

Windle International Uganda

REQUEST FOR PROPOSAL - RFP

Ref: **WIU/EU/RFP/SERVICE/2020/001**

Windle International Uganda (WIU) is a Non-Governmental Organisation whose Mission is to equip refugees and people affected by conflicts in Africa to meet the challenges of development through providing access to education and training through advocacy and direct programme activity.

“WIU in partnership with European Union has secured fund to conduct skills development training for youth and young women in refugee and host community in West Nile. Skills for Employment Project (SEP) will strengthen accessibility, quality, relevance and equity of vocational skills training for marginalized youth and young women in three rural districts of West Nile in Uganda, and support young people to convert vocational education into meaningful, self-employment through enterprise development. The action targets three rural districts of Koboko, Yumbe and Obongi in West Nile, Uganda. The selection of these districts based on their overall poverty incidence, poor access to relevant vocational skills training services, low literacy and school enrolment rates below the national average (Uganda Poverty Assessment Report – 2016)

In order to effectively conduct the above training, WIU would like to procure Consultancy Services to conduct the Baseline Survey with focus on the collection of data/information for a set of performance indicators outlined in the project intervention logic and Log Frame Matrix. For this, WIU is looking for Consultant firms or individuals with a reputable track record of conducting programme evaluations, proven experience in M&E practice in conducting large scale social research studies applying qualitative and quantitative research methodology to conduct the said Baseline Survey.

Interested Consultant Firms or Individuals should checkout for the complete set of Bid documents

including TOR from WIU website: <http://www.windleuganda.org>; starting from **Thursday 7th May 2020 till Monday 18th May 2020.**

Eligibility of Consultant Firms or Individuals who wish to take part in this exercise will be determined as follows;

- Valid Trading license 2020 - Certificate of Incorporation
- V.A.T registration certificate - Powers of Attorney
- Current Income Tax clearance certificate
- Bank account in the names of Business/Individual
- Evidence of financial capacity (Bank statement for last 4 months)
- Articles/memorandum of Association
- Company Profile.
- CVs for at least three key personnel including the Team Leader
- Evidence of the firm`s previous work (attach copies of contracts and completion certificates)
- Complete and signed bid submission forms.
- For Individual Consultants, please provide all evidence of prior works with reputable organizations or government

Closing Date and Time for Submission: Thursday, May 21st, 2020 at 12:00 p.m. (local time). Sealed Bids (Technical and Financial Proposals) to be addressed; To the Secretary, WIU Procurement Committee, hand delivered to WIU Kampala Office, PO Box 24230, Plot 726, Mawanda Road, Mulago Hill, Kampala.

SPECIAL NOTE: This invitation has been issued for and on behalf of Windle International Uganda (WIU) P.O. BOX 24230, Plot 726, Mawanda Road, Mulago Hill, Kampala, Tel: 0312 260951 / 0414 531142