

REQUEST FOR PROPOSALS

Cambodia Australia Partnership for Resilient Economic Development (CAPRED) Program	
RFP Number	RFP24-029
Project Name	Update on Media Articles, RGC's Policies and Institutional Studies/Reports
Domain Name	The Policy Hub
Application Closing Date	5:00pm (Phnom Penh Time) 21 July 2024
Assignment Duration	1 August 2024 – 31 January 2025, with possible extension

1. Background

Cambodia Australia Partnership for Resilient Economic Development (CAPRED) is Australia's flagship bilateral economic development facility in Cambodia. Funded by the Department of Foreign Affairs and Trade (DFAT) and implemented by Cowater International, CAPRED focuses on supporting inclusive economic recovery and boosting resilience and sustainability over the five years from 2022 to 2027. CAPRED adopts a mix of a programmatic and facility model. The facility model allows CAPRED to flexibly tackle a range of emerging inter-related public and private sector constraints and opportunities to promote resilient, inclusive, and sustainable growth (RISE) across different sectors.

CAPRED interventions fall under three technical components including: Agriculture and Agro-processing; Trade, Investment and Enterprise Development and Infrastructure Development; and three Cross-Cutting themes: Gender Equality, Disability and Social Inclusion (GEDSI); Climate Resilient initiatives, and Policy Hub.

2. Expected Activities/Tasks

Delivery of regular (twice a month) media and policy monitoring reports.

- The monitoring report includes article titles and web links, as well as a short (around one page) summary of the most important articles. In addition, the monitoring report should list and summarise any relevant policies, strategies, roadmaps, frameworks, and research recently released by the Royal Government of Cambodia (RGC), large development partners, and reputable research organisations.¹
- The monitoring report should cover the following English-language media outlets: the Phnom Penh Post, Khmer Times, KiriPost, and the Cambodia Investment Review; and the following development partners and research organisations: United Nations (UN) agencies, the World Bank, the International Monetary Fund (IMF), the Asian Development Bank (ADB), the ASEAN Secretariat, and ASEAN+3 Macroeconomic Research Office (AMRO).
- The monitoring report should focus on the Cambodian economy as it relates to the following topics: the economic development agenda of the Royal Government of Cambodia, trade and investment, and socioeconomic issues.

3. Expected Deliverables

Summarise important, key, and widely reported articles from the media outlets in Cambodia every two weeks (submitting to CAPRED twice a month, specifically in the middle and at the end of each month). Regular deliverables (twice a month) of media and policy monitoring reports.

4. Purpose

CAPRED seeks to engage a consulting firm to provide the media monitoring reports. This report keeps CAPRED and DFAT informed about important developments in the Cambodian economy and policy space.

¹ Consider subscribing to RGC and development partner websites and Telegram channels.



5. Selection Criteria

Technical

- Experience with media monitoring or other similar assignments.
- Familiarity with the Cambodian economic and economic policy context.
- Familiarity with Cambodian media outlets, development partners, and research organizations.
- Demonstrated research and report writing skills in English.
- A track record in delivering regular outputs on a short schedule.

Other competencies and Compliance

- Demonstrating integrity and high ethical standards.
- Complying with Cambodia and DFAT's policies including climate/environmental and safeguards policies and also CAPRED operations rules and guidelines.
- Complying with Cowater and DFAT Code of Conducts, Legal Guidelines and Policies including the PSEAH policies, Fraud and Corruption Control Policies (e.g., requiring all staff and engaged partners to report suspected fraud and corrupt behaviour), and considerations of the Value for Money for the works.
- Fulfilling obligations to GEDSI sensitivity and maintaining a zero-tolerance policy for sexual harassment.
- Display cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Treat all people fairly and equally.
- Strictly complies with the DFAT Child Protection Code of Conduct and policy (<https://www.dfat.gov.au/sites/default/files/child-protection-policy.pdf>)

6. Evaluation

CAPRED will use an objective and reliable process to evaluate each proposal. The proposals and responses will be evaluated based on:

- a. Compliance with this Request for Proposal (RFP).
- b. Understanding of and ability to meet the requirements and deadlines as specified.
- c. Supplier expertise and experience with the delivery of similar projects.
- d. Expertise of individuals/overall team nominated to deliver the services. CAPRED reserves the right to reject any individual being proposed and to ask the supplier to provide an alternative.
- e. Proposed fee charged for the services.

Note: While price is a factor, it is more important that the applicant can demonstrate value for money.

Due diligence checks will be conducted on the consulting firm/organization being selected for the RFP prior to awarding contract.

Other information:

- The assignment will begin as a six-month contract, with a high likelihood of extension based on performance.
- The assignment will commence as soon as possible.



7. How to Apply

Please submit a proposal including:

- a financial proposal which specifies the cost per monitoring report (template form is attached)
- a technical proposal with qualifications and expertise to provide the scope of work (template form is attached).

The proposals including Technical and Financial Response Forms must be submitted no later than **5pm (Phnom Penh Time), Sunday 21 July 2024** by e-mail to procurement@capred.org with “Media monitoring” in the subject line. Any proposals submitted after this time and date will not be considered.

CAPRED is available to answer questions or provide more detail on the scope of work. Please email procurement@capred.org with “Media monitoring enquiry” in the subject line.

Attachment:

- Technical Response Form
- Financial Response Form

Cowater International (managing contractor of CAPRED) is an equal opportunity employer, basing employment on merit and qualifications as they relate to the professional experience and position expectations. Cowater does not discriminate against any employee or applicants on the basis of race, religion, sex, gender identity, disability, age, or any other basis protected by law. CAPRED aims to have a diverse workforce at all levels, and a workplace that is supportive of gender equality, disability and social inclusion. Women, people with disabilities and other minorities are highly encouraged to apply.

