Request for Proposals (RFP)

EVALUATION of the GLOBAL PARTNERSHIP FOR SUSTAINABLE DEVELOPMENT DATA

To	Offerors
From	Global Partnership for Sustainable Development Data (GPSDD or the Global Partnership) / United Nations Foundation (UNF)
Subject	Evaluation of the Global Partnership for Sustainable Development Data (GPSDD)
RFP Issue Date	April 23rd, 2018
RFP Closing Date	June 1st, 2018
RFP Closing Time	17:00 hours U.S. Eastern Time
Period of Performance	September 2018 to December 2020

GPSDD is seeking an evaluator (or organization or team with equivalent capabilities) with considerable experience and knowledge of conducting performance evaluations to design and conduct an evaluation of the Global Partnership for Sustainable Development Data in two phases. GPSDD invites qualified individuals, firms, and organizations ("Offerors") to submit a proposal for the requested services. The Contract resulting from this award will be a **Consultant Agreement.**

Offerors are encouraged to read this RFP in its entirety, paying specific attention to the scope of services, instructions, and requirements. Issuance of this solicitation does not, in any way, obligate UNF to award a contract, nor will UNF pay for any costs incurred in the preparation and submission of a proposal. The agreement resulting from this RFP will be provided to the most responsive Offeror whose offer will be the most advantageous to GPSDD/UNF in terms of cost, functionality, and other factors as specified in this RFP.

Section 1: Evaluation Purpose

The primary focus of the evaluation of the GPSDD is to better understand--both in terms of its ability to achieve intended outcomes, and in terms of its operational structure and approach--what is working well, what is not, and where there are areas for improvement.

The evaluation will be used to identify areas to adapt and strengthen as well as areas to stay the course or expand, in the subsequent phase of the initiative.

The evaluation will gather and synthesize a mix of qualitative and quantitative data from multiple perspectives, producing a set of findings, conclusions, and recommendations relevant to the following three interconnected areas of inquiry:

a. Assess relevance of GPSDD and its role within the data for development ecosystem or landscape.
b. Assess GPSDD's progress toward achieving intended outcomes as laid out in the logframe. The evaluation will focus on the following areas of interest: 1) contributions of GPSDD in facilitating multi-sectoral data partnerships, particularly those that would not

have come about in its absence or that have benefitted from the particular approach that GPSDD has taken; 2) contributions of GPSDD-facilitated partnerships in improving data quality, availability and use at country and global levels; and 3) contribution of GPSDD in increased political attention and commitments to generate, provide access to and use data for decision making at country and global levels and what that has resulted in.

c. Assess implementation in terms of operational structure and approach, identifying whether and how GPSDD is structured efficiently to achieve the intended outcomes. The evaluation will focus on the degree to which the following aspects of GPSDD approach have facilitated or hindered its ability to achieve its goals: 1) secretariat structure and staffing; 2) governance model; and 3) membership engagement approach.

The evaluation is intended to be a source of public learning, to be shared with all members of GPSDD and broader data for development community.

Section 2: Background and Context

GPSDD was launched in September 2015 when the Sustainable Development Goals (SDGs) were endorsed by all United Nations member states. The Global Partnership is working to build an enabling environment for harnessing the data revolution for sustainable development by:

- Advocating for the role of data in driving sustainable development at the global, regional, and national levels. We build political consensus and broad constituencies to support strengthened data production, access, timeliness, and use, and elevate data issues at important national, regional, and international events.
- Initiating collaboration across all sectors to innovate, build capacity, and apply the world's best knowledge to the world's worst problems. Our multi-million dollar funding initiative supports collaborative data innovations for sustainable development, and we create space for cross-fertilization and learning through our data collaboratives that work within thematic areas including the environment and leaving no one behind.
- Improving data access and interoperability mechanisms and standards. Our Data4SDGs API Highways infrastructure provides an open platform for advancing data use, access, and interoperability.
- Working with governments and other partners at the country-level to create and implement robust data ecosystems. We support the advancement of country-led Data Roadmaps for Sustainable Development in Colombia, Kenya, the Philippines, Senegal, Ghana, Sierra Leone, Tanzania, and elsewhere, using our Data4SDGs Toolbox to support and guide the process.

