

**REQUEST FOR EXPRESSION OF INTEREST (EOI)****Title of the EOI:**

Independent Evaluation of Lessons Learned of the "Delivering as One" Pilot Initiative.

**Date of this EOI:** 17 February 2011**Closing Date for Receipt of EOI at PD:** 17 March 2011**EOI Number:** EOIID26407**E-mail Address:** dupuy@un.org**Address EOI response by fax for the Attention of:** Isabelle Dupuy**Fax Number:** 212-963-1637 (responses to this EOI to be sent to above contact preferably via e-mail).**UNCCS Code:** 671000,671200**DESCRIPTION OF REQUIREMENTS**

It is anticipated the United Nations Procurement Division will shortly be issuing a solicitation on the above subject. In this connection, the UN is requesting the attached Vendor Response form together with the below documentation to be submitted by the qualified firms, which can provide the required consultancy services.

**Background and Context**

The Independent Evaluation of "Delivering as One" was requested by the General Assembly in resolution 64/289 on system-wide coherence adopted on 2 July 2010 (paragraph 21). The evaluation will be conducted in accordance with ad-hoc modalities endorsed by General Assembly resolution 64/289. The evaluation will be overseen by a panel of senior evaluation experts, an Evaluation Management Group (EMG), the members of which have been appointed by the Secretary-General. The Department of Economic and Social Affairs of the United Nations (UN-DESA) will function as Evaluation Secretariat providing technical and financial oversight over an Evaluation Team, the members of which will be consultants.

**Requirement for consultants**

The requirement for consultants is to conduct the evaluation of the voluntary "Delivering as One" initiatives in eight pilot countries (Albania, Cape Verde, Mozambique, Pakistan, Rwanda, Tanzania, Uruguay and Vietnam) as well as of systemic issues of UN reform related to or triggered by the "Delivering as One" approach at headquarters and regional levels. A synthesis of the evaluation of lessons learned from "Delivering as One" will also be required.

**Objective of the evaluation**

The objective of the Independent Evaluation will be to assess the relevance of the initiatives and of the approach as a whole (the responsiveness to the needs and priorities of the individual pilot countries and to challenges of system-wide coherence of the UN development system); the effectiveness (the

implementation of appropriate processes and production of development outputs, and when possible the assessment of development outcomes and impacts); the efficiency (the reduction of transaction cost for the countries, the UN system and other partners); the sustainability of the Delivering as One approach (the probability and feasibility of long term benefits of continuing the approach over time, both at the level of the pilot countries and for the UN development system as a whole.

#### Purpose of the evaluation

The purpose of the evaluation to be conducted by the consultants is to enable the EMG to prepare the final report of the Independent Evaluation, based on the submission of the evaluation team, for the consideration of the General Assembly during its 66th Session. The ultimate purpose of the Independent Evaluation is to inform the Quadriennial Comprehensive Policy Review on Operational Activities for Development (QCPR) in 2012 as well as other inter-governmental process concerning system-wide coherence.

#### Methodology

The methodology will to the greatest possible extent follow best evaluation practice and abide by Norms and Standards of the United Nations Evaluation Group (UNEG)\*. The process will focus on expected and achieved accomplishments, examining the results chain, processes, contextual factors, in order to understand achievements or the lack thereof. The assessment aims at providing evidence-based information that is credible, reliable and useful.

\*[http://uneval.org/normsandstandards/index.jsp?doc\\_cat\\_source\\_id=4](http://uneval.org/normsandstandards/index.jsp?doc_cat_source_id=4)

### SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

#### Pre-qualification criteria

##### (1) Experience of Contracting Firm / Consortium

- Minimum of 5 years proven expertise and experience in evaluation of external assistance to developing countries, including on evaluation design, data collection and analysis and report writing.
- No direct involvement in the Delivering as One initiatives, in the pilot countries or at headquarters or regional levels, including the country led evaluations of Delivering as One in 2010.
- The composition of the evaluation team should include experts at the senior level, who should be nationals of both developing and developed countries, including from the pilot countries.

