Request for Proposals

Citizen Generated and Inclusive Data Scoping

Consultancy

Deadline: July 9, 2024
Global Partnership for Sustainable Development Data
To: Offerors

From: Global Partnership for Sustainable Development Data / United Nations Foundation

Subject: Citizen-Generated and Inclusive Data Scoping Consultancy: Exploring the opportunity to institutionalize the use of citizen-generated and inclusive data to prevent and respond to environmentally-sensitive infectious disease across Africa, Asia and Latin America.

RFP Issue Date: June 18, 2024
RFP Closing Date: July 9, 2024
RFP Closing Time: 17:00 hours U.S. Eastern Time
Performance Period: 5-6 months, depending on the start date of the contract.

Please note this consultancy is contingent on available funding.

The Global Partnership for Sustainable Development Data (the Global Partnership) is seeking a consultant/consulting firm to carry out a scoping analysis to understand the impact, effectiveness, and opportunity to use citizen-generated data to prevent and respond to environmentally-sensitive infectious disease across Africa, Asia and Latin America. The Global Partnership invites qualified individuals, firms, and organizations (“Offerors”) to submit a proposal for the requested services. The Global Partnership will accept proposals from Offerors that are bidding to perform the scope as described below for all, some, or only one of the identified countries. In this case, Offerors must be prepared to collaborate with other consultants that are selected by the Global Partnership. 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 the United Nations Foundation (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 the Global Partnership/UNF in terms of cost, functionality, and other factors as specified in this RFP.

The Global Partnership is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees and consultants.
Section 1: Background and purpose

Background: United Nations Foundation

The United Nations Foundation links the UN's work with others around the world, mobilizing the energy and expertise of business and non-governmental organizations to help the UN tackle issues including climate change, data, global health, peace and security, women's empowerment, poverty eradication, energy access, and U.S.-UN relations. The United Nations Foundation hosts and provides administrative, financial and contractual services for the Global Partnership. For more information, visit www.unfoundation.org.

Background: Global Partnership for Sustainable Development Data

The Global Partnership for Sustainable Development Data (“Global Partnership”) is a fast-growing, dynamic international partnership bringing together over 700 organizations, including governments, international organizations, private companies, civil society organizations, and many others that believe that data and technology can be key instruments for social good, and that are committed to working together to make this happen. The Global Partnership’s mission is to convene, connect, strengthen, and amplify a diverse and action-focused network to ensure the power of data and technology is used to achieve the Sustainable Development Goals, reducing inequality, and driving sustainability. For more information, visit www.data4sdgs.org.

Background: Putting people at the center of environmentally-sensitive infectious disease decision making: Scoping the opportunity to institutionalize the use of citizen-generated and inclusive data

Climate change is affecting communities around the world, with impacts on people’s health that will be far reaching and potentially undermine the gains made over the last decades, unless action is taken now. In particular, a failure to slow rising temperatures is providing many deadly diseases with the opportunity to expand their reach, putting the health of millions of people at risk. Rising frequency and severity of extreme weather events are also increasing vector, food and water-borne diseases. Without swift climate action, we will see a continued escalation of infectious diseases.
Data is critical to understand what is happening, and to design and implement policies and programs to mitigate impacts and enable communities to adapt. All sources of data need to be deployed to create the 360-degree view that is needed to confront this challenge, including new insights from earth observations and data science. Often overlooked though is the role that the communities most affected can play in data processes to enable them to tell their own stories and define their own realities in data. Too often those most affected are invisible in the data used to understand what is happening and how to tackle it. Inclusive approaches to data that enable communities to take an active part in data production and use, go beyond filling data gaps. They empower communities to take action and change behaviour in order to address issues affecting them - even before decision makers take action.

Data processes are inclusive when they engage citizens and affected communities at different points in the data value chain. Citizen-generated data (CGD) is data that people or their organizations produce to directly monitor, demand or drive change on issues that affect them. It is actively given by citizens, providing direct representations of their perspectives and an alternative to datasets collected by governments or international institutions. There is huge potential for inclusive data processes, such as CGD, to improve prevention of and response to infectious disease. There are examples from around the world of how data from people about their lives can demonstrate the reality of how climate change is affecting their communities and local environments.