GPSDD functions under the following two assumptions:

1. **The value of partnership:** The assumption behind GPSDD is that in the current data landscape there is a value to bringing different types of organisations together in partnership, and that by doing so they can achieve more together than they can separately. In order to prove the value of this proposition, we will need to see partner organisations choosing to put their own resources and time into this way of working, and will trace the impact of specific partnerships brokered by GPSDD at both country and global level, through case studies.

2. **The feasibility of implementation:** GPSDD exists not just to drive commitments but to drive actual change. Within the period of the 2017 -2019, it would be expected that

![Global Partnership for Sustainable Development Data]

GPSDD's role in brokering collaborations in specific areas (e.g. environment, LNOB, interoperability), leads to at least some of the following outcomes that we can reasonably expect would not have happened in the absence of GPSDD: the development of new tools; the availability of new data; investment in data collection, analysis or use; the use of data to improve outcomes in those areas. We would also hope to see changes at a country level including more investments in data and more data sharing within government institutions and between governments and non-governmental bodies. These will be tracked using the framework developed in the attached logframe, including some quantitative indicators and some case studies.

Governance Structure

GPSDD's **governance structure,** shown in Figure 1, is organized around a **Board** which sets the overall strategy and vision supported by the **Secretariat** which carries out the workplan. The Board membership is balanced to ensure it represents a range of stakeholders as well as ensuring it is geographically and gender balanced. The Board meets every six months. The Executive Director manages the Secretariat and reports to the Board.
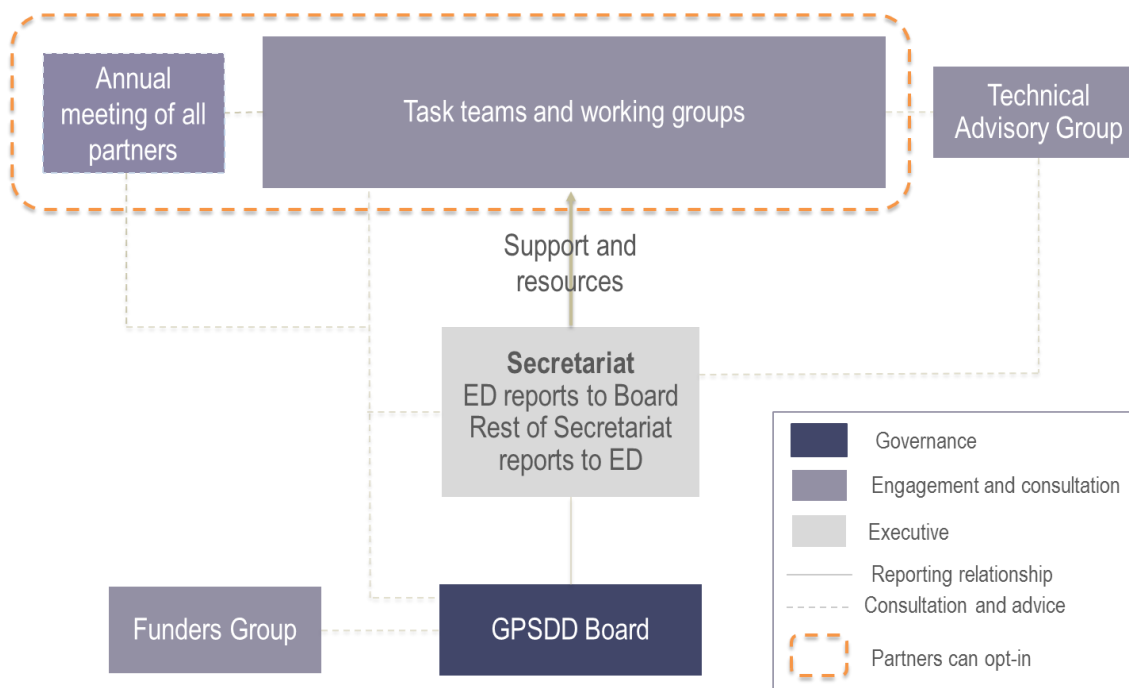

Figure 1: Governance Structure for GPSDD

There is a **Funders Group** which provides a link between major funders and the Executive Director and the Board. The Funders Group provides input into strategy, planning and policy decisions. It also ensures the independence of the Board by separating funding from decision making.

