

**REQUEST FOR PROPOSAL (RFP)**

<b>RFP #:</b>	<b>SRN_1-01377- Consultant for Qualitative Data GMP Study- Niger</b>
<b>Services Requested:</b>	<b>Qualitative Data Analysis, Growth Monitoring and Promotion (GMP) Study Consultant, Niger</b>
<b>Contract Type:</b>	<b>Deliverable Based</b>
<b>Issuance Date:</b>	<b>06/28/2024</b>
<b>Closing Date:</b>	<b>07/19/2024 (12PM- Eastern Standard Time)</b>
<b>Deadline for Responses to Questions:</b>	<b>07/12/2024 (12PM- Eastern Standard Time)</b>
<b>Last Receipt Date for Questions:</b>	<b>07/5/2024 (12PM- Eastern Standard Time)</b>
<b>Anticipated Award Date:</b>	<b>July 26, 2024</b>
<b>RFP Contents and Attachments</b>	<ol style="list-style-type: none"><li><b>1. Introduction</b></li><li><b>2. Scope of Work &amp; Background</b></li><li><b>3. Instruction to Bidders</b></li><li><b>4. Technical and Financial Proposal Evaluation</b><ul style="list-style-type: none"><li>• <b>Annexes</b><ul style="list-style-type: none"><li>➤ <b>Attachment A- Budget</b></li></ul></li></ul></li></ol>

## Corus Procurement Ethics

Corus International and its family of organizations are committed to a transparent and ethical procurement process aiming to achieve the best value for money, fairness, integrity, and doing business in compliance with the US government regulations, the beneficiaries, donors, and partners' interests.

Corus does not allow accepting any monetary transaction, gratuity, or compensation of any type from current or potential vendors or suppliers in exchange for or as a reward for a business. Therefore, all potential vendors and suppliers taking part in this solicitation must not offer fraud, bribery, or kickback to an employee or staff of Corus. Any vendor or supplier violating these standards will be automatically disqualified for doing business with Corus in the future.

A comprehensive list of Corus's ethical standards as well as information on how to report any violation pertaining to this solicitation (Corus's Integrity and Ethics Reporting Hotline) is found here: <https://corusinternational.org/ethics-and-policies-corus-international>.

Corus International is an ensemble of organizations working together in the world's most fragile settings to deliver holistic, lasting solutions needed to overcome the interconnected challenges of poverty, climate change, and access to quality health care and education.

### **1- INTRODUCTION:**

Corus International combines over 150 years of experience of our non-profit and for-profit subsidiary organizations – IMA World Health, Lutheran World Relief, CGA Technologies, Ground Up Investing, and Farmers Market Brands. Together, the organizations take a systematic approach to grow rural economies, eliminate extreme poverty, ensure access to quality healthcare, and respond to urgent humanitarian needs in fragile settings.

Corus leads an ensemble of social impact organizations working together in the world's most fragile settings to deliver the holistic, lasting solutions needed to overcome the interconnected challenges of poverty, health care access and climate change. Corus is a new model in the international space, creating a consortium of specialized non-profit and for-profit entities for greater impact. Our annual budgets have ranged between \$110-130 million a year. Additional growth is expected.

## 2- SCOPE OF WORK

MIHR is part of a suite of six MOMENTUM awards from the United States Agency for International Development (USAID) Bureau for Global Health (GH). The key focus is building resilience in fragile settings for maternal, newborn, child, and adolescent health (MNCAH), voluntary family planning (FP), and reproductive health (RH) care and services.

