



INVITATION FOR BIDS (IFB)

(Sub-Consultant to Conduct Baseline Survey in nine (9) Shule Bora Programme Regions in Tanzania)

CONTRACT TITLE: Sub-Consultancy Agreement to Conduct Baseline Survey in nine (9) Shule Bora Programme Regions in Tanzania

**Reference No: IFB/MML/SB/16/01/2023
Shule Bora - Quality Education**

1- Background

Mott MacDonald Limited trading as Cambridge Education has been appointed by the UK Foreign Commonwealth and Development Office (FCDO), to deliver the Shule Bora Programme. Shule Bora aims to improve the quality of pre-primary and primary schools in Tanzania. There are four main outcomes: improving learning outcomes for all children, improving transition rates to secondary schools for girls, ensuring children are safe in and around schools, and helping children with disabilities access quality education. If successful, Mott MacDonald will design and implement Shule Bora in Tanzania over 6 years.

In order for the programme to move forward Baseline Survey in 9 regions in Tanzania is required.

2- Objective

The primary purpose of the Shule Bora baseline is to identify and articulate the starting point for the full suite of indicators that are captured in the programme logframe. Many of the logframe indicators are based on government Education Management Information System (EMIS) data, in which cases the baseline report will describe the data using the latest available data, including analysing the differences between regions and disaggregation by gender and disability. Other indicators require the primary collection of data, and these data collection exercises will stem from the baseline survey. The baseline report will present the findings of these primary data collection exercises alongside the presentation of the EMIS data.

The baseline report will provide a reference point for the programme moving forwards. The logframe indicators will be revisited periodically through the programme. For logframe indicators that are based on EMIS data, it should be possible to update them annually and this will be presented in the annual reviews. For logframe indicators that require primary data collection, the resource requirements to collect the data may mean that the indicator is updated less often. For this reason, the updated position on the full suite of logframe indicators will be provided in the form of one or more mid-programme reports and the end-of-programme report.

For more details please refer to the attached Terms of Reference (ToR).

3- Scope of work / Tasks

The Sub-Consultant is expected to undertake the following tasks:

- Review key documents related to the project MEL.
- Work with Cambridge Education (CE) to calculate the sample and eventually identify the sampled units.
- Identify, recruit and train enumerators to collect the baseline data.
- Visit the sampled units to collect the data including quality assuring of the work of enumerators.



- Analyse the data and write the baseline survey report.

The client (CE) will undertake the following tasks:

- Avail the consultant the sampling frame and sampling methodology.
- Avail survey tools.
- Provide contacts of education officials in the nine Shule Bora regions.
- Financial resources as will be agreed with the consultant through a contract.

4- Eligibility

Eligible vendors must meet the following criteria, and their submission must be documented in this order:

- The specifications section below outlines the specifications of the consultant (Firm) needed for this assignment. For application, the Firm should provide the following:
- Company Profile outlining experience of conducting similar assignments in Tanzania (maximum of 2 pages)
- Technical application (2-4 pages) that clearly demonstrate the Firm's understanding of the task, methodology and workplan.
- A detailed financial proposal
- Evidence of Company Registration/incorporation.
- Evidence of Tax Compliance for 2021/2022 Financial Year of the Revenue Authority of the country the supplier is registered.
- Postal address and verifiable contact telephone / cell phone numbers.
- Physical address of the vendor.
- Tenderers may request further information concerning the bid through the e-mail(s) provided.

5- Sub-Consultant Specification

#	Description/ requirement
1.	At least 10 years' experience in Monitoring, Evaluation and Research. The Firm must have conducted at least five (5) large scale surveys of mixed methods
2.	Must demonstrate experience of conducting learning assessments in Tanzania utilising the EGRA/EGMA methodology.
3.	The Firm should present a team of experts in the following fields: <ul style="list-style-type: none"> a) Project Management: The Specialist must possess at least a master's degree in management and five years' experience in leading large surveys. A track record of publications in peer reviewed journals a plus. b) Education: The Specialist must possess at least a masters' degree in education with 15 years' post-qualification experience. Experience in managing/supervising large scale mixed method surveys and a publication record in peer reviewed journals a must. c) EGRA/EGMA specialist: track record is leading/managing learning assessments in Tanzania. d) Statisticians: The expert should possess at least a bachelor's degree in statistics and 5 years of solid experience in data analysis and report writing.
4.	Excellent report writing skills evidenced by three recent progress reports of similar magnitude
5.	The Consultant must be proficient in qualitative and quantitative survey and



6.	Proficient in data analysis software such as SPSS, Epi-info or STATA
7.	Ability to mobilise the key staff by the 27 th January 2023
8.	Proposed team members fluent in written and spoken English and Kiswahili

In addition, these experts should demonstrate:

- Ability to prioritise and work under pressure
- Ability to work in a collaborative team setting
- Understanding of and sensitivity to cultural differences
- Proficient in using MS packages, particularly Word, Excel, PowerPoint, Teams, Sharepoint
- Strong organisational skills, reliability, and adherence to ethical standards
- Excellent verbal and written communication skills
- Fluency in written and spoken English and Kiswahili

Experience

- Experience in qualitative data analysis and evaluative research
- Experience in capacity development
- Experience in large-scale, international development projects
- Experience with stakeholder engagement from schools to government levels

Knowledge

- Educated to a degree level, Masters preferred in relevant discipline (as shown under the skills section) or related subject
- Good understanding of the Tanzanian education system

6- Submission:

Any questions relating to this invitation should be forwarded during official working hours and not later than Thursday the 19th of January by 15:00 pm Tanzania time to nicolas.yiallourides@camb-ed.com and to kasia.oroeco@camb-ed.com.

All bids should read the following in the subject line “**INVITATION FOR BIDS (IFBS) for the role of Sub-Consultant to Conduct Baseline Survey in nine (9) Shule Bora Programme Regions in Tanzania’ No: IFB/MML/SB/16/01/2023.** All bids should be submitted electronically by email **ONLY** to: kasia.oroeco@camb-ed.com keeping in cc’ nicolas.yiallourides@camb-ed.com.

The deadline for submission is 15:00 pm Tanzania time on Friday 20th January 2023. Late submissions shall not be considered.

All Bids should be addressed to:

Nicolas Yiallourides

Cambridge Education
22 Station Road, Cambridge
CB1 2JD, United Kingdom