creation.
- Promoting sustainable partnerships between women business-led, municipalities, and private & public institutions, facilitating the development of innovative and inclusive solutions.
- Contributing to the achievement of the Sustainable Development Goals, particularly SDG 5 (Gender Equality), SDG 8 (Decent Work and Economic Growth), and SDG 11 (Sustainable Cities and Communities).

1.2 Objectives and Expected results

*The **general objective** of this Call for Proposals is: Strengthen women's economic empowerment and improve local waste management services in Nacala and Nampula by supporting women entrepreneurs and women-led enterprises to become viable and sustainable actors within the municipal waste service chain.*

*The **specific objective** of this Call for Proposals is:*

SO - Support women entrepreneurs and women-led enterprises in Nacala and Nampula to strengthen their technical and business capacities, deliver selected municipal waste services, and operate within structured partnerships with municipalities and private sector actors.

The **expected results** are:

ER1 - Women entrepreneurs and women-led associations, cooperatives and micro-enterprises demonstrate strengthened technical and business capacities and meet the formal and operational requirements to engage in the municipal waste sector in Nacala and Nampula.

ER2 - Women-led enterprises actively deliver selected municipal waste services in Nacala and Nampula, contributing to measurable increases in waste collected, recovered and/or recycled, and expanded coverage in targeted service areas.

ER3 - Structured partnership arrangements between municipalities, private sector actors and women-led enterprises are developed and made operational in Nacala and Nampula, defining roles and responsibilities, eligibility criteria, gender inclusion and safeguarding measures, and service performance indicators.

Expected results	Indicators	Targets
SO: Support women entrepreneurs and women-led enterprises in Nacala and Nampula to strengthen their technical and business capacities, deliver selected municipal waste services, and operate within structured partnerships with municipalities and private sector actors.		
Indicator: Percentage of supported women-led actors that demonstrate operational viability by the end of the action, based on agreed criteria such as regular service delivery, basic financial records, defined roles, access to revenue or market linkages, and compliance with minimum operational legal standards.		
Target: At least 70% of supported women-led actors meet agreed operational viability criteria by the end of the action.		
ER 1 - Women entrepreneurs and women-led associations, cooperatives and micro-enterprises demonstrate strengthened technical and business capacities and meet the formal and operational requirements to engage in the municipal waste sector in Nacala and Nampula.	- Percentage of trained women scoring at least 30% higher in post-training assessment compared to pre-test. - Number of women-led enterprises that meet agreed formal and operational requirements to engage in municipal waste services.	- At least 70% of trained women demonstrate improved knowledge or skills. - At least 2 women-led actors per municipality meet agreed formal and operational requirements.
ER 2 - Women-led enterprises actively deliver selected municipal waste services in Nacala and Nampula, contributing to measurable increases in waste collected, recovered and/or recycled, and	- Tons of waste collected, recovered and/or recycled through supported women-led actors in targeted service areas. - Percentage of supported women-led enterprises generating income from waste services.	- At least 10% of the increase, measured on a quarterly basis compared to baseline(*). 100% of supported women-led enterprises generating recurring income, defined as at

expanded coverage in targeted service areas		least 3 consecutive months.
ER 3 - Structured partnership arrangements between municipalities, private sector actors and women-led enterprises are developed and made operational in Nacala and Nampula, defining roles and responsibilities, eligibility criteria, gender inclusion and safeguarding measures, and service performance indicators.	▪ Number of structured partnership arrangements developed and operational between municipalities, private sector actors and women-led enterprises. ▪ Percentage of partnership arrangements including minimum required elements: roles and responsibilities, eligibility criteria, gender inclusion measures, safeguarding measures, service performance indicators, and basic monitoring arrangements.	▪ At least 1 structured partnership arrangement per municipality developed and operationalized. • 100% of partnership arrangements include all required elements.

Note:

- All indicators will be disaggregated by type of activity, sex, age, and disability
- We encourage applicants to add their own qualitative indicators

*Baseline to be conducted by the applicant during the inception phase.

1.3 Guiding principles and minimum expectations

Business development interventions supported under this Call for Proposals must contribute to improving the quality, efficiency, and coverage of waste management services in the municipalities of Nacala and Nampula, while advancing women's economic empowerment.

The sub-sections below define the minimum expectations and guiding principles that all proposals should address. Applicants should demonstrate, in a clear and structured manner, how their proposed interventions respond to these principles, and how they will jointly contribute to effective, sustainable, and scalable results.

Applicants are encouraged to build on existing women's economic empowerment programmes, sectoral initiatives, donor-funded interventions, and institutional capacities where this provides clear added value. In that case, proposals should demonstrate complementarity with ongoing initiatives, identify concrete synergies, and avoid duplication.

1.3.1 Women's economic empowerment and agency

Applicants should demonstrate how the proposed action will contribute to a meaningful shift in women's economic position moving from informal, low-value and precarious roles toward more recognized, better structured and income-generating roles in the waste service chain.

Proposals should clearly describe how the action will enhance women's access to income opportunities, productive assets, and financial services; strengthen their voice, leadership, business and decision-making capacity; address structural and operational barriers of participation; and increase their control over and equitable benefit from economic opportunities within the sector.

Applicants are encouraged to adopt an **intersectional approach** that recognizes how overlapping factors (such as socio-economic position, disability, and social norms) shape women's position.

1.3.2 Operational and financial viability

Applicants must demonstrate that the proposed business model can function effectively within the grant implementation period. Proposals should describe the selected business model, including its demand and market rationale, revenue streams, cost structure, operational set-up, formal and regulatory requirements, pathway to maturity, and key risks and mitigation measures.