There is an **annual meeting for the whole partnership**, currently this is over 275 partners. This provides an opportunity for all members to advise and comment on plans and strategy as well as to meet together and network. In the years when there is a World Data Forum (every two years) the annual partners meeting takes place either just before or after this event. In the in between

years, the annual meeting is a dedicated event hosted by the Secretariat and a partner organization.

There is also a **Technical Advisory Group** to advise on the overall strategy and for specific projects, as well as acting as peer reviewers as and when needed.

There are also **task teams and working groups**. These are self-selecting groups of partners focusing on a particular theme or collaborating on a specific project (e.g. country roadmap, collaborative in specific sector/SDG, planning for event).

GPSDD reports quarterly to funders using a shared results framework. There is also a shared theory of change for GPSDD:
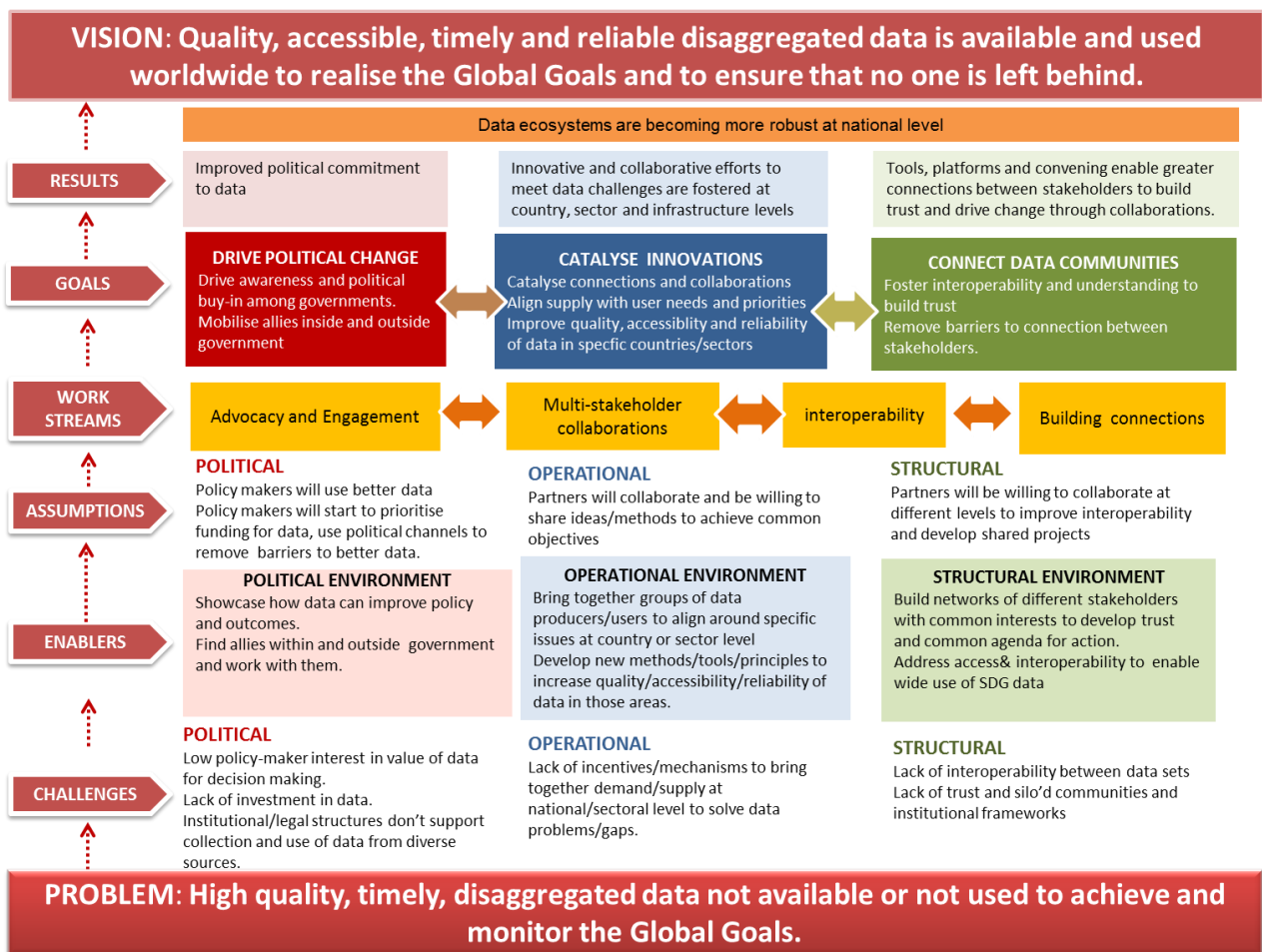

