

REQUEST FOR PROPOSALS

EVALUATION SPECIALIST TO SUPPORT THE ESTABLISHMENT OF A MONITORING AND EVALUATION FRAMEWORK FOR THE SCIS

RFP CLOSING DATE: 16 JULY 2021

Background

The Southern Centre for Inequality Studies at Wits University is an interdisciplinary research centre which focusses its work on the issue of inequality in the global South. Its vision is to deepen our understanding of and address the driving social, political and economic forces that lead to the production and reproduction of inequality from the perspective of those within the global South, with the aim of effecting change and contributing towards a more egalitarian society.

The project is conceptualised around four main areas of substantive work:

1. To identify key areas where inequality shapes the life chances of individuals.
2. To understand, through a focus on the structure of the economy and society, and political, economic and cultural processes, the production, reproduction and intersection of power relations and inequality.
3. To imagine and lock in an alternative configuration of power relations that generates affirmative state action, provides greater equality of access to relevant resources and fundamentally alters the structure of power relations in society.
4. To develop a research and policy agenda for the inclusive growth of productive forces.

The SCIS wishes to contract a monitoring and evaluation specialist to design an M&E framework as well as conduct a mid-term evaluation of the Centre.

Scope of the work

The Service Provider will be expected to deliver on the following scope of work:

Stage 1: Monitoring and Evaluation Framework

- a. Develop a clear theory of change for the SCIS and its various programmes, along with a clear metric for evaluation.

Stage 2: Conduct a mid-term evaluation

- a. Evaluate the first 3-4 years of the SCIS, including but not limited to:
 - Organisational strategic objective & its associated activities to date;
 - The broader global context in which SCIS operates, the various trends and drivers in the inequality space, and the impact of these on SCIS' programme of work;
 - The institutional context of SCIS as a Centre within a university, and its alignment with the broader organizational objectives;
 - The perceived contribution and potential impact of SCIS on global (South) debates around inequality.
- b. Strategic foresight / forecasting about the context and environment facing SCIS over the next 3-5 years.

Stage 3: Develop an ongoing programme of support for periodic SCIS reviews (both formal and informal) that cover the following:

- a. Organizational objectives;
- b. Contribution to global South debates and knowledge on inequality;
- c. Impact on policy, academia and knowledge sector, and broader public discourse;
- d. Systems and institutional support;
- e. Resourcing of SCIS.

Milestones and outputs

The following key milestones and outputs are defined for this project:

- a. **Inception report** with a detailed project plan and clear delivery timeframes. This should include regular updates to the SCIS team;
- b. **Detailed project design and/or methodology** to be used;
- c. Submission of **Stage 1 and Stage 2 outputs** by October 2021;
- d. Submission of **Stage 3 outputs** by December 2021;
- e. In addition to the Stage outputs, a synthesis report on the project within a month of the final outputs being submitted.

Expertise Required

- Familiarity with the work of SCIS or similar kinds of academic research centres;
- Expertise in monitoring and evaluation methodologies and systems design in an academic context;
- Qualitative and quantitative research experience;
- A track-record of good, accessible writing and communication;
- Ability to work to strict timeframes and specified outputs.
- Capacity to use appropriate participatory techniques, and work interactively with the SCIS team;
- Project management and administration capacity.

Commencement of Work

Work on this project is to commence upon signature of contract and expected to run over a period of about 5 months (anticipated: Mid August 2021 – mid January 2022).

Evaluation criteria

The award of this tender will be based on the following:

- Cost
- Clarity and quality of the project proposal (scope and plan)
- Qualification and track record of service providers
- Inclusivity of team (PDI status)

Submission of proposals

Bidders are requested to prepare and submit concise proposals reflecting:

- Approach and methods proposed
- Project Plan and Budget
- Copies of corporate profiles / CVs to support this evaluation should also be provided.

Budgets should be presented as an all-inclusive time-based quote for the assignment outlined above. Prices should include VAT.

HOW TO APPLY?

- The application form must be completed using the provided link:
<https://Applicationform/Monitoring&Evaluation>
- The proposal document must be submitted to #Dept-info.SCIS@wits.ac.za with a clear subject line "RFP Monitoring & Evaluation, and applicant's name" by no later than **midday on Friday, 16 July 2021**. Written enquiries only should be referred to the same email address above.

Please visit this website: <https://www.wits.ac.za/scis/>

SCIS reserves the right not to award this assignment.