However, the value of citizen data is not fully realized in tackling the widening spread of infectious disease, especially beyond measuring occurrence, towards the full range of government policy making. These inclusive data practices are not rolled out systematically or at sufficient scale, nor are they embedded with the National Statistical Offices (NSOs) or other government agencies, meaning that data from communities is not getting to the heart of policy making.

Through this project, we want to better understand these barriers and how and when citizen generated data could be used to combat infectious disease. Specifically, it will ascertain the scale and scope of the opportunity to institutionalize the use of CGD towards advancing policymaking around the surveillance, prevention and response to infectious disease that is being escalated by environmental change. This will support the design of a future collaboration to unleash the full potential of CGD for infectious disease, that aims to shift attitudes and increase political commitments, build technical capacity and skills, and catalyze collaboration and partnerships for sustained use of inclusive data processes.

Section 2: Scope of services

To support the above goal, the Global Partnership is looking to recruit a consultant(s)/consulting firm(s) to carry out a rigorous scoping analysis to ascertain the scale of the opportunity to institutionalize the use of citizen generated data to advance policymaking for prevention and response to environmentally-sensitive infectious disease in parts of Africa, Asia and Latin America. The Global Partnership will accept proposals from Offerors that are willing to perform scoping for all, some, or only one of the identified countries as described
below. In that case, Offerors must be prepared to collaborate with other consultants that are selected by the Global Partnership.

The consultant(s) or consulting firm(s) will assess a sample of 6 countries, selected by the Global Partnership. This sample will include countries in parts of Africa, Asia and Latin America where environmentally sensitive infectious diseases, including Cholera, Schistosomiasis, Leishmaniasis, and arboviruses, such as dengue and yellow fever, significantly impact communities and are prepared for CGD in terms of socio-political environments, active civil society, and strong political will.

More specifically, in the 6 countries to be identified by the Global Partnership, the consultant(s)/consulting firm(s) will:

- Map national stakeholders to identify the producers and users of inclusive and citizen-generated data, including government entities, civil society organizations, research and academic institutions, and infectious disease response stakeholders.
- Develop and implement data collection tools, such as desk research methodology, key informant interviews, surveys, etc.
- Conduct an assessment based on the data collected of the current state of inclusive data and CGD access and use for infectious diseases, identifying existing methods, producers, and users.
- Conduct national level convenings with actors identified in the stakeholder mapping to identify potential applications of CGD and inclusive data processes and to build support, buy-in and initiate partnerships on CGD applications, with the support of the Global Partnership.
- Identify and evaluate the potential for CGD use in infectious diseases based on the data and insights collected, including identifying new methods that may not currently be in practice and key use cases.
- Identify challenges in producing and using CGD for infectious diseases, specifically focusing on capacity and skills needs, based on the data collected.
- Provide recommendations to the Global Partnership on key global, regional and national partners to amplify this work and test out the scoping findings.

**Deliverables**

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<tr>
<th>Deliverables</th>
<th>Expected Deadline</th>
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<tbody>
<tr>
<td>Methodological approach for the scoping analysis</td>
<td>Month 1</td>
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<tr>
<td>Activity</td>
<td>Month</td>
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<td>List of planned data collection tools to be developed, such as key informant interview questions/guides, survey instruments, desk research frameworks, etc</td>
<td>Month 1</td>
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<tr>
<td>Data collection tools developed for the analysis</td>
<td>Month 1</td>
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<td>Stakeholder map and analysis</td>
<td>Month 2</td>
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<td>A summary report for each country outlining preliminary findings based on research and data collected on CGD applications.</td>
<td>Month 3</td>
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<td>List of CGD methods and approaches currently used and/or could potentially be used in the future in each identified country</td>
<td>Month 4-5</td>
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<tr>
<td>List of CGD use cases and recommended ways to apply CGD in the context of infectious disease in each country.</td>
<td>Month 4-5</td>
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<tr>
<td>Written assessment of the capacity and skills needs in each identified country.</td>
<td>Month 5</td>
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<tr>
<td>Final, comprehensive report for each country, including all findings, analysis, challenges, opportunities and recommendations.</td>
<td>Month 5-6</td>
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**Desirable experience/qualifications**

(If a consulting firm is bidding, the Global Partnership would look for these qualifications from the lead individual and others likely to be significantly engaged in the work.)

