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Monitoring and Evaluation Consultant for the **KANDAHAR** Provincial Reconstruction Team (PRT) - ACAN

Header

Reference Number	171756
Solicitation Number	2009-A-034661-1
Organization Name	Canadian International Development Agency Agence canadienne de développement international
Source ID	FD.DP.QC.17839.C7894
Associated Components	No

Dates

Published	2009-03-25
Revised	
Closing	2009-04-09 02:00 PM Eastern Daylight Saving Time EDT

Details

Category	Professional, Administrative and Management Support Services
GSINS	R019F: CONSULTING SERVICES
Region of Delivery	Foreign
Region of Opportunity	Foreign
Agreement Type	NAFTA/AIT
Tender Type	Advance Contract Award Notice (ACAN)
Estimated Value	\$100,001 - \$250,000
Solicitation Method	

Notice Description

Monitoring and Evaluation Consultant for the **KANDAHAR** Provincial Reconstruction Team (PRT)

An Advance Contract Award Notice (ACAN) allows departments and agencies to post a notice, for no less than fifteen calendar days, indicating to the Consultant community the intention to award a goods, services or construction contract to a pre-identified contractor. If no other Consultant submits, on or before the closing date, a statement of capabilities that meets the requirements set out in the ACAN, the competitive requirements of the government's contracting policy have been met. Following notification to Consultants not successful in demonstrating that their statement of capabilities meets the requirements set out in the ACAN, the contract may then be awarded.

If other potential Consultants submit statements of capabilities during the fifteen (15) calendar-day-posting period, and meet the requirements set out in the ACAN, the Agency must then proceed to a full tendering process in order to award the contract.

Consultant name
Khair M. Sharif
1441 Ontario Street
Collingwood, Ontario L9Y 4B9
Canada

Estimated contract value
The estimated value of the contract inclusive of applicable taxes is CAN\$210,000 of which CAN\$114,000 is for professional fees.

Estimated duration of contract

From the contract award date to March 31, 2010.

Definition of requirements / Expected results

CIDA intends to negotiate a contract with Khair M. Sharif in order to provide project monitoring and evaluation services in **KANDAHAR** for the CIDA section of the Provincial Reconstruction Team (PRT).

Context

On June 10, 2008, the Government of Canada announced six priorities and three signature projects that will be implemented in Afghanistan between 2008 and 2011, in order to bring measurable improvement to the lives of Afghans, and in particular to residents of **KANDAHAR** province. To support these priorities and projects, Canada has identified a number of benchmarks and progress indicators that will help to gauge levels of progress being achieved, identify if and when adjustments to its approach are required given the complex environment, and report results to Canadians. Regular monitoring and evaluation (M & E) of CIDA programming in **KANDAHAR** is therefore essential to provide clear and accurate progress and performance information on what and how results are being delivered.

CIDA currently employs several local Afghan Consultants who serve as Project Support Officers at the PRT or in outreach functions in the **KANDAHAR** community. A Canadian Monitoring, Information, and Reporting Officer (MIRO) staff position has been established at the PRT to support both CIDA project monitoring and reporting and also to support other Canadian civilian departments at the PRT. In order to comprehensively track the delivery of CIDA reconstruction and development programming in **KANDAHAR**, this position should ideally be matched with one or more senior Consultants experienced in project M & E and who possess familiarity with local conditions and local language skills.

Contract mandate

- Provide advice to CIDA PRT staff and locally engaged contractors on monitoring needs, requirements and plans;
- Working from the comprehensive schedule of program monitoring maintained by the Monitoring, Information, and Reporting Officer (MIRO), assist in the coordination of monitoring and evaluation (M&E) activities associated with stabilization, governance, and reconstruction and development projects;
- Conduct monitoring activities of CIDA projects;
- Liaise with the M&E units of provincial government departments, i.e., the Department of Commerce, as directed by the Deputy Director Development Operations;
- Liaise with local government departments, for example the Ministry of Rural Rehabilitation and Development (MRRD), as directed by the Deputy Director Development Operations;
- Support the development of tools for M&E for use by CIDA PRT staff and CIDA's locally engaged contractors;
- Assist the MIRO in providing coaching and methodological support to CIDA's locally engaged contractors in the PRT;
- Support external / third party M&E activities; and
- Provide logistical and technical support to project and program evaluation activities.

