C40 CITIES

REQUEST FOR PROPOSAL (RfP)

Air Quality, Health Exposure, and Impact Assessment for Addis Ababa City

C40 Cities Climate Leadership Group, Inc.
120 Park Avenue, 23rd Floor
New York, NY 10017
United States of America

August 2025

1. C40 Cities Climate Leadership Group Inc. ("C40")

C40 is a network of nearly 100 mayors of the world's leading cities, who are working to deliver the urgent action needed right now to confront the climate crisis, and create a future where everyone, everywhere can thrive. Mayors of C40 cities are committed to using a science-based and people-focused approach to help the world limit global heating to 1.5°C and build healthy, equitable and resilient communities. Through a Global Green New Deal, mayors are working alongside a broad coalition of representatives from labour, business, the youth climate movement and civil society to go further and faster than ever before.

The strategic direction of the organisation is determined by an elected Steering Committee of C40 mayors which is co-chaired by Mayor Sadiq Khan of London, United Kingdom, and Mayor Yvonne Aki-Sawyerr of Freetown, Sierra Leone. Three term Mayor of New York City Michael R. Bloomberg serves as President of the C40 Board of Directors, which is responsible for operational oversight. A nine-person management team, led by Executive Director, Mark Watts, leads the day-to-day management of C40. C40's three core strategic funders are Bloomberg Philanthropies, the Children's Investment Fund Foundation (CIFF) and Realdania.

To learn more about the work of C40 and our cities, please visit our Website, or follow us on Twitter, Instagram, Facebook and LinkedIn.

2. Summary, Purpose, and Background of the Project

This project aims to generate integrated evidence on the link between air pollution and health impacts in Addis Ababa by using low-cost air quality monitoring, targeted household surveys, and community engagement. The goal is to inform data-driven policies and interventions that address the air quality health risks of vulnerable populations.

C40's Air Quality Programme works with cities to accelerate reductions in air pollutants and greenhouse gases (GHGs) through the implementation of robust air quality management efforts. The programme supports cities by facilitating peer-to-peer knowledge sharing, providing direct technical assistance, organising training, building city staff capacity, and conducting research and pilot studies in collaboration with city staff.

C40's African Cities for Clean Air (AC4CA) Initiative supports C40 African cities to attain the data, evidence, and technical capacity needed to design and implement priority air quality legislations, policies, programs, and technologies, as well as to support and empower African Mayors to effectively implement solutions that improve air quality.

This project is made possible with funding from the Clean Air Fund, a philanthropic initiative with the mission to tackle air pollution around the world. It leads a coalition of funders interested in climate change, children, and health to fund and support a multinational portfolio of clean air programmes to deliver impactful and scalable improvements to air quality, human health, and decarbonisation.

3. Project Scope

The service provider should design this project in a way that delivers long-term value and policy relevance for the city. To achieve this, all air quality and health data generated through the project—along with any digital tools or platforms—must be made fully accessible to the Addis Ababa Environmental Protection Authority, the city's Health Bureau, and other relevant institutions. This will help ensure sustained local ownership, transparency, and alignment with the city's Air Quality Management Plan and broader Climate Action goals. In addition, the service provider should propose a clear strategy for meaningfully engaging communities most affected by air pollution, particularly those living in high-density informal settlements, near major roads, industrial zones, and waste sites.

C40 welcomes proposals from service providers/suppliers based in Addis Ababa, the wider East Africa region, or those with experience working in African contexts. Service providers based outside East Africa are encouraged to form partnerships with local organisations to reduce travel costs and carbon emissions. Service providers may also subcontract activities outside their core expertise, provided roles are clearly defined. Importantly, all interested service providers must consult with the relevant contracting firms before submitting their proposals, as outlined in Section 4 of the proposal guidelines.

