

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
IBP Road, Constitution Hills, Quezon City
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INDIVIDUAL CONSULTANT SELECTION (WORLD BANK)
REQUEST FOR EXPRESSION OF INTEREST (REI)

ENGAGEMENT OF INDIVIDUAL CONSULTANT FOR KC-NCDDP
SECOND ROUND OUTCOME SURVEY ANALYSIS
REI No. REI No. KC-NCDDP/19-DSWD-002
(PR No. 2019 031027)

1. The Republic of the Philippines, through the Department of Social Welfare and Development (DSWD), KALAHI-CIDSS-NCDDP, has received funds from the Government of the Philippines (GOP) and World Bank (WB) and intends to apply part of the funds under the contract for the **Engagement of Individual Consultant for KC-NCDDP Second Round Outcome Survey Analysis**.
2. **Objective of the Engagement:** The engagement of the Consultant aims to produce a sound second round outcome evaluation report based on the baseline and second round household survey data.
3. **Scope of Work:** The Consultant is expected to provide expertise on statistics and evaluation to the KC-NCDDP NPMO officers and staff in analysis of data. Specifically, he/she will be responsible for the following tasks:
 - a. Review and provide inputs to the second round analysis plan and analytical framework;
 - b. Enhance capacities of the DSWD-KC-NCDDP technical staff through provision of technical assistance along data cleaning, integrity checking and examination of results; and
 - c. Provide inputs/comments to the draft second round survey report.
4. **Design and Methodology:**

The research will be using pooled cross-section panel household data, from the baseline and first round outcome survey datasets. Since expected outcomes of KC-NCDDP are to be measured in this study, the research will not be experimental, in which are to establish causation. Furthermore, comparison of some subgroups will be done where applicable. It would seek to compare the differences in access and participation among KC communities across time and across subgroups
5. **Deliverables, Timelines and Payment Tranches:**

	Deliverables (Milestones)	Submission Schedule	Payment Tranche¹
1	Comments to the analysis plan and analytical framework	Week 2	10
2	Data analysis training plan/design and technical assistance materials	Week 7	45
	Conduct of data analysis training and workshop	Week 9	
3	Inputs to second round survey report	Week 14	45

The total contract cost includes all of the Consultant's costs and profits including travel and accommodation costs incurred in relation to the fulfillment of the Consultant's duties and including any tax obligation that may be imposed on the Consultant.

DSWD will normally require five (5) days of review for deliverables that would need approval. Processing of payments will only commence upon acceptance of deliverables. Payment will be made within thirty (30) days after receipt of the invoice.

6. Qualifications of Consultant:

- a. Must have at least Bachelor's Degree in development studies, statistics, community development, economics and other related social science disciplines;
- b. At least ten (10) years experience in the areas of research, advanced data analysis, program development, statistics;
- c. Extensive experience in designing methodologies for at least five (5) impact evaluation or outcome evaluation studies;
- d. High proficiency in the use of standard statistical software packages, particularly Stata;
- e. Significant supervisory experience with demonstrated interpersonal and communication skills, ability to work independently while being able to provide guidance and transfer knowledge and skills to others;
- f. Excellent written and oral communication skills with strong ability to synthesize and analyze complex documents; and
- g. Have significant knowledge about KALAH-CIDSS-NCDDP and DSWD.

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

Criteria	Percentage
Background:	
Has a Bachelor's Degree in Social Sciences or related discipline such as Anthropology, Sociology or Community Development	20
<i>Master's Degree (and higher) in abovementioned courses – 20%</i> <i>Bachelor's Degree in abovementioned courses – 19%</i>	
Experience:	
Has at least ten (10) years of experience in the areas of research, advance data analysis, program development and statistics	20
<i>More than ten (10) years of experience – 20%</i>	

¹ Percentage of the total contract cost.

<i>Ten (10) years of experience – 18%</i>	
Has extensive experience in designing methodologies for at least five (5) impact evaluation or outcome evaluation studies	15
<i>More than five (5) impact evaluation or outcome evaluation studies' methodology designed – 15%</i> <i>Five (5) impact evaluation or outcome evaluation studies' methodology designed – 13%</i>	
Has high proficiency in the use of standard statistical software packages, particularly Stata	15
<i>Advanced proficiency – 15%</i> <i>High proficiency – 13%</i>	
Has significant supervisory experience with demonstrated interpersonal and communication skills, ability to work independently while being able to provide guidance and transfer knowledge and skills to others	10
<i>Managed and trained research team/s with no less than 10 members – 10%</i> <i>Managed and trained research team/s with no less than 10 members – 8%</i>	
Others	
Has excellent written and oral communication skills with strong ability to synthesize and analyze complex documents	10
<i>Excellent written and communication skills – 10%</i> <i>Satisfactory written and communication skills – 8%</i>	
Have significant knowledge about KALAH-CIDSS-NCDDP and DSWD	10
<i>Directly worked or conducted studies within or in cooperation with the KALAH-CIDSS program -10%</i> <i>Has worked or conducted studies on CDD programs but did not within or in cooperation with KALAH-CIDSS program – 9%</i> <i>Has not worked or conducted studies on CDD programs or KALAH-CIDSS but has some knowledge – 8%</i> <i>Has little knowledge about CDD Programs – 5%</i>	
Total:	100

The passing rate is **eighty percent (80%)**.

8. **Contract Duration** : Four (4) months upon receipt of Notice to Proceed (NTP).
9. The DSWD now invites interested individuals to indicate their interest in providing the services. Interested individuals must submit the following documents in the address indicated below or through e-mail at quotations@dswd.gov.ph not later than **05:00 P.M. of 10 May 2019**.
 - a. Expression of Interest;
 - b. Comprehensive Curriculum Vitae indicating the complete and accurate description of previous engagements relevant to the above-mentioned evaluation criteria;

- c. Simple Financial Proposal (Annex A); and
- d. BIR Certificate of Registration.

10. 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).²

THE CHAIRPERSON

Bids and Awards Committee
c/o Bids and Awards Committee Secretariat
Procurement Management Service
DSWD Central Office
IBP Road, Constitution Hills, Quezon City
Facsimile No.: (02) 951 7116
Telephone Nos.: (02) 931 8101 to 07 local nos. 122, 123 and 124



FELICISIMO CALACAT BUDIONGAN
Undersecretary and Chairperson
Bids and Awards Committee

² 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

Annex A

Financial Proposal

REI No.: REI No. KC-NCDDP/19-DSWD-002

Lot No.	Particulars	Quantity	Total Contract Price <i>(including all applicable taxes, amount in Phil. Peso)</i>
1	Engagement of Consultant for KC-NCDDP Second Round Outcome Survey Analysis	1 Lot	

Name of Consultant: _____

Signature: _____

Date: _____