All proposed business models must demonstrate clear alignment with the priorities, service gaps, and operational frameworks defined in the Integrated Urban Solid Waste Management Plans (PGIRSU), ensuring complementarity with municipal waste management systems and contributing to the improved efficiency, coverage, and sustainability of service delivery.

1.3.3 Contribution to selected municipal waste services

Applicants should define which waste services will be supported and in which municipality. They should describe selected services, target areas, service gaps addressed, expected service improvement, baseline approach, performance tracking and alignment with PGIRSU.

1.3.4 Structured partnerships and institutional anchoring

Applicants should explain how women-led actors will be connected to municipalities and private sector actors through practical arrangements. They should describe the roles and responsibilities of the municipalities, private sector, women-led actors; eligibility criteria, service arrangements, revenue or payments mechanisms and monitoring mechanism.

1.3.5 Safeguarding, Decent Work and Environmental Protection

Applicants must demonstrate how women's participation in waste management services will be safe, dignified, and environmentally sustainable. Proposals should clearly describe measures to prevent Sexual Exploitation, Abuse and Harassment (SEAH), address Occupational Health and Safety (OHS), mitigate Gender-Based Violence (GBV) and Environmental, Health and Safety (EHS) risks, and ensure compliance with national and international labour and environmental standards.

1.3.6 Digitalization & Innovation

Digitalization and innovation should be treated as optional tools. They should describe purpose, user readiness, affordability, practical value, sustainability, and low-tech alternatives.

1.4 Amount of the financial allocation provided by the contracting authority

The total indicative amount available under this Call for Proposals is **220.000 EUR** (two hundred and twenty thousand euros). The contracting authority reserves the right not to award all of the available funds.

If the allocated funding is not utilized in one of the municipalities due to an insufficient number of proposals received or the inadequate quality of the proposals, the contracting authority reserves the right to reallocate the funds to the other municipality, in line with programme priorities and available eligible proposals.

Grant amount

Any grant application submitted under this Call for Proposals must fall within the following minimum and maximum amounts:

- *Minimum amount:* EUR 200,000 (two hundred thousand euros) for both municipalities
- *Maximum amount:* EUR 220,000 (two hundred and twenty thousand euros) for both municipalities.

During implementation, Enabel reserves the right to adjust the minimum and maximum amounts applicable to grant applications, as well as to allocate additional funding to beneficiaries already awarded grants under this Call for Proposals, subject to the availability of funds and the satisfactory performance of the supported action

2. Rules applicable to this Call for Proposals

These guidelines specify the rules of submission, selection and implementation of actions financed under this Call for Proposals.

2.1. Admissibility criteria

There are three categories of eligibility criteria, namely:

- The actors: the applicant, i.e. the entity submitting the application
- The actions: actions eligible for grants
- The costs: costs that may be included in the calculation of the grant amount.

2.1.1. Admissibility of applicants

To be **admissible** for grants, **applicants** must satisfy the following conditions:

- A. be a legal person;
- B. be legally established in Mozambique or demonstrate a formal operational presence in Mozambique through a registered office or a local implementing partner;
- C. be a national or international non-profit private entity, NGO, a foundation or other private-law legal entities whose primary objective is not profit maximization¹;
- D. demonstrate organizational fit – experience in carrying out actions related Women's economic empowerment in waste sector within the last 5 years – with the objectives of this Call.

Additional information on Criterion B: Representation in Mozambique

As part of the admissibility check, evidence of local establishment or representation must be provided by **the applicant**. There is **no minimum time requirement** for registration or representation, provided the organization demonstrates its operational capacity through the mandatory financial statements and (where applicable) audit reports.

Additional information on Criterion D: Organizational fit

As part of the admissibility check, applicants must demonstrate that their organizational mandate, experience, and operational capacity are coherent with the nature of the actions financed under this Call (women's economic empowerment, waste services, private and public partnership). Applications that do not demonstrate this organizational fit may be rejected during the administrative and admissibility verification (see evaluation grid for more info).

For this the evaluators will look at the following 2 aspects:

1. Sectoral and implementation experience
2. Local presence and delivery capacity

¹ A for-profit legal body for which profit maximization is not the primary purpose refers to a business or organization that conducts economic activities with the purpose of generating profit as well as achieving social impact." A for-profit legal body meets this definition if all the following criteria are fulfilled: 1. Basic documents (statutes, mission, vision, business plan, ...) of the business clearly demonstrate the business pursues social goals. 2. There is transparency on profit distribution and more than half of the profit is on average reinvested in the business. 3. The business reports externally on the achievement of the social goal(s) it is pursuing

Documents to be submitted at Concept Note phase:

Criterion	Documents to be submitted
1- Sectoral and implementation experience	The applicant must demonstrate: Similar relevance and timeframe: the applicant provides at least one project reference for a completed or ongoing project within the last five years demonstrating experience. References should demonstrate at least the follow areas (combined or separated): women's economic empowerment and business development in waste sector. Capacity to manage projects of comparable scale and complexity: - Minimum budget: EUR 100,000 - Minimum duration: 1 year - Geographic region: Municipalities in the Eastern and Southern African region - Partnership approach: public and private Subcontractor experience is not considered equivalent to lead unless explicitly justified. Per reference: Mandatory project references: To ensure comparability across submissions, each reference must include: - Project title; - Country of implementation; - Implementation period (including dates); - Total project budget; - Contracting authority or lead implementing organization; - Role of the applicant in the project; - Description of some activities performed (as an example); - Explanation of the reference's relevance to this Call (e.g., alignment with public and private partnership, women-led business development, enhance women's capacity to deliver services to multiple stakeholders, intersectionality approach, etc...). Applicants are required to provide one supporting document for each project reference. This supporting document may be any one of the listed documents (and not necessarily all of them). - Copy of the project contract or grant agreement (cover page and relevant sections indicating role, budget, and duration); Completion certificate or official acceptance letter; Final or interim project report (cover page and executive summary); Donor or contracting authority reference letter confirming implementation and role.