MIHR needs a consultant for data analyses to understand the implementation of growth monitoring and promotion (GMP) in Niger, which is one of several deliverables to USAID under the MIHR project. The consultant is responsible for the activities listed below:

- Review Institutional Review Board (IRB) protocol and all data collection instruments to better understand the data to be analyzed.
- Review all qualitative data and code data using inductive and deductive reasoning. Consult with relevant MIRH staff, and CERFE (MIHR subcontractor) about codes before embarking on data analysis.
- Build upon analyses carried out by the local research firm and carry out additional analyses prioritized by MOMENTUM Integrated Health Resilience staff. Coordinate with one staff member from the Ministry of Health who has already participated in the study to increase the government's commitment to using the results to improve GMP.
- Looking across multiple sources of data (focus groups, positive deviance inquiries, observations of community health workers and health facility workers, key informant interviews, mapping) address research study objectives and answer the questions outlined in the IRB protocol. Specifically:
  1. Document which GMP activities are currently being used, including (among others):
    - a. Existing GMP efforts in government health facilities and in communities;
    - b. Approaches introduced by UNICEF in Niger, known as Promotion de la Croissance a Assise Communautaire (PCAC);
    - c. Strategies included as part of Positive Deviance/Hearth, known as Foyer Apprentissage de Rehabilitation Nutritionelle (FARN); and
    - d. GMP activities carried out by other implementing partners in the country.
  2. Identify successes and challenges with GMP in Niger including accurate measurement and data plotting/recording, health communication and counselling, caretakers' understanding of growth charts and healthy child growth, and data use.
  3. Provide recommendations, base one research described above to inform phase two of the work (described below).
- Document any challenges with qualitative data (e.g., missing data).
- Suggest analyses that could be conducted that aren't part of the initial plan (as described above).
- Coordinate with individuals who conducted data collection, on an as-needed basis.
- Conduct two to three 2-hour capacity strengthening exercises for field office staff in the basics of qualitative data analysis. This training will be hands-on, will likely involve just a few field staff, and will consist of brief presentations (~15 minutes) followed by working sessions when data are coded and analyzed in a software package such as NVivo or Atlas.ti, and assignments.
- Contribute to abstract submission. Prepare manuscript(s) to be submitted for publication.

**Timeline and Reporting:**

Title or proposed position/work: Qualitative Data Analysis, Growth Monitoring and Promotion (GMP) Study Consultant, Niger

Location: **This is a virtual consultancy position**

Reporting to: **Senior Technical Advisor for Nutrition and WASH**

Anticipated Start Date: **July 26, 2024**

Anticipated End Date: **September 20, 2024** (approximately ~25 days of level of effort)

Individual/Firm: **Either**

Contract type – **Deliverables**

**Scope of Work and Deliverables: (dates to be determined)**

- Share coding scheme.
- Share coded data using a mutually agreed-upon format (e.g., NVivo or Atlas.TI).
- Draft report of preliminary findings.
- Draft and finalize (based on MIHR staff input)
- Submission of final report of preliminary findings (manuscript preparation takes precedence over final report).

**Qualifications:**

- Extensive previous experience conducting qualitative data analysis, preferably in nutrition and health. Fluency in French and English.
- Well-versed in the use of qualitative data analysis software (NVivo is preferred but Atlas.TI and other software are acceptable).
- Familiar with Niger or at least elsewhere in Francophone West Africa.

**Objective:**

MIHR needs a consultant for data analyses to understand the implementation of growth monitoring and promotion (GMP) in Niger, which is one of several deliverables to USAID under the MIHR project.

### 3- INSTRUCTIONS TO BIDDERS

**RFP:** This RFP constitutes an invitation to prospective Bidder(s) (“Bidder”) to submit proposals (“Proposal”) for the services described herein. It consists of (1) Cover Page, (2) Overview, (3) Scope of Work (4) Instructions for Bidder(s).

An open period for submitting questions will begin on the issuance date of the RFP. All questions MUST be submitted to the RFP contact email address [procurement@corusinternational.org](mailto:procurement@corusinternational.org) with subject line: **RFP FY24-SRN\_1-01377- Consultant for Qualitative Data GMP Study- Niger** to the designated email address no later than close of business on **07/19/2024 (12PM- Eastern Standard Time)**. Questions will be compiled, and responses sent to all Bidders by **07/12/2024 (12PM Eastern Standard Time)**.

All Proposals must be in the English language, signed and dated by an authorized employee of the Bidder. In addition to require documents requested, proposals can include additional items such, i.e., templates, brochures, media, etc.

