



TENDER SPECIFICATIONS

Public service contract for “**Consultancy
Services for Climate Finance Project
Pipeline Development**”

Reference №: **MOZ22006-10161**

Country: **Mozambique**

Negotiated Procedure without Prior
Publication

*Deadline for
requesting
clarifications:* **26 October 2026 at 12pm
(Mozambique time)**

*Deadline for
submission of tenders:* **02 November 2026 at
12pm (Mozambique time)**

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1 GENERAL REMARKS

1. THE CONTRACTING AUTHORITY

- 1.1. The contracting authority of this public contract is Enabel, public-law company with social purposes, with its registered office at Rue Haute 147, 1000 Brussels in Belgium (enterprise number 0264.814.354, RPM/RPR Brussels), called ' Enabel ' pursuant to the entry into force of Law of 23 November 2017 changing the name of the Belgian Technical Cooperation and defining the missions and functioning of Enabel, the Belgian agency for development cooperation.
- 1.2. Enabel has the exclusive competence for the execution, in Belgium and abroad, of public service tasks of direct bilateral cooperation with partner countries. Moreover, it may also perform other development cooperation tasks at the request of public interest organisations, and it can develop its own activities to contribute towards realisation of its objectives.
- 1.3. For this public contract Enabel, in Mozambique, is represented by :

Name	Position
Adriaan Tas	Country Director

- 1.4. **Attention : even if Enabel as contracting authority is based in Belgium, Enabel has different “permanent establishments” in partner countries, who are 'customer' in the sense of tax legislation.¹ As a result, services of this contract are deemed to be located in Mozambique and applicable tax legislation is legislation of Mozambique. For more information on this tax regime, you can contact Contracts management team, moz_csc_contracts@enabel.be (clause 3 of chapter 3 Award Procedure).**

2. RULES GOVERNING THE PUBLIC CONTRACT

- 2.1. The following, among others, apply to this public contract:
 - (a) The Law of 17 June 2016 on public procurement;
 - (b) The Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors;
 - (c) The Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts;
 - (d) The Law of 17 June 2013 on motivation, information, and remedies in public procurement, certain works, supply, and service contracts, and concessions;
 - (e) Circulars of the Prime Minister with regards to public procurement;
 - (f) Enabels policy regarding sexual exploitation and abuse – June 2019;
 - (g) Enabels policy regarding fraud and corruption risk management – June 2019.
- 2.2. All Belgian regulations on public contracts can be consulted on <https://bosa.belgium.be/en/themes/public-procurement>;

¹ Article 13a of Council Implementing Regulation (EU) No 1042/2013: The place where a non-taxable legal person is established, as referred to in the first subparagraph of Article 56(2) and Articles 58 and 59 of Directive 2006/112/EC, shall be: the place where the functions of its central administration are carried out, or the place of any other establishment characterised by a sufficient degree of permanence and a suitable structure in terms of human and technical resources to enable it to receive and use the services supplied to it for its own needs (= permanent establishment).

Enabel's Code of Conduct and the policies mentioned above can be consulted on Enabel's website via <https://www.enabel.be/who-we-are/integrity/>.

3. APPLICABLE LAW AND COMPETENT COURTS

3.1. Belgian legislation applies for this public contract and no other. In the event of a conflict regarding the interpretation, application or performance of these tender specifications, the parties will first try all conciliation possibilities. Except for an emergency, the parties avoid litigation in court without preliminary notification.

3.2. In case of court action, correspondence must (also) be sent to the following address:

Enabel S.A.
Global Procurement Services
To the attention of Ms Laura Jacobs
Rue Haute 147
1000 Brussels
Belgium

3.3. Any litigation regarding this public contract is the exclusive competence of the Brussels legal district courts and tribunals. French or Dutch are the languages of proceedings.

2 SUBJECT-MATTER AND SCOPE OF THE PUBLIC CONTRACT

1. TYPE OF CONTRACT

- 1.1. This public contract is a service contract for provision of: strengthening Mozambique's capacity to mobilise climate and environmental finance through the development of a national pipeline of climate finance projects and the strengthening of national capacities for project preparation, assessment and access to international financing mechanisms.

2. LOTS

- 2.1. This public contract is not divided into lots.

3. ITEMS

- 3.1. This public contract consists of the items listed under clause 3 of chapter 7 Forms - Tender form - Prices.
- 3.2. These items are grouped together to form one single contract. It is not possible to tender for one or several items and the tenderer must submit price quotations for all items of the contract.

4. DURATION OF THE PUBLIC CONTRACT

- 4.1. This public contract starts **upon kick-off meeting** and lasts for **4 (four) months**.
- 4.2. This public contract **MAY NOT** be renewed.

5. VARIANTS

- 5.1. Variants are **NOT** allowed. Each tenderer may submit only one tender, no variants will be accepted.

6. OPTIONS

- 6.1. The tenderer may **NOT** submit options. Free options are forbidden. Any proposed option will be discarded.

3 AWARD PROCEDURE

SECTION (A) - GENERAL PROCEDURE INSTRUCTIONS

1. AWARD PROCEDURE

This public contract will be awarded through a Negotiated Procedure without Prior Publication pursuant to Article 42, § 1, °1, a) of the Law of 17 June 2016 on public procurement.

2. PUBLICATION

This contract is advertised in

2.1. The following platform:

- (a) Website of Enabel (www.enabel.be).
- (b) Local newspaper

2.2. This publication constitutes an invitation to submit a tender.

3. FURTHER INFORMATION

3.1. Public procurement administrator

The awarding of this public contract is coordinated by:

Contracts management team

moz_csc_contracts@enabel.be

All communication between the contracting authority and (prospective) tenderers regarding this public contract must go through this contact. Any other form of contact with the contracting authority about this public contract is prohibited unless otherwise stated in these tender specifications.

3.2. Requesting clarifications

Prospective tenderers have until the **26 October**, inclusive, before the deadline for submission of tenders to submit any questions regarding these tender specifications and the contract. All inquiries must be sent in writing to the procedure coordinator mentioned under clause 3.1 (moz_csc_contracts@enabel.be) and will be answered in the order received.

Until the notification of the award decision no information will be given about the evolution of the procedure.

3.3. Publication of clarifications and/or amendments to the tender specifications

The complete overview of questions and answers, as well as any amendments to these tender specifications, will be available at the fifth day before the deadline for submission of tenders, at the latest.

These updates will be published on the same platforms as mentioned under clause 2.

The tenderer is to submit his tender after reading and taking into account any corrections made to these tender specifications that are published or that are sent to him by e-mail. To do so, when the tenderer has downloaded the tender specifications, it is strongly advised that he gives his

coordinates to the public procurement administrator mentioned under clause 3.1 and requests information on any modifications or additional information.

SECTION (B) - INSTRUCTIONS FOR PREPARATION OF TENDERS

4. VALIDITY PERIOD OF TENDERS

The tenderers remain bound by their tender for a period of **90 (ninety) calendar days** from the tender reception deadline date.

5. DATA TO BE INCLUDED IN THE TENDER

- 5.1. Tenderers are advised to consult the general principles set out under Heading 1 of the Law of 17 June 2016 on public procurement, which are applicable to this award procedure.
- 5.2. The tender and all annexes to the tender form must be drawn up in:
 - (a) English.
- 5.3. By submitting a tender, the tenderer automatically waives any of their own general or specific sales conditions, even if these are mentioned in any annexes to their tender.
- 5.4. The tenderer must clearly indicate within their tender any information that is confidential and/or relates to technical or business secrets, which may not be divulged by the contracting authority.
- 5.5. The tenderer must use the tender forms provided in the annex:
 - (a) Identification form (clause 1 of chapter 8 Forms);
 - (b) List of subcontractors (clause 2 of chapter 8 Forms);
 - (c) Tender form - Prices (clause 3 of chapter 8 Forms);
 - (d) Declaration on honour - Exclusion grounds (clause 4 of chapter 8 Forms);
 - (e) Financial identification (clause 5 of chapter 8 Forms);
 - (f) Integrity Statement (clause 6 of chapter 8 Forms);
 - (g) Certificate of registration;
 - (h) Power of attorney;
 - (i) Criminal record of the legal representative/company;
 - (j) Certificate of payment of taxes;
 - (k) Certificate of payment of social contributions.

Should the tenderer fail to use these forms, they shall bear full responsibility for ensuring that the documents submitted are in perfect concordance with the forms.

- 5.6. The tenderer also attaches the following to his tender:
 - (a) All documents demanded for the application of award criteria (see clause 14);
 - (b) A detail of the prices quoted, listing for each item the various elements that are included in the price and the applicable taxes;
 - (c) The statutes and any other document required to establish the power of attorney of the signer(s).