Figure 2: GPSDD Theory of Change

Hosting Arrangements

GPSDD is hosted by UNF and is subject to their finance and procurement rules. GPSDD sought an organization or consortium to host the Global Partnership and provide an effective, efficient, nimble and neutral "institutional backbone" to support its partners and Secretariat to be successful. It was essential the host would respect and ensure the independence of the

Partnership's vision, strategy, governance, Secretariat, and brand. A rigorous and transparent process took place which resulted in UNF being selected from 13 different organisations.

This hosting arrangement started in January 2016 and was for an initial period of three years. It was agreed that there would be a review of the hosting arrangement to decide if it should be extended. The review of the hosting arrangement is outside the scope of this evaluation and will be conducted before this evaluation is complete. The results of the review of the hosting arrangement will feed into this evaluation.

Section 3: Evaluation Scope and Objectives

Given the size of GPSDD, in terms of the quantity and range of stakeholders, activities, and events, the cost of conducting a comprehensive evaluation would be prohibitive. As GPSDD's work is not operational, rather is by nature collaborative, it would also be difficult to realistically evaluate the impact of GPSDD's work and to establish clear attribution. The evaluation will therefore aim to assess the GPSDD's contribution to its stated outcomes and goals, as set out in the logframe.

The specific objectives of this evaluation are to:
- Assess progress and implementation by assessing the relevance and effectiveness of GPSDD;
- Identify lessons learned and make recommendations for the future role and work of the Global Partnership.

The evaluation should be designed to 1) provide an independent, systematic assessment of progress, preferably based on both qualitative and quantitative data, triangulated across more than one data source; 2) build and expand on the information gathered via GPSDD's monitoring tools and, of critical importance 3) address the why, why not, how, compared to what and for whom questions that the monitoring tools may not be getting at.

The evaluation timeframe is structured in two-parts to include an initial evaluability assessment which will be followed by an in-depth evaluation that will start approximately 12 months later. It is anticipated that the evaluability assessment would take place towards the end of 2018, with the full evaluation starting towards the end of 2019, and a final evaluation report being produced in mid to late 2020. The purpose of this structure is to allow: 1. The evaluation team to become familiar with GPSDD and assess the extent to which GPSDD can be robustly evaluated and provide the requisite feedback for GPSDD to be able to meet the necessary conditions for a robust evaluation, including the provision of relevant monitoring data and 2. Enough time to see the fruits of GPSDD's work given the nature of facilitative and collaborative work that often involves long turn-around times. The evaluation is intended to cover the full life of GPSDD, not only the 12-month period between the evaluability assessment period and the full evaluation.

Evaluation Questions

Proposed evaluation questions are outlined in the following table. The selected Offeror may propose alterations, as deemed appropriate and will finalize a set of questions in conjunction with the Evaluation Committee (to be comprised of representatives from participating donors) during the initial phase of the evaluation.

Global Partnership
for Sustainable Development Data

EVALUATION QUESTIONS
EVALUABILITY ASSESSMENT QUESTIONS
1. Are the objectives and theory of change/logic framework clearly defined?   a. If not, what are the gaps?
2. Are there clearly defined and appropriate metrics and tools for measuring expected performance and is there sufficient monitoring data available to assess progress for the evaluation?   a. If not, what is lacking and will be necessary for a robust evaluation?
3. Are the evaluation questions and outcomes clearly defined, prioritized, and feasible within the scope of the evaluation?   a. If not, what are suggested revisions?
RELEVANCE
GPSDD's role within the data for development ecosystem/ landscape
1. To what extent are the components identified in the logframe and theory of change – i.e. political, operational, and structural challenges, and associated assumptions, workstreams and goals, the appropriate ones to achieve the vision and desired impacts and outcomes as they relate to filling a gap in the data for development ecosystem?
2. How and to what extent has GPSDD's work complemented other efforts to improve the quality and availability of data to support the Global Goals? How does the approach and the work to-date stack up against other models or efforts?
EFFECTIVENESS
GPSDD's success as a partnership

3. How and to what extent has the GPSDD contributed to its three primary objectives:
    a. Improving political commitment to data at the national, regional, and global levels?
    b. Effectively bringing together groups of data producers/users to align around specific issues at country or sector levels?
    c. Facilitate multi-sectoral partnerships and collaborations that have contributed to meaningful change at country, regional, sectoral, or global levels?