	<i>For ongoing projects, interim reports or official confirmation of ongoing implementation are acceptable.</i> <i>Self-declarations without documentary evidence will not be accepted.</i> Applicants should ensure that selected references clearly reflect the nature of the activities required under this Call, including as relevant: • Waste services (collection, recovery, recycling, transportation) • Women's economic empowerment • Capacity building (Business development) • Partnerships development
2- Local presence and delivery capacity	
2.1 Local Presence	Local presence must be demonstrated by Applicant. <u>If demonstrating a registered office:</u> • Official registration certificate issued by national authorities; • Extract from national company/association registry; • Legal statutes indicating country registration; • Proof of operational address. <u>If demonstrating a formal local partnership:</u> • Signed Letter of Commitment or MoU as described above. The local presence option is only applicable in the context of sub-granting arrangements. It does not allow an applicant without local registration to rely on a partner solely to meet the local presence criterion.
2.2 Access to qualified experts	Applicants must demonstrate access to qualified technical expertise through one or more of the following supporting documents: • CVs of proposed key experts (minimum two profiles recommended); CVs should clearly demonstrate: ○ Educational background; ○ At least 3 years of relevant sectoral experience; ○ Knowledge in women's economic empowerment, waste management, business development and public & private partnership approaches; ○ Role and responsibilities in referenced projects (where applicable). ○ Understanding of the local context in Mozambique, particularly in Nampula Province, as well as the waste management sector. • Staff list indicating positions, qualifications, and years of experience; • Framework agreements or formal commitments from external experts; • Staffing plan describing how technical expertise will be mobilized.

	<i>General statements of “access to expertise” without supporting documentation are insufficient.</i>
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In the grant application file (“applicant’s declaration of honor”), the applicant must declare that is not fall under any of these situations and that they will be able to provide the following supporting documents:

- An extract from the criminal record or an equally valid document issued by the competent judicial or administrative authority in the country of origin for:
 - o Entity;
 - o The directors;
- Certificate issued by the competent authority or any other equivalent document attesting that the entity is still in business. These may be:
 - o An extract from the business register or equivalent;
 - o A certificate of non-bankruptcy issued by the clerk of the competent court or an official register;
 - o Valid tax compliance certificate;
 - o Valid social security compliance certificate.

Applicant

The applicant must satisfy the following conditions as well:

- be directly responsible for the preparation and implementation of the action, and not be acting as an intermediary; **and**
- have audited financial statements for the 2 previous calendar years. Where the applicant has been legally established for less than two financial years, it shall provide all available financial statements and any other documentation demonstrating its financial capacity.

The applicant cannot participate in Call for Proposals nor be the beneficiary of grants if they are in one of the exclusion situations described below:

- State of or the subject of proceedings relating to bankruptcy, winding-up, administration by the courts, arrangement with creditors, cessation of business activities, or are in any similar situation arising from proceedings of the same nature provided for in national legislation or regulations.
- The subject of a judgement which has the force of res judicata (i.e. against which no appeal is possible) for any offence involving their professional conduct.
- Guilty of grave professional misconduct proven by any means, which the contracting authorities can justify.
- Not fulfilled their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the contracting authority’s country or those of the country where the contract is to be performed.
- The subject of a judgement which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity.

If the grant is awarded to it, the applicant becomes the **Contracting-Beneficiary** identified in Annex A05.a (Grant Agreement). The Contracting-Beneficiary is the main point of contact for the

contracting authority. It shall represent any other beneficiaries and act in their name. It shall design and coordinate implementation of the action.

The applicant will implement, monitor the technical quality, ensure alignment of content to the required standards and lead on the administration and financial management of the grant.

The following **types of organizations** are eligible to act as lead applicants in the actions:

- National or international Non-Governmental Organizations (NGOs)
- Foundations
- Community-Based Organizations (CBOs)

Co-applicants are not allowed under this call for proposals.

Combining international and national expertise – by collaborating with local actors – is essential, with Portuguese proficiency considered an important factor for effective implementation. If the grants are awarded to them, any co-applicants will become the **beneficiaries of the action**.

2.1.2. Associates and contractor

The following persons are not Applicants. They do not need to sign the “mandate” statement:

Associates

Other organizations may be associated with the action. Associates actively participate in the action, but cannot be eligible for grants, except for daily allowances and travelling expenses. These

associates do not need to satisfy the admissibility criteria mentioned in point 2.1.1. The associates must be mentioned in part B, section 2.7 of the grant application file, entitled “Associates of the applicant participating in the action”.

Contractors

Contracting beneficiaries may award contracts to contractors. Associates cannot at the same time be contractors (services, works, equipment) for the project. Selection of contractors shall be subject to public procurement rules (if Contracting Beneficiary is public) or the rules set forth in Annex VIII of the Grant Agreement template (if Contracting Beneficiary is private).

2.1.3. Admissible actions: for what actions may an application be submitted?

Definition

Actions eligible for funding under this Call must constitute a *project*, defined as an independent operation made up of coherent sets of activities with clearly defined objectives, in line with the intended goals and outcomes.

Duration

The initial planned duration of action may not be less than 12 months nor exceed 14 months.

Sectors or themes

For the purpose of this Call, the municipal waste service chain refers to services such as collection, transport, sorting, transfer, fee collection, service monitoring, and related operational functions that support municipal waste management. The waste value chain refers to activities that create economic value from waste, including aggregation, recycling, composting, resource recovery, and sale to end markets. Applicants are not expected to cover the entire value chain. They should select one or two concrete service areas where women-led actors can realistically operate, generate income, and contribute to improved municipal waste services.

