



UNITED NATIONS
INDUSTRIAL DEVELOPMENT ORGANIZATION

A large, semi-transparent image of a sea turtle swimming underwater, positioned behind the main text.

Second Call for Proposals on the UNIDO project “Industrial Cooperation Programme in the Global South through Technology Transfer from Japan”.

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2025/1/27



Agenda

- Part 1** **Aim of the UNIDO Global South project**
- Part 2** **2nd Call for Proposals documents,
(including information on 3rd CfP)**
- Part 3** **Details of Terms of Reference**
- Part 4** **Evaluation procedure**



Part 1 -- Aim of the UNIDO Global South project

I. UNIDO and Tokyo office – mission and work

1. UNIDO



◆ UN specialized agency to promote inclusive and sustainable industrial development (ISID) in developing countries

- Its mandate recognized in Sustainable Development Goal (SDG) 9 “Industry, Innovation and Infrastructure”

2. UNIDO Tokyo office

- **ITPO Tokyo: Investment and Technology Promotion Office**
- Promoting and supporting **business relationship between Japanese companies and developing countries**
- Focusing on African countries in the past decade
- ITPO Tokyo implements the GS programme

UNIDO 67 offices in the world



ITPO Tokyo, UNU building @ Omotesando, Tokyo



II. Outline of the GS programme

- (1) Funded by Japanese government
- (2) UNIDO conducts Call for Proposals (CfP)
 - for **Japanese companies** to propose their ideas
 - of a **demonstration** project
 - in some of the **GS countries**
- (3) Selected Japanese companies implement the demonstrations
 - with **support by UNIDO**
 - to achieve outcomes of generating **new businesses** and **employment opportunities**
 - and to achieve outcomes of **innovation** and better **industry infrastructure** in the GS countries, and **resilient value chain**.



Part 2 -- 2nd Call for Proposals documents (inf. on 3rd CfP)

Call schedules



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- **1st call: June – July 2024 (1 month)**
- **2nd call: January 16 – March 27 2025 (10 weeks)**

- Call for Proposals (CfP) → Procedures
- Appendixes → What to submit and how to describe

- APPENDIX 0 - **Terms of Reference**

- APPENDIX 1 - Check list of documents to be submitted

- APPENDIX 2 - **Application Form**; consisting of **technical proposal** and **financial proposal** for Selection of Grants with Proposal Templates

- APPENDIX 3 – 14 - **Qualification documents** for applicants to be qualified for grant application.

- APPENDIX 15 - **UNIDO Bank Information Form**

- APPENDIX 16 - Document to be submitted only after being selected.