4. What have been the key enabling and inhibiting factors that have affected achievement of each of the three objectives?
5. To what extent and how did GPSDD contribute to strengthening the data ecosystem at the country level, including increasing data use?
6. How and to what extent did GPSDD's achievements spillover into non-roadmap countries? If not, why not?
7. How and to what extent has GPSDD contributed to pushing forward the thematic work such as LNOB, interoperability, environment, etc.?
8. What are the key enabling and inhibiting factors to the delivery and achievement of thematic work outputs and outcomes?
9. What has been the most significant impact of GPSDD to-date? In addition, what have been some of the most significant missed opportunities to-date?
GPSDD's operational structure and approach
10. How well has the Secretariat and staffing model worked to advance GPSDD objectives, including deepening member engagement and getting from ideas to action?
11. What forms of member engagement yielded the most substantive and meaningful outcomes? Why?
12. How effective are the governance structures, particularly the Board, the Technical Advisory Group, and Funders Group? Are these groups helping or hindering advancement of GPSDD's work? Why or why not?

Evaluation Methodology

Offerors are invited to propose an appropriate evaluation design and methodology to answer the above questions. In addition, Offerors are expected set out the potential risks and challenges for the evaluation and how these will be managed. This would be expected to include a combination of desk based and primary data collection and analysis.

This assignment will depend significantly on the quality and quantity of evidence-based information that is accessible from different reliable sources which will be gathered or collated by the evaluator. The evaluator will ensure that the evaluation process is participatory and provides for the equitable participation of female and male stakeholders and that interview, survey, consultation etc. samples are representative of the whole data ecosystem. The proposal should include a clear evaluation matrix, (to be further refined in the inception phase) showing how each of the evaluation questions will be addressed, including key data sources and methods.

The evaluation should adhere to international best practice standards in evaluation, including the OECD DAC International Quality Standards for Development Evaluation, the OECD DAC Principles for Development Evaluation, and DFID's Ethics Principles for Research and Evaluation. Existing contextual and monitoring data will be made available to the evaluation team, including the logframe, case studies, and annual reviews.

Key Audience and Evaluation Users

The key audience for this evaluation are GPSDD partners, the Funders Group, Board, Secretariat, policy makers in Roadmap countries, as well as other development partners, and other stakeholders in the data ecosystem. The audience includes a wide variety of stakeholders because the evaluation is not intended to inform a specific set of decisions, rather it is intended to provide an understanding of GPSDD's contribution to the data for development landscape and to inform any relevant course corrections. Findings from the evaluation will be used to inform the nature of the continuation of GPSDD's work.

Roles and Responsibilities

The GPSDD Evaluation Committee and Partners, along with the Evaluator, play critical roles in designing, implementing, and disseminating the independent evaluation.

1. GPSDD Evaluation Committee: responsible for oversight of the Evaluator and quality control of evaluation activities, including the following specific responsibilities:
   a. Assess when the program is ready for evaluation planning through evaluability assessment;
   b. Determine what program components will be covered by the evaluation;
   c. Set the evaluation questions to achieve intended learning objectives;
   d. Engage in a co-creation process to develop the evaluation design and throughout the evaluation process;
   e. Build buy-in and ownership of the evaluation;
   f. Select and supervise the Evaluator;
   g. Conduct quality reviews of all evaluation products (reports, questionnaires, etc);
   h. Facilitate public dissemination efforts to inform decision-makers on learning generated by the evaluation; and
   i. Determine the evaluation budgets.

