



Invitation to Tender

Evaluation of the Sustainable Initiative (SSI)

Unsere Referenz-Nummer: INT 1064 -EU Supply RTF N° 233212

Bonn, 31.01.2020

Welthungerhilfe (www.welthungerhilfe.de) is one of the large and respected private organisations in the field of development cooperation and humanitarian aid in Germany. It carries out projects in 39 countries and campaigns for fairer cooperation with developing countries. If you are prepared to dedicate yourself to carrying out consultancies under sometimes difficult conditions and you match the requirements set out below, we look forward to receiving your application.

1. Introduction

In cooperation with local partners Welthungerhilfe (WHH) has developed a large, coherent and diverse portfolio of WASH activities in many low- and middle-income countries and in both humanitarian and development contexts. Putting the user first, addressing sustainability, converting needs into demand and promoting hygiene behaviour change to effectively block the transmission of diseases, are fundamental principles for WHH's work in providing sustainable WASH services that can make a successful impact on hunger and poverty reduction.

WHH decided in 2015 to launch the Sustainable Services Initiative (SSI) with funding support from Viva con Agua. Not even aware of "systems strengthening" in the WASH sector at that time, Welthungerhilfe joined forces with two strategic partners, Aguaconsult, with years of experience in WASH-sustainability and the German Toilet Organisation, with a core mandate of Sanitation in Hygiene. In 2017

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Alliance 2015

towards the eradication of poverty

Mitglied von Alliance 2015,
dem Verbund internationaler
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Welthungerhilfe joined the Agenda for Change¹ – a major milestone that exposed WHH to the District Wide Approach and the importance of the sustainability building blocks.

The SSI seeks to improve the sustainability of WHH's WASH programmes, primarily through encouraging the uptake of a systems strengthening approach on the part of WHH programmes, and to advocate in the sector and partner countries for a more sustainable approach to WASH programming.

2. Framework conditions

The evaluation will be process-oriented, focusing on the evolution of the SSI, its institutionalization within Welthungerhilfe, and its sector-level impact with the Agenda for Change and other organisations and networks. The evaluation will use an external point-of-view, and will include discussion of successes and challenges and learning, and is intended to help inform Welthungerhilfe and other actors in adopting and implementing systems-strengthening approaches. The results will be used to inform a major programme to upscale the SSI in 5 new countries. The upscaling programme will have to be submitted to a donor by 01.10.2020

The evaluation shall be carried out in two phases:

Inception Phase

During an Inception Phase, the following questions and tasks are in the focus:

1. Identification and analysis of comparable studies and process-oriented evaluations, which can be used methodically and in terms of content to specify the TOR for the main evaluation.
2. Revision and specification of the TOR in detail for the main part of the evaluation on the basis of comparable evaluations and studies (see point 1.), including coordination with the client.
3. Revision and specification of the Guiding Questions (see Annex 1) for the main part of the evaluation, including agreement with the client.
4. Preparation of an Inception Report (refer to TOR)

Main evaluation

(See details in TOR)

3. Description of the Service

Output products from the main evaluation will include (see also TOR):

- Comprehensive report of the evaluation findings
- Recommendations for Welthungerhilfe in continuing the SSI, and on adapting systems strengthening approaches to other WHH-relevant sectors, like for example nutrition, economic development and agriculture
- Document for positioning and to support fundraising and marketing

4. Attendance

Any qualified company can participate in the tender. However, Welthungerhilfe specifically asks for offers from specialized Evaluators, Consultancy Evaluation Firms, etc.

