

## REQUEST FOR EXPRESSION OF INTEREST

### ENGAGEMENT OF FOUR (4) RESEARCHER FOR DATA GATHERING ON KALAH-CIDSS NCDDP AND VOLUNTEERISM: A RAPID ANALYSIS

REI NO. KC-NCDDP/18-DSWD- 007  
(PR NO. 2018030676)

1. The Department of Social Welfare and Development - KALAH-CIDSS National Community - Driven Development Project (DSWD-KC-NCDDP), has received a loan (Loan Agreement No. 8335-PH) from the International Bank for Reconstruction and Development (IBRD) intends to apply part of the loan payments under the contract for the **Engagement of Four (4) Researcher for Data Gathering on KALAH - CIDSS NCDDP and Volunteerism: A Rapid Analysis.**
2. Volunteerism is one of the main conduits through which the principles and values of community development can be implemented, and thus an integral element of the community-driven development (CDD) approach. KALAH-CIDSS-NCDDP recognizes too that the long-term benefits of community development work are not possible without the engagement of local people who are experts in the social problems and needs of their own communities. Hence, the working framework of its approach to achieving community empowerment is through community members' involvement in the design and implementation of poverty reduction programs in their community and participation in the local development process.  
  
As an active producer of volunteers, the KALAH-CIDSS-NCDDP should be appraised of the significant contribution of volunteers it has helped train and empower. While there are sporadic case studies made on specific volunteer, the program will benefit from having a more comprehensive analysis on volunteering in KALAH-CIDSS-NCDDP, specifically on its effect on economic development, social cohesion and the volunteers as individuals.
3. The study will aim to provide validation, as well as, local context to the findings on volunteering. It will have the following key research question - **"What are the effects of volunteering in KALAH-CIDSS-NCDDP to economic development, social cohesion, and the volunteers as individuals?"**

Specific questions will be as follows:

- a. What is the general profile of KALAH-CIDSS-NCDDP volunteers?
  - 1) Demographic picture of KALAH-CIDSS-NCDDP volunteer (age, sex, occupation, education, etc.);
  - 2) Length of volunteering in KALAH-CIDSS-NCDDP;
  - 3) Reasons for volunteering;
  - 4) Number and type of trainings received;
  - 5) Dynamism (frequency and quality of participation); and

- 6) Perception to self-efficacy among volunteers.
- b. What is the estimated value of volunteer work done under KALAHI-CIDSS-NCDDP?
- c. What is/are the effect/s of volunteering in KALAHI-CIDSS-NCDDP, particularly on:
  - 1) Connections among community volunteers? Among the rest of the community members?
  - 2) Social networks and community cohesion?
  - 3) Civic participation (participation of non-governmental work that promotes the quality of life within the community)?
  - 4) Participation in local public governance? and
  - 5) What is/are the positive and negative effect/s of volunteering on volunteers as individuals? Are there difference in effects of volunteering between men and women volunteers?

#### 4. Design and Methodology of the Research Project:

The study will use mixed-method design, using both quantitative and qualitative data. Quantitative data will be used to answer most of the items in Question 1 (General Profile of KALAHI-CIDSS-NCDDP volunteers) and part of Question 2 (Estimated Value of Volunteerism). Review of secondary data, as well as, a survey will be employed for this purpose. Qualitative data will be used to answer Question 3 (Effects of Volunteering). For this purpose, review of secondary qualitative data, as well as, Key Informant Interviews (KIIs) and Focused Group Discussions (FGDs).

The study will use the following methodologies for a qualitative and quantitative output:

- a. Archival/desk review and analysis of relevant documents, including but not limited to the following - volunteer profile, manuals, field guides, feedback reports, previous case studies, articles and other documentation. This will input into the general profile of community volunteers;
- b. Survey, which will seek to answer questions about community participation, awareness of community needs, awareness of governance, non social-protection (SP) benefits. Target participants will be community members and community volunteers;
- c. KIIs, which will seek to answer questions on contribution of community volunteers in the community and barangay Local Government Units (LGUs). Target participants will be Rural Community Development Specialist (RCDS), barangay captains, and selected community volunteers not part of the FGDs; and
- d. FGDs wherein the KIIs will seek to answer questions on contribution of community volunteers in the community and municipal LGUs, and the learnings of community volunteers and application of these learnings. Target participants will be Area Coordinating Teams (ACTs), Municipal Coordinating Teams (MCTs) and community volunteers.



5. **Scope of Work:**

The Researchers is expected to conduct data gathering activities in two (2) provinces covering two (2) municipalities per province, and two (2) barangays per municipality.

The following are the target Regions and Provinces:

- a. Region VIII – Eastern Samar and Northern Samar
- b. Region X – Bukidnon and Misamis Oriental
- c. Region XII – Sultan Kudarat and Cotabato (North Cotabato)
- d. Region CAR – Surigao del Norte and Dinagat Island

Replacement (in case the RPMO is not available):

- a. Region IV MIMAROPA – Occidental and Oriental Mindoro
- b. Region VI – Iloilo and Antique
- c. Region V – Sorsogon and Masbate

Specifically, he/she will:

- a. Conduct archival/desk review and analysis of relevant documents, including but not limited to the following – Volunteer Profile, manuals, field guides, feedback reports, previous case studies, articles, and other documentation on assigned areas
- b. Administer a survey to 30 Volunteers and 30 Non-Volunteers per municipality (respondent must not be included in KIIs or FGDs)
- c. Conduct KIIs – RCDS in charge of the provinces assigned to them, 8 barangay captains and 8 community volunteers not part of the FGDs
- d. Conduct FGDs – 4 ACTs, 4 MIAC/MCTs and 8 groups of community volunteers

6. The Researchers are expected to have the following outputs:

- a. Inception Report that contains the analysis plan;
- b. Data gathering instruments (KII and FGD questionnaire, documentation template);
- c. Field analytical report on volunteering covering two (2) provinces and containing four (4) separate case studies (1 per municipality). Attachments will include raw data and data analysis from survey, KII and FGDs; and
- d. Final evaluation report containing analytical reports from other researchers.