2. GPSDD Partners: responsible for building ownership and commitment to the evaluation, including the following specific responsibilities:
    a. Participate in data collection and data extraction with the Evaluator, as requested; and
    b. Facilitate public dissemination efforts;

3. The Evaluator will be responsible for the overall design, implementation, and contribution to dissemination of the evaluation, including the following specific responsibilities:
    a. Develop a rigorous evaluation design given the nature of program implementation through a co-creation approach with the Evaluation Committee
    b. Support GPSDD to build buy-in and ownership of the evaluation among partners
    c. Review and provide feedback on monitoring tools
    d. Develop evaluation materials that are held to international standards
    e. If applicable, contract and manage the data collection firm(s) or individuals
    f. Ensure data quality during collection and entry through supervisions and management
    g. Lead data cleaning, analysis, and interpretation of results
    h. Produce high quality, credible, transparent evaluation reports
    i. Lead preparation of public-use data that ensures appropriate balance of enabling verification of analysis and broad use of the data with adherence to promises of confidentiality to participants
    j. Contribute to public dissemination efforts

Tasks and Deliverables

The key tasks and deliverables for this RFP are as follows:

Task 1: Evaluability Assessment and Evaluation Plan
Task 2: Data Collection Materials
Task 3: Develop Draft Evaluation Report and Data Documentation Package
Task 4: Develop Final Report and Data Documentation Package

TASK 1: EVALUABILITY ASSESSMENT and EVALUATION PLAN (late 2018/early 2019)
*   The Evaluator is responsible for conducting an Evaluability Assessment on existing documentation related to the program and relevant key interviews as necessary.
*   The Evaluator will produce an Evaluability Assessment Report that provides an independent assessment of the program. This assessment should assess the quality, completeness, and/or appropriateness of the Program Logic, Risks & Assumptions, Monitoring Indicators and tools, and Proposed Evaluation Questions. The report should aim to convey the Evaluator's overarching assessment of the coherence of the program design, the underlying analysis, and the M&E approach.
*   Develop an Evaluation Plan that outlines a proposed methodology and approach for the full evaluation to take place approximately 12 months later, including a Work Plan with expected deadlines for deliverables. This will be an iterative process with the Evaluation Committee and will involve a co-creation approach.
*   The Evaluator is encouraged to conduct interviews and group discussions as appropriate to discuss and inform the Evaluation Plan.

TASK 2: DEVELOP EVALUATION MATERIALS (mid-late 2019)
*   The Evaluator will lead development of any necessary data collection instruments for primary data collection (including questionnaires) or a data extraction approach for existing sources in preparation for the in-depth evaluation to start in late 2019.

- Data collection shall comply with open data standards.
- The Evaluator will submit the Evaluation Materials to the M&E Manager and may be asked to present to the Evaluation Committee. All feedback and response to feedback will be documented by the Evaluator.

TASK 3: DEVELOP DRAFT EVALUATION REPORT (late 2019/2020)
- The Evaluator is responsible for developing and overseeing all data collection and entry protocols and implementation.
- Data collection is anticipated to be primarily qualitative supplemented with quantitative data.
- The Evaluator is responsible for submitting a clean dataset for all quantitative and qualitative data.
- The Evaluator will be responsible for using a Findings, Conclusions, and Recommendations (FCR) matrix to document data synthesis and analysis.
- The Evaluator is responsible for developing the Draft Evaluation Report. The Draft Evaluation Report outline will be developed in consultation with the M&E Manager.
- The revision process is intended to be iterative and could involve multiple rounds of feedback.
- The Evaluator is responsible for continuous monitoring of evaluation implementation to ensure implementation occurs according to design and any deviations from design are properly documented throughout the data collection phase. This requires collaboration with GPSDD Secretariat and Evaluation Committee to ensure continuous support for and commitment to the evaluation design. Risks and implementation updates should be reported regularly by the Independent Evaluator as part of the Monthly Progress Report.

TASK 4: DEVELOP FINAL REPORT (mid- late 2020)
- The Evaluator is responsible for developing the Final Report. The Final Report should include a description of the evaluation methodology and limitation, findings, conclusions, recommendations, and lessons learned, as well as a high level Executive Summary.
- The evaluation provider is entirely responsible for the quality of the reports and must follow OECD/DAC (2010) Quality Standards for Development Evaluation for the evaluation report.
  - Findings: refer to a factual statement (not conclusions), and they are based on evidence (aggregated in an evidence chart).
  - Conclusions: refer to interpretations and judgments based on the findings.
  - Recommendations: refer to proposed actions for the stakeholders. They are supported by findings and linked to conclusions. The recommendations must be:
    - clear about the action to be taken and by whom;
    - realistic about time and/or costs; and
    - where possible, presented as options associated with benefits and risks
- The Evaluator will prepare a policy brief of 5-10 pages based on the Final Report. This brief should be a public-facing document. It should focus on key findings and lessons learned from the evaluation, while using accessible language and infographics that help to illustrate key messages. This brief(s) will be shared with stakeholders and the Evaluation Committee for review and feedback. The Evaluator will document all feedback and their response to feedback received.