Below is the scope of work, organised by **work package** and related **activities**:

3.1. Work Package 1: Air Quality Exposure and Impact Assessment

Activity 1.1: Review Existing AQ & Health Baseline Assessment

This activity will review existing studies and datasets on air pollution and health in Addis Ababa. This activity includes:

- Conduct a literature and document review of existing studies, reports, and data related to air quality exposure and its associated health impacts.
- Identify and analyze potential sources of health data in the city, including health information systems such as DHIS2, HDSS, DHS, IHME, data from clinics, health centers, hospitals, or public health departments (The Addis Ababa EPA will facilitate access to aggregated data from these sources)
- Summarize the key findings on air pollution levels, sources, and health outcomes from the reviewed literature, documents, or databases, with a focus on the health disparities experienced by vulnerable populations and in high-risk areas.
- Evaluate the quality, accessibility, and gaps in currently available air quality, demographic, and health datasets.
- Recommendations on the importance of it and the gaps, opportunities, and priorities for the city to better integrate these data for policy making

    ➢ **Deliverable**: Air Quality Health Exposure and Impact Assessment Report

Activity 1.2: Site Selection and Deployment of Low-Cost Air Quality Sensors

This activity focuses on the strategic deployment of low-cost $PM_{2.5}$ sensors in high-risk and under-monitored areas that could support health equity impact assessment. A maximum budget of **USD 10,000** is allocated for procuring about 7-10 sensors (this amount is part of the total project budget mentioned in Section 7). This activity includes:

- Identify priority monitoring sites by analyzing pollution sources, land use patterns, traffic corridors, and the spatial distribution of vulnerable populations (e.g., children, elderly, low-income groups).
- Conduct calibration by co-locating low-cost sensors
- The service provider should deploy AQ sensors (ideally locally developed, low-cost $PM_{2.5}$ sensors) at selected sites to capture fine particulate matter concentrations across diverse city settings, such as near critical community spaces like residential areas, health clinics, schools, and local markets, to reflect real-world human exposure levels.
- The low-cost sensors should have a real-time data platform (accessible via web link, website, or mining dashboard) to streamline data transmission.
- Establish protocols for sensor maintenance, troubleshooting, and quality assurance to ensure reliable and accurate data flow
- Enabling the city to continuously get the data from low-cost sensors independently after the project

  ➢ **Deliverable**: Sensor Calibration and Deployment Report

Activity 1.3: Health Equity Impact Assessment

The service provider will measure health exposure and related impacts by combining household surveys with temporal and spatial air quality data from various sources. This activity includes:
- Secure ethical clearance for the study from the appropriate bureau, with support from the Addis Ababa EPA.
- Create a scientific health exposure and impact assessment design and methodology tailored to the project's budget and timeline.
- Select survey areas using parameters such as air quality data, population exposure, and traffic density, etc, to ensure representative sampling across exposure levels.
- Develop and conduct household survey instruments targeting indicators linked to air pollution exposure, including stroke, ischemic heart disease, chronic obstructive pulmonary disease, and lung cancer
- Suggest the minimum and maximum number of household surveys possible, and following WHO or similar guidelines, maintain a minimum of 1,000 respondents.
- Ensure surveys are conducted ethically, with inclusive respondent selection to capture diverse community perspectives
- Implement strict data protection and confidentiality measures in line with ethical research standards.
- Use GIS to overlay air quality measurements with household health survey data for spatial correlation analysis.
- Apply regression and correlation techniques to quantify associations between pollution exposure and health outcomes.
- Develop detailed vulnerability and risk profiles at sub-city and woreda levels to inform targeted interventions and policymaking.

  ➢ **Deliverable**: Air Quality and Health Equity Impact Assessment Report

3.2. Work Package 2: Institutional and Community Capacity Building

Activity 2.1: Prepare Policy Brief

Prepare a policy brief that summarises key findings, supported by charts, maps, and clear, actionable recommendations.
- A policy brief is a concise, evidence-based document designed to inform and influence policymakers by summarizing key issues, presenting research findings, and offering actionable recommendations in a clear, targeted format.
- Use graphs, charts, and infographics tailored to diverse audiences as part of the policy brief.
- Translate the policy brief into Amharic to ensure accessibility for local stakeholders.