- 5.7. Where the tender is submitted by a group of economic operators, it must include a copy of the following documents for each of the participants in the group:
- (a) Identification form (clause 1 of chapter 8 Forms);
 - (b) Declaration on honour - Exclusion grounds (clause 4 of chapter 8 Forms);
 - (c) Integrity Statement (clause 6 of chapter 8 Forms);
 - (d) The statutes and any other document required to establish the power of attorney of the signer(s);
 - (e) The association agreement signed by each participant, clearly showing who represents the association.
 - (l) Certificate of registration;
 - (m) Power of attorney;
 - (n) Criminal record of the legal representative/company;
 - (o) Certificate of payment of taxes;
 - (p) Certificate of payment of social contributions.
- 5.8. Participants in a group of economic operators must designate one member of the group who will represent the group vis-à-vis the contracting authority.

6. TENDER CURRENCY

All prices given in the tender form must obligatorily be quoted in **euro**.

7. DETERMINATION OF PRICES

- 7.1. In accordance with Article 37 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, the contracting authority may for the purpose of verifying the prices carry out an audit of any and all accounting documents and perform on-the-spot checks with a view of verifying the correctness of the indications supplied.

8. ELEMENTS INCLUDED IN THE PRICE

- 8.1. The tenderer is to include in his unit and global prices any charges and taxes generally applied to services according to the applicable tax legislation of Mozambique, with the exception of the value-added tax. The VAT percentage is quoted separately, if applicable. As mentioned in clause 1 of chapter 1 General Remarks, **local tax regime is applicable**. For the provision of services in Mozambique, the attention of tenderers who are non-tax residents of Mozambique is drawn to the tax on the profits of non-residents (20% (or possibly 32% or 10%)) applicable to this category of service provider. It is also the tenderer's responsibility to obtain information on all other tax provisions applicable in Mozambique. The 20% (or possibly 32% or 10%) non-resident income tax will be withheld at source at the time of payment of the invoice. Make sure to verify whether any bilateral or regional non-double taxation treaties apply to your situation.
- 8.2. The unit and global prices for this public contract must encompass any costs, measures, and charges related to the performance of the contract, including but not limited to:
- (a) Administrative management and secretariat services;

- (b) Documentation related to the services.
 - (c) Acceptance costs.
- 8.3. All relevant costs must be factored into the prices for this public contract.

SECTION (C) - SUBMISSION OF TENDERS

9. SUBMISSION OF TENDERS

- 9.1. Without prejudice to any variants, the tenderer may only submit one tender per contract.
- 9.2. In accordance with the rules governing means of communication, only tenders submitted by electronic means are accepted.
- Consequently, the submission of tenders on paper is prohibited, and the contracting authority will only consider tenders submitted electronically.
- 9.3. For this public contract, tenders will be submitted electronically via the federal **tendersmoz@enabel.be**
- 1.1. **Tenders must be submitted no later than 02 November 2026 at 12pm (Mozambique time).**

10. TENDER SIGNATURE

- 10.1. Signatures are placed by the person(s) empowered or mandated to commit the tenderer. This obligation applies to each participant when the tender is submitted by a group of economic operators (consortium). These participants are jointly liable.
- 10.2. When the submission report is signed by a mandatary, he or she must clearly indicate whom he or she represents. The mandatary attaches the original electronic deed or private document that transfers these powers to him or her or a scanned copy of that proxy.

11. DEADLINE FOR SUBMISSION AND OPENING OF TENDERS

- 1.2. Tenders must be in the possession of the contracting authority before **02 November 2026 at 12pm (Central Africa time).**
- 1.3. Tenders are opened behind closed doors.

SECTION (D) - SELECTION, AWARDING & CONCLUSION

12. EXCLUSION GROUNDS

- 12.1. The obligatory and facultative grounds for exclusion are provided in the declaration on honour attached to these tender specifications (see clause 4 of chapter 7 Forms).
- 12.2. By submitting the declaration enclosed in the annex to these tender specifications, the tenderer certifies that they are not in any of the exclusion cases listed in Articles 67 to 70 of the Law of 17 June 2016 on public procurement, nor Articles 61 to 64 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.
- 12.3. The grounds for exclusion apply to all participants submitting a joint bid as a consortium of economic operators.

- 12.4. The contracting authority will verify the accuracy of this declaration on honour for the tenderer with the highest ranked tender. To this end, the contracting authority will request the tenderer concerned to provide the necessary information or documents to verify their personal situation. The tenderer must submit this information by the fastest means and within the deadline set by the contracting authority.
- 12.5. The tenderer may attach these documents directly to his tender. If the tenderer fails to deliver the requested document(s) on time, the contracting authority reserves the right to exclude the tenderer.
- 12.6. Tenderers are strongly advised not to wait for the request of the contracting authority and to request the documents they have not attached to their tender as soon as possible from the competent authorities of the country where they are based. After all, in some cases, it may take a long time to obtain particular documents.
- 12.7. The contracting authority will directly obtain any information or documents that can be accessed free of charge by digital means from the instances that manage the information or documents. This is the case for Belgian tenderers (via the Telemarc platform), with the exception of the extract from the criminal record, which must be requested by the tenderer himself.
- 12.8. **Conflicts of Interest – Revolving Doors (Article 51 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors)**
Without prejudice to Articles 6 and 69, paragraph 1, 5° of the Law of 17 June 2016 on public procurement, a conflict of interest also includes any “revolving doors” situation. This occurs when a natural person who previously worked for a contracting authority — whether as internal staff, in a hierarchical position, as a civil servant, public officer, or in any other capacity linked to the contracting authority — subsequently intervenes under a public contract awarded by that same contracting authority. A conflict of interest arises when there is a connection between the activities previously performed by the individual for the contracting authority and the activities carried out under the awarded contract.

13. OVERVIEW OF THE PROCEDURE

- 13.1. In a first phase, the tenders submitted by the tenderers will be evaluated as to their formal and material regularity.
- 13.2. The contracting authority reserves the right to have the irregularities in a tender regularised.
- 13.3. In a second phase, the formally and materially regular tenders will be evaluated as to their content by an evaluation commission. The contracting authority will restrict the number of tenders to be negotiated by applying the award criteria stated in these tender specifications (clause 14). This evaluation will be conducted on the basis of the award criteria and aims to set a shortlist of tenderers with whom negotiations will be conducted.
- 13.4. Then, the negotiation phase follows. In view of improving the contents of the tenders, the contracting authority may negotiate with tenderers the initial tenders and all subsequent tenders that they have submitted, except final tenders. The award criteria are not negotiable. However, the contracting authority may also decide not to negotiate. In this case, the initial tender is the final tender.
- 13.5. When the contracting authority intends to conclude the negotiations, it will so advise the remaining tenderers and will set a common deadline for the submission of any BAFO's (*Best and Final Offer*). Once negotiations have closed, the BAFO's will be evaluated as to its regularity and compared on the basis of the award criteria. The tenderer whose BAFO shows the best value for money (obtaining the best score based on the award criteria given under clause 14) will be designated the successful service provider for this public contract, after having been verified for absence of exclusion grounds.

14. AWARD CRITERIA

14.1. The contracting authority will select the regular tender that it considers to be the most economically advantageous, based on the following criteria:

Award Criterion	Criterion Weight (%)	Criterion Evaluation or Formula
Technical proposal	70	Methodology, Work plan and CV & Experience
Price	30	Application of the rule of three

14.2. The scores for the award criteria will added up. This public contract will be awarded to the tenderer that submitted the tender with the highest final score, after the contracting authority has verified the accuracy of the declaration on honour of this tenderer and provided the control shows that the declaration on honour corresponds with reality.

15. AWARDING THE PUBLIC CONTRACT

15.1. This public contract will be awarded to the tenderer who has submitted the most economically advantageous tender.

15.2. In accordance with Article 85 of the Law of 17 June 2016 on public procurement, the contracting authority is under no obligation to award the contract. The contracting authority may choose either not to award the public contract or to restart the procedure, if necessary, through another award procedure.

16. CONCLUDING THE CONTRACT

16.1. In accordance with Article 95, °2 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, the contract is formed upon notification to the succesful tenderer of the approval of their tender.

1.4. Notification is made via digital platforms or email.

16.2. The full public contract consists of the following documents:

- (a) These tender specifications and their annexes;
- (b) The approved BAFO and all of its annexes;
- (c) The registered letter notifying the award decision;
- (d) Any later documents accepted and signed by both parties, as appropriate.

16.3. In the interest of transparency, Enabel commits to publishing an annual list of recipients of its contracts. By submitting their tender, the successful tenderer agrees to the publication of the contract title, nature and object of the contract, their name and location, and the contract amount.

4 SPECIAL CONTRACTUAL PROVISIONS

1. This chapter of these tender specifications holds the specific administrative and contractual provisions that apply to this public contract by way of derogation from the 'General Implementing Rules for public procurement' of the Royal Decree of 14 January 2013 (Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts), hereinafter referred to as "GIR", or as a complement or an elaboration thereof. The numbering of the articles below (between brackets) follows the numbering of the "GIR" articles. Unless indicated, the relevant provisions of the "GIR" apply in full.
2. These tender specifications do not derogate from the "GIR".