Waste collection should be prioritized as a strategic entry point for women's economic participation and integration into higher-value segments of the waste management sector. Proposals should clearly articulate the criteria used to select the targeted service areas and local women-led businesses, the number of women entrepreneurs and women-led enterprises to be supported and financed in each municipality, and a clear pathway for strengthening women-led businesses to meet governance and operational standards and improve access to finance. Proposals should also include a set of practical, measurable, and gender-responsive performance indicators to monitor business viability, service delivery, women's economic empowerment, and compliance with relevant standards.

Target groups

This Call primarily targets women aged 18 and above. Priority will be given to young women currently engaged in waste collection and recycling services in the municipalities of Nacala and Nampula, whether individually or organized in associations or cooperatives, with the aim of enabling the scaling of their businesses within the waste value chain

Geographical Coverage

This call for proposals is designed to cover initiatives across the municipalities of Nampula and Nacala.

Types of action

This Call for Proposals aims to support actions that directly contribute to women's economic empowerment in waste sector through the strengthening of women-led enterprises, associations, and cooperatives, as well as the promotion of their sustainable integration into the municipal waste service chain within the Municipalities of Nacala and Nampula. Proposals should fall within the following types of actions:

- Baseline assessments, market opportunity analyses, technical assistance, monitoring and evaluation activities, capacity-strengthening interventions, and learning exchanges directly contributing to the achievement of the objectives of this Call for Proposals.
- Participation of women in workshops, seminars, and training programmes aimed at strengthening their technical, entrepreneurial, managerial, and business development capacities.
- Actions aimed at strengthening internal governance, organizational management, and institutional development of women's associations, cooperatives, and enterprises.
- Procurement of equipment, tools, materials, and other productive assets required for business establishment, operation, expansion, and the strengthening of the operational capacity of women-led enterprises, associations, and cooperatives.
- Provision of financial support, grants, seed capital, or other financing mechanisms to facilitate the establishment, strengthening, and expansion of women-led enterprises, in accordance with the eligibility criteria, selection procedures, and financing arrangements defined under this Call for Proposals.
- Participation of women in conferences, trade fairs, business exchanges, and other learning, networking, and market-linkage platforms that enhance entrepreneurial capacities, facilitate access to markets and finance, strengthen business partnerships, and promote business growth opportunities.
- Partnerships development

Types of activity

The list below is indicative and not exhaustive.

The following activities are **admissible**:

- Waste collection
 - Door-to-door collection of household waste
 - Transport of waste from collection points to transfer stations
 - Separation of recyclable and non-recyclable waste
 - Awareness-raising campaigns on waste separation and on the importance of paying waste collection fees
- Recycling
 - Preparation of materials for recycling markets
 - Establishment of buy-back centers for recyclable materials
 - Fee collection systems and record keeping
 - Monitoring service quality and customer satisfaction
 - Waste transformation into usable product
 - Handcraft
- Waste transportation
- Capacity-building through a structured and practical training curriculum tailored to the specific needs of women entrepreneurs, covering technical competencies, business development, financial management and literacy, leadership, and enterprise growth.
- The proposed training package should be responsive to the identified capacity gaps of the target beneficiaries and aligned with the requirements of the selected service areas and business models, with a clear pathway to strengthening business viability, operational performance, and market integration. The proposed training package should:
 - In-person trainings, between 40–80 hours in each municipality;
 - Training sessions based on identified needs, Business & Financial Skills, and

- Gender & Agency Strengthening;
 - Integrate labor rights, Occupational Health and Safety (OHS) measures and digitalization.

Sub-grants to sub-beneficiaries

Applicants can propose sub-grants to help achieve the objectives of the action. The maximum amount for the sub-grants is EUR 60 000 per sub-beneficiary.

Grants to sub-recipients cannot be the main objective of the action.

Applicants wishing to redistribute sub-grants must specify in section of the grant application file:

1. The description of the objectives and results to be achieved with these sub- grants, the fundamental principles, the key concepts, the mechanisms, the actors and their role in the management process
2. The criteria and modalities for the allocation of grants, accessibility conditions sub-beneficiaries, conditions for the admissibility of sub-projects (such as operational presence), eligibility conditions for activities, costs and expenses
3. The procedures for examining and awarding applications
4. The maximum amount that can be allocated by sub-grant
5. The terms of contractualization with the sub-grant
6. The procedures and modalities for disbursing resources
7. The procedures and modalities for technical and financial monitoring
8. The procedures and modalities of control.

The sub-beneficiaries eligible are:

Entities eligible for **sub-grants include community-based organizations** that are legally registered and demonstrate proven experience in women's economic empowerment and/or waste management, including circular economy approaches. Sub-grants should preferably be based in or demonstrate **strong operational presence** in the municipalities of Nacala and Nampula, in order to ensure proximity to beneficiaries and effective implementation of the action.

Sub-grants may only be involved where their participation is clearly justified and essential to achieving the objectives of the grant, particularly in relation to the development, strengthening, or scaling-up of women-led business models.

Under this call, **only one level of sub-granting is permitted**. Sub-grants may not further redistribute the funds received to any additional tier of sub-beneficiaries. Furthermore, sub-grants must constitute natural partners or target beneficiaries of the contracting beneficiary, in line with its mandate, mission, and operational scope. Their involvement must demonstrate clear added value to the implementation of the action and contribute directly to the achievement of the expected results.

Visibility

Applicants must take all measures necessary to ensure the visibility of the financing or co-financing by the Belgian Development Cooperation. The contracting beneficiary always mentions "the Belgian State" as donor or co-donor in the public communications relating to the subsidized action.