Grant proposal
= Documents to be
submitted

Part 3 -- Details of Terms of Reference

I. Technical proposal

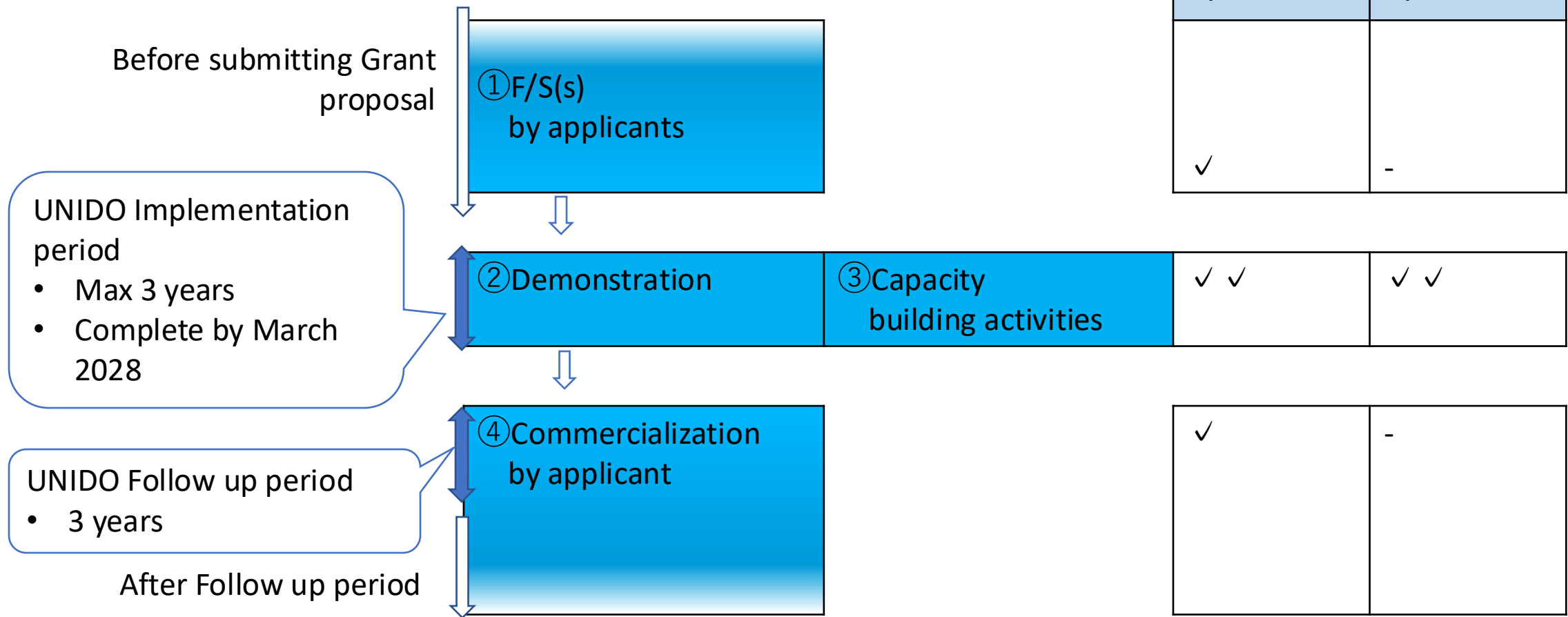
1. Definition of demonstration
2. F/S
3. Demonstration plan
4. Capacity building activity plan
5. Business plan

II. Financial proposal

III. Qualification criteria & qualification documents (if I have time)

- Application form leads applicants to what and how to fill in.
- Application form shows only what to submit as **technical and financial proposals**. On top of filling out Application form, applicants are required to read through both CfP and TOR, which show items applicants have to comply with too.
- In this PPT, some clauses in TOR are not mentioned if they are easy to understand, which does not mean those clauses are not import.

I. Technical proposal



- ✓ Applicants have to **submit ① and plans of ②③④** as technical proposal, whereas **Grant will be provided for ② and ③**.
- ✓ UNIDO does not support only demonstrations. The aim of the GS project is **generating new businesses and employment opportunities**. Applicants are requested to show ④ commercialization/business plans.
- ✓ Also, for serious commercialization, ① F/S(s) or pre-study are essential.
- ✓ Capacity building is necessary to conduct demonstration and realize commercialization.

What Demonstrations are (TOR 3.1.1)

The definition of demonstration ... is

- 1) to confirm effectiveness and economic feasibility of **technologies and/or business models**
- 2) using **technologies that have been already developed** and are **at the stage of practical application** in the host country.

Demonstration is

- 1) the stage after feasibility studies
- 2) but still requires detailed on-site verification before developing into the real business or commercialization stage.

F/S or Equivalent (TOR 7.1)

- Applicants must have already completed a F/S or an equivalent pre-study before submitting this proposal.
 - ✓ A F/S or a series of F/Ss
 - ✓ F/S targeting or not targeting this CfP
- (Because) The F/S has to show the grounds why the applicant needs to implement the proposed demonstration before moving on to real business.
- (1) A copy of the original F/S report. Though it is preferable that the F/S report is written in English, the used language does not matter for the original F/S.
- (2) An abstract of the F/S
 - ...
 - e) Result of market study, f) Result of technological study, g) Result of financial study, h) Result of risk assessment, i) Result of legal and regulatory consideration, j) Conclusion and recommendations

(3) Feasibility and further issues to be conducted in the demonstration

- a) The applicant's judgement whether feasible or not
- b) The issues that need further verification in order to move on to the business stage.
- c) Reasons why the further verification is needed based on the results of the F/S.

Demonstration plan (TOR 7.2)

Summary of technology/Business model (TOR 7.2.1)

Application form

1.2 Summary of technology to be demonstrated

◎ Schematic diagram

(1) Attributiveness → Whether the demonstrated technology belongs to Japanese entities or persons by showing any proofs such as patents, academic articles, production history or etc.