SECTION (A) - GENERAL

3. USE OF ELECTRONIC MEANS (ART. 10)

The use of electronic means for exchanges during the performance of the contract is permitted unless stated otherwise in these tender specifications. In such cases, notifications from the contracting authority will be sent to the address or registered office mentioned in the tender.

4. MANAGING OFFICIAL (ART. 11)

- 4.1. The managing official for this public contract is **Contracts management team**, email: moz_csc_contracts@enabel.be. The managing official is responsible for overseeing the performance of the contract.
- 4.2. Once this public contract is concluded, the managing official serves as the primary point of contact for the service provider. All correspondence or questions regarding the performance of the contract should be directed to him/her, unless otherwise explicitly stated in these tender specifications.
- 4.3. The managing official has full authority to monitor the satisfactory performance of the contract, which includes issuing service orders, preparing reports and statements, approving services, progress reports, and reviews. They may order changes to the contract with regards to its subject-matter or performance, provided that such changes remain within its original scope.
- 4.4. However, the signing of amendments or any other decision or agreement implying derogation from the initial terms and conditions of the contract are not part of the competence of the managing official. For such decisions the contracting authority is represented as stipulated under clause 1 of chapter 1 General Remarks.
- 4.5. Under no circumstances is the managing official allowed to modify the terms and conditions (e.g. performance deadline) of the contract, even if the financial impact is nil or negative. Any commitment, change or agreement that deviates from the conditions in these tender specifications and that has not been notified by the contracting authority, will be considered null and void.

5. CONFIDENTIALITY (ART. 18)

- 5.1. Service providers who, during the performance of the contract, receive information or documents or data of any kind that are classified as confidential and relate, in particular, to the subject matter of the contract, the resources required for its performance and the operation of the contracting authority's services, shall take the necessary measures to prevent such information, documents or data from being disclosed to third parties who have no right to know them.

- 5.2. Service providers who, in the performance of the contract, have knowledge of a drawing or model, know-how, method or invention belonging to the contracting authority or jointly to the contracting authority and the service provider, shall refrain from any communication concerning the drawing or model, know-how, method or invention to third parties, unless those elements are the subject of the contract.

6. PROTECTION OF PERSONAL DATA

6.1. Processing of personal data by the contracting authority

The contracting authority undertakes to process the personal data that are communicated to it in response to the call for the tenders with the greatest care, in accordance with legislation on the protection of personal data (General Data Protection Regulation, GDPR). Where the Belgian law of 30 July 2018 on the protection of natural persons with regard to the processing of personal data contains stricter provisions, the contracting authority will act in accordance with said law.

6.2. Processing of personal data by the service provider

During contract performance, the service provider may process personal data of the contracting authority exclusively in the name and on behalf of the contracting authority, for the sole purpose of performing the services in accordance with the provisions of the tender specifications or in execution of a legal obligation.

For any processing of personal data carried out in connection with this public contract, the service provider is required to comply with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR) and the Belgian law of 30 July 2018 on the protection of natural persons with regard to the processing of personal data.

By simply participating in the contracting process, the tenderer certifies that he will strictly comply with the obligations of the GDPR for any processing of personal data conducted in connection with that public contract.

The personal data that will be processed are confidential. The service provider will therefore limit access to data to the strictly necessary personnel for the performance, management and monitoring of the public contract.

For the performance of the public contract, the contracting authority will determine the purposes and means of processing personal data. In this case, the contracting authority will be responsible for the processing and the service provider will be its processor, within the meaning of Article 28 of the GDPR.

Processing carried out on behalf of a controller must be governed by a contract or other legal act that is binding on the processor with regard to the personal data controller and that sets out that the subcontractor acts only on the instruction of the person in charge of the processing and that the confidentiality and security obligations regarding the processing of personal data are also the responsibility of the subcontractor (Article 28, § 3 of the GDPR).

7. INTELLECTUAL PROPERTY (ART. 19 TO 23)

- 7.1. The contracting authority **acquires** the intellectual property rights created, developed, or used during performance of the public contract.
- 7.2. Unless otherwise specified in the procurement documents and without prejudice to clause 7.1, when this public contract involves the creation, manufacture, or development of designs, logos, or similar works, the contracting authority acquires the intellectual property rights to these works. This includes the right to trademark, register, and protect them.
- 7.3. For any domain names created under this public contract, the contracting authority similarly acquires the right to register and protect them unless stated otherwise in the procurement documents.

8. PERFORMANCE BOND (ART. 25 TO 33)

8.1. Scope and amount (Art. 25)

The performance bond is a requirement for this public contract and is set at **5%** of the total value of the contract, excluding VAT. The resulting value will be rounded up to the nearest 10 euros.

8.2. Nature of the performance bond (Art. 26)

In accordance with the applicable legal and regulatory provisions, the performance bond may be provided in the form of cash, public funds, or a joint performance bond. It may also be issued as a surety bond by a credit institution meeting the requirements of the law governing credit institutions or by an insurance company approved for branch 15 (bonds) under the law governing insurance companies.

By way of derogation from Article 26 of the "GIR", the performance bond may be posted through an institution with its registered office in one of the countries of destination of the services. The contracting authority reserves the right to accept or refuse the posting of the bond through such an institution. The tenderer shall provide the name and address of this institution in the tender.

This derogation is intended to provide local tenderers with the opportunity to submit a tender, taking into account the specific requirements of the contract.

8.3. Deadline for submitting the performance bond (Art. 27)

The successful tenderer is required to provide proof of the posting of the performance bond within 30 calendar days from the conclusion of the procurement contract.

The period specified above is suspended during the period of closure of the service provider's business for paid annual holidays and the days off in lieu stipulated by regulation or by a collective binding labour agreement.

8.4. Posting of the performance bond (Art. 27)

The performance bond must be posted by the successful tenderer in one of the following ways:

- (a) Cash deposit : Deposit the amount in the account of the Deposit and Consignment Office ([Dutch](#) or [French](#) procedure to enter a deposit in e-DEPO) or of a public institution performing a similar function similar;
- (b) Public Funds: Deposit with the State cashier at the National Bank's headquarters in Brussels or one of its provincial branches, on behalf of the Deposit and Consignment Office or a similar public institution;
- (c) Joint surety : By the deposit, via an institution that lawfully carries out this activity, of a deed of joint surety with the Deposit and Consignment Office or with a similar public institution;
- (d) Guarantee : Provide the deed of undertaking of the credit institution or the insurance company.

8.5. Proof of deposit (Art. 27)

Proof of posting the performance bond must be provided as applicable by submission to the contracting authority of:

- (a) A deposit receipt from the Deposit and Consignment Office or a similar public institution;
- (b) A debit notice from the credit institution or insurance company;
- (c) An deposit certificate issued by the State Cashier or a similar public institution;
- (d) The original copy of the deed of joint surety stamped by the Depot and Consignment Office or by a similar public institution;

- (e) The original copy of the deed of undertaking issued by the credit institution or the insurance company granting a guaranty.

These documents, signed by the depositor, must state why the performance bond was posted and its precise usage, consisting of a concise indication of the subject-matter of the procurement contract and a reference to the procurement documents, as well as the name, first name and full address of the service provider and, where relevant, that of the third party that made the deposit on the service provider 's account, bearing the statement 'lender' or 'mandatory', as appropriate.

Proof that the required performance bond has been posted must be sent to the address that will be mentioned in the contract conclusion notification.

8.6. Release of bond

If the contracting authority confirms acceptance of the services, the bond shall be released, even if the service provider has made no such request.

The whole of the bond will be released at once after acceptance of the entire contract.

SECTION (C) - THE PUBLIC CONTRACT DOCUMENTS

9. CONFORMITY OF PERFORMANCE (ART. 34)

The services must comply in all respects with the procurement documents. In the absence of specific technical specifications in the procurement documents, the performance of the contract must meet the highest standards of good practice in the relevant field.

SECTION (D) - CHANGES TO THE PUBLIC CONTRACT

10. REPLACEMENT OF THE SERVICE PROVIDER (ART. 38/3, °1)

10.1. Scope

The clause may be applied in case the service provider is unable to continue the performance of the contract due to termination of the contract (art. 61, 62 or 62/1, °2 of the “GIR”) or after taking an ex officio measure (art. 47 of the “GIR”).

10.2. Nature of the amendment

In derogation of art. 47, § 2, °3 of the “GIR”, the contracting authority may, in all the above cases, immediately award a new contract to the subcontractor(s) of the service provider already involved in the performance of the contract or to the second-ranked tenderer, for all or part of the contract still to be performed, and this without initiating a new award procedure. This agreement will take the form of an amendment to the original contract to be concluded between the contracting authority and the new service provider.

