**Annex II Technical Proposal**

**Company name: \_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **SECTION 1: SPECIFIC EXPERIENCE FOR THE ASSIGNMENT.** 1.1 Please illustrate your organization and the one of the relevant partners evident experiences for similar projects. You can include up to 5 most relevant projects in the past 3 years.

|  |  |
| --- | --- |
| Name of the project |  |
| Grant/contract value (USD) |  | Website if applicable |
| Target Country(ies) |  | Implementation Period |  |
|  |
| Name of the Client/funder |  |
| References contact details  | name | position | phone number email |
|  |  |  |
|  |
| Description of the approach/methodology |  |
| Key outputs/deliverables produced |  |
| Key Performance Indicators/ Targets |  |
|  |
| Names of the staff that participated in the assignment |  |  |  |
| What were the key learnings and how did they influence the follow-on cycles? Shared with the ecosystem?  |  |

**(copy/paste table above if you wish to add other relevant projects)** |
| 1.2 Demonstrate your organization’s understanding of Uganda Agribusiness SMEs landscape, challenges, and opportunities. Share your firm’s experience working with multi-stakeholders on similar topics. Include your experience working with government stakeholders, Understanding of Uganda’s rural based and women led SMEs, those operating in hard-to-reach areas (Karamoja sub region), SMEs operating in the refugee context, access to finance for business development and understanding of the adoption of technology and the digital innovation by Agribusiness SMEs in enhancing records and inventory management, business intelligence, accounting and financial management, quality controls and access to agricultural services (quality inputs, market information and agri extension and advisory services). (Max 1 page) |
| **SECTION 2: APPROACH AND IMPLEMENTATION PLAN (maximum 7 pages)** |
| 2.1. Approach to the Results Required: Describe your proposed approach to digitisation of Agribusiness SMEs clearly defining the scope, objectives, and expected results in line with the focus areas indicated. Provide a detailed description of the methodology for how your organization / consortium will achieve the project outputs, elaborate your experience doing similar work highlighting results achieved. Include an analysis on how your organization/ consortium will liaise with UNCDF. The applicant should describe how they will take the lead role in ensuring that there is sufficient and ongoing communication, both virtually and in person. This section should include the necessary support required from UNCDF (max 3 page) |
| 2.2 Share your organization’s understanding of the potential risks you may face in delivering on this assignment and the risk mitigation measures you will employ. (Max ½ page)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | **Risk** | **Probability of Occurring** | **Impact** | **Management / Mitigation strategy** |
| *1.* |  | LowMediumHigh |  |  |
| *2.* |  |  |  |  |
| *3* |  |  |  |  |
| *4* |  |  |  |  |

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| 2.3 Technical Quality Assurance Review Mechanisms: The methodology shall also include details of the applicant’s internal technical and quality assurance review mechanisms (max 1 page) |
| 2.4 Implementation Timelines: Submit a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing, specifying timelines, person responsible, and time devoted to each activity.  |
| 2.5. Sub-Grantees: Explain if any work would be delegated, to whom, how much percentage of the work, the rationale for such, and the roles of the proposed sub-grantees. Especially in the case of consortiums, give special attention should be given to providing a clear picture of the role of each entity and how everyone will function as a team. (Max 1 page) |
| 2.6. Reporting and Monitoring: Please provide a brief description of the mechanisms proposed for this project for reporting to (and ongoing communication with) UNCDF and partners, including a reporting schedule (also reflected in Gantt chart) and indicators list. (Max 1 page) |
| 2.7 Other: Any other comments or information regarding the project approach and methodology that will be adopted. (Max 1 page) |
| **SECTION 3: PERSONNEL** |
| 3.1 Management Structure: Describe the overall management approach toward planning and implementing this activity. Include an organization chart for the management of the project describing the relationship of key positions and designations along with information on the roles and structure of any sub-grantees, contractors, or other critical relationships. |
| **SECTION 4: INVESTMENT** |
| 4.1 How will you continue to support beyond the UNCDF grant? What is your firm’s 5-year vision and how will it become revenue-generating/sustainable (if it is currently not)? (max 1 page)  |
| 4.2 Describe how the grant and technical assistance will add value to the organization and contribute to development impacts that would not be achieved by working alone.  |