Skills and Qualifications of Offeror

The successful Offeror will need to demonstrate significant experience and expertise in the following areas:
- Designing and undertaking evaluations of multi-country, multi-stakeholder initiatives
- Experience and excellent understanding of evaluation principles and methods, including strong capacity in quantitative and qualitative methods

- Ability to identify and communicate any limitations or challenges, to propose solutions along the way as needed, and to complete the assignment within the scope and budget
- Ability to deliver high-quality, concise, and timely results
- Ability to design and deliver informative, engaging, and efficient presentations, consultations, workshops or webinars in order to validate and gather feedback on preliminary findings from key audiences, clarify and/or add precision to questions for further exploration during the evaluation process, or inform future project design and decision-making
- Experience evaluating collaboratives and partnerships whose primary function is facilitative
- Strong leadership and management track record; the ability to manage all evaluation logistics including travel arrangements, visas, scheduling, etc.
- Ability to effectively describe and communicate key global development, social accountability, and evaluation concepts, processes/approaches, and results in straight-forward and jargon-free English to non-technical audiences

Bidders must include CV's of all proposed team members and their roles in delivering this RFP as part of their bid.

Evaluation Management Arrangements and Stakeholder Involvement

The work of this assignment will be guided by the GPSDD/UNF based on input provided by an Evaluation Committee. GPSDD/UNF is responsible for managing the contract, which includes but is not limited to:
- Direct contact point for evaluation manager
- The final approval of workplan and deliverables.
- Assessing the completion of services and deliverables against the approved work plan, supported by targets and indicators prior to paying invoices submitted by the evaluation provider
- Providing technical quality assurance on performance and all deliverables
- Disseminating deliverables to contributing donors

The Evaluation Committee will provide advice on:
- Strategic direction on the focus of the assignment, including associated risks; and
- Review of and feedback on the factual and contextual accuracy of all deliverables

GPSDD/UNF will have unlimited access to the material produced by the selected Offeror for the purposes of dissemination.

Key milestones will be agreed between GPSDD/UNF and the selected Offeror before formal contracting.

Further Documentation / References

The following documents will be available to the selected Offeror:
- Annual Reports
- DFID Business Case (2017)
- Quarterly Reports
- Logframe Materials
- Innovation Fund Reports
- Roadmaps Assessment and Reports

- Case Studies
- Monitoring Data
- Workplans
- List of partners
- GPSDD proposal

Section 4: Proposal Preparation and Submission Instructions

Proposals are expected to be comprehensive and include the information set forth below.

1. **Narrative Proposal, no more than 15 pages**.
   Provide a narrative proposal that summarizes, in a brief and concise manner, the Offeror's understanding of the scope of services and a description of the approach and methodology the Offeror would use to provide a robust evaluation addressing the identified lines of inquiry and evaluation questions. It should include a description of the Offeror's experience and expertise in the field that illustrates overall qualifications and capabilities to meet the terms of the RFP and review criteria. The following components should be included:
   - Cover page indicating the Offeror's full contact details
   - Evaluation Methodology and Approach section(s)
   - Personnel Capabilities and Experience section(s)

2. **Resume or CV for all Key Personnel**

3. **Prior Experience**
   Provide two examples of prior evaluation services provided that are of comparable scope and complexity. The examples should include a summary of the services provided as well as information for a point of contact.

4. **Budget**

   The maximum ceiling for this budget is $400,000.

   Using the template provided, provide a detailed budget including:
   - Fee rates for each individual proposed
   - Level of effort per individual over the course of the evaluation, broken down by task/deliverable
   - All expected travel costs
   - All other expected costs, with brief description

Proposal Questions. Questions regarding this RFP must be submitted to proposals@data4sdgs.org by 17:00 hours U.S. Eastern Time on April 30th. Be sure to include in the subject line: GPSDD Evaluation_Clarification Questions. Answers to questions received by this deadline will be released on the GPSDD website on May 7th.

Questions must be submitted in writing to the e-mail address referenced above. Questions submitted via other means or after the deadline will not be answered.