5. Schedule of the Tendering Procedure

	Date
Publication of the terms and conditions of the competition	31.01.2020
Deadline for submitting questions for interested companies	07.02.2020, 11:00 am
Deadline for making replies available to interested companies	12.02.2020, 11:00 am
Deadline for submission of tenders	18.02.2020, 11:00 am
Awarding of contracts to successful candidates/tenderers	10 Calendar Week
Contract performing	Start approx. 1 week after confirmation
Presentation of the Final results	33 Calendar Week

6. Contracting Authority and Contracting Entity

Deutsche Welthungerhilfe e. V.
Friedrich-Ebert-Straße 1
53173 Bonn

7. Submission of Offers

Offers should be uploaded to the EU-Supply portal:
<https://eu.eusupply.com/login.asp?B=WELTHUNGERHILFE>,
if you are a new supplier use this link to register using the link below:

<https://eu.eusupply.com/ctm/Company/CompanyRegistration/RegisterCompany?OID=21&B=WELTHUNGERHILFE>

Tenders submitted by e-mail or letter cannot be evaluated.

The offer is to be made on letterhead of the company, in English language, prices are to be offered in EURO.
The offer should contain the following documents:

1. CV with supporting documents
2. At least 3 References in WASH preferably in WASH systems strengthening
3. Signed Lieferant Qualification
4. Financial Offer, budget incl. fees/honorarium per working day, broken down per milestones/activities as detailed in the TOR.
5. Technical offer detailing the methodology for performing the services based on TOR; workplan, and a summary of your experience in similar assignments

Furthermore, the Supplier Qualification Form, Annex 1, must be completed and signed.

Tenders must be uploaded to the EU-Supply portal by 11.00 a.m. on 18.02.2020 at the latest. Bids received late will not be evaluated.

Any attachments must be formatted in a non-changeable format (such as pdf). A grouping of attachments in zip format is permitted. The sum of all attachments should not exceed 8MB. The bidder has to send the necessary proofs by post only on request of the Welthungerhilfe.

8. Preparation for the Offer

Your offer shall include:

1. CV with supporting documents
2. At least 3 References in WASH preferably in WASH systems strengthening
3. Signed Lieferant Qualification
4. Financial Offer, budget incl. fees/honorarium per working day, broken down per milestones/activities as detailed in the TOR.
5. Technical offer detailing the methodology for performing the services based on TOR; workplan, and a summary of your experience in similar assignments

Tenders should preferably be submitted as fixed price. Travel expenses, per diems can be offered separately (billing according to expenditure).

9. Evaluation and Assessment of Tenders

The offers are evaluated using the following scoring criteria:

- At least five years of international experience in developing, leading and supporting systemic and adaptive strategies for sustainable service delivery – preferably in the WASH sector (15%)
- Client should be familiar with the WASH systems approach as promoted by the [Agenda for Change](#) but must not be involved in A4C business or be otherwise affiliated to the A4C (15%)
- Professional focus on WASH-governance and experience in evaluating change processes (15%)
- A bachelor's degree in international development, social sciences, Water and Environmental Management or similar (CV) (5%)
- Proof of professional registration and taxation
- Signed Lieferant Qualification (5%)
- Financial offer, budget incl. fees/honorarium per working day, broken down per milestones/activities as detailed in the TOR. (25%)
- Technical offer detailing the methodology for performing the services based on TOR; workplan, and a summary of your experience in similar assignments. (20%)

Compliance with the criteria above is obligatory. The Bidders applications will be scored based on financial and technical offer and compliance with required qualifications (See percentages above)

Welthungerhilfe will evaluate the offers internally and make an award decision. All bidders will be informed shortly. No mutual claims can be derived until the contract is concluded.

10. Anti-Terror-Policy der Welthungerhilfe

Welthungerhilfe expressly distances itself from all forms of terrorism and money laundering. Under no circumstances will it knowingly support terrorist activities or those that directly or indirectly finance terrorism. Welthungerhilfe therefore acts in accordance with the numerous resolutions of the UN Security Council (including S/RES/1269 from 1999 and S/RES/1368 from 2001 and S/RES 1373 from 2001) and the European Union. It will make every effort to ensure that neither its own funds nor donations from other donors benefit those persons, companies or institutions that need to be associated with terrorism or money laundering. Welthungerhilfe will therefore regularly check its suppliers and service providers against the sanctions lists. By submitting an offer, suppliers declare their agreement to this.



11. Contact

Until 07.02.2020 at 11:00 am, questions can be asked via the EU-Supply portal.

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