Number of requests and Grant Agreements per applicant

The applicant **may not submit more than 1 application** under this Call for Proposal.

2.1.4. Eligibility of costs: What cost may be included?

Only “eligible costs” may be covered by grants. The types of eligible and ineligible costs are indicated below. The budget is both an estimate of costs and an overall cap on “eligible costs”.

The reimbursement of eligible costs may be based on one of the following formats, or any combination of these:

- **Direct costs** (management costs and operational costs) borne by the contracting-beneficiary;
To be eligible for the purposes of the Call for Proposals, the costs must comply with the conditions provided for in Article 4 of the Grant Agreement template (see Annex A05.a of these guidelines).
- **Structure costs** (overheads): these are maximum 7% of the Operational Costs.
The maximum amount of the structural costs (sum of the structural costs of the contracting beneficiary and the sub-beneficiary) remains the same (7% of the operational costs of the initial grant), whether or not there are sub-grants to sub-beneficiaries.

The applicable rate for structural costs will be calculated beforehand by Enabel based on the analysis of the balance sheet of the contracting-beneficiary. Enabel may also use an external organization to estimate this rate.

Once the rate is accepted, the structure costs are fixed and do not need to be justified.

Structural costs will be paid during the execution of the grant on the basis of actual operational eligible expenses accepted by Enabel.

Reserve for contingencies

The budget may include a contingency reserve up to a maximum of 5% of the estimated eligible direct costs. It may only be used **with the prior written authorization** of Enabel.

Contributions in kind

“Contributions in kind” means goods or services provided free of charge by a third party to the contracting-beneficiary. As contributions in kind do not involve any expenditure on the part of the contracting-beneficiary, they shall not constitute eligible costs.

Ineligible costs

The following costs shall not be eligible:

- Accounting entries not leading to payments
- Provisions for liabilities and charges, losses, debts or possible future debts
- Debts and debit interests
- Doubtful debts
- Currency exchange losses
- Loans to third parties
- Guarantees and securities
- Costs already financed by another grant
- Invoices made out by other organizations for goods and services already subsidized
- Subcontracting by means of service or consultancy contracts to personnel members,
- Board members or General Assembly members of the organization subsidized
- Any sub-letting to oneself
- Purchases of land or buildings

- Compensation for damage falling under the civil liability of the organization
- Employment termination compensation for the term of notice not performed
- Purchase of alcoholic beverages, tobacco and derived products thereof
- Salary bonuses.

2.2. Presentation of application and procedures to be followed

In the first stage, the applicant sends only the concept note and in the second stage, after notification of its pre-selection, it sends the proposal along with the required annexes.

2.2.1. Content of the concept note

Applications must be submitted in accordance with the instructions on concept notes appearing in the grant application file annexed to these guidelines (Annex A20a, Part A).

Applicants must submit their request in **English**.

In the concept note, applicants need only to provide an estimate of the amount of contribution requested from the contracting authority. Only applicants invited to submit a complete application in the second stage will then present a detailed budget.

Elements defined in the concept note may not be modified by the applicant in the proposal. The Belgian contribution may not vary more than 10% in relation to the initial estimate.

Any errors or major inconsistencies concerning the points mentioned in the instructions on concept notes may result in its rejection.

The contracting authority reserves the right to request clarification where the information provided does not enable it to carry out an objective evaluation.

Handwritten concept notes will not be accepted.

The following annexes must be attached to the concept note:

Annexes to attach	Applicants
The statutes or articles of association of the applicant	X
An external audit report produced by an approved auditor, certifying the applicant's accounts for the last available financial year where the total grant amount requested is above EUR 100,000	X
A copy of the applicant's most recent financial statements (income statement and balance sheet for the last closed financial year).	X
The legal entity file (see Annex A18 of these guidelines) duly completed and signed by the applicants (i.e. the applicant), along with any supporting documents requested;	X
A proof of establishment or representation in Mozambique for the applicant (see criterium B). Local presence must be demonstrated by Applicant. <u>If demonstrating a registered office:</u> • Official registration certificate issued by national authorities; • Extract from national company/association registry; • Legal statutes indicating country registration;	x

• Proof of operational address. <u>If demonstrating a formal local partnership:</u> • Signed Letter of Commitment or MoU as described above. The local presence option is only applicable in the context of sub-granting arrangements. It does not allow an applicant without local registration to rely on a partner solely to meet the local presence criterion.	
An extract from the criminal record or an equally valid document issued by the competent judicial or administrative authority in the country of origin for: ○ Entity; ○ The directors.	X
Certificate issued by the competent authority or any other equivalent document attesting that the entity is still in business. These may be: ○ An extract from the business register or equivalent; ○ A certificate of non-bankruptcy issued by the clerk of the competent court or an official register; ○ Valid tax compliance certificate; ○ Valid social security compliance certificate.	X
Applicant must demonstrate: • Project reference for at least one completed or ongoing on women economic empowerment and waste sector implemented within the last five (5) years. Applicants are required to provide one supporting document for each project reference. This supporting document may be any one of the listed documents (and not necessarily all of them). • Copy of the project contract or grant agreement (cover page and relevant sections indicating role, budget, and duration); • Completion certificate or official acceptance letter; • Final or interim project report (cover page and executive summary); • Donor or contracting authority reference letter confirming implementation and role.	X
Applicants must demonstrate access to qualified technical expertise through one or more of the following supporting documents: • CVs of proposed key experts (minimum two profiles recommended); CVs should clearly demonstrate: ○ Educational background; ○ At least 3 years of relevant sectoral experience; ○ Knowledge in women's economic empowerment, waste management, business development and public & private partnership approaches; ○ Role and responsibilities in referenced projects (where applicable). ○ Understanding of the local context in Mozambique, particularly in Nampula Province, as well as the waste	x

management sector. • Staff list indicating positions, qualifications, and years of experience; • Framework agreements or formal commitments from external experts; • Staffing plan describing how technical expertise will be mobilized.	
Declaration on Honour regarding Mandatory Exclusion Criteria	x