Proposal Submission. Narrative proposals, including any attachments (limit to 6MB), must be sent electronically in PDF format. Budgets must be sent in Excel format. All documents must be submitted to proposals@data4sdgs.org. Be sure to include in the subject line: [Offeror Name]_GPSDD Evaluation Proposal. UNF will not accept proposal received by fax or mail.

All proposals are due by the date and time stated above. Any proposal received after the required time and date specified for receipt shall be considered late and non-responsive. Late proposals will not be evaluated.

Proposal Process Timeline

Activity	Date
1. RFP Release	April 23rd
2. Clarification Questions Due	April 30th
3. Answers to clarification questions release	May 7th
4. Proposals Due	June 1st
5. (Potential Notification of Short-listed Offerors)	Week of June 25th
6. (Potential Remote presentations by short-listed Offerors)	July 2nd – 13th
7. Notification of final selection	Week of July 16th

Section 5: Selection and Evaluation Criteria

GPSDD will review proposals with the goal of selecting the Offeror most advantageous to GPSDD, based on the qualifications listed above, as demonstrated by the proposal materials. GPSDD will consider the Offeror's capability to deliver the scope of services, and the feasibility of the approach. GPSDD intends to enter into a contract that provides the best value and benefit, not necessarily the lowest price. GPSDD may meet with one or more Offerors prior to selection.

To select the winning vendor, GPSDD will use the following evaluation method:

1) Threshold Criteria – Before judging proposals on their merits, GPSDD will eliminate all proposals that fail adhere to proposal preparation and submission instructions, including deadlines.

2) Merit Criteria – GPSDD will award merit points to each proposal. A proposal can earn up to 100 points. The evaluation criteria and their point values are these:

Scoring	Criteria
Methodology and Approach (40 points)	- Understanding of the evaluation scope and context demonstrated through description of how the proposed approach will ensure achievement of evaluation objectives - Clear description of methodology to deliver tasks and associated milestones within the scope, depth, and timeframe, including: 1) Evaluability assessment approach 2) In-depth evaluation approach based on evaluability assessment outcomes - Draft workplan, including timeline - Potential risks and challenges and accompanying mitigation plan - Evaluation management strategy

Personnel Capabilities and Experience (40 points)	• Designing and undertaking evaluations of multi-country, multi-stakeholder initiatives
	• Strong qualitative research skills
	• Experience evaluating collaboratives and partnerships
	• Ability to communicate with non-evaluation/non-technical audiences
	• Knowledge of GPSDD currently targeted regional and national contexts
	• Ability to deliver high-quality, concise, and timely results
	• Ability to identify and communicate limitations and challenges and work in a collaborative/co-creation approach
	• 2 examples of similar service provided demonstrating:
	   ○ Management of evaluations of global initiatives involving diverse stakeholders such as multiple funders, partners, and intermediaries
	   ○ Assessment of large collaboratives and partnerships
	   ○ Qualitative data collection and analysis methods
	   ○ Facilitating and positioning high-level feedback

Budget and Value for Money (20 points)	• Overall cost of work • Realistic and reasonable cost efficiency, relative to evaluation methodology and approach • Clarity of budgets and plans, including subcontracting ability • Completeness of financial considerations

Section 6: RFP Conditions

UNF reserves the right to:
- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Offeror or other party.
- Accept other than the lowest price offered.
- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers.
- Award more than one contract.

Nothing in this RFP is, or should be relied on by Offeror as a promise or representation by UNF. UNF does not make any representation or warranty as to the completeness of this RFP or have any liability for any representations (express or implied) contained in, or omissions from, this RFP. This RFP and any replies to any written notifications are transmitted to the Offeror solely for the purposes of the Offeror preparing and submitting a Proposal. Each Offeror shall keep the RFP and its contents confidential.

Any information or materials submitted in response to this RFP and/or as a proposal (whether successful or unsuccessful) shall become the property of UNF and will not be returned. In submitting a proposal, the Offeror must agree that the offer shall remain firm for a period of no less than **120** days from the RFP closing date. Failure to follow the specifications and requirements provided in this RFP may result in disqualification.

Section 7: Terms of Payment

Payment terms for the award shall be on a fixed fee basis. Payment is dependent upon receipt of valid invoice, and contingent upon successful completion of deliverables and related activities, at the sole discretion of UNF. Contracts shall be made in U.S. dollars and payments shall be made via bank wire. The final payment terms in the contract will control, not this RFP.