##### (2) Size and Reputation of Contracting Firm / Consortium

Feedback from contact persons of previous referenced projects of similar services in the last five years. Bidding firm must provide three such references that represent positive relations with clients and evaluates level of client satisfaction (to be sent with the vendor's response form).

Applications from companies from all countries are encouraged, particularly from developing countries and countries with economies in transition.

This EOI does not constitute a solicitation. The United Nations reserves the right to change or cancel these requirements at any time in the EOI and/or solicitation process.

### NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <http://www.ungm.org/Notices/Notices.aspx>

Only the United Nations Global Marketplace (UNGM) has been authorized to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Expression Of Interest. Please subscribe to <http://www.ungm.org/Registration/Login.aspx>

***Vendors interested in participating in the planned solicitation process should complete the Vendor Response Form of this EOI and fax it to United Nations Procurement Division (UNPD) before the closing date set forth above***

# VENDOR RESPONSE FORM

EOI Number: EOIID26407

TO: Isabelle Dupuy

FAX: 212-963-1637 (responses to this EOI to be sent to above contact preferably via e-mail).

FROM:

SUBJECT: Independent Evaluation of Lessons Learned of the "Delivering as One" Pilot Initiative.

*To be filled by the Vendor (All fields marked with an '\*' are mandatory)*

## COMPANY INFORMATION

UN Vendor ID Number**:	UNGM Vendor ID Number*:
Company Name *:	
Company Contact *:	
Address *:	
City *:	
Country *:	
Telephone Number *:	
Fax Number *:	
Email Address:	
Company Website:	

We declare that our company fully meets the prerequisites A, B, C, D and E, for eligibility to register with the United Nations as outlined in the paragraph 1 of the EOI INSTRUCTIONS page.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name and Title: \_\_\_\_\_

**\*\* If not already registered with UN Procurement Division, please use the following URL to register at United Nations Global Marketplace (UNGM): [www.unqgm.org](http://www.unqgm.org). Registration at UNGM is mandatory for responding to this EOI. The following information is available about the registration process.**

## EOI INSTRUCTIONS

### 1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered with UN in order to be eligible to participate in any solicitation. Information on the registration process can be found at <http://www.un.org/Depts/ptd>.

#### **Prerequisites for Eligibility**

In order to be eligible for UN registration, you must declare that:

A. Your company (both parent and/or subsidiaries, if applicable) is not on, or associated with a company or individual on The 1267 List website ([www.un.org/sc/committees/1267/consolist.shtml](http://www.un.org/sc/committees/1267/consolist.shtml)) and is not on the IIC Oil for Food List website ([www.iic-offp.org](http://www.iic-offp.org)).

B. Your company (both parent and/or subsidiaries, if applicable) is not currently removed, invalidated or suspended by the UN Headquarters, field missions or other UN organizations (including the World Bank) and is not under investigation by a government or UN Member State.

C. You have no outstanding bankruptcy, judgment or pending legal action that could impair operating as a *going concern*.

D. You currently do not employ, or anticipate employing, any person(s) who is or was recently employed by the UN (in accordance with ST/SGB/2006/15, post-employment restrictions ([www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf))).

E. Your subsidiaries, agents, intermediaries and principals agree to cooperate with the United Nations Office of Internal Oversight Service during any investigative processes undertaken by them, either before during or after execution of a contract, including providing all required documents, company records, access to employees, officers and staff, as well as financial information.

**For Registered Vendors:** Vendors already registered must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM.

**For Vendors Interested in Registration:** Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <http://www.un.org/Depts/ptd>. Vendors must complete the registration process within 90 days of the date of this REOI. Vendors who have not initiated and completed the formal registration process with the Procurement Division within the 90 day-period will be automatically removed from the vendor roster and will have to start again a new registration for consideration in future EOI and tendering exercises.

**IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.**

### 2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to the United Nations Procurement Division (UNPD) by the closing date set forth in this EOI. *Due to the high volume of communications, UNPD is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page on the UNPD Website indicated above.