<u>Request for Expressions of Interest: Digitization of MEL System, IDP Foundation Inc.</u>

IDP Foundation, Inc. (IDPF) is looking to recruit a team of consultants to scope and design a Digital Data Management System (DDMS) that produces dashboards and other outputs via a user-friendly web-based system, which can be handed over to IDPF's MEL team.

IDP Foundation, Inc. (IDPF) is a registered 501c3 grant making Foundation headquartered in Chicago, Illinois with registered offices in Accra and London. For more than a decade, IDP Foundation has worked to support affordable non-state education in underserved communities across Ghana through the IDP Rising Schools Program (IDPRSP), which delivers training and loans to participating low fee private schools. Building on this success, IDPF's grant making is expanding into Educational Quality and Advocacy, growing the number of partners through which, we work and expanding operations into new geographies and countries. This increased effort will be supported by a digital Monitoring, Evaluation, Accountability and Learning (MEAL) System that will enable IDPF to efficiently monitor and track impact toward the foundations goals. The IDP Foundation has developed a robust M&E system for each of the above strategic pillars, of which scoping and designing a Digital Data Management System (DDMS) is the objective of this engagement.

IDPF intends for the development of the Digital MEL system to be carried out over 3 phases, with each phase involving the following objectives:

- **Phase I: Inception** – Objective: scoping and suggesting a detailed digital DDMS. This will be accompanied with a work plan and detailed budget for work over the following phases.

- **Phase II: Development of Piloting DDMS** – Objective: to develop, pilot and fully bug test the data management system proposed in Phase I.

- **Phase III: DDMS Implementation & Handover Phase** – Objective: hand over management of the system to IDPF staff, which will include training and capacity building.

<u>This Request for Proposals (RFP) is for Phase I Inception only.</u> This phase will involve design of the DDMS alongside a work plan, budget, and contracting identified technology solutions. In addition to providing IDPF with support contracting and recruiting a firm or consultants to undertake Phases II & III of the project which includes capacity building Foundation staff to use the system IDP Foundation is therefore seeking a team of consultants, or firm with the necessary knowledge and experience in data management, data engineering, and MEL evaluation experience to achieve the objectives of this engagement and carry out tasks within the Phase I scope of work. We assume the team will comprise of, at the least, an IT Project Manager and Data Engineer or Systems Design Architect.

All expressions of interest for the RFP Phase I should include company profile, consultant profiles and CVs (max. 3 pages per CV), and two examples of similar work undertaken by the team and be submitted in English to info@idpfoundation.org by 5pm EST on Friday, August 12th, 2022. Expressions of interest submitted after the deadline will not be accepted. The detailed RFP will only be sent to selected candidates who will be required to submit a proposal in response to the detailed RFP by 5pm EST on Wednesday, September 7th, 2022.
Any questions regarding this process should be sent to georgia@idpfoundation.org.