10.3. Conditions under which this revision clause may be used

Provided that they meet the selection criteria and the exclusion grounds set out in this document, and if they can meet the initial conditions of the contract, the contracting authority may conclude a contract for account with the service provider 's subcontractor(s) already involved in the performance of the contract. To this end, the contracting authority shall contact the subcontractor(s) or his (their) representative(s), asking whether he (they) can meet the original terms of the contract. If the subcontractor(s) cannot meet the original conditions, a contract for account may be concluded under amended conditions. Before concluding such an amended contract, the contracting authority shall check whether the new conditions are still more advantageous than

those of the tenderer ranked second during the evaluation of the tenders under the original award procedure. If this is not the case, the contracting authority will conclude a contract for account as referred to in the paragraph below.

If the contracting authority is unable or unwilling to avail itself of the option mentioned in the preceding paragraph, a contract for account may be concluded with the tenderer who was ranked second during the evaluation of the tenders under the original award procedure, provided that he meets the selection criteria and the exclusion grounds set out in this document. To this end, the contracting authority contacts the second-ranked tenderer or his representative to ask whether he agrees to maintain his bid. If that bidder agrees without reservation, the contracting authority proceeds to award and conclude the contract for account. If the tenderer in question does not agree to maintain the terms of his initial tender or if his modified tender does not remain the most economically advantageous on the basis of the evaluation of the tenders under the original award procedure (after exclusion of the initial service provider), the contracting authority shall address itself:

- (a) either successively, according to the ranking, to the other regular tenderers. In this case too, the contracting authority contacts the tenderer concerned or his representative to ask whether he agrees to maintain his tender. If that tenderer agrees without reservation, the contracting authority proceeds to award and conclude the contract for account ;
- (b) or simultaneously to all the other regular tenderers, asking them to revise their tender, on the basis of the initial terms of the contract, in order to award and conclude the contract on the basis of the tender that has become the most economically advantageous.

In any case, the contracting authority shall ensure that verification of the absence of grounds for exclusion and compliance with the selection criteria has taken place in an impartial and transparent manner, either in the context of the initial award procedure or at the time of the conclusion of the contract for account, so that no contract is awarded to a tenderer (or subcontractor) who should have been excluded or who does not meet the selection criteria. The minimum requirements of qualitative selection may, where appropriate, be adjusted in proportion to the remaining part of the contract if the contract for account is concluded only for part of the contract still to be performed.

The contract for account will be concluded by means of an amendment to the original contract, which will be signed by the contracting authority and the new service provider. If the contract has already been partially performed, this amendment will accurately mention all parts of the contract that still need to be performed. The amendment shall also mention all the changed conditions compared to the original tender of the initial service provider, and compared to the original tender of the new service provider. If necessary, the amendment shall state the method of application of the original conditions to the remaining part of the contract. All other conditions stated in the contract documents (the tender specifications and the original tender of the initial or new service provider), shall continue to apply unchanged.

If a contract for account is concluded, a copy of the amendment concerning the contract to be concluded shall be sent to the initial service provider by electronic transmission, in deviation from art. 47, § 3 (3) of the "GIR". If, following the application of an ex officio measure (art. 47 of the "GIR"), the price of the new contract for account concluded is higher than that of the initial contract, the initial service provider shall bear the additional costs.

11. REVISION OF PRICES (ART. 38/7)

Price revisions are not allowed under this contract.

12. INDEMNITIES FOR SUSPENSIONS ORDERED BY THE CONTRACTING AUTHORITY DURING CONTRACT PERFORMANCE (ART. 38/12)

- 12.1. The contracting authority reserves the right to suspend the performance of the contract for a given period, mainly because it considers that the procurement contract cannot be performed without inconvenience at that time.
- 12.2. The performance period is extended by the period of delay caused by this suspension, provided that the contractual performance period has not expired. If it has expired, the return of fines for late performance may be agreed.
- 12.3. When activities are suspended, based on this clause 12.3, the service provider is required to take all necessary precautions, at his expense, to protect the services already performed and the materials from potential damage caused by unfavourable weather conditions, theft or other malicious acts.
- 12.4. The service provider has a right to damages for suspensions ordered by the contracting authority when:
 - (a) The suspension lasts in total longer than one twentieth of the performance period and at least ten working days or fifteen calendar days, depending on whether the performance period is expressed in working days or calendar days;
 - (b) The suspension is not due to unfavorable weather conditions or other circumstances beyond the contracting authority's control which, in the contracting authority's discretion, constitute an obstacle to the continued performance of the contract at that time;
 - (c) The suspension occurs during the contract's performance period.

13. UNFORESEEABLE CIRCUMSTANCES

- 13.1. As a general rule, the service provider is not entitled to request modifications to the contractual terms for circumstances unknown to the contracting authority.
- 13.2. A decision by the Belgian state to suspend cooperation with a partner country, or a decision of a government of a partner country to suspend cooperation with the Belgian state, constitutes an unforeseeable circumstance under this clause 13. In the event that the Belgian state or the partner country terminates or ceases activities, which implies therefore the financing of this public contract, Enabel will make reasonable efforts to negotiate a fair maximum compensation amount.

14. TAXATION HAVING AN EFFECT ON THE VALUE OF THE PUBLIC CONTRACT (ART. 38/8)

- 14.1. For this public contract, a price revision resulting from a change in taxation is possible if the case occurs in Belgium or in the country of performance concerned by this public contract and has an incidence on the value of the public contract.
- 14.2. Such price revision is only possible if both the following conditions apply:
 - (a) The change entered into force after the tenth day preceding the deadline for submission of tenders, and
 - (b) Either directly, or indirectly by means of an index, such taxation is not included in the revision formula provided for in procurement documents in application of Article 38/7 of the "GIR".
- 14.3. In the event of an increase in charges, the service provider must prove that it has actually borne the additional charges it has claimed and that they are related to the performance of the contract.

In case of a reduction, there is no revision if the service provider proves that he paid the charges at the old rate.

15. TERMS OF INTRODUCTION (ART. 38/14 TO 38/17)

- 15.1. The contracting authority or the service provider who wishes to rely on one of the review clauses, as referred to in Articles 38/9 to 38/12 of the “GIR”, must give written notice of the facts or circumstances invoked on which it relies within 30 days, either after they occurred or after the date on which the contracting authority or the service provider should normally have known about them.
- 15.2. The service provider may only invoke the application of one of these review clauses if it succinctly discloses the influence of the facts or circumstances invoked on the course and cost of the contract to the contracting authority within the period mentioned under clause 15.1, regardless of whether the contracting authority is aware of the facts or circumstances.

SECTION (F) - PERFORMANCE MODALITIES

16. ORDER FORMS (ART. 146)

17. DEADLINES AND TERMS (ART. 147)

- 17.1. The service provider must complete the services within **4 (four) months**, starting from **the day of the kick-off meeting**.

18. PLACE OF PERFORMANCE (ART. 149)

The services must be performed at the following address:
The domicile or country of residence of the contractor.

19. INSPECTION OF THE SERVICES (ART. 150)

- 19.1. If irregularities are identified during the performance of this contract, the service provider will be promptly notified by e-mail, followed by confirmation via registered letter. The service provider is required to rectify the non-compliant services.
- 19.2. The service provider must notify the managing official in writing, either by registered post or e-mail (with proof of the exact dispatch date), specifying the date on which the services will be available for inspection.

20. LIABILITY OF THE SERVICE PROVIDER (ART. 152-153)

- 20.1. The service provider assumes full responsibility for any mistakes or deficiencies in the services delivered.
- 20.2. The service provider shall indemnify the contracting authority against any damages it may incur as a result of liability towards third parties arising from delays in the performance of the services or any failure by the service provider to fulfill its obligations.

SECTION (G) - MEANS OF ACTION

21. FAILURE OF PERFORMANCE (ART. 44)

21.1. The service provider shall be considered in breach of this public contract under the following circumstances:

- (a) When contract performance is not carried out in accordance with the conditions specified in the procurement documents;
- (b) When, at any time, contract performance has not progressed in such a way that it can be fully completed on the due dates;
- (c) When the service provider fails to comply with written orders issued in due form by the contracting authority.

Any failure to comply with the provisions of the public contract, including the non-compliance with orders from the contracting authority, will be documented in a report ('process verbal'). A copy of this report will be sent immediately to the service provider either by registered post or e-mail (with proof of the exact dispatch date).

21.2. The service provider must address the defects without delay. He may assert his right of defence, either by registered post or e-mail (with proof of the exact dispatch date), addressed to the contracting authority within fifteen days from the date of dispatch of the report (process verbal). Silence on his part after this period shall be deemed as acknowledgement of the reported facts.

21.3. Any defects that can be attributed to the service provider may result in the application of one or more measures as provided in Articles 45 to 49, 154 and 155 of the "GIR".

22. FINES FOR DELAY (ART. 46 AND 154)

22.1. Fines for delay differ from penalties referred to in Article 45 of the "GIR". They are due, without the need for notice, by the mere lapse of the performance period without the issuing of a report and they are automatically applied for the total number of days of delay.

22.2. Fines for delay are calculated, according to Article 154 of the "GIR", at a rate of **0.1%** per day of delay, with a **maximum of 7.5%**, of the value of all or part of the services that were performed with the same delay.

