

**Republic of the Philippines**  
**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**  
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Email Address: [quotations@dswd.gov.ph](mailto:quotations@dswd.gov.ph)

**INDIVIDUAL CONSULTANT SELECTION (WORLD BANK)**  
**REQUEST FOR EXPRESSION OF INTEREST (REI)**

**ENGAGEMENT OF INDIVIDUAL CONSULTANT FOR THE THIRD ROUND  
OUTCOME SURVEY DATA ANALYSIS AND REPORTING**

REI No. KC-NCDDP/19-DSWD-003  
(PR No. 2019 031025)

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 the Third Round Outcome Survey Data Analysis and Reporting**.
2. **Objective of the Engagement:** The engagement of the Consultant aims to produce a sound third round outcome evaluation report based on the baseline and third 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 third round analysis plan and analytical framework;
  - b. Review and provide inputs to the data collection instruments;
  - c. Enhance capacities of the DSWD-KC-NCDDP technical staff through provision of technical assistance along data cleaning, integrity checking and examination of results; and
  - d. Provide inputs/comments to the draft third round survey report.

4. **Design and Methodology:**

The current survey will involve the engagement of (i) survey firm to collect household level and (ii) an individual consultant to guide the project staff in the development of final report of KC-NCDDP beneficiaries' status along the level of accessing basic social services and participation to community activities. Baseline information will be used to track and assess progress/program result.

The research will not be experimental in which causation has to be established as several evaluation studies have already shown the positive impact of the KALAHI-CIDSS Program to communities. Rather, the outcome evaluation will be longitudinal design of households under study.

Further, comparison of some subgroups will be done where applicable. It would seek to compare the differences in access and participation among KC communities across the subgroups.

**5. Deliverables, Timelines and Payment Tranches:**

	<b>Deliverables (Milestones)</b>	<b>Submission Schedule</b>	<b>Payment Tranche<sup>1</sup></b>
1	Comments to the third round analysis plan and analytical framework	Week 3	10
2	Comments to third round data collection instruments	Week 13	20
3	Data analysis training plan/design and technical assistance material	Week 23	40
4	Conduct of data analysis training and workshop	Week 25	
5	Inputs to the draft third round survey report	Week 30	30

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: 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:**

<b>Criteria</b>	<b>Percentage</b>
<b>Background:</b>	
Has a Bachelor's Degree in Social Sciences or related discipline such as Anthropology, Sociology or Community Development	<b>20</b>

<sup>1</sup> Percentage of the total contract cost.

<i>Master's Degree in abovementioned courses – 20%</i> <i>Bachelor's Degree in abovementioned courses – 19%</i>	
<b>Experience:</b>	
Has at least ten (10) years of experience in the areas of research, advance data analysis, program development and statistics	<b>20</b>
<i>More than ten (10) years of experience – 20%</i> <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	<b>15</b>
<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	<b>15</b>
<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	<b>10</b>
<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>	
<b>Others</b>	
Has excellent written and oral communication skills with strong ability to synthesize and analyze complex documents	<b>10</b>
<i>Excellent written and communication skills – 10%</i> <i>Satisfactory written and communication skills – 8%</i>	
Have significant knowledge about KALAHI-CIDSS-NCDDP and DSWD	<b>10</b>
<i>Directly worked or conducted studies within or in cooperation with the KALAHI-CIDSS program -10%</i> <i>Has worked or conducted studies on CDD programs but did not within or in cooperation with KALAHI-CIDSS program – 9%</i> <i>Has not worked or conducted studies on CDD programs or KALAHI-CIDSS but has some knowledge – 8%</i> <i>Has little knowledge about CDD Programs – 5%</i>	
<b>Total:</b>	<b>100</b>

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

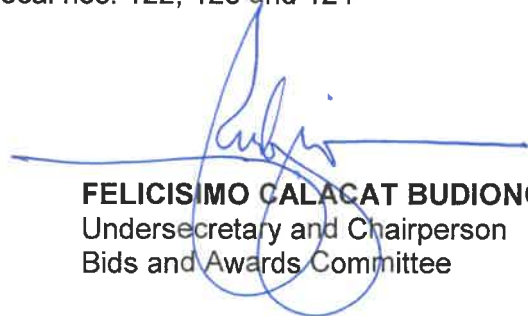
8. **Contract Duration** : Seven (7) months upon receipt of the Notice to Proceed (NTP).
9. The DSWD now invites interested individuals to indicate their interest in providing the services. Interested individuals must submit the following documents in the address

indicated below or through e-mail at [quotations@dswd.gov.ph](mailto: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).<sup>2</sup>

**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

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<sup>2</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

## Financial Proposal

REI No.: REI No. KC-NCDDP/19-DSWD-003

Lot No.	Particulars	Quantity	Total Contract Price <i>(including all applicable taxes, amount in Phil. Peso)</i>
1	Engagement of Individual Consultant for the Third Round Outcome Survey Data Analysis and Reporting.	1 Lot	

Name of Consultant: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_