- (2) Purpose,
- (3) Functionality and features,
- (4) Developing stage,
- (5) Distinctiveness and novelty,
- (6) Implementation requirements,
- (7) Expected benefits,
- (8) Target audience,
- (9) Limitations and challenges,
- (10) Data collection metrics,
- (11) Previous testing

Application form

1.3 Summary of business model to be demonstrated

◎ Schematic diagram

- Applicants might use the same diagram showing both of technology and business model.
- Diagram should draw elements including all players, flow of technology or knowledge, and flow of money.

- (1) Value proposition,
- (2) Customer segments,
- (3) Revenue streams,
- (4) Channels,
- (5) Customer relationships,
- (6) Key activities,
- (7) Key resources,
- (8) Key partners,
- (9) Cost structure

Please read the guidance in Application form

GS country the demonstration will be conducted in (TOR 7.2.3)

- The host country in which the demonstration shall be conducted must be **a Global South country.**
- If the demonstration needs to be conducted **in multiple Global South countries the applicant must outline the reasons** why the demonstration must be conducted in the respective Global South countries.

GS countries the capacity building activities will be conducted in (TOR 7.3)

- If the applicant aims to expand the demonstrated technology and/or business model to **some other Global South countries, the applicant can include such countries** besides the host countries of the demonstration.

Technical area(s) (TOR 7.2.4)

- | | |
|------------------------------|---|
| ① Critical minerals | ⑦ Circular economy |
| ② Clean new energy | ⑧ Food sustainability |
| ③ Smart energy | ⑨ Adaptation and mitigation of climate change |
| ④ Industrial decarbonization | ⑩ Quality infrastructure |
| ⑤ Sustainable manufacturing | ⑪ Digital-oriented manufacturing |
| ⑥ Healthcare | |

Social issues of the host country that the demonstration will target to solve (TOR 7.2.5)

- Applicants shall analyse social issues other than low industry development in the host country, if any, and shall concretely and theoretically describe **how the demonstration will contribute to solving such social issues**.
- Applicants shall show the sources of information that prove such social issues in the host country exist.

Conformity with sustainable economic and industrial development policy (TOR 7.2.6)

- (1) Applicants shall analyze what problems the host country has in its industrial development, and shall describe **how the demonstration will contribute to its industrial development**.
 - Applicants shall show the sources of information that prove such industrial underdevelopment situation exists in the host country.
- (2) Applicant shall show that economic and industrial development by conducting **the proposed demonstration conforms with the priorities of the national or regional sustainable economic and industrial development policy** by referring the policies of the host country. Applicants shall show the source of information of the policies.

Overall objective, Outcome, Outputs, Activities (TOR 7.2.7-7.2.10), (Application form 1.4 (6)-(9))

Logical Framework	Quantitative Indicator			Means of Verification
	Narrative ① (Qualitative description)	Baseline ② (Present numerical value of the indicator)	Target (Targeted numerical value of the indicator)	
<p>Overall Objective ④</p> <ul style="list-style-type: none"> Positive <u>social and/or economic effect(s)/impact(s) for the host country beyond the profits the applicant will gain</u> by commercialization. First, in “Narrative”, write down <u>a complete sentence</u> describing the Overall Objective. Write a sentence which describes the status of achievement. 	<ul style="list-style-type: none"> Second, in “Baseline” and “Target”, set up quantitative indicators to measure and evaluate the status of the achievement of the Overall Objective. The indicators should be SMART (Specific, Measurable, Achievable, Relevant & Time-bond) 		<ul style="list-style-type: none"> Specify the target year. 	<ul style="list-style-type: none"> Describe information sources to obtain values of the quantitative indicators (e.g. statistics, reports). Specify which organization/agency’s statistics/reports. Set up the Means of Verification per the quantitative indicators as considering “credibility,” “accessibility of data” and “cost (to collect/obtain)”.

Overall Objective ④
• Positive social and/or economic effect(s)/impact(s) for the host country beyond the profits the applicant will gain by commercialization.