22.3. If the execution deadline is an award criterion, the penalty rate may increase to a **maximum of 10%**, depending on the weight assigned to this criterion in the tender specifications.

22.4. Without prejudice to the application of these fines, the service provider shall indemnify the contracting authority where appropriate against any damages owed to third parties on account of its delay in performing the contract.

23. MEASURES AS OF RIGHT (ART. 47 AND 155)

23.1. When, upon the expiration of the deadline specified in Article 44, § 2 of the "GIR", to present justifications, the service provider has remained inactive or has submitted justifications deemed insufficient by the contracting authority, the latter may invoke the measures as of right outlined in clause 23.2. However, the contracting authority may apply these measures before the expiration of the aforementioned term when the service provider has explicitly acknowledged the identified shortcomings.

23.2. The measures as of right are:

- (a) Unilateral termination of the contract. In this case the entire performance bond, or if no bond has been posted an equivalent amount, is acquired as of right by the contracting

authority as lump sum damages. This measure excludes the application of any fine for delay in performance in respect of the terminated part;

- (b) Completion of all or part of the unfulfilled contract by the contracting authority itself;
- (c) Conclusion of one or more replacement contracts with one or more third parties for all or part of the contract remaining to be performed.

The measures outlined in points (a), (b), and (c) will be executed at the expense, risk, and peril of the defaulting service provider. However, any fines or penalties imposed during the performance of a replacement contract will be borne by the new service provider.

SECTION (H) - END OF THE PUBLIC CONTRACT

24. ACCEPTANCE OF THE SERVICES PERFORMED (ART. 64 AND 156)

- 24.1. The managing official will closely follow up the services during their performance. The services will not be accepted until after having satisfied the inspections, technical acceptance operations and prescribed tests.
- 24.2. Final Acceptance will occur upon service delivery completion, marking full contract completion.
- 24.3. When the contracting authority is in possession of the list of services provided or the invoice and the total or partial completion of the services is established in accordance with the procedures laid down in the contract documents, the contracting authority shall carry out the verification, proceed with the acceptance formalities and notify the service provider of the result. In any event, the verification shall be carried out within the processing period referred to in Article 160(1) of the "GIR" (clause 25).
- 24.4. If the services are completed before or after the expected date, the service provider must notify the managing official by registered letter or electronic mail that provides equivalent assurance of the exact date of dispatch, and shall request that the acceptance procedure be carried out.
- 24.5. Any progress payment shall be preceded by partial acceptance. The last partial acceptance is considered final acceptance and concludes the services under the contract.

25. INVOICING AND PAYMENT (ART. 66-72 AND 160)

- 25.1. The contracting authority shall verify and pay the amount due to the service provider within a processing period of thirty days from the date on which it is established that all or part of the services have been completed, the terms of which shall be laid down in the contract documents. However, payment can only be made if the contracting authority is in possession of the duly established invoice.
- 25.2. Only services that have been performed correctly may be invoiced. The invoice must be issued in EURO.
- 25.3. The service provider sends (one copy only of) the invoices and the contract acceptance report (original copy) to the following address: **Enabel, Belgian agency for international cooperation, 385 Zimbabwe ave, Maputo, Mozambique** and invoice.moz@enabel.be
- 25.4. Payment will be made in accordance with one of the following arrangements: 50 % payment will be made after acceptance of deliverable 5 and 50% after deliverable 8

26. ADVANCE PAYMENTS

26.1. Notwithstanding clause 25.2 and in accordance with Articles 12/1 to 5 of the Law of 17 June 2016 on public procurement, inserted by the Law of 22 December 2023 amending the regulations on public procurement in order to promote SMEs' access to these contracts, an advance of 15 per cent of the reference value may be granted to the service provider.

26.2. The advance is calculated on the basis of the reference value of the public contract, i.e.:

- (a) If the duration of the public contract is equal to or less than 12 months, the reference value is equal to the initial value of the public contract, all taxes included;
- (b) If the duration of the public contract is greater than 12 months, the reference value is an amount equal to 12 times the initial value of the public contract, including taxes, divided by the duration of the contract expressed in months;
- (c) In the case of an open-ended public contract, the reference value is the value per month of the public contract multiplied by 12.

For the calculation of the initial value of the contract, neither conditional blocks nor renewals shall be taken into account.

26.3. No advance is granted before:

- (a) Notification of the conclusion of the public contract;
- (b) A written dated demand submitted to the contracting authority;
- (c) A financial guarantee for the full amount of the advance is provided. The guarantee will only be released when the amount of the advance has been fully covered by the performance of the public contract and has been the subject of invoices approved by the contracting authority. This financial guarantee must enable the contracting authority to obtain reimbursement of the advance it has paid in the event of total or partial non-performance of the public contract.

26.4. Payment of the advance may be suspended if it is found that the service provider does not comply with his contractual obligations or if they contravene the provisions of Article 7 of the Law of 17 June 2016 on public procurement.

26.5. The advance granted is charged to the amounts owed to the service provider, as follows: The first half of the advance payment shall be offset against the sums due to the service provider when the value of the services performed reaches 30 per cent of the original order amount and the second half of the advance shall be offset against the sums due to the service provider when the value of the services performed reaches 60 per cent of the original order amount.

CONSULTANCY SERVICES FOR CLIMATE FINANCE PROJECT PIPELINE DEVELOPMENT

1. BACKGROUND

Mozambique faces significant investment needs to achieve its development objectives while addressing increasing climate and environmental challenges. The Programa Integrado de Investimento (PII) 2026–2030 identifies a strategic portfolio of investments estimated at approximately USD 33.9 billion, covering key sectors including energy, agriculture, water, infrastructure, industry, tourism and territorial development. In the context of limited fiscal space and competing development priorities, mobilising external sources of finance—including international climate and environmental finance, concessional finance, development finance and blended finance—is increasingly important to support priority investments and enhance their long-term sustainability. The PII recognises climate funds, resilience funds, blended finance mechanisms and concessional financing among the potential sources of financing for priority investments.

This ambition is supported by the National Climate Finance Strategy (ENFC), recently approved by the Government of Mozambique, which provides a framework for strengthening the mobilisation, coordination and management of climate finance. In particular, Pillar 5 on Climate Finance Mobilisation highlights the need to strengthen national capacity to identify, prioritise and prepare investment opportunities capable of attracting resources from international climate funds, development finance institutions, bilateral partners and private investors.

The PII, which operationalises national development priorities under the ENDE 2025–2044 and PQG 2025–2029, provides an important starting point for this effort. Through its strategic investment chains, development corridors, productive value chains and complementary interventions, the PII identifies a broad range of investments with potential to contribute to climate-resilient development, renewable energy, sustainable infrastructure, natural resource management and climate adaptation. However, the identification of investment priorities does not in itself ensure that projects are sufficiently developed, prioritised or aligned with the requirements of available financing mechanisms.

A key challenge is therefore to bridge the gap between investment planning and finance-ready project development. The *Plataforma Digital de Gestão de Investimento Público – Módulo de Gestão de Investimento Público (MIP)* serves as the Government's primary repository for public investment projects. However, not all investments are currently captured or systematically maintained in the platform, limiting the visibility of potentially climate-relevant projects. Furthermore, projects identified through the PII, sectoral strategies, provincial development plans and other planning instruments have not yet been systematically screened against the eligibility requirements, thematic priorities, financing modalities and investment criteria of international climate and environmental financing mechanisms.

As a result, Mozambique currently lacks a comprehensive and continuously updated pipeline of prioritised climate finance projects that can be systematically matched with appropriate funding opportunities and advanced towards financing. Strengthening this pipeline is essential to move from a predominantly opportunity-driven approach to climate finance mobilisation towards a more structured and proactive approach, in which priority investments are identified, screened, developed and positioned in advance of financing opportunities.

To operationalise Pillar 5 of the National Climate Finance Strategy, the National Climate Finance Directorate (DNFC) of the Ministry of Planning and Development, in partnership with Enabel – Belgian Development Agency, intends to establish a national climate finance project pipeline based primarily on strategic public investments and other relevant project portfolios. The assignment will identify and prioritise projects with potential to access international climate and environmental finance, including resources from the Green Climate Fund (GCF), Adaptation Fund, Global Environment Facility (GEF), Climate Investment Funds (CIF),

bilateral climate finance facilities, development finance institutions and blended finance instruments, as appropriate.

The assignment will combine pipeline development with practical institutional capacity building. It will strengthen the capacity of the GCF Advisory Committee and other relevant stakeholders to identify climate finance opportunities, assess project eligibility and climate rationale, match projects with appropriate financing windows, and understand the requirements and processes for developing concept notes and funding proposals. The capacity-building component will be closely linked to the pipeline development process to ensure that participants acquire practical skills through the assessment and preparation of actual priority projects.

To ensure the practical application of these capacities, the consultancy will culminate in the development and validation of at least one priority climate finance concept note, selected from the pipeline and endorsed through the relevant national coordination mechanism. The concept note will be developed in accordance with the requirements of an identified climate or environmental financing mechanism and, where relevant, will consider opportunities for concessional, blended or private finance. This practical exercise will provide a tangible output for further project development while strengthening national understanding of the requirements for accessing international climate finance.

