REQUEST FOR EXPRESSION OF INTEREST
(CONSULTING SERVICES)

Assignment Title: INDEPENDENT VERIFICATION AGENCY
PROJECT ID: P164932
Grant Number: D5030

The Government of Liberia has received a grant equivalent to USD 47 million from the International Development Association (IDA) to implement the Improving Results in Secondary Education (IRISE) project. The Project duration is four years. The Ministry of Education (MoE) is the IRISE implementation agency responsible for project execution and results monitoring. The implementation will be overseen by the Ministry’s Senior Management Team (SMT).

The Project responds to the Government of Liberia’s prioritization of improving equitable access to, and quality of, secondary education. This will be achieved through a set of activities that are grouped into the five components:

- Improving access and learning environment at the senior secondary level
- Increasing opportunities for girls to transition to and complete senior secondary education
- Improving Quality and Relevance of Senior Secondary Education
- Capacity building, technical assistance, project coordination, and monitoring and evaluation
- Contingency Emergency Response Component (CERC)

The progress towards the achievement of the PDO will be monitored through the following key indicators:

a) GER at the senior secondary level (percentage and percentage female)
b) Increased percentage of public and community senior secondary schools with a qualified teacher each in Math, Science and English
c) Number of direct project beneficiaries (number of females).

4. Deliverables and Reporting

The Independent Verification Agency shall submit the following reports and/or deliverables in electronic and hard copies:

1. Inception Report which should include: (a) propose a sampling methodology; (b) proposed sources of information/data, collection methodology, and verification tools; and (c) propose the Disbursement Verification Report (DVR) template. This report will be submitted prior to the first payment request. The inception report shall be submitted two (2) weeks after contract signing.

2. Disbursement Verification Reports (DVRs): For each DLI target, the firm will provide a detailed narrative on verification and achievement including data collected in the field. The DVRs will be submitted at the end of each verification cycle.
3. **Final Report**: A final report shall be submitted covering all DLIs with detailed descriptions and data. The final report shall contain a description of the assignment (e.g. activities developed), the database used during the project, as well as an analysis of the progress of implementation, and problems found during the assignment. The final report shall be submitted one (1) month after the last DVR has been reviewed and accepted by the Implementing Agency.

5. **Timeline**

**DURATION, TIMING AND LEVEL OF EFFORT FOR THE ASSIGNMENT**

The assignment is to be undertaken over four years of intermittent work effort, starting on **January 6, 2019** (as shown in the table below). The extension to cover the whole period of the project will be subject to satisfactory performance.

6. **Key Personnel**

This is a firm based consultancy and a minimum of three key personnel will be needed for the assignment.

7. **General Qualification and Skills**

   (a) University degree in relevant studies of the team members who will carry out the verification tasks (e.g. social sciences, Analytics engineering, management, etc.);

   (b) High capacity in excellent written and oral communications in English;

   (c) Computer literacy, particularly with Microsoft Word® and Microsoft Excel®; and

   (d) Firm must be legally registered in Liberia.

7.1 **Adequacy/Professional Experience:**

   a) At least 5 years of experience involving tracking of project performance and verification of results and community development practice;

   b) Previous experience in Results Based Financing or Output-Based project management is highly appreciated;

   c) Strong analytical and reporting skills with demonstrated performance history

   d) Knowledge of different data sets in the education sector including EMIS and payroll management systems; and experience in the Education Sector;

   e) Previous experience in the region with international organizations is appreciated.

   f) Outline of proposed methodology and approach

   g) Examples of at least two similar projects delivered by the organization

   h) CVs of the proposed key staff/experts

   i) DEMO presentation

   j) The assignment should be undertaken by the team involving but not limited to the following key experts:

      i. M&E Specialists
      ii. Education Specialist
      iii. Sampling and Quantitative Data Analysis Expert
      iv. EMIS, ICT, textbook, and teacher development specialists (desirable)
Selection will be in accordance with the Consultant Qualification’s Based Selection (CQS) method set out in the Procurement Regulations, revised August 2018.

Detailed Terms of Reference is here: https://drive.google.com/open?id=1B6CTZgoybV7Kgl76rSfDAWQsr6SA5EtA
You may also get copy of the Terms of Reference from the procurement office at the below address.

Note: Only firm(s) with the required qualifications and relevant experience that meets the requirements of the REOI will be invited to submit technical and financial proposals.

Further Information can be obtained at the address below during office hours between 0900 to 13000 hours from Monday to Friday beginning November 18-28, 2019.

Interested organizations which meet the qualifications requirement may submit an Expression of Interest marked “INDEPENDENT VERIFICATION AGENCY”, REF: LR-MOE--138790-CS-QCBS” to procurement at procurement.gpeg2b@gmail.com/gbasakollie@gmail.com; or to the below address not later than 5:00am on Friday, December 5, 2019.

Attention:
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