

Request for Proposal 2021-04 – Local Knowledge Partner Philippines

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About GCERF

The Global Community Engagement and Resilience Fund (GCERF) is a global fund works with local partners to strengthen community resilience to violent extremism. GCERF directs resources to initiatives led by and benefiting local communities, as they both suffer the most from violent extremism, and are optimally placed to understand and act upon the drivers of violent extremism. GCERF's work is anchored in the Sustainable Development Goals, in particular Goal 16 "Peace, Justice and Strong Institutions." GCERF is also committed to the UN Global Counter-Terrorism Strategy (2006) and the UN Plan of Action to Prevent Violent Extremism (2016). GCERF also invests in building the capacity of these local organisations to

better serve their communities in the long term. GCERF currently manages grants in Bangladesh, Kenya, Kosovo, Mali, Nigeria, the Philippines, and Sri Lanka.

GCERF supports communities through a comprehensive approach that seeks to identify and address drivers of violent extremism through four pathways to change: (i) social cohesion; (ii) community agency; (iii) equal access to opportunities; and (iv) sense of purpose.

Description of Services

Background

GCERF funding has supported a range of approaches across countries and its work has enabled the development of a nascent evidence base of what works in PVE. In order to continue to produce evidence that can be useful for its grantees, GCERF and the PVE field, GCERF plans to gradually select organisations that are based in the countries of operation to serve as local knowledge partners.

GCERF has therefore determined that identifying a Local Knowledge Partner (LKP), based in the country of focus and with existing P/CVE experience, will enable more targeted evaluations, as well as providing monitoring and evaluation support for grantees, and innovative research. The LKPs align with GCERF vision that an important building block of local and national resilience against violent extremism lies on a vibrant network of organisations that can understand and generate knowledge regarding VE and how to prevent it.

Objective

By early 2021, GCERF will be funding eight grantees in the Philippines, all of whom have access to rich data that will be able to increase the evidence base for effective PVE programming, but who require additional support to gather and use this data effectively. The LKP will fulfil a threefold requirement:

1. Impact Evaluation
2. Capacity Building Grantees on M&E
3. Research and Knowledge Generation for Policy and Practices

GCERF is therefore seeking to enter into an agreement with a local institution for an expected duration of **two years**. The service provider will work closely with GCERF's National Advisor, based in Manila, and with the Philippine Portfolio Manager, based in Geneva.

A total of **nine** deliverables will be required to be provided across the duration of the contract by the service provider (a general plan, three evaluations, 4 workshops and related textbooks, and one piece of research). The LKP will evaluate, train and/research GCERF current grants/grantees, whose projects are mainly located in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM). See Annex 1 for more details on the grants.

Deliverables

The work to be performed would fall under three categories of deliverables:

- **Evaluation (estimated 70% of contract value)**

The LKP will work with GCERF and its grantees in the Philippines to carry out three (3) thematic evaluations, focusing on at least two grantees for each evaluation. The evaluation should follow OECD DAC evaluation criteria. GCERF proposes one thematic evaluation on the topic of Education for Year 1, and one thematic evaluation on the topic of Local Governance for Year 2, and another thematic evaluation on the topic of Religious Leaders and Madaris teachers for Year 2.

- **M&E Capacity Building on M&E and Learning (estimated 20% of contract value)**

The LKP will provide four (4) targeted capacity building workshops to grantees (20–26 individuals) to increase their monitoring and evaluation capabilities. These workshops are expected to cover:

- **Two workshops** on Identifying and using a variety of monitoring and measurement tools to collect high quality data from focused population groups.
- **One workshop** on best practices in data gathering and analysis
- **One workshop** on applying evaluation concepts to assess how activities are contributing to achieving outputs and outcomes and identify most significant changes.

Besides the workshops, the LKP is expected to elaborate (4) short guides covering each topic of the workshops both in English and Tagalog. These materials should be standalone publications that GCERF can use as information materials for future grants.

- **Research and Knowledge Generation for Policy and Practice (10%)**

- The LKP will be tasked to undertake one (1) discreet research project, using data relating to or generated by one of the GCERF funded-projects. The chosen theme will reflect the focus of grantee programming, be in line with existing National Action Plan requirements, and be agreed with the Country Support Mechanism. GCERF will work with the LKP to share the findings of its research with the wider PVE community, linking LKPs from different countries to support discussions through its Global Communities of Practice.