2.2.2. Where and how to send the concept note

The concept notes must be submitted online via the following link: <https://submit.link/5b4>

STEP	ACTION
1 	Go to the top-right of the page. Register for a new Submit.com account or sign in if you already have one.
2 	Click the “ Apply ” button on the right side of the page.
3 	Carefully read the applicant guidelines before filling in the form. They contain important information to improve your chances of success.
4 	Complete the online form and upload the required documents (templates are provided in the webform).
5 	Use the “ Next ” and “ Back ” buttons at the bottom of each page to move through the form. Confirm your answers as you go.
6 	Your draft will be automatically saved , so you can leave and return at any time.
7 	Once you submit, your application cannot be modified . You will receive a confirmation e-mail upon receipt of the submission.

Concept notes sent by other means (for example by fax or e-mail) or sent to other addresses will be rejected.

Applicants must ensure that their concept note is complete. Incomplete concept notes may be rejected.

2.2.3. Deadline for submission of concept notes

The deadline for submission of concept notes is September 14, 2026, at 10h00 am (Moz time) as evidenced by the upload date in the online platform. All concept notes submitted after the deadline date and time will be rejected.

We strongly recommend that you do not wait until the last minute to submit your application. Please consider possible disruptions such as power outages or unstable internet connections that may prevent you from sending your application on time.

2.2.4. Further information on concept notes

An information session on this Call for Proposals will be hosted online on **August 24, 2026 at**

14h00 (Moz time) via Microsoft Teams. The meeting can be accessed using the following link and credentials:

[Join the meeting now](#)

Meeting ID: 352 241 873 280 49

Passcode: KY9wu35m

Applicants may send their questions by e-mail, at the latest 15 days before the concept notes submission deadline, to the address(es) set out below, making sure that they clearly indicate the Call for Proposals reference: MOZ22005 - 10074.

E-mail address: moz_csc_grants@enabel.be

The contracting authority will not be obliged to provide clarification on questions received after this date.

Questions will be answered at the latest 10 days before the concept notes submission deadline. In order to ensure the equal treatment of applicants, the contracting authority cannot give a prior opinion on the admissibility of applicants, an action or specific activities.

The answers to these questions and other important information communicated during the evaluation procedure will be published in due course on the Enabel website. As such, regular consultation of this website is recommended in order to be informed of the questions and answers published.

2.2.5. Stage 2: Proposals

Applicants invited to submit a proposal following the shortlisting of their concept notes must do so using part B of the grant application file annexed to these guidelines (Annex A20a.Grant_Application). Applicants must carefully observe the proposal format and complete the paragraphs and pages in order.

The elements set out in the concept note may not be modified by the applicant in the proposal. The Belgian contribution may not differ more than 10% from the initial estimate and remain within the minimum and maximum amounts, as indicated in section 1.4 of these guidelines.

Applicants must submit their complete applications in the same language as their concept note.

Applicants must fill in the proposal as carefully and clearly as possible in order to facilitate its evaluation.

Any error or major inconsistency in the proposal (inconsistency of amounts included in the budget calculation sheets, for example) may result in the immediate rejection of the application.

Clarifications will only be requested where the information provided is not clear and therefore prevents the contracting authority from carrying out an objective evaluation. Handwritten applications will not be accepted.

It should be noted that only the proposal and annexes which need to be completed (budget, logical

framework) will be evaluated. It is therefore very important that these documents contain ALL the relevant information regarding the action. **No supplementary annexes must be sent.**

2.2.6. Where and how to send proposals (stage 2)

Applications must be submitted through a link that will be communicated in the invitation. A confirmation e-mail will be sent upon receipt of the submission.

Applications sent by other means (for example by fax or e-mail) or sent to other addresses will be rejected.

For this Call for Proposals, the applicant may not submit more than one Proposal.

Applicants must ensure that their application is complete. Incomplete applications may be rejected.

Deadline date for the submission of proposals

The deadline date for submission of proposals will be communicated in the letter sent to applicants whose concept notes have been shortlisted.

2.2.7. Further information on proposals (stage 2)

Applicants may send their questions by e-mail, at the latest 21 days before the deadline for the submission of applications, to the address or one of the addresses set out below, making sure that they clearly indicate the Call for Proposals reference: **MOZ22005- 10074**.

E-mail address: moz_csc_grants@enabel.be

The contracting authority will not be obliged to provide clarification on questions received after this date.

Questions will be answered at the latest 11 days before the deadline for the submission of applications. To ensure the equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of applicants, or an action.

In order to ensure the equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of applicants, or an action.

Individual responses will not be given to questions. All questions and answers and other important information communicated to applicants during the evaluation procedure will be published on www.enabel.be. As such, regular consultation of this website is recommended in order to be informed of the questions and answers published.

2.3. Evaluation and selection of applications

Applications will be examined and evaluated by the contracting authority with the help, where applicable, of external evaluators. All actions submitted by the applicants will be evaluated according to the stages and criteria described below.

If the examination of the application shows that the proposed action does not satisfy the admissibility action described in point 2.1.3, the request will be rejected on this sole basis.

1st PHASE: OPENING, ADMINISTRATIVE CHECKS, ADMISSIBILITY CHECKS AND EVALUATION OF CONCEPT NOTES

The following elements will be examined:

1. Opening

- Compliance with the submission deadline. If the deadline date is not observed, the application will be automatically rejected.

