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## RFP Addendum

### Zanzibar Longitudinal Impact Review & Learning Evaluation

**Date of Issuance:** March 9, 2026

**RFP Reference:** Longitudinal Impact Review & Learning Evaluation (06-02-2026)

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#### Summary:

Following the submission of clarifying questions by potential RFP bidders within the question period ending February 25, 2026 this addendum publishes official responses to all anonymized queries to maintain fairness in the preparation of proposals.

In the first section below, Community Forests interprets the main themes of all questions to identify patterns and reiterate areas of the RFP that require the most clarification.

The second section provides a table of anonymized questions and direct responses to those questions.

We thank everyone who has expressed interest so far, for your effort to review and consider our RFP. We remind potential applicants that the submission due date is **March 25, 2026** (17:00 Eastern Time) to [jobs@forestsinternational.org](mailto:jobs@forestsinternational.org) with the subject line: *Zanzibar Longitudinal Evaluation [Firm Name]*

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## I. Proactive Guidance & RFP Reiterations

Based on the inquiries received, Community Forests provides the following additional guidance to ensure the highest quality of technical submissions:

**GAC Mandate:** While we highly appreciate broad international development experience, this evaluation's primary donor is Global Affairs Canada. Proficiency in GBA Plus and the Feminist International Assistance Policy (FIAP) is therefore not just a preference; it is a mandatory requirement for reporting and impact validation.

**Trade-Development Shift:** This is not only standard 'lessons learned' exercise. A core objective is to also inform a trade ready investment case for our participating communities to continue expanding their agroforestry livelihoods. Bidders should emphasize their ability to translate historical data into forward looking bio-economic models that can aid in the design and funding of a Commercial Execution Unit (CEU) strategy for Community Forests' next chapter of work.

**Geographic Asymmetry:** Bidders must explicitly account for the maturity difference between Pemba Island (17 years) and Unguja Island (6 years). The Level of Effort (LoE) should reflect that Pemba serves as the source of longitudinal depth, while Unguja represents the scaling and replication phase.

**Framework Integration:** While a GBA+ analysis centered primarily on the current ZanzAdapt project is mandatory under our current GAC contract, the Resilience Capacities Framework (RCF) is a *suggested* tool for measuring the livelihood-ecosystem nexus that has underpinned Community Forests' work since inception. The evaluator may suggest any alternative to RCF that they feel could adequately capture how natural capital (e.g., thriving mangrove buffers, agroforestry) acts as a safety net for community economic resilience.

## II. Anonymized Questions and Official Responses

Category	Question	Official Response
Admin	<a href="#">Is a former EU-funded independent ROM monitor eligible to apply?</a>	Yes. Because the Results-Oriented Monitoring (ROM) was commissioned by the European Union and not by Community Forests, the requirement for third-party independence is maintained.
Admin	<a href="#">Is direct experience with GAC's RBM, FIAP, and GBA Plus mandatory, or are similar frameworks acceptable?</a>	Mandatory. The evaluator team must reflect direct experience with Global Affairs Canada (GAC) frameworks. While expertise in comparable donor frameworks (EU, FCDO, USAID) is valuable, the evaluation must align with GAC's Feminist International Assistance Policy and GBA Plus standards for the current ZanzAdapt project phase and proposals lacking this experience will be at a significant competitive disadvantage.
Admin	<a href="#">Is there a total page limit for technical proposals?</a>	There is no strictly defined page limit for the technical proposal; however, bidders are encouraged to be concise, using only the number of pages required to clearly present your approach and capacity and closely following the submission outline in Section 7. Application Process. Note that the Inventory Approach sub-section has a specific maximum of 2 pages.
Admin	<a href="#">Is government research clearance required/already obtained?</a>	In Zanzibar, the consultant must be the primary applicant for COSTECH and ZRERC as the permit is tied to their professional credentials. Community Forests may act as the local host by providing the required letters of support. If the selected evaluation team does not already possess these clearances, or does not have a Zanzibari co-evaluator on their project team, then Community Forests can provide administrative support to this process.
Methodology	<a href="#">Are there preferred or minimum sample size requirements?</a>	No. We do not have a preferred or minimum sample size. Strong proposals should include proposed sample sizes that take into account potential minimums, maximums, resource constraints and diminishing returns.  Community Forests has been working on Pemba Island for 17 years and on Unguja Island for 6 years. Bidders should consider this in their proposal. We expect a greater focus on Pemba Island, particularly with respect to longitudinal approaches.
Methodology	<a href="#">What is the balance of primary vs. secondary data collection? Is there an expectation on the balance of quantitative vs qualitative data collection?</a>	Primary data collection is core to the exercise and we encourage applicants to consider mixed methods approaches. We will provide existing program and project data and previous evaluations as part of the desk review phase.  We have no specific expectations on the exact balance of quantitative vs qualitative data collection, and will assess this on the basis of the proposed methodology provide by the bidder in the technical proposal.