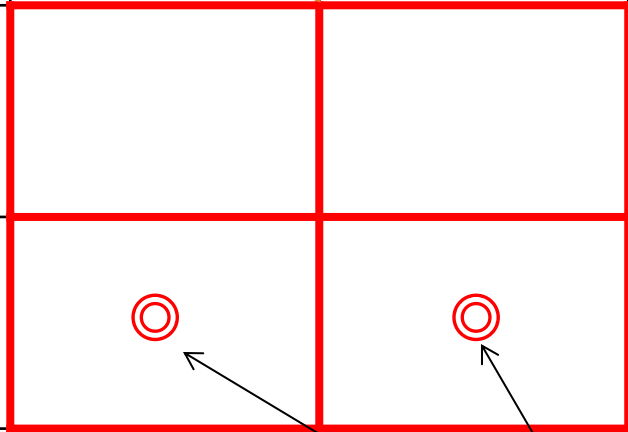
Outcome ①
• An objective/purpose to achieve by the end of the demonstration.

Outputs ②
• Objectives/ends to achieve the Outcome.
※ Set up 3 to 5 major Outputs.

Activities ③
※ Write down major Activities (5 to 10) for each output.
※ Start a sentence with an action verb.
※ Write down Activities in sequential order.

Output 1
Activity 1-1
Activity 1-2
...
Output 2
Activity 2-1
Activity 2-2
...

Indicators to measure the result of the demonstration



Next slide

Time schedule of work (TOR 7.2.15), ([Application form 1.4 \(15\)](#))

Outputs from (10) Logical Framework. ①	Activities from (10) Logical Framework.	2025		2026				2027				2028
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1
Output 1	Activity 1-1											
	Activity 1-2		②									
	Activity 1-3											
Output 2	Activity 2-1											
	Activity 2-2											

※ **BESIDES** FILLING IN THE GANTT CHART ABOVE, please annex a **detailed time schedule of work**, which describes **monthly basis manning** for each of all Activities, using the attached **Excel format** and submit it as ANNEX. This detailed time schedule of work will be **the basis for the applicant to calculate manpower cost.**

↓
Next slide

Time schedule of work (ANNEX 2 to Appendix 2)

								2025				2026			
Activity	Responsible person	Role/Function	Total Man /Days	Total in 2025	Total in 2026	Total in 2027	Total in 2028	January	February	March	April	January	February	March	April
								↓ Formula	↓ Formula	↓ Formula	↓ Formula	↓ Formula			
Outcome 1:															
Output 1-1: [abc]															
Activity 1-1-1: [abc]															
①	[abc]	[abc]	0	0	0	0	0								
	[def]	② [def]	0	0	0	0	0								
	[ghi]	[ghi]	0	0	0	0	0								
	[Add or delete rows]	[Add or delete rows]	0	0	0	0	0								
	Sub-Total for Activity 1		0	0	0	0	0	0	0	0	0	0	0	0	0
Activity 1-1-2: [def]															
	[abc]	[abc]	0	0	0	0	0								
	[def]	[def]	0	0	0	0	0								
	[ghi]	[ghi]	0	0	0	0	0								
	[Add or delete rows]	[Add or delete rows]	0	0	0	0	0								
	Sub-Total for Activity 2		0	0	0	0	0	0	0	0	0	0	0	0	0
Activity 1-1-3: [ghi]															
	[abc]	[abc]	0	0	0	0	0								
	[def]	[def]	0	0	0	0	0								
	[ghi]	[ghi]	0	0	0	0	0								
	[Add or delete rows]	[Add or delete rows]	0	0	0	0	0								
	Sub-Total for Activity 3		0	0	0	0	0	0	0	0	0	0	0	0	0
[Add or delete rows]	[Add or delete rows]	[Add or delete rows]	0	0	0	0	0								
Sub-TOTAL Output 1			0	0	0	0	0	0	0	0	0	0	0	0	0
Output 1-2: [def]															

✓ If the proposal was selected for Grant, the time schedule of work will be an essential component of the Grant Agreement. ←

Implementors (TOR 7.2.11)

- In this Terms of Reference, "implementors" refers to the applicant and all the member companies of the consortium or any other form of partnership entered into with a written and signed agreement to implement the proposed demonstration and capacity building activities by sharing responsibilities.

Cf. Financial Proposal (TOR 8.)

- Applicants may transfer the grants to the other member companies of the implementors of demonstration and/or of capacity building activities.
- Applicants, as grant beneficiaries, are responsible for complying with grant agreements and shall manage all the implementors to comply with grant agreements.

...

- (4) In the case that the applicant procures or outsources any above-mentioned item from entities other than the member companies of the consortium, and if such a procured or outsourced item is expected to exceed EUR 40,000, applicants **shall present competitive quotes** from more than two suppliers. Item costs refer to the total price of the item, not the amount funded by the grant.