7. The contract duration is **three (3) months from receipt of the Notice to Proceed (NTP).**

8. **Qualifications of the Four (4) Researchers:**

- a. Has at least a bachelor's degree in social sciences, political science, public administration, community development or related social science field;
- b. Minimum of 5 years' experience in the conduct of social research, assessment and/or evaluation of development programs/projects;
- c. Have a good conceptual understanding of community, local development and community empowerment. Familiarity with KALAHYON-CIDSS-NCDDP Project is an advantage;
- d. Experienced in doing quantitative research through surveys;

- e. Experienced in doing qualitative research through KIIs, FGDs and archival/desks reviews; and
- f. Have conducted at least five (5) research studies involving surveys, KIIs and FGD as a methodology.

9. Output/Deliverables and Payment Schedule:

Deliverables	Percentage of the Awarded Contract Cost (in PhP)
Travel Documentation Report	10%
First Draft Analytical Report	25%
Final/Packaged Field Analytical Report	65%

The total contract cost is inclusive of all applicable taxes and other costs (travel and accommodation cost incurred in relation to the fulfillment of the Researcher's duties).

10. This project shall be procured using Section 11.6.1.2 World Bank (Individual Consultant Selection Timeline) of the KALAHI-CIDSS-NCDDP Program Procurement Guidelines (March 2017) and pursuant to the following criteria:

Criteria	Points
<b>A. Background</b>	<b>35%</b>
Has at least a Bachelor's Degree in social sciences, political science, public administration, community development or related social development field	20%
Doctorate Degree in above-mentioned courses - 20	
Master's Degree in above-mentioned courses - 18	
Bachelor's Degree in related field - 16 Bachelor's Degree not in related field - 10	
Significant knowledge about DSWD-KALAHI-CIDSS and/or CDD Programs	15%
Directly worked or conducted studies within or in cooperation with the DSWD-KALAHI-CIDSS program - 15%	
Has worked or conducted studies on CDD programs but did not within or in cooperation with the DSWD-KALAHI-CIDSS - 12%	

Has not worked or conducted studies on CDD programs or DSWD-KALAHI-CIDSS but has some knowledge - 10%	
Has little or no knowledge about CDD programs - 0-7%	
<b>B. Experience</b>	<b>65%</b>
Minimum of 5 years' experience in the conduct of social research, assessment and/or evaluation of development programs, preferably government-implemented	
10 or more years experience - 25%	
9 years experience - 24%	
8 years experience - 23%	
7 years experience - 22%	
6 years experience - 21%	
5 years experience - 20%	
	<b>25%</b>
Must have conducted at least 5 research studies (quantitative and qualitative research) involving survey (at least 200 samples), and/or KIIs, and/or DSWD-KALAHI-CIDSS FGDs and archival/desk reviews	
9 or more researchers involving surveys, KIIs,FGDs, and/or archival/desk reviews - 40%	
8 or more researchers involving surveys, KIIs,FGDs, and/or archival/desk reviews - 40%	
7 or more researchers involving surveys, KIIs,FGDs, and/or archival/desk reviews - 40%	
6 or more researchers involving surveys, KIIs,FGDs, and/or archival/desk reviews - 40%	
5 or more researchers involving surveys, KIIs,FGDs, and/or archival/desk reviews - 40%	
	<b>40%</b>
<b>TOTAL</b>	<b>100%</b>

The passing rate/score is **Eighty-Five Percent (80%)**.

11. The DSWD now invites interested individuals to indicate their interest in providing the services. Interested individuals must submit their Expressions of Interest, Comprehensive Curriculum Vitae and BIR Certificate of Registration in the address indicated below or through e-mail at [quotations@dswd.gov.ph](mailto:quotations@dswd.gov.ph) not later than 05:00 P.M. of 31 August 2018.
12. The Consultant shall be required to issue Official Receipt (OR) as acceptable evidence of receipt of payment for disbursements. Nonetheless, the DSWD will not hold payments of Consultants in case they are unable to issue an (OR). An Acknowledgement Receipt




shall be asked, in lieu of OR, as evidence of payment. If the DSWD is the sole source of income of the Consultant, he/she may avail of the substituted filing and will not be required to issue an OR, in which case a Notice of Availment of Substituted Filing of Percentage Tax Return shall be submitted by the Consultant.<sup>1</sup>

**THE CHAIRPERSON**

DSWD Bids and Awards Committee  
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**LUZVIMINDA C. ILAGAN**  
Undersecretary and Chairperson  
Bids and Awards Committee

By:

  
**MARIE ANGELA S. GOPALAN**  
Director IV and Vice-Chairperson  
Bids and Awards Committee

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<sup>1</sup> In accordance to the Memorandum issued by the Office of the Undersecretary, General Administration and Support Services Group, Department of Social Welfare and Development dated 07 February 2017