



**Rainforest Foundation
Norway**

**Request for Proposals:
Consultancy on Rainforest Policies in Germany**

1. Introduction

Rainforest Foundation Norway (RFN) is a Norwegian NGO working to protect the world's tropical rainforests and traditional, forest-dependent communities. As part of its international work, RFN seeks to influence public and private actors in non-rainforest countries to contribute to the protection of tropical rainforests and to secure livelihoods of traditional, forest-dependent communities. This includes mobilizing for action among public and private actors in Germany.

We are pleased to invite you to submit an offer for an advocacy service in Germany, as specified in more detail below.

2. Background

RFN has well-developed relationships with Norwegian authorities and selected European and Chinese private sector stakeholders. RFN also collaborates closely with more than 60 civil society partners in rainforest countries. We believe our experience, network and institutional knowledge makes us well positioned to contribute to increased and improved rainforest protection from European countries.

Germany stands out as a leading contributor to climate and biodiversity finance globally, and a leading political and economic country in Europe. Since early 2025, RFN has been active in Germany and collaborated with German civil society organizations (CSOs) to mobilize German political support for sustained and increased financial contributions for tropical forest conservation. To build on and expand this work, we seek a dedicated consultancy on Germany and rainforest policies.

3. Duration and Location

From signing of contract to December 31st, 2026. The consultancy is home-based, in Germany, with some travel expected.

4. Purpose

The overall objective of the consultancy is support RFN to effectively advocate for increased and improved policies and financial support for rainforest protection by public and private stakeholders in Germany. More specifically, the consultant will recommend advocacy actions, coordinate and execute RFNs direct engagements in Germany and collaborations with German actors, and provide recommendations for future advocacy efforts towards German stakeholders. All recommendations and efforts shall be based on RFNs current objectives and capacities.

5. Description of tasks

Work plan and activities in 2026

Following approval of a work plan based on the initial recommendations submitted as part of the proposal, the consultant is expected to:

- Coordinate and execute advocacy efforts with stakeholders in Germany, in cooperation with RFNs advocacy department, on issues related to financial support for tropical forest conservation.
- Contribute to the collaboration with, and coordination of, German NGOs on advocacy towards sustaining and increasing financial support for tropical forest conservation from Germany.
- Facilitate contact and interact with members of government, parliament, government officials and experts from various government agencies in Germany, in coordination with RFNs advocacy department.
- Organize one to three meetings/events focused on rainforest policies and financial support, with intended participation by members of government, parliament, government officials and experts from various government agencies in Germany.
- Contribute to developing targeted policy briefs or other publications, organize stakeholder meetings, and engage in joint advocacy efforts with German NGOs;
- Support with scoping and advise related to advocacy efforts towards relevant private actors in Germany in sectors exposed to tropical deforestation in their supply chains, including mobility and agriculture sectors.

Concluding report and recommendations for continued engagement

Towards the end of the consultancy, the consultant is expected to provide a report summarizing the work conducted under the agreement and an assessment of its impact. This report is also expected to provide recommendations for continued RFN engagement in Germany beyond 2026, based on RFNs capacity and budgets, RFNs strategy and defined objectives, and considering RFN specific added-value and the current landscape of public, private and NGO engagement on the topic in Germany. The recommendations shall be delivered together in one report, laying out the recommendation's rationale, budgetary and resource consequences, suggested collaboration partners and expected impact.

6. Communication lines

RFNs Head of Policy will approve the work plan and engage in regular communication with the consultant to supervise the execution of the work plan. Other communication lines with RFN staff and/or staff in CSOs in Germany that RFN collaborate with might be established, as appropriate.

7. Renumeration

The consultancy has an upper available budget of 110 000 Euros, including VAT and all employee/consultant expenses except mandated travel. Proposed activities in the work plan can be funded separately by RFN. This needs to be specified in the financial breakdown.

8. Evaluation criteria

The contracting authority will award the assignment to the bidder that it considers best suited to carry out the work, based on the following award criteria:

Understanding of objectives and the political landscape (20%): Demonstrated understanding of the objectives and requirements, and the German political landscape that the assignment will operate in.