The assignment will therefore contribute to the implementation of Pillar 5 of the National Climate Finance Strategy by strengthening the link between national investment planning, project preparation and climate finance mobilisation. It is expected to establish the foundations for a structured, prioritised and continuously updated pipeline of climate finance projects, while strengthening national capacity to develop and advance projects towards international climate and environmental financing.

2. RATIONALE AND OBJECTIVES

1.5. Rationale

- 1.6. The approval of the National Climate Finance Strategy has created a strong policy framework for climate finance mobilisation in Mozambique. However, a critical gap remains between national investment planning processes and the ability to access and programme climate finance. While a significant number of climate-relevant investments exist within the PII, the MIP and other sectoral and territorial planning frameworks, these investments have not been systematically screened, prioritised and prepared according to the requirements of major climate and environmental financing mechanisms.
- 1.7. At the same time, there is a need to strengthen national institutional capacities to identify funding opportunities, assess project eligibility, prepare concept notes and support the development of funding proposals. Developing a climate finance project pipeline without simultaneously building national project preparation capacity would limit the sustainability and long-term impact of this effort.
- 1.8. This consultancy is therefore intended to address both challenges by establishing a pipeline of climate finance projects and strengthening the capacity of the GCF Advisory Committee and other key stakeholders to continuously develop, assess and advance projects for climate and environmental financing opportunities. The consultancy will also demonstrate the practical application of these capacities through the joint preparation of at least one concept note for submission to a climate fund or for further development under a blended finance approach.

1.9. Objectives

The main objective of this consultancy is to strengthen Mozambique's capacity to mobilise climate and environmental finance through the development of a national pipeline of climate finance projects and the

strengthening of national capacities for project preparation, assessment and access to international financing mechanisms.

Specific objectives include:

- To identify, screen and prioritise climate-relevant investments from the PII, MIP and other relevant public investment portfolios and planning instruments, supported by substantial stakeholder engagement, develop and validate a national climate finance project pipeline aligned with the eligibility requirements of major climate and environmental financing mechanisms.
- To assess and match priority projects with suitable financing sources and instruments, including climate funds, environmental funds, concessional financing facilities, blended finance mechanisms and private sector investment opportunities.
- To strengthen the capacity of the GCF Advisory Committee and other relevant stakeholders to identify, develop and mobilise climate finance, including through one practical training on project screening, financing mechanisms, concept note development and funding applications for major climate and environmental financing mechanisms, ensuring the DNFC and the Advisory Committee have the tools to continuously update, maintain and advance the climate finance project pipeline beyond the duration of the consultancy.
- To support the development of at least one priority climate finance concept note selected from the pipeline and aligned with the requirements of an identified climate or environmental financing mechanism, including consideration of appropriate blended or concessional financing opportunities where relevant.

3. SCOPE OF WORK

The consultancy will support the Government of Mozambique, through the Ministry of Planning and Development (MPD) and relevant stakeholders, in the creation of a climate finance project pipeline and potential investment grade concept note. The scope of work will include, but will not be limited to, the following tasks:

1. Review and map relevant public investment portfolios and planning instruments, including the PII, MIP and relevant sectoral and sub-national plans, and, through consultations with relevant government institutions and stakeholders, identify and screen climate-relevant investments against agreed climate finance eligibility, readiness and strategic alignment criteria.
2. Develop, validate and consolidate a prioritised national climate finance project pipeline, including concise project profiles and an assessment of each priority project's climate relevance, stage of development, indicative financing requirements, key preparation gaps and potential pathways towards financing.
3. Assess the suitability of priority projects for different financing sources and instruments, including international climate and environmental funds, concessional financing facilities, development finance institutions, blended finance mechanisms and opportunities for private sector participation, and provide recommendations on the most appropriate financing pathways and next steps for project development.
4. Design and deliver one practical capacity-building session for the GCF Advisory Committee and other relevant stakeholders, covering project screening and prioritisation, climate finance mechanisms and access modalities, concept note development and funding application requirements, using projects from the pipeline as practical case studies and providing tools and guidance to enable DNFC and the Advisory Committee to maintain and advance the pipeline beyond the consultancy.

5. In close consultation with DNFC and the GCF Advisory Committee, select one priority project from the pipeline and support its development into a climate finance concept note aligned with the requirements of an identified financing mechanism, including an assessment of relevant blended or concessional financing opportunities, and present the resulting pipeline, concept note and recommendations for validation by relevant stakeholders.

4. LOCATION AND DURATION

1.10. Location

All stakeholder engagement activities will be delivered in Maputo-Mozambique. The cost of the venue and related logistics for the capacity building session will be covered by Enabel.

1.11. Duration

The period of implementation for this consultancy is 80 working days over four (4) months.

5. DELIVERABLES

The language employed for the final deliverables is Portuguese. While some deliverables will be required in either English or Portuguese, others may need to be provided in both languages such as the final pipeline and investment grade concept note. Translation services will be available for the capacity building session as needed with the support of the Enabel team. Each deliverable outlined on the table below will be coordinated with Enabel. After review, the consultancy will be presented to MPD for clearance and comment:

#	Deliverable	Description	Indicative Timing	Due Date
1	Kick-off meeting	The Consultant will participate in an initial meeting with ENABEL and DNFC to introduce the team, confirm the objectives and scope of the assignment, and agree on the proposed methodology, workplan, coordination arrangements and key milestones.	Day 2 (Week 1)	5 days following the Contract signature
2	Inception Report	The Consultant will submit a detailed inception report setting out the methodology and assessment framework for identifying, screening and prioritising climate-relevant investments. The report will include the proposed criteria for climate finance eligibility, strategic alignment and project readiness, stakeholder mapping, data and information requirements, consultation approach and detailed workplan.	Day 10	Within 10 days from kick-off meeting
3	Check-in meetings	The Consultant will join fortnightly 30-minute check-ins with the ENABEL and DNFC teams to ensure alignment and promptly address any issues.	Continuous	Every 15 days (or as otherwise agreed)
4	Climate-Relevant Project Pipeline Assessment and Prioritisation Report	The Consultant will undertake a structured review and mapping of relevant investment portfolios and planning instruments, including the PII, MIP and relevant sectoral and sub-national plans. Based on desk review and consultations with relevant institutions and stakeholders, the Consultant will identify and screen potential climate-relevant investments against the agreed criteria and present the results, including initial prioritisation and key information gaps. Findings will be discussed with DNFC and ENABEL for validation.	Day 30	Within 30 days from kick-off meeting
5	Draft Climate Finance Project Pipeline and Financing Pathways	The Consultant will develop a draft prioritised national climate finance project pipeline, including concise profiles of priority projects covering their climate relevance, strategic alignment, stage of development, indicative financing needs, project preparation gaps and potential financing pathways. The Consultant will assess the suitability of priority projects for relevant financing sources and instruments, including climate and environmental funds, concessional finance, DFIs, blended finance and private sector participation, and identify recommended next steps for project development and financing.	Day 45	Within 45 days kick-off meeting

6	Pipeline Validation Session and Capacity-Building Session	The Consultant will present the draft pipeline and proposed prioritisation and financing pathways to the GCF Advisory Committee and other relevant stakeholders for review and validation. The Consultant will also deliver one practical two-day capacity-building retreat covering project screening and prioritisation, climate finance mechanisms and access modalities, concept note development and funding application requirements, using selected projects from the pipeline as practical case studies. Feedback and recommendations from the session will be documented and incorporated into the subsequent deliverables.	Day 50	Within 50 days kick-off meeting
7	Draft Climate Finance Concept Note	In close consultation with DNFC and the GCF Advisory Committee, the Consultant will select one priority project from the validated pipeline and support its development into an investment grade climate finance concept note aligned with the requirements of an identified financing mechanism. The deliverable will include the project's climate rationale, proposed intervention, financing structure, relevant blended or concessional financing opportunities, implementation arrangements and key next steps towards submission and further project preparation.	Day 70	Within 70 days from kick-off meeting
8	Final Project Pipeline and Recommendations Report	The Consultant will consolidate the validated national climate finance project pipeline, incorporating feedback from DNFC, the GCF Advisory Committee and other relevant stakeholders. The final deliverable will present the prioritised projects, their financing pathways and preparation needs, the selected concept note, and practical recommendations for DNFC and the GCF Advisory Committee to maintain, update and advance the pipeline beyond the consultancy. The Consultant will present the final results in a closing validation session with relevant stakeholders.	Day 80	Within 80 days from kick-off meeting

6. CONSULTANCY PROFILE

1.12. Consultant's Profile

The Consultant or team of consultants must meet the following prerequisites:

A minimum of a Master's degree in economics, finance, public policy, development studies, international relations, or a related discipline relevant to the assignment.

