

# [Invitation to tender: compose a Research and Innovation Committee in Brazil](#)

## **Requirements**

The Green Finance Programme Team in Brazil opens this tender to compose a Research and Innovation Committee with experts from the sustainable finance and infrastructure, climate change, gender and social development areas aiming to maximise the Programme's positive impact in Brazil.

The Research and Innovation Committee will work as a curator of primary data generated by the Programme (advising on and assessing applied methodologies and resulted quality) and of secondary data used by it (assessing reliability and accuracy). It will contribute to ensure data quality and, therefore, to provide scientific-based inputs to influence the process of decision making along the Programme. Moreover, the Research and Innovation Committee is expected to produce high-quality collaborative research, adding value to Programme knowledge management, scaling up methodologies and results and fostering innovation.

## **Objectives and required tasks**

The members of the Research and Innovation Committee will provide a strategic scientific overview as well as scientific assessment and advice on outputs developed by the consortium to maximise the Programme's impact in Brazil.

The Research and Innovation Committee will work as a curator of primary data generated by the Programme (advising on and assessing applied methodologies and resulted quality) and of secondary data used by it (assessing reliability and accuracy). It will contribute to ensure data quality and, therefore, to provide scientific-based inputs to influence the process of decision making along the Programme.

Moreover, the Research and Innovation Committee is expected to produce high-quality collaborative research, adding value to Programme knowledge management, scaling up methodologies and results and fostering innovation.

More objectives and tasks on the [Terms of Reference – Research and Innovation Committee](#) (ODT, 160KB)

## **Budget and payment**

The budget will be based on the agreed financial proposal. The payment will be made in instalments upon the attendance on the Committee meetings and the delivery and approval of the Recommendation reports.

The maximum budget for the required work is £25,000, which should include taxes, day rates, travel and subsistence and any other costs. Any proposals above this range will not be considered. Bids under this amount are welcome.

Applicants will be evaluated from both technical and commercial perspectives to ensure the best value for British Taxpayers' money is being achieved. Evaluation criteria include I. Understanding of the brief and knowledge of the subject matter (40%), II. Proven experience and expertise on the topic in Brazil (40%), and III. Pricing (20%).

A Selection Board will assess all proposals received, interview the shortlisted candidates and select the awarded Committee.

## **Selection process**

Only Committees presented by an Institution will be selected for the process. Individuals' applications will not be considered.

The proposals must be in English and include:

- names and curricula of all experts that will compose the Committee
- recent example of each expert's analytical work (10 pages maximum) in their area of expertise
- commercial proposal in pounds, including details on fees, travel, subsistence and all included costs and expenses (Please use the template in Annex I of the Terms of Reference)

The institutions interested in applying for this work should submit their proposals to [maud.chalamet@fco.gov.uk](mailto:maud.chalamet@fco.gov.uk) cc [katia.fenyves@fco.gov.uk](mailto:katia.fenyves@fco.gov.uk) and [anaclara.barbosa@uk.org.br](mailto:anaclara.barbosa@uk.org.br) by close of business on 9 August 2020.

Applications received after this deadline will not be considered in the selection process.

For any queries during the application time, please forward an email to [katia.fenyves@fco.gov.uk](mailto:katia.fenyves@fco.gov.uk) cc [anaclara.barbosa@uk.org.br](mailto:anaclara.barbosa@uk.org.br).

## **Terms of reference**