Suggested work plan approach (20%): Clarity, feasibility, rationale and quality of the suggested work plan.

Experience and Expertise (20%): Relevant past work and established political connections, qualifications, and track record of impact.

Collaboration and Responsiveness (20%): Ability to coordinate and cooperate with different stakeholders, availability and responsiveness to RFN's and collaborative organisations' needs.

Cost Competitiveness (20%): Reasonableness and competitiveness of the financial proposal in relation to the work plan and activities.

9. Submission Requirements

Proposal format:

- **Cover Letter:** Introduction to the bidder, summarizing relevant experience and suitability for the project.
- **Suggested work plan:** Provide an initial work plan, detailing objectives, target groups and activities.
- **Timeline:** Proposed schedule for activities.
- **Financial Proposal:** Cost breakdown by task and deliverable, including staff rates, overhead, and any additional costs. Should be specified in Euros.
- **References:** At least three relevant references.

Required Documents:

- Completed proposal, as per the format outlined above.
- Evidence of qualifications (e.g., CVs of key personnel, portfolio of past work).
- Proof of legal registration, proof of tax/ VAT requirements.
- Copies of relevant certifications (e.g., compliance with data standards, ISO certifications if applicable).
- Financial statements for the past two years.

- Signed acknowledgment of compliance with the RFP terms and conditions.
- Signed confirmation that the consultant/company is not in violation of any of the causes for disqualification listed under point 11

Sustainability, Environment, and Security

The bidder is asked to describe how they work with sustainability, how they ensure that the services offered are environmentally friendly (including the extent of travel required to perform the services) and their information security policies relating to data protection measures and compliance with legal and regulatory requirements (e.g., GDPR).

10. Terms and Conditions

Contract terms and conditions

- The contract will be for the remainder of 2026, starting from the signing of an agreement.
- The budget is expected to be within 110 000 Euros including VAT, tax and all employee/consultant expenses except mandated travel.
- Deliverables must adhere to the timelines specified in the scope of work.
- The service provider will be required to sign a non-disclosure agreement (NDA).

Confidentiality

- All project-related information and data must remain confidential.
- Service providers may not use, disclose, or reproduce proprietary data and information without prior written consent from RFN.

Cancellation

- The contracting authority may, without any additional costs or liability, cancel all or parts of the assignment/request at any time until an agreement has been signed.

11. Grounds for Exclusion or Disqualification

The bidder may be excluded from being awarded the contract:

- If there is a lack of focus on sustainability, environmentally friendly services, and compliance with the requirements of the Transparency Act.
- In the case of a conflict of interest.
- If incorrect information has been provided, or the bidder has failed to submit required information.

A tenderer should be excluded from the evaluation and the award of a contract, if:

- a. They are bankrupt or is being wound up, whose affairs are being administered by court, has entered an arrangement with creditors, has suspended business activities or is subject of an injunction against running business by court.
- b. They are the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by court, or for an arrangement with creditors or of any other similar proceedings.
- c. They have been found guilty of grave professional misconduct by any means which the grant recipient can justify.
- d. They are not registered in a national official register or registered for declaration and payment of tax in accordance with national legislation.
- e. They have not fulfilled obligations relating to payments of taxes or social security contributions.
- f. They or persons having powers of representation, decision-making or control over them have been convicted for fraud, corruption, involvement in a criminal organisation or money laundering.
- g. They or persons having powers of representation, decision-making or control over them have been convicted of an offence concerning their professional conduct.

12. Submission

Deadline: Proposals must be submitted no later than 8th February 2026.

Evaluation period: 9th – 23rd February

Submission Method:

- Proposals should be submitted electronically in PDF format to torbjorn@rainforest.no and julia@rainforest.no
- The email subject line should read: “German rainforest policies consultancy submission.”

Contact Information

Rainforest Foundation Norway
Mariboes gate 8, 0183 Oslo

Web page: rainforest.no/en

Questions regarding this RFP should be directed to Head of Policy in Rainforest Foundation Norway, Torbjørn Gjefsen.

E-mail: torbjorn@rainforest.no

Phone: +47 970 16 842