



**African Forum
for Agricultural
Advisory Services**
Knowledge & Novelty
for Africa's Livelihoods

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REQUEST FOR EXPRESSIONS OF INTEREST (REOI) CONSULTANCY TO OFFER TECHNICAL SUPPORT SERVICES FOR MONITORING AND EVALUATION (M&E) TO AFAAS SECRETARIAT

Country: Uganda

Organisation: African Forum for Agricultural Advisory Services (AFAAS)

Sector: Agriculture and Rural Development

Project Name: Second AFAAS Multi-Donor Trust Fund Project

Grant No. TF015730

Procurement Reference: AFAAS/ICS-2017/008

Consultancy Assignment: Consultancy to offer Technical Support Services for M&E to the Secretariat.

Reference No. (As per Procurement Plan): Item 3.1.5(a)

Date Issued: 31st March, 2017

- 1) African Forum for Agricultural Advisory Services (AFAAS) has received financing from the European Union (EU) under the World Bank towards the implementation of the Second AFAAS Multi Donor Trust Fund Project, and it intends to apply part of the proceeds to payments under the contract for - **Consultancy to offer Technical Support Services for M&E to AFAAS Secretariat.**

The objective of the consultancy is to engage a consultant to provide Monitoring and Evaluation services to AFAAS secretariat and (i) assess AFAAS' achievement of its development objective; (ii) ensure that key performance indicators for outcomes, intermediate outcomes and outputs, are measured and reported accurately and on a timely basis against the Results Framework (RF), (iii) monitor the implementation of the 2017 annual work program and budget; (iv) support CFs to set up an information system that would allow them to monitor implementation of their annual plans and budgets; and (v) Participate in AFAAS Second MDTF end of the project evaluation.

Specifically, the consultant will support in reviewing AFAAS M&E system, plan and processes with reference to AFAAS RF; Review and develop M&E methods, tools for data collection, analysis and reporting; Routinely collect and analyze information and data on key performance indicators for outcomes, intermediate outcomes and outputs; Support in developing progress and annual reports among others. The assignment is expected to be accomplished with in the period April to December, 2017.

- 2) AFAAS now invites eligible individual consultants ("*Consultant*") to express their interest in providing the Services by submitting their EOI together with Curriculum Vitae (CVs). Interested Individual Consultants (IC) must provide information demonstrating that he/she has the required qualifications and relevant experience to perform the Services. Consulting firms may propose individual consultant, but only the experience and qualifications of individual shall be used in the selection process, and that his or her corporate experience shall not be taken into account, and the contract will be signed with the proposed individual.

This Request for Expression of Interest (REOI) will lead to the preparation of a Short List of consultants. The short listing criteria are:

- a) General Education Qualification and Relevant Training (15 points);
 - b) Experience Related to the Assignment (75 points);
 - c) References for similar assignment (10 points).
- 3) The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants (under IBRD Loans and IDA Credits & Grants) by World Bank Borrowers* (January 2011 edition) ("Consultants Guidelines"), setting forth the World Bank's policy on conflict of interest.

In addition, please refer to the following specific information on conflict of interest related to this assignment - **Relationship with Borrower's staff**: Consultants that have a close business or family relationship with a professional staff of the Borrower (or of the project implementing agency, or of a recipient of a part of the loan) who are directly or indirectly involved in any part of (i) the preparation of the TOR for the assignment, (ii) the selection process of the contract, or (iii) the supervision of such contract may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner accepted to the Bank throughout the selection process and the execution of the contract.

- 4) The consultant will be selected under the Individual Consultant Selection (ICS) method in accordance with the procedures set out in the World Bank's Guidelines: *Selection and Employment of Consultants by World Bank Borrowers (January 2011)*.
- 5) Individual Consultants shall acknowledge the receipt of this Request for Expression of interest (REOI) by email to Grace Paddy Wanzala, pwanzala@afaas-africa.org no later than **4th April, 2017**, and indicate whether an EOI shall be submitted. *The acknowledgement shall provide the consultant name, telephone number and email.*
- 6) Further information can be obtained at the address below during office hours (8.30 to 1700 hours). Expression of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by email) by **20th April, 2017. Time of deadline: 10.00 hrs (10.00 a.m.)**.

Address:

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