**PLEASE SUBMIT PROPOSALS, INCLUDING EXPECTED DAILY/HOURLY RATE AND NUMBER OF HOURS PROPOSED.**

**The proposal must include:**

The Technical and Financial Proposal must include the following sections, which must be within the page limits set for each section.

Section 1: Cover Page	(limit of 1 page)
Section 2: Experience Outline which includes firms and/ or individual’s expertise.	(limit of 3 page)
Section 3. Key Personal Resume	(limit of 2 page)

Bidders are solely responsible for ensuring the timely receipt of their proposals. Proposals received after the date and time required will, generally, not be considered unless no other proposals are received.

Prospective Bidders are under no obligation to prepare or submit proposals in response to this RFP and do so solely at their own risk and expense. Corus will not reimburse any costs incurred related to this RFP.

Proposals may not be altered or corrected after the Date of Receipt, except when Corus at its sole discretion, may permit correction of arithmetic errors, transposition errors, or other clerical or minor mistakes, in cases in which Corus deems that both the mistake and the intended proposal can be established conclusively on the face of the proposal.

Proposals must be valid for at least **NINETY (90) days** from the Date of Receipt.

In evaluating the proposals, Corus will seek the **best value for money**. Specifically, proposals will be evaluated on the basis of the following:

## 4- TECHNICAL AND FINANCIAL PROPOSAL EVALUATION:

### 4.1. Technical

If at any time prior to award Corus deems there to be a need for a significant modification to the terms and conditions of this RFP, Corus will issue such a modification as a written RFP amendment to all competing Bidders. No oral statement of any person shall in any manner be deemed to modify or otherwise affect any RFP term or condition, and no Bidder shall rely on any such statement.

Corus may request additional information to clarify or substantiate information provided in the proposal or may request revisions to the proposed approach or personnel. After selection, Corus will negotiate the award cost with the selected bidder. A contract will be awarded after the selected Bidder undergoes a pre-award survey to assess the selected Bidder's management capacity and financial capability and after references have been checked.

Evaluation Category	Rating - Points
Experience in conducting similar data analysis	30
Able to use the qualitative data analysis software (NVivo is preferred but Atlas.TI and other software are acceptable).	30
Possess knowledge of Niger and other location in Francophone West Africa	20
Fluency in French and English	20
<b>Total</b>	<b>100</b>

Corus is not bound to accept the lowest bid or any proposal and reserves the right to accept any proposal in whole or in part and to reject any or all proposals.

Corus shall not be legally bound by any award notice issued for this RFP until a contract is duly signed and executed with the winning Bidder.

### 4.2. FINANCIAL

Rates for proposed approach to tasks in scope of work at Monthly flat rate for services rendered.

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**Bidders should provide the following:**

Past Performance references from three previous customers for supply of similar goods/services as included in this RFP. Contact details should be included.

Financial Proposal shall be stated in US Dollars.

Prior to submission of any protest, all parties shall use their best efforts to resolve concerns raised by an interested party at the contracting officer level through open and frank discussions.

**The following procedures are established to resolve protests effectively:**

(1) Protests shall be concise and logically presented to facilitate review by Corus. Failure to substantially comply with any of the requirements may be grounds for dismissal of the protest.

(2) Protests shall include the following information:

(i) Name, address, and fax and telephone numbers of the protester.

(ii) Solicitation number.

(iii) Detailed statement of the legal and factual grounds for the protest, to include a description of resulting prejudice to the protester.

(iv) Copies of relevant documents.

(v) Request for a ruling by Corus.

(vi) Statement as to the form of relief requested.

(vii) All information establishing that the protester is an interested party for the purpose of filing a protest.

(viii) All information establishing the timeliness of the protest.

(3) All protests will be addressed to the contracting officer or other official designated to receive protests.

Protests based on alleged apparent improprieties in a solicitation shall be filed before bid opening or the closing date for receipt of proposals. In all other cases, protests shall be filed no later than 5 days after the basis of protest is known or should have been known, whichever is earlier.