✓ **No modification of the implementor is acceptable after the submission.**

Stakeholders (TOR 7.2.16)

- It is important that stakeholders in the host country have been identified and the necessary discussions or negotiations will have been finished by the time the demonstration starts.
- ✓ Necessary discussion or negotiations: **Approvals including those to meet environmental regulations.**
- ✓ **UNIDO needs to exchange letters with the government of the host country of the demonstration before starting the demonstration. → Prior discussion with related ministries by the applicant is essential.**

(1) Plan to foster workforce for the demonstration and for business after the demonstration

※ Please present a plan to train the workforce in the host country after the demonstration. to complete the demonstration and also to develop into the business stage

(2) Plan to foster people working for or studying related technological or business sectors

※ The proposal will be evaluated positively if the applicant presents another capacity building activity plan that targets people who are not working directly for the implementation and the commercialization, but **within wider supply chains of the demonstrated technology fields or the related industry sector** in the host country and some other Global South countries.

- Training programmes on operation and maintenance of the technologies demonstrated
- Educational programmes on relevant engineering and basic science
- Workshops to disseminate aims and positive outcomes of the demonstrated technologies and commercialization for local communities
- Collaboration/cooperation with national and local Technical and Vocational Education and Training (TVET) institutions or academia such as universities and research institutions
- Collaboration with community educational centres

Business plan (TOR 7.4)

- The business plan shall present how to scale up the results of the demonstration to pursue commercial business opportunities. The time period covered by the business plan should be seven years following the conclusion of the demonstration.
 - If the demonstration is not completed in the implementation period defined in 3.4.1 Implementation period, the remaining demonstration activities can be transferred into the follow-up stage as part of the business plan, and the applicant can continue and complete them and shall start commercialization during the follow-up period. The remaining demonstration activities, however, shall not be covered by the UNIDO grants.
-
- Please follow the instruction in Application form, such as prospect of annual sales as of now, at the end of demonstration, 3 years and 7 years after the demonstration.

Technical evaluation criteria (TOR 9.2)

Technical Evaluation Criteria	Weight
1. Relevance of Feasibility Study (F/S) or equivalent ①	10%
2. Relevance of technology/business model of proposed demonstration ②	25%
3. Relevance of implementation system of proposed demonstration ②	20%
4. Relevance of capacity building activity plan ③	15%
5. Relevance of the business plan after the demonstration ④	15%
6. Contribution to gender mainstreaming → <i>Next Slide</i>	5%
7. Geographical diversity among selected proposals	5%
8. Technological diversity among selected proposals	5%
TOTAL	100

TOR 7.2.5 Social issues of the host country that the demonstration will target to solve

If the demonstration will target to solve gender-related issues, applicants shall articulate them as well.

Application form 1.4 (4) Social issues of the host country

TOR 7.2.14 Personnel workforce plan to implement the demonstration

Applicant shall show the percentage of female personnel and plan to achieve 40% female representation within the team, and submit existing corporate policies on fostering gender equality, if any.

Application form 1.4 (14) Key Personnel

TOR 7.3 Capacity building activity plan

(1)-d) & (2)-d): Percentage of women to the total number of people who will be trained. Applicants are encouraged to achieve 40% female representation among the trainees.

Application form 1.5 Capacity building activity plan

APPENDIX 13 - UNIDO Gender Compliance and Market Form

An online seminar on “Gender Mainstreaming”

Date: February 6th, 2025

Time: 17:00-17:45 (Japan Time), 9:00-9:45 (Central European Time)

Medium: Online only (Zoom webinar)

Language: English only

Agenda:

1. Understanding gender and gender mainstreaming
2. Global and national frameworks on gender and gender mainstreaming
3. An overview on UNIDO’s gender mainstreaming strategy
4. Application of UNIDO’s gender mainstreaming strategy to the Global South Project
5. Q&A

II. Financial proposal (TOR 8.)

- Conditions including the co-financing ratio and max and min amounts of grants → TOR

Cf. Exemptions (TOR 3.5.2)

- Even if the applicant is an SME by Japan's Small and Medium Enterprises Basic Act, if the applicant falls under any of the below categories, the applicant is not considered as an SME in this CfP.
 - 1) SMEs where the same non-SME owns at least one-half of the total number of issued shares or the total investment price
 - 2) (Please refer to TOR)