- At least 7 years of relevant professional experience in sustainable finance, climate finance, financial sector development, or related areas relevant to the assignment.
- Demonstrated experience in developing climate finance project concepts or funding applications, including at least one concept note, project proposal or equivalent financing document developed in accordance with the requirements of an international climate or development finance institution or fund.
- Demonstrated direct experience working with international climate or development finance institutions and/or funds, such as the GCF, Adaptation Fund, GEF, multilateral development institutions or other comparable financing mechanisms relevant to this assignment.
- Proficiency in written and spoken Portuguese is required. English proficiency is considered an asset.

Non mandatory prerequisites:

- Additional qualifications or training in climate finance, sustainable finance, development finance or project finance will be considered an asset
- Experience taking a project from initial identification through to concept development and/or financing mobilisation will be considered an asset.
- Preferably the experience should include supporting the identification, preparation, structuring or financing of projects for submission to such institutions.
- Strong analytical, stakeholder engagement and communication skills, including experience conducting project assessments, facilitating multi-stakeholder consultations and technical workshops, and producing high-quality project profiles, analytical reports and actionable financing recommendations.

6. ASSESSMENT OF MINIMUM REQUIREMENT FOR THE CONSULTANT

Criterion	Verification Question	Answer (Yes/No)
Education	Master's degree in economics, finance, public policy, development studies, international relations, or a related discipline relevant to the assignment.	☐ Yes ☐ No
Professional experience	At least 7 years of relevant experience in sustainable finance, climate finance, financial sector development or related areas.	☐ Yes ☐ No
Experience with similar assignments	Demonstrated experience in developing climate finance project concepts or funding applications, including at least one concept note, project proposal or equivalent financing document developed in accordance with the requirements of an international climate or development finance institution/fund.	☐ Yes ☐ No
Experience with international finance institutions	Demonstrated direct experience working with international climate/development finance institutions and/or funds, multilateral development institutions or other comparable financing mechanisms relevant to this assignment.	☐ Yes ☐ No
Language Fluency	Are you or one of the members of your team fluent in technical Portuguese (written and spoken), including facilitating stakeholder consultations, workshops or multi-institutional processes	☐ Yes ☐ No

Financial capacity	Provide financial statements of the last 3 years (2023,2024,2025) confirming minimum turnover of 25.000 euros	☐ Yes ☐ No
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7. BIDDING

Documents required

Interested consultants or consulting firms are invited to submit their proposals, including a detailed methodology, work plan, budget, and CVs of key personnel.

All CVs of the proposed experts must be attached and meet the aforementioned expertise and experience.

Evaluation and awarding criteria

Criteria	Score
Methodology – the tenderer has to describe in a note of maximum 5 pages the methodology that it will use to implement all the services set in the ToR – section 5 <i>Key point of evaluation (non-exhaustive):</i> - Clarity of methodology - Understanding of the assignment - Trust in the methodology to achieve results within the requested tiMPD and MFrame - Adaptation to local context - Integration of diversity of actors involved and sectors implemented in Enabel Portfolio - Efficacy and efficiency of the methodology	20
Work plan - the tenderer has to describe in a note of maximum 3 pages the workplan that he will follow to implement all the services set in the ToR – section 5 <i>Key point of evaluation: the alignment and realism of the workplan compared to the proposed methodology and CV/Experience.</i> <i>Key point of evaluation: demonstration of capacity to achieve qualitative results within the requested time frame.</i>	20
CV & Experience – note that to be taken in consideration for this tender process the tenderer must proposed CVs that meet at least the minimum requirement set for the expert in section 6 of this terms of reference. <i>Key point of evaluation: clarity of presentation of experience and previous assignments in relation to the needs of this consultancy, the methodology and workplan.</i> <i>Key point of evaluation: Expertise in project pipeline development for international financial institutions will be considered a very strong asset.</i> • Additional relevant professional experience – 9 • Additional climate-finance project concept notes/funding applications – 9 • Additional experience with international climate/development finance institutions or funds – 8 • Additional relevant academic qualifications – 4	30
Price – application of the rule of three	30
TOTAL	100

The service provider is expected to include all applicable fees and taxes, both unit and total, in their pricing, with the exception of value-added tax (VAT). The following expenses will be the sole responsibility of the service provider, including but not limited to:

- Fees.
- Local travel, insurance, visas, communication expenses.
- Per diems and accommodation costs.

- Administrative and secretarial costs.
- The cost of documentation related to the services and possibly required by the contracting authority.
- The production and delivery of documents or pieces related to the execution of the services.
- Reception costs.
- All expenses, personnel costs, and material costs necessary for the execution of this contract.
- Remuneration as copyright fees.
- Purchase or rental from third parties of services necessary for the execution of the contract.
- Communications expenses (including internet), all costs and expenses of personnel or material necessary for the execution of this contract, remuneration as copyright fees, purchase or rental from third parties of services necessary for the execution of the contract.

International air transport will be **reimbursed by ENABEL**. Those costs should not be included in the forfeit price. Those reimbursable expenses will be based on supporting documents. ENABEL approval before incurring the expense is always necessary. Otherwise, the expenditure cannot be reimbursed even with a supporting document:

- International air transport: Airline tickets for international flights between the expert's country of residence and the place of service provision are arranged and covered by the bidder (economy class ticket for the most economically advantageous route).

All workshop expenses will be covered by ENABEL.

9. Additional section: PAYMENTS AND INSTALMENTS

Payment instalments will follow the following arrangements:

- a) A total of 50% payment will be done after submission of deliverables 1 to 5 (until the submission of workshop programs and training materials and approval from Enabel).

The remaining 50% will be paid after submission of all remaining deliverables of the consultancy are presented and approved by Enabel (6 - 8).

6 OVERVIEW OF THE DOCUMENTS TO BE SUBMITTED

- (a) Identification of the tenderer (for each participant for tenders submitted by a group) (see clause 1 of chapter 8 Forms);
- (b) List of subcontractors (see clause 2 of chapter 8 Forms);
- (c) Tender form - Prices (clause 3 of chapter 8 Forms)
- (d) The declaration on honour – Exclusion grounds (for each participant for tenders submitted by a group) (see clause 4 of chapter 8 Forms);
- (e) All documents demanded in 6 Selection file (see clause 13 of chapter 3 Award Procedure);
- (f) All documents demanded in clause 15 of chapter 3 Award Procedure (award criteria);
- (g) Where an economic operator wants to rely on the capacities of other entities (particularly subcontractors or independent subsidiaries) with regard to the criteria of economic and financial capacity or technical and professional aptitude (see clause 13 of chapter 3 Award Procedure and 6 Selection file), it shall prove to the contracting authority that it will have at its disposal the resources necessary, for example, by producing a commitment by those entities to that effect;
- (h) A detail of the prices quoted, listing for each item the various elements that are included in the price and the applicable taxes;
- (i) The statutes and any other document required to establish the power of attorney of the signer(s) (for each participant for tenders submitted by a group);
- (j) Where the tender is submitted by a group of economic operators, the association agreement signed by each participant, clearly showing who represents the association.

1. IDENTIFICATION FORM



Identification form Natural person

This form must be completed, signed and accompanied by a legible photocopy of the identity document.

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

I. PERSONAL DATA	
FAMILY NAME(S) <i>As indicated on the official document.</i>	
FIRST NAME(S) <i>As indicated on the official document.</i>	
DATE OF BIRTH <i>DD MM YYYY</i>	
PLACE OF BIRTH <i>(town, village)</i>	
TYPE OF IDENTITY DOCUMENT <i>(identity card, passport, driving licence etc.)</i>	
ISSUING COUNTRY	
IDENTITY DOCUMENT NUMBER	
ADDRESS (permanent) <i>Street+ P.O. Box Postal code City, Region/Province Country</i>	
TELEPHONE NUMBER	
E-MAIL	
II. BUSINESS DATA	
PLEASE SPECIFY YOUR STATUS:	☐ Duly registered independent ☐ Unregistered self-employed (no official formalisation) ☐ other (please specify):
REGISTRATION NUMBER (if applicable)	

VAT NUMBER (if applicable)	
PLACE OF REGISTRATION (if applicable)	
COUNTRY	

Identification form Legal person

This form must be completed, signed and accompanied by a copy of the official documents (articles of association, trade register(s), extract from the publication in the official gazette or VAT registration) substantiating the information given.

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

PRIVATE/PUBLIC-LAW ENTITY WITH A LEGAL FORM

OFFICIAL NAME <i>As indicated on the official document.</i>	
COMMERCIAL NAME <i>(if different from official name)</i>	
ABBREVIATION <i>(if applicable)</i>	
LEGAL FORM	
TYPE OF ORGANISATION <i>(Delete as appropriate)</i>	- FOR PROFIT - NOT FOR PROFIT - NGO
PRINCIPAL REGISTRATION NUMBER	
SECONDARY REGISTRATION NUMBER <i>(if applicable)</i>	
PLACE OF REGISTRATION <i>City</i> <i>Country</i>	
DATE OF REGISTRATION <i>DD MM YYYY</i>	
VAT NUMBER	
ADDRESS OF REGISTERED OFFICE <i>Street+ P.O. Box</i> <i>Postal code</i> <i>City, Region/Province</i> <i>Country</i>	
REPRESENTED BY: NAME AND SIGNATURE	
TELEPHONE NUMBER	
E-MAIL	

This form must be completed, signed and accompanied by a legible photocopy of the identity document.