2. Administrative and admissibility checks

- The concept note satisfies all the criteria specified in points 1 to 15 of the verification and evaluation grid provided in **Annex A22**.
- If any of the information is missing or incorrect, the application may be rejected on this **sole** basis, and it will not be evaluated.

3. Evaluation

Concept notes satisfying the conditions of the first administrative and admissibility check will be evaluated for the relevance and design of the proposed action.

The concept note will be given an overall mark out of 90 in accordance with the breakdown specified evaluation grid available in Annex A22.

The evaluation criteria are divided by headings and sub-headings. Each sub-heading will be given a score between 1 and 5 as follows: 1 = very poor, 2 = poor, 3 = average, 4 = good, 5 = very good.

Once all the concept notes have been evaluated, a list will be drawn up, ranking the proposed actions according to their total score.

Firstly, only concept notes with a minimum score of 60/90 points will be considered for shortlisting.

Only proposals that have achieved a score of 6/10 for criterion 16 will be shortlisted.

Secondly, the number of concept notes will be reduced according to their ranking in the list, by the number of concept notes whose total cumulative amount of contributions requested is equal to 300% of the budget available for this Call for Proposals.

After evaluation of the concept notes, the contracting authority will send a letter to all applicants, notifying them of the reference number they have been allocated, whether their concept note has been evaluated and the results of this evaluation.

The applicants whose concept notes have been shortlisted will then be invited to submit a complete application.

2nd PHASE: OPENING, ADMINISTRATIVE CHECKS, ADMISSIBILITY, and EVALUATION OF PROPOSALS

The following points will be evaluated:

1. Opening

Compliance with the submission deadline. If the deadline date is not observed, the application will be automatically rejected.

2. Administrative and Admissibility checks

The proposal satisfies all the criteria specified in points 1 to 10 the verification and evaluation grid provided in Annex A23a.

If any of the information is missing or incomplete, the application may be rejected on this **sole** basis, and it will not be evaluated.

3. Evaluation

If the deadline date is not observed, the application will be automatically rejected.

Step 1

Proposals meeting the conditions of administrative verification and admissibility will be assessed.

The quality of the applications, including the proposed budget and the capacity of the applicants, will be given a score out of 100 on the basis of evaluation criteria 11 to 26 of the verification evaluation grid provided in Annex F1a of the Guidelines for Calls for Proposals.

. The evaluation criteria are broken down into selection and award criteria.

The selection criteria aim to ensure that the applicants:

- have stable and sufficient sources of financing to maintain their activity for the duration of the proposed action and, if necessary, to participate in its financing;
- have the management capacity and professional skills and qualifications required to successfully carry out the proposed action.

The award criteria also help evaluate the quality of the proposals against the objectives and priorities set, and to award grants to projects that maximize the overall effectiveness of the Call for Proposals. They concern the relevance of the action and its consistency with the Call for Proposal's objectives, its quality, its intended effect, the sustainability of the action and its cost- effectiveness.

The evaluation criteria are divided into headings and sub-headings. Each sub-section will be assigned a score between 1 and 5 as follows: 1 = very poor, 2 = poor, 3 = average, 4 = good, 5 = very good.

The best proposals will be listed in a provisional allocation table, ranked according to their score and within the limits of available funds. The other shortlisted proposals will be placed on a reserve list.

Step 2

Supporting documents relating to the grounds for exclusion will be requested from applicants appearing in the provisional allocation table. If unable to provide these documents within 15 days, the corresponding proposals will not be accepted.

Step 3

As part of the assessment process, Enabel will then conduct an in-site organizational analysis of the selected applicants in order to confirm that these applicants have the required capacities to complete the action. The results of this analysis will be used, among other things, to determine the risk management measures to be included in the grant agreement and to specify Enabel's posture in monitoring and controlling the implementation of the grant. In the event that the organizational analysis indicates deficiencies such that the proper execution of the grant cannot be guaranteed, the corresponding proposal may be rejected at this stage. In which case the first proposal on the reserve list will be considered for the same process.

4. Selection

At the end of steps 2 and 3, the allocation table will be considered final. It includes all the proposals selected according to their score and within the limits of available funds. Please, note that applicants who may be picked up from the reserve list at a later date, if additional funds become available, will also have to go through steps 2 and 3 described above.

2.4. Notification of the contracting authority's decision

2.4.1. Content of the decision

The applicant will be notified in writing of the decision taken by the contracting authority concerning its application and, in case of rejection, the grounds for this negative decision.

If an application feels that it has been adversely affected by an error or mistake allegedly committed in an award procedure or believes that the procedure has been vitiated by an instance of maladministration, it may file a complaint with the contracting authority.

In this case, the complaint will be sent to the person who made the disputed decision, who will endeavor to deal with the complaint and give a reply within 15 working days. Alternatively, or in case the reply is deemed unsatisfactory by the applicant, the latter may contact the competent Operations Manager at Enabel's head office, via the mailbox complaints@enabel.be.

See: <https://www.enabel.be/who-we-are/integrity/>.

Complaints relating to issues of integrity (fraud, corruption, etc.) should be sent to the Integrity Office through the Internet address <https://enabel.grantthornton-whistle.com/en/home>. <https://www.enabel.be/who-we-are/integrity/> The purpose of the complaint cannot be to request a second evaluation of the Proposals without any other grounds than that the applicant disagrees with the award decision.