Detailed cost breakdown (Application form 2 (2))

- ✓ If the proposal was selected for Grant, the detailed cost breakdown will be an essential component of the Grant Agreement.
- ← To be required to submit estimates to prove the cost.
- ← Reviewing the proposed breakdown, UNIDO decides which items should be kept tabs on using serial numbers ([Asset sales TOR 11.1](#))

In case of asset sales (TOR 11.1)

- If a grant beneficiary decides to dispose of the assets that were purchased through the UNIDO grants during the demonstration and/or the follow-up period, the grant beneficiary needs to get approval on such sales/disposals from UNIDO in advance.
- Further, the grant beneficiary will be requested to return part or all of the financial gain from the sales/disposals up to the amount of the grants to UNIDO.

- ✓ TOR 11.1 applies to any of the items with the serial numbers .
- ✓ Regarding products or services that were developed or created using UNIDO grants in order to demonstrate, basically can be sold during the implementation period if the action of such sales is an elements to be demonstrated. Whether the proposed action of sales is demonstration or not shall be evaluated by UNIDO by proposal.
- ✓ Regarding products or services that were developed or created using UNIDO grants and to be sold during the follow-up period, TOR 11.1 applies to.

In case that expenditures are used against the project aim (TOR 11.2)

- During the implementation period and/or the follow-up period, if UNIDO considers that certain expenditures by a grant beneficiary were not used in a manner consistent with the objectives of this project, UNIDO would stop providing future grants while requesting the grants beneficiary to return the full amount of the grants UNIDO provided until up to that time.

Competitive quotes (TOR 8 (4))

- Please read TOR.

Payment in instalments plan (TOR 8 (6), Application form 2(6))

	Timing/Schedule	Grant amount (USD)	Reasons the payment is needed
1st grant payment			[Please specify deliverables for which the applicant expects the grants to be paid such as establishment of a plant.]
2nd grant payment			
3rd grant payment			
[Add or delete rows]			

✓ If the proposal was selected for Grant, this schedule will be an essential component of the Grant Agreement. ←

III. Qualification criteria (TOR 9.1) ← Please read carefully to identify which documents to submit

Qualification Documents (TOR 5.)

for applicants **to be qualified for grant application**;

- Regarding the APPENDIX 3 to 8, applicants could use any forms they choose.
- Regarding the APPENDIX 9 to 14, applicants are requested to fill in the forms UNIDO prescribes.

- APPENDIX 3 - A copy of a certificate of incorporation of the applicant
- APPENDIX 4 - A copy of a certificate of incorporation of the parent company of the applicant (if applicable)
- APPENDIX 5 - Documents to prove that the applicant is a 100% overseas subsidiary of or invested by a Japanese company (if applicable)
- APPENDIX 6 - Copies of a certificate of incorporation for each of the consortium member companies (if applicable)
- APPENDIX 7 - A document of Shareholder Composition of the applicant
- APPENDIX 8 - Financial Reports and Financial Statements

- APPENDIX 9 - Statement of Never Broken Any Laws or Has Never Been Blacklisted
- APPENDIX 10 - Statement of Confirmation
- APPENDIX 11 - Acceptance of General Conditions Implementing Partner/Grant Agreement and Model Grant Agreement and General Conditions
- APPENDIX 12 - UNIDO Environmental and Social (E&S) Screening Template
- APPENDIX 13 - UNIDO Gender Compliance and Market Form
- APPENDIX 14 - Status of Efforts to Respect Human Rights

Part 4 -- Evaluation procedure

Qualification criterial (TOR 9.1)

Technical evaluation criteria (TOR 9.2)

Financial evaluation criteria (TOR 9.3)

- Applicants must meet the qualification criteria below to be eligible for funding.
↓
- Eligible applications **that fulfilled the qualification requirements** will be appraised for its technical proposals.
↓
- Eligible applications **that fulfilled the technical requirements** will be appraised for their financial proposals.
- Technical proposals scoring a minimum of **60 points** will be considered as technically acceptable.
↓
- Financial proposals scoring a minimum of **60 points** will be considered as financially acceptable.



Thank you.

- **No inquiry** to UNIDO/ITPO Tokyo
- **All inquiries to be made to UNIDO eProcurement**