  ➢ **Deliverable**: Policy brief document

Activity 2.2: Policy Brief and Capacity Building Workshop

This activity aims to empower key stakeholders—including representatives from government, health sectors, and civil society—to engage with project findings and contribute to ongoing air quality and health monitoring and advocacy efforts. The activity will include the following components:
- Stakeholder mapping to identify strategic stakeholders to invite to the workshop.
- Convene a workshop involving Addis Ababa EPA, health bureaus, civil society organizations (CSOs), policymakers, health professionals, and media representatives to review, discuss, and disseminate key findings and recommendations.
- Validate the policy brief with expert feedback
- Provide awareness on the links between air quality and health, interpreting sensor-based data
- Introduce stakeholders to relevant air quality data sources and visualization tools.

  ➢ **Deliverable**: Policy Brief and Capacity Building Workshop Report

Activity 2.3: Final Project Report
Drawing on the outcomes, challenges, and feedback from all preceding activities, this report synthesises the entire project's achievements and lessons, which include:

- Compile a detailed summary of all project activities and outcomes.
- Evaluate the overall success of the project against its objectives.
- Document any risks, challenges, barriers, or unforeseen issues encountered during implementation.
- Provide targeted recommendations, emphasizing priority areas and equity considerations for future policy making and addressing obstacles to project sustainability and implementation.

  ➢ **Deliverable**: Final Project Report

4. Proposal Guidelines

This Request for Proposal represents the requirements for an open and competitive process. Proposals will be accepted until **11:59 pm GMT, September 09, 2025**. Any proposals received after this date and time will not be accepted. All proposals should include clear timetables, how you will work with C40, clear costs, and details on experience in this area.

The proposal should give C40 evaluators all the information they need to assess your bid. Please clearly indicate where applicable:

- How is your proposal responsive to the Evaluation Criteria?
- The assumptions you are making about the project;
- Risks you have identified and appropriate mitigation measures.
- Information about your fee;
- Proposed timeline of implementation;
- Any additional support that you need to make the project a success, including any inputs you will need from third parties or C40 staff.
- Proposed working partnership with C40, including (as applicable) project governance and management, key personnel, key roles and responsibilities, and escalation procedure for issues.

You must include adequate information about how your costs were calculated to enable evaluation of cost reasonableness.

Supplier Diversity
C40 is committed to supplier diversity and inclusive procurement through promoting equity, diversity, and inclusivity in our supplier base. We believe that by procuring a diverse range of suppliers, we get a wider range of experiences and thoughts from suppliers and thus are best able to deliver to the whole range of our diverse cities and the contexts that they operate within.

We strongly encourage suppliers (individuals and corporations) that are diverse in size, age, nationality, gender identity, sexual orientation, majority owned and controlled by a minority group, physical or mental ability, ethnicity, and perspective to put forward a proposal to work with us.

Feel welcome to refer to [C40's Equity, Diversity and Inclusion Statement](#) as supplier diversity and inclusive procurement is one element of applying equity, diversity, and inclusion to help the world limit global heating to 1.5°C and build healthy, equitable, and resilient communities.

Contract
Please note this is a contract for professional services and not a grant opportunity. Organisations unable to accept contracts for professional services should not submit bids. The work will be completed on the C40 Standard Services Contract.

These terms and conditions are accepted as drafted by the majority of our suppliers, and we reserve the right to penalise your bid based on non-acceptance of terms. If you do wish to include any requested amendments with your proposal, please do not mark up the document in tracked changes, but provide a separate negotiation document for review, setting out clearly your rationale for the change.

If C40 is unable to execute a contract with the winner of this competitive process, we reserve the right to award the contract to the second-highest Potential Supplier

Subcontracting
If the organisation submitting a proposal needs to subcontract any work to meet the requirements of the proposal, this must be clearly stated. All costs included in proposals must be all-inclusive of any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include the name and description of the organisations being contracted.

5. RfP & Project Timeline

Please note that these dates are to be used as a guide and are subject to change.

