

**Request for Proposals (RfP) IUCN Leaders Forum Evaluation
Programme Performance, Monitoring and Evaluation Unit (PPME Unit)
RfP Reference: IUCN-22-08-P90019-1**

Questions and answers

For publication on [Currently running tenders | IUCN](#) on 16.09.2022

1. What is the expected level of effort or maximum budget?

We expect the bidder to propose the level of effort and budget appropriate to deliver the requirements of the ToR. As noted in the RfP, clear and appropriate resource allocation is a criterion by which bids will be evaluated. Please also note how financial proposals will be scored and weighted in Section 5 of the RfP.

2. Could you provide more detail about the event?

All the relevant information is on the website (see in particular the sections on theme, programme, speakers, sponsors, etc.) The website is being kept up-to-date, therefore bidders are encouraged to check back regularly for updates.

3. Expected number of participants at the IUCN Leaders Forum?

Between 400 and 600.

4. Is online participation possible or are all participants joining in person?

On-site participation only.

5. Can the consultant contact participants before the Leaders Forum to arrange interviews during the event?

We will confirm with our legal department what can be done from a GDPR perspective. Please include it as an assumption in your proposed approach for now if this is part of your proposal.

6. Does the Leaders Forum have its own results framework/logic model, or does it connect into a broader logic model related to IUCN's international convening and influencing work? If so, can this be shared?

The forum does not have a documented theory of change or logframe. It does not connect into a broader documented logic model on our convening and influencing work.

7. What is required for pre-qualification reference – the contact details or a written reference?

The contact details of the referee are sufficient.

8. Should the annual turnover be stated in CHF or the currency where the consultancy is based?

The currency where the consultancy is based is fine.