2.4.2. Indicative timeline

	Date	Time (Moz)
Launch CfP	27 July 2026	
Deadline for clarification requests to the contracting authority (Enabel)	28 August 2026	23h55
Information session (incl. guidelines on how to submit concept notes)	24 August 2026	23h55
Last date on which clarifications are given by the contracting authority	04 September 2026	
Submission deadline for concept notes	14 September 2026	23h55
Informing applicants on the opening, administrative checks and evaluation of concept notes (stage 1)	24 September 2026 (*)	
Invitations to submit the proposals	07 October 2026 (*)	
Deadline for clarification requests to the contracting authority (Enabel)	19 October 2026 (*)	23h55
Information session for the ones invited to submit proposal (if needed)	26 October 2026 (*)	TBC
Last date on which clarifications are given by the contracting authority	30 October 2026 (*)	17h30
Deadline for the submission of the proposals	09 November 2026 (*)	23h55
Clarifications / requests for corrections (if needed)	20 November 2026 (*)	

Receipt of clarifications (if needed)	07 December/ 10 days after request (*)	23h55
Deadline for completing the organizational assessment (by Enabel)	No later than 15 February 2027 (*)	
Notification of the award decision and transmission of signed grant agreement (only if organizational assessment completed)	No later than 26 February 2027 (*)	
Signature of the Agreement by contracting beneficiary	No later than 15 days after notification of the grant	

(*) = Provisional date. All times are in the local time of the contracting authority.

This indicative timetable may be updated by the contracting authority during the procedure. In this case, the updated timetable will be published on the [Enabel website](#).

2.5. Implementation conditions following the grant decision of the contracting authority

Following the grant award decision, contracting beneficiaries will be offered an agreement based on the contracting authority's Grant Agreement template (Annex A05.a of these guidelines). By signing the proposal (Annex A20a.Grant_Application), applicants accept the contractual conditions of the Grant Agreement template, should the grants be awarded to them.

2.5.1. Implementation contracts

Where the implementation of an action requires public procurement by the contracting beneficiary, contracts must be awarded in accordance with:

Annex VIII of the Grant Agreement template for private sector contracting-beneficiaries.

For private contracting beneficiaries, it is not permitted to subcontract all of an action by means of a contract. In addition, the budget of each contract financed by means of the grant awarded may only correspond to a limited part of the total amount of the grant.

2.5.2. Separate bank account

In case of a grant award, the contracting beneficiary shall open a separate bank account (or a separate sub-account allowing for the identification of the funds received). This account will be in euros, if this is possible in the country.

This account or sub-account must allow to:

- Identify the funds transferred by Enabel;
- Identify and follow up the operations performed with third parties;
- Distinguish between the operations performed under this agreement and other operations.

The financial identification form (Annex VI of the Grant Agreement) relating to this separate bank account, certified by the bank, will be sent by the contracting beneficiary to Enabel at the same time as the signed copies of the Grant Agreement after it has been notified. the award decision.

The account will be closed once any reimbursements owed to Enabel have been made (and after settling the final amount of the funds used).

2.5.3. Processing of personal data

Enabel undertakes to treat the personal data communicated in response to this call for proposals with the greatest care, in accordance with the legislation on the protection of personal data (the General Data Protection Regulation, GDPR). In cases where the Belgian law of July 30, 2018 on the protection of individuals with regard to the processing of personal data contains more stringent requirements, the adjudicator will act in accordance with this legislation.

More specifically, when you participate in a call for proposals within the framework of the allocation of grants by Enabel, we collect the details of the contact persons ("authorized representative") of the entity submitting the grant application, such as the name, first name, professional telephone number, professional e-mail address, professional function and name of the organization represented.

For more information on this subject, please consult Enabel's privacy statement at the following link: <https://www.enabel.be/gdpr-privacy-notice/>.

2.5.4. Transparency

For the sake of transparency, Enabel undertakes to publish an annual list of contracting-beneficiaries. By signing the Grant Agreement, the contracting-beneficiary declares that he agrees with the publication of the title of the contract, the nature and object of the contract, its name and location, and the amount of the contract.

Documents to be provided at concept stage

Statutes or articles of association of the applicant	X
External audit report produced by an approved auditor, certifying the applicant's accounts for the last available financial year where the total grant amount requested is above EUR 100,000.	X
Copy of the applicant's most recent financial statements (income statement and balance sheet for the last closed financial year).	X
Legal entity file (see Annex D of these guidelines) duly completed and signed by the applicants (i.e. the applicant), along with any supporting documents requested;	X
Implementation report(s) of similar projects, demonstrating actions related to business development skills carried out by the applicant during the last 5 years.	X
CVs of proposed key experts	X
Proof of establishment or registration in Mozambique for the applicant.	X
Declaration on Honour regarding Mandatory Exclusion Criteria	X
Annex A: Grant Application File, Part A Concept Note (Word Document)	X

Documents to be provided at full proposal stage

Annex A: Grant Application File, Part B Proposal (Word Document) + Signed Declaration	X
Annex B: Budget (Excel-File)	X
Annex C: Logical Framework (Excel File or Word Format)	X

Documents for information

ANNEX D: GRANT AGREEMENT TEMPLATE

- Annex III Payment request template
- Annex IV Transfer of ownership of assets template
- Annex V Legal entity form (private or public)
- Annex VI Financial identification form
- Annex VII Exclusion grounds
- Annex VIII Procurement principles (in the case of a private contracting- beneficiary)

ANNEX E1A: CONCEPT NOTE VERIFICATION AND EVALUATION GRID.

ANNEX E2A: PROPOSAL VERIFICATION AND EVALUATION GRID.

ANNEX F: DAILY ALLOWANCE RATES (PER DIEM): current rate at the Representation of the country concerned

ANNEX G: DECLARATION ON HONOUR REGARDING MANDATOR EXCLUSION CRITERIA