RfP Timeline

Activity	Date
Request for Proposals sent out	August 07, 2025
Questions submitted to C40	August 07-14, 2025
C40 responds to questions	August 21, 2025
Deadline for receiving Offers	September 09, 2025
Evaluation of Proposal	September 10- 17, 2025
Presentation on short list Proposal	September 24, 2025
Selection decision made	October 1, 2025
All Potential Suppliers notified of the outcome	October 6, 2025
Project Start	As soon as the contract is signed

Project Timeline

Deliverables/ Activity	Description	Due Date
1	Kick-off meeting	Week 1
2	**Kick-off meeting report**	Week 2
3	**Activity 1.1: Literature Review of Air Quality, Health Exposure, and Impact Assessment Report**	Week 10
4	**Activity 1.2: Sensor Calibration and Deployment Report**	Week 20
5	**Activity 1.3: Health Equity Exposure and Impact Assessment Report**	Week 40
6	**Activity 2.1: Policy brief document**	Week 45
7	Activity 2.2: Undertake Policy Brief Validation and Capacity Building Workshop	Week 50
8	**Activity 2.2:Policy Brief Validation and Capacity Building Workshop Report**	Week 52
9	**Activity 2.3: Final Project Report**	Week 60

* Note: Bolded items are deliverables that need to be submitted for review and approved before finalised.

6. Proposal Evaluation Criteria

Proposals will be evaluated against the following criteria.

Evaluation Criteria	Weighting
Project delivery approach proposed, interpretation of brief and quality of proposal	30 %
Supplier's track record and references • *Capability, experience, and availability of the proposed team* • *References from other clients including not-for-profit clients*	25 %
Project management approach including ability to deliver outputs on time and with quality	20 %
Budget (value for money) • *Economy: minimising the cost of resources used*	20 %
Equity and ethical alignment considerations: C40 is looking to appoint an organisation or individual service provider that shares our values and is grounded in the context of the local community. Consideration will focus on: • *Organisation which has prior experience or presence in Africa or the East African region will be preferred.*	5 %

7. Project Budget

Total project costs (including VAT and other 'hidden' costs) should not exceed **50,000.00 US Dollars.**

All proposals must include proposed costs to complete the tasks described in the project scope, including all VAT and taxes. Costs should be stated as one-time or non-recurring costs or monthly recurring costs. The proposal must indicate a cost breakdown structure, outlining the costs for each component of the project. All costs incurred in connection with the submission of this RfP are non-refundable by C40. All budgets are to be prepared in US Dollars.

Payment will be made according to meeting project milestones as approved by the C40 point of contact.

8. C40 Policies

C40 expects third parties to able to abide by these C40 policies

- Non-Staff Code of Conduct Policy here
- Equity , Diversity and Inclusion Policy here

9. Submissions

Each Potential Supplier must submit 1 copy of their proposal to the email address below by **September 09, 2025, at 11: 59 pm GMT**.

- **Tibebu Assefa**
  Regional Technical Advisor, Air Quality - East Africa
  tassefa@c40.org
- **Crispus Michira**
  Project Manager, African Cities for Clean Air
  cnyaundi@c40.org

Cc:
- **Seneca Naidoo**
  Technical Head for Breathe Cities, Africa
  snaidoo@c40.org

Potential suppliers can ask their questions **here**. Anonymised answers to questions will be provided on the same link at the end of the question and answer period (see timetable).

On the basis of the applications received, C40 reserves the right to promote the establishment of consortium relationships or to ask potential suppliers to refine their applications after receipt.

Disclaimer

C40 will not accept any liability or be responsible for any costs incurred by Potential Suppliers in preparing a response for this RfP. Responses submitted will be accessible by all C40 staff and external evaluators.

Neither the issue of the RfP, nor any of the information presented in it, should be regarded as a commitment or representation on the part of C40 (or any of its partners) to enter into a contractual arrangement. Nothing in this RfP should be interpreted as a commitment by C40 to award a contract to a Potential Supplier as a result of this procurement, nor to accept the lowest price or any tender.