

Call for Proposal / Request for Quote

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## **TERMS OF REFERENCE**

### **Selection of Communications Agency to Promote CDRI's Engagement and Work at COP26**

**Client:** Coalition for Disaster Resilient  
Infrastructure (CDRI)

## About CDRI

The Coalition for Disaster Resilient Infrastructure (CDRI) is a multi-stakeholder global partnership of national governments, UN agencies and programmes, multilateral development banks and financing mechanisms, the private sector, and academic and knowledge institutions. It aims to address the challenges of building resilience into infrastructure systems and development associated with it. The vision, mission, goal and objectives of the CDRI are explicitly linked to the post-2015 development agendas.

The Coalition will also contribute to the resilience of the global infrastructure systems in an increasingly interconnected world.

The outcome of such a collaboration would be aimed at building resilient economies and resilient people through cross-sector commitments at all levels towards adaptation and resilience with concrete outcomes that will bring resilience action to global scale. CDRI Website: [www.cdri.world](http://www.cdri.world)

## About COP26

- In November 2021, the UK, together with their partner Italy, will host an event many believe to be the world's last best chance to get runaway climate change under control.
- For nearly three decades the UN has been bringing together almost every country on earth for global climate summits - called COPs - which stands for 'Conference of the Parties'.
- In that time climate change has gone from being a fringe issue to a global priority. This year will be the 26th annual summit – giving it the name COP26. With the UK as President, COP26 takes place in Glasgow.
- The run up to this year's summit in Glasgow is the moment when countries update their plans for reducing emissions.
- But, the commitments laid out in Paris did not come close to limiting global warming to 1.5 degrees, and the window for achieving this is closing.
- The decade out to 2030 will be crucial. So as momentous as Paris was, countries must go much further to keep the hope of holding temperature rises to 1.5 degrees alive.

**COP26 is scheduled to be held in Glasgow, Scotland between 1 November 2021 and 12 November 2021.**

## CDRI @ COP26

Climate change is the most pressing issue that the world faces today. It is also compounding the inherent vulnerabilities of infrastructure assets and systems. The way we build, renew, and strengthen infrastructure will either lock in recurrent losses and damages by natural hazards or enable resilience. This necessitates increased participation and greater collaboration between governments, organizations, civil societies, communities, and individuals.

CDRI's participation at COP26 is essential to position Resilience of Infrastructure as instrumental in achieving climate mitigation and adaptation goals. This will also stimulate engagement on DRI with strategic partners and sector stakeholders with CDRI as the convening entity. Following its inception, CDRI has engaged with partners and stakeholders creating global public goods that will be shared and launched at the COP26.

CDRI's proposed engagement are as follows:

- **Launch of the Technical Assistance Facility for Disaster Resilient Infrastructure (TAF-DRI):** CDRI proposes to have a high-level launch of a dedicated TAF-DRI for the SIDS in partnership with Member Countries and SIDS on 1 November 2021. The launch event is being proposed to have high-level political representation from the Member Countries of CDRI.
- **Dialogue on CDRI's Flagship Report on Disaster and Climate Resilient Infrastructure:** The dialogue will aim to showcase CDRI's ongoing work on its biennial Flagship Report on Disaster and Climate Resilient Infrastructure and its relevance as a decision-support tool in making risk-informed investments at a national level. The dialogue is being proposed to be co-hosted with India on 2 November 2021.
- **Disaster Risk Finance Dialogue on 'Financing Resilient Infrastructure Investments for Post-Pandemic Economic Recovery: Enablers and Opportunities':** The disaster risk finance dialogue at COP 26 will discuss global policy perspectives by world leaders on climate and disaster resilient infrastructure in the context of post Covid-19 pandemic economic recovery process.
- **Building Disaster and Climate Resilience into the Transitioning Energy Infrastructure:** This event will discuss the policy measures that could be implemented to enhance the disaster and climate resilience of the transitioning energy systems. The event is being proposed to be high-level representation from the SIDS and CDRI Member Countries.
- **Release of CDRI's White Paper on Infrastructure Governance:** The session is being planned to release the white paper on 'Governance for Resilience' and discuss enabling governance frameworks for building resilient infrastructure - through all stages of the infrastructure lifecycle, in the face of an evolving risk landscape. The event is being proposed to organized on 8 November 2021.

