

Request for Expression of Interest (EOI)

WFP – Evaluation Services – Evaluations of operations

18 March 2013

Introduction:

1. The UN World Food Programme (WFP) is the food aid arm of the United Nations system and the largest humanitarian agency fighting hunger worldwide (www.wfp.org). WFP assists about 90 million food-insecure people in 78 countries worldwide.
2. WFP operations include emergency, recovery, development and special operations resorting to a mix of activities such as distributions of food, cash and vouchers, school feeding, nutrition activities and asset creation. The cost of WFP operations ranges from 320,000 US\$ to 1 billion US\$. See annex 1 for the list of countries where WFP is present and annex 2 for details on WFP operations type.
3. The mission of the WFP Office of Evaluation (OEV) is to support WFP in its efforts to achieve its strategic objectives through evaluation. Evaluations inform stakeholders about the quality and effectiveness of policies, strategies and operations and the efficiency of their implementation. OEV seeks to safeguard the independence, credibility and utility of evaluation at WFP to ensure accountability and learning.

Objective:

4. OEV intends to enter into Long Term Agreements (LTA) for evaluation services with a limited number of legal persons (e.g. companies, universities, academic institutes, research bodies as well as associations or groupings thereof - referred to hereafter as candidates) with proven expertise and experience in evaluations of humanitarian and development projects.
5. The services will focus specifically on the management, conduct and quality assurance of about 100 evaluations of WFP operations over the next five years.
6. The services may be carried in any country where WFP is present but candidates may choose to apply to any of the four regional lots (see annex 1).
7. A Long-Term Agreement with WFP does not constitute a commitment on the part of WFP to award a contract. The evaluation services will be mobilized as required on a call-down basis for specific evaluations without further recourse to competitive tender for each individual case.

Purpose of the Expression of Interest (EOI):

8. The purpose of this EOI is for candidates to express interest for being considered for inclusion in an upcoming restricted Request For Proposal (RFP) for establishment of a Long Term Agreement with WFP over evaluations of operations (as described above under objectives).
9. EOI from of more than one legal person (e.g. associations or groupings of service providers) are welcome.

10. Responding to this EOI does not guarantee that you will be invited to participate in the restricted Request for Proposal. Only shortlisted candidates will be.

Timeline:

Launch of EOI for participation in restricted RFP.	March 2013
Launch of restricted RFP for establishment of Long-Term Agreements for evaluation of WFP operations.	April 2013
Establishment of the Long-Term Agreements.	June 2013
Provision of evaluation services on a call down basis.	<ul style="list-style-type: none">• Start: July 2013• 12 operation evaluations in 2013, 24 in 2014 and up to 30 in subsequent years.

Information required in the EOI:

11. In line with the template provided separately, the candidates are expected to provide the following information:

- a. Rationale for expressing interest;
- b. Candidate's profile including staff numbers with a focus on evaluation staff and links to regional or local networks of providers of evaluation services in the region of the selected lot(s);
- c. Demonstrated experience in evaluation management and capacity to ensure the quality of services and provide backstopping, notably for quality assurance of the evaluation process and products.
- d. Demonstrated experience in evaluating projects in the field of expertise relevant to WFP including, but not limited to, food security, food assistance, nutrition, food procurement and logistics.

12. At this stage of the process, candidates are NOT expected to submit evidences and certificates of satisfactory execution for the list of services mentioned in their EOI nor copy of certificate of incorporation or extract from professional register. However, should the candidates be shortlisted to take part in the subsequent Request for Proposal, these certificates as well as certification that candidates are not in any of the exclusion situations listed in annex 3 will be required.

Application process:

13. Applications should be in English and follow the template provided separately.

14. Applications must be sent **by email in both word and pdf format with the title "Request for expression of interest – WFP operations Evaluations" no later than 29 March 2013, 18:00 GMT to wfp.evaluation@wfp.org.**

15. Non respect of these procedures will be a reason for exclusion.

Annex 1: List of countries where WFP is currently present and corresponding LTA lots

LTA lots	Regions concerned	Countries included	Total number of countries
LOT 1	Africa (excluding north Africa)	Benin, Burkina Faso, Burundi, Cameroon, Cape Verde, Central African Republic, Chad, DR Congo Congo, Cote d'Ivoire, Djibouti, Ethiopia, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Liberia, Lesotho, Madagascar, Malawi, Mali Mauritania, Mozambique, Namibia, Niger, Republic of South Sudan, Rwanda, Sao Tome and Principe, Senegal, Sierra Leone, Somalia, Sudan, Swaziland Tanzania, Togo, Uganda, Zambia, Zimbabwe	39 countries
LOT 2	North Africa Middle East Central Asia	Algeria, Armenia, Azerbaijan, Egypt, Georgia, Iran, Iraq, Jordan, Kyrgyzstan, Lebanon, Morocco, Palestine, Syria, Tajikistan, Tunisia, Yemen	16 countries
LOT 3	Asia	Afghanistan, Bangladesh, Bhutan, Cambodia, DPR Korea, India, Indonesia, Laos, Myanmar, Nepal, Pakistan, Philippines, Sri Lanka, Timor-Leste	14 countries
LOT 4	Latin America Caribbean countries	Bolivia, Columbia, Cuba, Ecuador, Guatemala, Honduras, Nicaragua, Paraguay, Haiti	9 countries

Annex 2: Typology of WFP operations.

Type of operations	Objectives
Emergency Operations (EMOP)	Provide immediate assistance in emergency situations (e.g. sudden disasters, slow-onset disasters such as droughts and crop failures, complex emergencies that can involve conflict, widespread social and economic disruption and large population displacements).
Relief and rehabilitation operations (PRROs)	Help sustain disaster-hit communities as they re-establish livelihoods and stabilise food security. A PRRO is drawn up when it becomes clear that the 24-month assistance provided under a WFP emergency operation (EMOP) will not be enough. WFP's PRROs can include (food for education and training, extended relief, relief for refugees, food for recovery).
Development programmes: <ul style="list-style-type: none"> • Development projects (DEV) • country programmes (CP) 	Help the hungry escape from the poverty trap. Only by investing in people and their access to resources can WFP be sure they will remain food secure.
Special operations (SOs)	Create the specific infrastructure needed for other operations. Typically, they involve logistics and infrastructure work and are designed to overcome operational bottlenecks.

Annex 3: Exclusion criteria for Long-term agreement with WFP.

16. Candidates shall be excluded from participation in a procurement procedure if:

- a. they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- b. they have been convicted of an offence concerning their professional conduct by a judgment which has the force of 'res judicata';
- c. they have been guilty of serious professional misconduct proven by any means which the contracting authority can justify;
- d. they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed; they have been the subject of a judgment which has the force of 'res judicata' for fraud, corruption, involvement in a criminal organisation or any other illegal activity;
- e. they are subject to a conflict of interest arising from past significant involvement in WFP's programme design and implementation as well as in the development work of its policies or strategies;
- f. they are guilty of misrepresentation in supplying the information required by the contracting authority