**Essential**

- Masters’ degree in public health, management, international development, public policy or related field or commensurate years of experience.
- Minimum of 10 years experience in public health, data for development, health data or related field.
- Good understanding of climate change and environmentally-sensitive infectious disease drivers, prevalence, and mitigation measures, especially at the international level and within the development sector.
• Good understanding of the barriers and opportunities to citizen generated data and the types of solutions which are provided by citizen generated data initiatives (i.e. community and citizen solutions, policy solutions, others).
• Experience in carrying out landscape/scoping analysis and conducting similar assignments involving primary data collection and analysis.
• Experience working with technical experts and people from diverse cultures and professional backgrounds.
• Experience with organizing consultations, and other events with a diverse range of stakeholders.
• Excellent research and analytical skills.
• Excellent oral and written communication skills, including the ability to convey complex health information in clear and understandable language.
• Fluency in written and spoken English and ability to work in an environment of diverse languages and cultures.

Desirable
• Direct experience with mitigating infectious diseases, including vector borne and waterborne
• Experience working with ministries of health and local public health officials in low-middle income countries.
• Experience or knowledge of citizen generated data within the development sector
• Fluency in French and/or Spanish
• Experience or knowledge of the development sector
• Experience with projects involving UN agencies and other multilateral organizations

Section 3: Proposal Preparation Instructions

Proposals are expected to be comprehensive and include the information set forth below. Elaborate or unnecessarily voluminous proposals are not desired. The font used should be easy to read and generally no smaller than 11 points. (Smaller font can be used for short footnotes.) Proposals must be submitted in English.

1. Technical Proposal, no more than five pages, to include:
   a. The primary contact person for the Offeror: the individual's name, address, phone number and email address.
   b. A statement confirming the Offeror does not have a conflict of interest with this RFP, real or perceived.
   c. A summary of the Offeror's understanding of the scope of services, along with description of the approach the Offeror will take to conduct the research.
d. A brief 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 years of relevant experience.

2. Resume or CV of Key Personnel

3. List of References
   The Offeror must include a list of three references, including phone number, e-mail address and a short description of work done for the referee.

4. Cost Requirements
   The Offeror should include a budget for the services described above. All prices must be quoted in U.S. dollars.

   The Offeror should also include any anticipated expenses for field research.

Proposal submission: Proposals, including any attachments (limited to 6MB), should be sent electronically in PDF format to: proposals@data4sdgs.org. Be sure to include in the subject line: Citizen-Generated and Inclusive Data Scoping Consultancy. UNF will not accept proposals 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.

Section 4: Selection

The Global Partnership will review candidates with the goal of selecting consultants from a diverse range of geographies most advantageous to the Global Partnership, based on the qualifications listed above, as demonstrated by the resume or CV, cover letter, and additional material, if applicable. The Global Partnership will consider the Offeror's capability to deliver the scope of services, and the feasibility of the approach. The Global Partnership will also consider the overall costs to ensure that they are reasonable to deliver the services. The Global Partnership may meet with one or more Offerors prior to selection.

Section 5: 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 6: Terms of payment**

Payment terms for the award shall be on a deliverables basis and will be made following the submission of each deliverable. Payment is dependent upon receipt of valid invoice, and contingent upon successful completion of deliverables, at the sole discretion of UNF. Payment shall be made in U.S. dollars by UNF via check or bank wire. The final payment terms in the contract will control, not this RFP. No advanced payment will be made.

As mentioned above, please note this consultancy is contingent on available funding.