## Scope of Work

The agency will be responsible for the following:

1. Create a coherent promotion plan for the various activities planned (including Pre-COP youth campaign) by CDRI at COP26 on all platforms.
2. Engage national and international media for the period of the assignment and showcase the work of CDRI and its engagement at COP 26 on its focused theme of Disaster Resilient Infrastructure.
3. Ensure 10 stories in national media and 10 stories in international media on CDRI's engagements at COP26
  - a. Aiming for quality rather than quantity for the media stories. International Media outlets like Reuters, AP, Guardian, BBC and New York Times and;
  - b. National Media Outlets like Hindustan Times, NDTV, India Today, Mint, Economic Times and Times of India to be targeted
4. Brand building of CDRI as a build-up to COP26 and during the event – this would include making creatives for the build-up of the event, showcasing the CDRI brand at the event by strategic placement of logos, banners and video loops/slides of CDRI in various pavilions.
5. Create two videos (3 minutes each), which will be showcased at COP26
  - a. Video on launch of TAF-DRI
  - b. Overarching video on the activities of CDRI at COP26

## Duration of the Assignment

**The duration of the contract will be from 01 October to 30 November 2021.**

## Award of contract / Selection of Tender

### Preliminary scrutiny based on eligibility criteria

- The bidder must quote for all the services mentioned under the Scope of Work
- The agency is required to create a proposal/presentation on their plan to execute the contract
- The proposal should be prepared in two parts - Technical and Financial. Both parts should be submitted as separate PDF files (password protected) attached in one email since the evaluation will be conducted through QCBS method
- The proposal must be sent to the email address [tender.projects@cdri.world](mailto:tender.projects@cdri.world) with subject line: "**CDRI's Engagement and Work at COP26**". Any proposal received by CDRI after the deadline for submission shall not be opened.
- The Password for Technical proposal pdf file is to be submitted on the same email id by 1200Hrs (IST) one (1) day after final proposal submission date.
- Times New Roman Font to be used for Password to ensure readability.
- Password of Financial proposal shall be requested after the evaluation of Technical proposal. Date and time of sending password shall be intimated accordingly. Failure to comply will result in cancellation of proposal.
- The consultant will be selected following a Quality and Cost Based Selection (QCBS), and form of contract would be Lump-sum Performance Based Contract

## Evaluation Process

1. CDRI will ask for presentations from the agencies. Proposals will be evaluated based on the Technical corporate presentation by the invited agencies
2. Failure on part of bidder to arrange for the presentation on the date & place fixed shall result in the rejection of bids
3. The presentation/proposal shall also cover the cost/budget quoted by the agency for the assignment, basis the scope of work
4. CDRI will finalise the agency basis the technical and financial presentation
5. The decision of CDRI shall be final in this regard.
6. The place for presentation/discussion shall be conveyed to the bidders at an appropriate date.

**Proposals shall be evaluated as follows:**

**Evaluation Criteria for bids - 100 points:**

Technical Proposal (100 points)	Points
Understanding of ToR and the scope of work	40
Acceptability of the scope of work and presenting a proposal on delivering it	40
Approach for project roll-out and operations	10
Innovative strategy for promotions	10

The applicant scoring more than 70% in the technical evaluation shall be considered for financial evaluation. 75% weightage will be awarded for Technical Proposal and 25 % weightage will be awarded for Financial Proposal. The bidder with the highest Composite Score would be considered for award of contract and will be called for negotiations, if required.

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