Methodology	What is the expected location and split of activities between Pemba and Unguja?	The evaluator must cover both islands. However, the scope is longitudinal and asymmetrical: Pemba requires a 17-year analysis, while Unguja requires a 6-year analysis. Bidders should propose a Level of Effort (LoE) that somewhat reflects this 17:6 maturity ratio.
Data	What data is available vs. what must be collected?	<p>Community Forests will provide the selected evaluator with a data library composed of the most significant previous project proposals, reports and evaluations supplemented by senior staff interviews as outlined in the RFP's Inception &amp; Desk Review phase. Bidders will have access to high-quality ZanzAdapt performance data including Logic Models, Outcome Reporting Worksheets, and specialized partner reporting publications on topics such as media advocacy.</p> <p>While these records provide a strong baseline, the evaluator is expected to move beyond secondary data to conduct independent primary collection. This includes physical ground-truthing of longitudinal project sites, field-level yield audits of agroforestry growers, and the development of 5-year bio-economic production forecasts to inform the project's transition toward trade readiness.</p>
Data	What are the estimated numbers for "Senior Growers" vs. "New Entrants"?	<p>New Entrants: 2,720 agroforestry beneficiaries enrolled in the ZanzAdapt project over the past 2 years.</p> <p>Intermediate Growers: ~8,000 growers at various levels of production and sophistication that have been directly supported in previous projects spanning the past 10 years primarily.</p> <p>Senior Growers: 5 core groups on Pemba totaling 51 members who have cultivated regenerative spice forests for decades.</p>
Data	Is there an existing database for historical yields and costs?	<p>A foundational supply assessment and database was established in 2017 by Terra Genesis International consulting for Community Forests. This report will be provided to the selected evaluator for a historical baseline data on spice production costs, traditional harvesting yields for key crops (clove, cinnamon, black pepper), and early value-web mapping.</p> <p>While this existing dataset offers a valuable longitudinal benchmark, bidders are required to perform new surveys and field-level audits update these decade-old figures to reflect current system maturity and evolved community capacities to ensure the new 5-year bio-economic forecast is accurate.</p>
Scope	How many historical sites should be verified for "ground-truthing"?	Ground-truthing of historical sites should prioritize a representative sample rather than an exhaustive audit. Bidders are expected to verify major infrastructure (e.g. visit at least one school and one solar drying facility) and conduct a purposive sample of community

		groups—including the formal Pemba Spice Producers Cooperative and a selection of less formal Farmer Field Schools—to assess sustainable independence. For agroforestry, verification must include a strong sample of current ZanzAdapt sites and a targeted sample into at least 10–15% (approx. 5 – 8 sites total) of the most senior grower sites to validate survival rates and maximum proven productivity. Verification is defined as physical site inspection, GPS data location, and bio-economic audits (yield measurements and income estimates) to ensure the 5-year forecast and SROI analysis are rooted in ground-level reality rather than theoretical models.
Scope	Is the organization still engaging with Senior Growers? Are there other active projects?	Yes. Community Forests maintains contact with Senior Growers, but currently does not provide any direct support.  There are no direct overlaps with other donor projects in the target communities that would significantly confound the impact isolation for this evaluation.
Scope	Can more information be shared on the total portfolio and land use?	For the current ZanzAdapt project (2024-2027), Community Forests will provide contemporary disaggregated data for ~4,000 direct beneficiaries across 8 different rural communities (4 on Pemba Island and 4 on Unguja Island), including progress against the Logic Model for three work packages: climate-adaptive agroforestry, community-based mangrove forest conservation, and gender equality with an emphasis on leadership and economic powers.  For all previous projects (2008–2023), the organization will provide a portfolio of reports and evaluations that track core metrics across multiple phases covering over 60,000 beneficiaries and diverse interventions not limited only to agroforestry, mangrove and gender equality but still heavily centered on these core work areas.
Scope	What is the balance between retrospective evaluation and future supply analysis?	The two are integrated. The retrospective evaluation (validating the 17-year track record) serves as the baseline and lessons learned to help navigate the trade-development nexus and commercial strategy for 2027 and beyond. The evaluator should strive for no less than 25% effort toward informing Community Forests' future decisions, and are asked to propose specific works in the technical proposal corresponding to the RFP Section 7.b) Inventory Approach.
Definition	What is the specific definition of "supply-side data"?	In the context of this RFP, supply-side data refers to verified agroforestry yields and production volumes. This includes an inventory of what is being harvested now by agroforestry beneficiaries and a 5-year projection of future production as these systems mature.  See RFP Section D. Data Validation and specifically the sub-section specifications for Current Yield Audit & Future Yield Projection for more clarification.