



Project title:

**MONITORING AND EVALUATION SERVICES FOR
TEFxDR Congo ENTREPRENEURSHIP PROJECT**

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PROJECT HISTORY

Founded in 2010, TEF, through its Entrepreneurship Programme identifies, trains, mentors, and provides seed capital funding for young entrepreneurs to grow their businesses, and through its advocacy, helps to remove policy obstacles facing Africa's entrepreneurs by engaging governments to create enabling environments for these small businesses to grow. The Foundation was established to foster entrepreneurial development across Africa, providing the much-needed funds, training, and mentorship of SMEs. Alumni continue to benefit from the Foundation through our partnership with world-class entrepreneurs networking opportunities, access to the market, and access to second-stage funding in partnership with world-class organizations. The Foundation's unique but diverse entrepreneurship ecosystem on TEFConnect hosts the largest online platform for African entrepreneurs and further provides options for market expansion and visibility for entrepreneurs ready to scale their businesses across borders.

BACKGROUND

The Foundation has, through its flagship entrepreneurship Programme, funded 231 entrepreneurs in DRC between 2015 – 2021. However, in 2022, the Tony Elumelu Foundation (TEF) initiated a significant partnership with the Government of the Democratic Republic of the Congo (DRC) to enhance economic development and empower entrepreneurs in the region. This collaboration involved a dedicated commitment with the primary goal of empowering an additional 100 entrepreneurs from the Democratic Republic of the Congo and making the total funded entrepreneurs in DRC a total of 331.

All funded entrepreneurs have successfully undergone funding and training as part of the entrepreneurship Programme. To ensure the effective implementation and assess the impact of the Programme, the TEF seeks the services of a qualified Monitoring and Evaluation (M&E) firm to conduct field monitoring of the beneficiaries and an impact assessment by the end of the year.

OBJECTIVE

The primary objective of this RFP is to solicit proposals from experienced and capable M&E firms to conduct comprehensive field monitoring and impact assessment for the TEFxDR Congo Partnership beneficiaries.

SCOPE OF WORK

The selected M&E firm is expected to:

1. Conduct field monitoring visits to assess the implementation status of the TEFxDRC Partnership Programme.
2. Perform an impact assessment of the funded and trained entrepreneurs to evaluate the Programme's effectiveness and outcomes.
3. Capture and document all learnings and Success stories from the project
4. Provide recommendations based on findings for continuous improvement and optimization of future Programmes.
5. Map and report database of reputable journalists, media houses, and influencers in DRC.
6. High-quality picture and video databank of all entrepreneurs. This should include their businesses, action content at work, and their employees (if any).
7. Propose a suitable dissemination plan for findings in DRC

PROPOSAL SUBMISSION

Interested M&E firms are invited to submit their proposals by [Deadline]. The proposal should include:

1. Company profile, highlighting relevant experience in similar M&E projects.
2. Methodology to be employed for the field monitoring and impact assessment.
3. Proposed timeline for the assignment's completion.
4. Detailed budget breakdown, including all associated costs.

ELIGIBILITY CRITERIA

To be considered, firms must meet the following criteria:

1. Demonstrated experience in conducting M&E for development projects.
2. Proven expertise in impact assessments and field monitoring.
3. Ability to adhere to the proposed engagement timeline.
4. Demonstrate strong technical capacity to handle the engagement

SELECTION CRITERIA

The selection of the M&E firm will be based on:

1. Experience and expertise in M&E for development projects.
2. Methodology and approach proposed for the field monitoring and impact assessment.
3. Cost-effectiveness and budget alignment.

DELIVERABLES

Before the Field mission::

1. An inception report (including methodology and data collection tools), and evaluation matrix before the field mission.
2. A monitoring work plan, including planned timeline, data collection and analysis tools.
3. An evaluation work plan, including planned timeline, methodology/approach, planned stakeholders to be consulted, data collection and analysis tools, and qualitative protocols for data collection and analysis.

After the Field Mission:

1. Draft Report for internal review and approval
2. Final approved report written in English and accurately translated to French
3. Complete data set, high-quality field photos, videos and recordings from the Assessment
4. Comprehensive list of journalists, media houses and influencers for further engagement in DRC
5. Impactful and engaging success stories of Tony Elumelu entrepreneurs in DRC

REQUIRED QUALIFICATIONS AND EXPERIENCE

1. Advanced degree in Monitoring and Evaluation, Statistics, or related field from an accredited academic institution.
2. Minimum five years of professional experience in conducting similar evaluations and report writing.
3. Proficiency in data collection, analysis, and interpretation using qualitative and quantitative methods, and statistical packages such as Stata, SPSS, and GIS.
4. Demonstrated experience in organizing workshops, training, Focus Group Discussions, conducting interviews at the national level, and producing recommendations.
5. Experience in liaising with governmental authorities, non-governmental organizations, United Nations, or other international/national institutions and bodies.

6. Previous working experience in the Congo DRC is compulsory.
7. Proven ability to write concise reports in English.
8. Excellent Microsoft Word skills and ability to take notes/drafts and produce high-quality written reports.
9. Able to work independently with limited direct supervision.

LANGUAGES

Fluency in French and English

METHOD OF APPLICATION

The Tony Elumelu Foundation invites experienced project evaluators at local and national levels to submit an Expression of Interest (EOI), along with requisite documents and a cover letter in support of their application. Interested individuals/companies will be expected to submit their proposal as an EOI in the following manner:

1. Each proposal shall incorporate a detailed Programme design, including background and work plan.
2. Provide detailed financial costs, mentioning unit costs and rates.
3. Each proposal should contain an organizational/individual profile and a portfolio of previous work done in a similar field for similar organizations.

CONTACT INFORMATION

All proposals and inquiries should be directed to tefimpact@tonyelumelufoundation.org



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