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

I. PERSONAL DATA	
FAMILY NAME(S) <i>As indicated on the official document.</i>	
FIRST NAME(S) <i>As indicated on the official document.</i>	
DATE OF BIRTH <i>DD MM YYYY</i>	
PLACE OF BIRTH <i>(town, village)</i>	
TYPE OF IDENTITY DOCUMENT <i>(identity card, passport, driving licence etc.)</i>	
ISSUING COUNTRY	
IDENTITY DOCUMENT NUMBER	
ADDRESS (permanent) <i>Street+ P.O. Box</i> <i>Postal code</i> <i>City, Region/Province</i> <i>Country</i>	
TELEPHONE NUMBER	

E-MAIL	
II. BUSINESS DATA	
PLEASE SPECIFY YOUR STATUS:	☐ Duly registered independent ☐ Unregistered self-employed (no official formalisation) ☐ other (please specify):
REGISTRATION NUMBER (if applicable)	
VAT NUMBER (if applicable)	
PLACE OF REGISTRATION (if applicable)	
COUNTRY	

2. LIST OF SUBCONTRACTORS

I (we) declare that the share of the public contract to be subcontracted is as indicated below.

List of subcontractors planned to be engaged in the implementation of the contracts			
Name and legal form	Address / Registered office	Object of engagement	LOT in which will be engaged (if applicable)

- 2.1. Any change of subcontractor compared to those indicated in the tender submitted will be submitted for approval to the contracting authority before intervention in contract performance, in particular in order to verify that the latter has the required capacity and does not subject to a reason for exclusion (Art. 73 – the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors; Art. 12-13 – Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts).

3. TENDER FORM - PRICES

The tenderer shall also provide a detailed financial breakdown, including the applicable man-day rates, distinguishing between assignments requiring an overnight stay and assignments not requiring an overnight stay, as well as any other relevant costs. The financial breakdown shall clearly identify the cost associated with each deliverable

Item	Type	Lump-sum	VAT
Consultancy Services for Climate Finance Project Pipeline Development			
Total price VAT excluded including withholding tax			€
VAT rate			
Total price VAT included including withholding tax			€

4. DECLARATION ON HONOUR - EXCLUSION GROUNDS

Hereby, I / we, acting as legal representative(s) of above-mentioned tenderer/beneficiary/partner/co-contractor declare that the tenderer is not in any of the following cases of exclusion:

** Please tick the boxes to confirm each situation*

- ☐ **The counterparty or one of its directors has not been convicted by a final judicial decision of any of the following offenses:**
 - a. Participation in a criminal organization;
 - b. Corruption;
 - c. Fraud;
 - d. Terrorist offenses, offenses linked to terrorist activities or incitement to commit such offenses, complicity, or attempt;
 - e. Money laundering or terrorism financing;
 - f. Child labor and other forms of trafficking in human beings;
 - g. Employment of third-country nationals in illegal residence;
 - h. Creation of offshore companies.

- ☐ **The counterparty fulfills its obligations related to the payment of taxes, duties, and social security contributions for an amount exceeding €3,000, unless it can demonstrate that it holds one or more certain, due, and unencumbered claims against a contracting authority for at least the amount corresponding to the overdue tax or social debt.**

- ☐ **The counterparty is not in a state of bankruptcy, liquidation, cessation of activities, judicial reorganization, has not admitted bankruptcy, is not the subject of liquidation or judicial reorganization, or any analogous situation derived from similar procedures in other national regulations.**

- ☐ **The counterparty has not committed any serious professional misconduct that questions its integrity. Serious professional misconduct particularly includes:**
 - a. Breach of Enabel's policy on sexual exploitation and abuse;
 - b. Breach of Enabel's policy on fraud and corruption risk management;
 - c. Violation of local legislation concerning sexual harassment at work;
 - d. Serious false statements or use of false documents in providing information required for exclusion checks or selection criteria, or concealing information;
 - e. Evidence sufficient to conclude anti-competitive acts, agreements, or arrangements;

Regarding conflict of interest:

Please tick the applicable box

- ☐ The counterparty or its directors have no actual or potential conflict of interest, no real or potential business or family relationship, nor appear to have such, with any member of Enabel's Board, personnel, or others involved in tender preparation, selection, or contract execution.

or

- ☐ The counterparty informs Enabel of any actual, potential, or reasonably perceived conflict of interest that may affect or appear to affect impartiality in the procurement, granting, selection, or contract execution process.

➔ *A detailed description of any such conflicts, including nature and persons involved, will be annexed to this declaration.*

- ☐ **The counterparty has not committed any serious or persistent failures during the execution of a prior essential contractual obligation with another contracting authority resulting in measures, damages, or comparable sanctions.**
- ☐ **The counterparty attests that no restrictive measures have been taken against it related to international peace and security violations such as terrorism, human rights violations, destabilization of sovereign states, or proliferation of WMD.**
- ☐ **The counterparty does not appear on any sanction lists maintained by the United Nations, European Union and Belgium .**

I/we commit to promptly inform Enabel of any change in the above points, including sanctions or embargo measure adopted by the United Nations, the European Union and/or Belgium occurring after our signature of this Declaration.

Done at:		Date:	
By (Name of entity):		Represented by (Full name)	
Signature of authorised representative:			

5. FINANCIAL IDENTIFICATION

<u>BANKING DETAILS</u>		
<u>ACCOUNT NAME</u> ²		
<u>IBAN/ACCOUNT NUMBER</u> ³		
<u>NIB</u>		
<u>CURRENCY</u>		
<u>BIC/SWIFT CODE</u>		
<u>BANK NAME</u>		
<u>ADDRESS OF BANK BRANCH</u>		
<u>STREET & NUMBER</u>		
<u>TOWN/CITY</u>	<u>POST CODE</u>	
<u>COUNTRY</u>		
<u>ACCOUNT HOLDER'S DATA</u> <u>AS DECLARED TO THE BANK</u>		
<u>ACCOUNT HOLDER</u>		
<u>STREET & NUMBER</u>		
<u>TOWN/CITY</u>	<u>POST CODE</u>	
<u>COUNTRY</u>		
<u>SIGNATURE OF ACCOUNT HOLDER (Obligatory)</u>	<u>DATE (Obligatory)</u>	

6. INTEGRITY STATEMENT

Hereby, I / we, acting as legal representative(s) of above-mentioned tenderer, declare the following:

- Neither members of administration or employees, or any person or legal person with whom the tenderer has concluded an agreement in view of performing the public contract, may obtain or accept from a third party, for themselves or for any other person or legal person, an advantage appreciable in cash (for instance, gifts, bonuses or any other kind of benefits), directly or indirectly related to the activities of the person concerned for the account of Enabel.
- The board members, staff members or their partners have no financial or other interests in the businesses, organisations, etc. that have a direct or indirect link with Enabel (which could, for instance, bring about a conflict of interests).
- I have / we have read and understood the articles about deontology and anti-corruption included in the Tender Documents (see 1.7.), as well as Enabel's Policy regarding sexual exploitation and abuse of June 2019 and Enabel's Policy regarding fraud and corruption risk management of June 2019 and I / we declare fully endorsing and respecting these articles.

If above-mentioned public contract is awarded to the tenderer, I/we declare, moreover, agreeing with the following provisions:

- In order to avoid any impression of risk of partiality or connivance in the follow-up and control of the performance of the public contract, it is strictly forbidden to the public contractor (i.e. members of the administration and workers) to offer, directly or indirectly, gifts, meals or any other material or immaterial advantage, of whatever value, to the employees of Enabel who are concerned, directly or indirectly, by the follow-up and/or control of the performance of the public contract, regardless of their hierarchical rank.
- Any (public) contract will be terminated, once it appears that contract awarding or contract performance would have involved the obtaining or the offering of the above- mentioned advantages appreciable in cash.
- Any failure to comply with one or more of the deontological clauses will be considered as a serious professional misconduct which will lead to the exclusion of the contractor from this and other public contracts for Enabel.
- The public contractor commits to supply, upon the demand of the contracting authority, any supporting documents related to the performance conditions of the contract. The contracting authority will be allowed to proceed to any control, on paperwork or on site, which it considers necessary to collect evidence to support the presumption of unusual commercial expenditure.

Finally, the tenderer takes cognisance of the fact that Enabel reserves the right to lodge a complaint with the competent legal instances for all facts going against this statement and that all administrative and other costs resulting are borne by the tenderer.

Signature preceded by 'read and approved', in writing, and indication of name and function of the person signing:

Assinatura precedida da menção «lido e aprovado», por escrito, e indicação do nome e cargo da pessoa que assina:

Place, date