Expected results

- Support provided to the CIDA PRT staff and the PRT Monitoring, Information, and Reporting Officer (MIRO) in the advancement of Canada's objectives in **KANDAHAR** province;
- Monitoring and evaluation activities coordinated and conducted for the program performance for CIDA-implemented stabilization, governance, reconstruction and development projects;
- Reports provided on the stabilization, governance, and reconstruction and development results of Canada's efforts in **KANDAHAR**.

Consultancy profile

Successful service delivery requires that the Consultant meet the following criteria:

- Minimum eight (8) years experience managing United Nations or NGO humanitarian and reconstruction projects in Afghanistan;
- Minimum two (2) years of organizational management experience at the senior level with an indigenous Afghan Monitoring Evaluation and Training NGO;
- Demonstrated experience in preparation of work plans, report writing, External Monitoring and supervision over the implementation of field orientated projects, drafting of Standard Operating Procedures (SOPs), and liaison with local communities Leaders and governmental authorities in Afghanistan;
- Demonstrated local knowledge and understanding of Afghanistan tribal, ethnic and religious issues, particularly **KANDAHAR**;
- Fully fluent in local language(s) in **KANDAHAR**, such as Pashtun and Dari (spoken and written);
- Masters degree or equivalent in the field of social sciences or business.

Trade agreements

North American Free Trade Agreement (NAFTA) / Agreement on Internal Trade (AIT)

Intellectual property

Ownership of intellectual property created under the contract will rest with the Consultant. However, CIDA will be granted a non-exclusive, irrevocable, world-wide and royalty-free licence to exercise all intellectual property rights over all materials for any public purpose except commercial exploitation in competition with the Consultant.

Direct sourcing justification

The awarding of this contract to Khair M. Sharif would provide best value for the required services for the following reasons:

- (a) the need is one of pressing emergency in which delay would be injurious to the public interest;

(b) the estimated expenditure of the contract does not exceed :

- CAN\$25,000 for an operating project
- CAN\$100,000 for services required in respect of the planning, design, preparation or supervision of the construction, repair, renovation or restoration of a work; or
- CAN\$100,000 for services required in respect of the planning, design, preparation or supervision of an international development assistance program or project;

(c) the nature of the work is such that it would not be in the public interest to solicit bids; or

(d) only one person or firm is capable of performing the contract.

It meets the exception (d):

The Consultant has specific project implementation experience in the highly volatile, insecure environment of **KANDAHAR** province, and has experience engaging with Pashtun tribal communities.

Responding to an ACAN

Consultants who consider themselves fully qualified and available to provide the services/goods described herein may submit, to the Bid Receiving Unit on or before the closing date and time of this Notice, the following:

- 1) a one-page description of the general capacity of the Consultant;
- 2) two one-page project descriptions demonstrating relevant experience similar in scope and complexity in **KANDAHAR** already in place and conducted under the corporate name of the Consultant;
- 3) plus a two-page c.v. of the individual providing relevant expertise and a description of relevant experience in **KANDAHAR**, Afghanistan;

The submission outlined above must clearly demonstrate that the Consultant meets the requirements as set out in this Notice.

To be accepted, responses must be submitted on or before the closing date to:

Canadian International Development Agency
Bid Receiving Unit
c/o Mail Room, 1st Floor
200 Promenade du Portage
Gatineau, Quebec
Canada K1A 0G4

The Consultants concerned will be notified in writing of CIDA's decision to proceed or not to proceed with a full tendering process.

Any questions or requests for clarification from Consultants shall be faxed to the CIDA Contracting Officer identified below.

Closing time and date for submission of statement of capabilities

The statement of capabilities must be submitted by 2 p.m. Eastern Daylight Saving Time (EDT) on April 9, 2009.

The solicitation number, the name of the CIDA Contracting Officer and the ACAN's closing date and time must be printed on the envelope or on the fax cover page.

For more information, please contact:

Afghanistan Task Force
Canadian International Development Agency
200 Promenade du Portage
Gatineau, Quebec
Canada K1A 0G4
Attention: Richard Emmerson, Contracting Officer
E-Mail: richard.emmerson@acdi-cida.gc.ca

Contact(s)

Client Agency

Name	EMMERSON, Richard - Contracting Officer
Address	200 Promenade du Portage Afghanistan Task Force
City	Gatineau
State / Province	QC
Postal Code	K1A 0G4
Phone	(000)000-0000
Fax	(000)000-0000

Email richard.emmerson@acdi-cida.gc.ca
Website URL <http://www.acdi-cida.gc.ca>

Note: Web site links will be displayed when available. If you click a web site link, you will be connected to another web site. Your MERX session will timeout after 20 minutes of inactivity. Should this occur, please return to the MERX home page and log in to MERX again.

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