Timeline and Specific Deliverables

Detailed ToR (including schedule, and sequencing) for each exercise will be developed and agreed upon during the start-up phase of the contract. GCERF envisions this overall schedule for Year 1 and Year 2:

Year 1

- **General Plan** for the 2 years
- **Workshop and Guide 1:** Concept Note (Deliverable 1) Delivery of the Workshop (Deliverable 2), Draft of the short textbook covering the topic of the Workshop in English and Filipino (Deliverable 3), and Final Draft of the textbook covering the topic of the Workshop in English and Tagalog (Deliverable 4)
- **Workshop and Guide 2:** Concept Note (Deliverable 1) Delivery of the Workshop (Deliverable 2), Draft of the short textbook covering the topic of the Workshop in English and Filipino (Deliverable 3), and Final Draft of the textbook covering the topic of the Workshop in English and Tagalog (Deliverable 4)
- **Evaluation 1:** ToR/Inception Report (Deliverable 1), Data collection tools (Deliverable 2), Data Collection and First Draft of the Report (Deliverable 3), and Final Report (Deliverable 4).

Year 2

- **Workshop and Guide 3:** Concept Note (Deliverable 1) Delivery of the Workshop (Deliverable 2), Draft of the short textbook covering the topic of the Workshop in English and Filipino (Deliverable 3), and Final Draft of the textbook covering the topic of the Workshop in English and Tagalog (Deliverable 4)
- **Evaluation 2:** ToR/Inception Report (Deliverable 1), Data collection tools (Deliverable 2), Data Collection and First Draft of the Report (Deliverable 3), and Final Report (Deliverable 4)
- **Workshop and Guide 4:** Concept Note (Deliverable 1) Delivery of the Workshop (Deliverable 2), Draft of the short textbook covering the topic of the Workshop in English and Filipino (Deliverable 3), and Final Draft of the textbook covering the topic of the Workshop in English and Tagalog (Deliverable 4)
- **Evaluation 3:** ToR/Inception Report (Deliverable 1), Data collection tools (Deliverable 2), Data Collection and First Draft of the Report (Deliverable 3), and Final Report (Deliverable 4)

Year 1– Year 2

- **Research:** Outline of the research (Deliverable 1), Full research design (Deliverable 2), Data Collection and first draft of the academic article/report (Deliverable 3), and Final Article/Report (Deliverable 4)

Requirements for the Service Provider

GCERF is looking for a local organisation with the following expected profile:

1. Thorough knowledge of M&E methodologies and tools;
2. Experience and skills in M&E capacity building (e.g. workshop facilitation and mentoring).

3. Experience on conducting third-party monitoring and external evaluations, especially on projects related to Peace and/or P/CVE.
4. Expert understanding of current trends and challenges in P/CVE in the Philippines, and community-based approaches to programming and implementation;
5. In-depth knowledge of the Philippines and the BARMM;
6. Excellent English and Tagalog language skills; knowledge of Mindanao spoken languages such as Cebuano and Tausug would be considered an asset;
7. Ability to draft concise reports and communicate clearly (including visualisation of results and findings when feasible);
8. Ability to interact with various stakeholders and clients in a sensitive and effective way;
9. Experience in working with multilateral organisations similar to GCERF is an added advantage;
10. Experience on publishing reports (evaluations, research) is an added value
11. Physical presence in the Philippines through the existence of the organisation Headquarters or local offices in the country.

The LKP must comply with all applicable laws and regulations. It should adhere to a strict confidentiality policy in relation to client information. Staffing levels, qualifications and expertise of a company or individuals should be appropriate to be able to provide timely and high-quality services to GCERF. The LKP should demonstrate a high degree of commitment to delivering quality services to clients. The composition of the team servicing GCERF's account would be an important factor in the decision-making process of GCERF.

The fees charged should be reasonable, competitive and related to services rendered to the extent possible.

Submission of proposals

Proposals should follow the template provided below. Failure to follow the proposal structure or to comply with the instructions in this Request for Proposals will be at the bidder's risk and may affect the evaluation of the proposal.

Proposals may be sent by mail or courier in a closed envelope to GCERF's offices clearly marked "Bid reference: 2021-04". The proposals may also be submitted by email in the form of "pdf files". The email should be addressed to bids@gcerf.org with the bid reference in the subject line.

Deadline: 31 March 2021

Period of validity of the proposal

The proposal must be valid for a period of 90 days following submission.

Cost of preparation and submission of the proposal

The bidder shall bear all costs associated with the preparation and submission of the proposal, including but not limited to the possible cost of discussing the proposal with GCERF, making a presentation, negotiating a contract and any related travel. GCERF will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the selection process.

Selection of respondents

Bidders are requested to provide the most appropriate and most cost-effective solution to meet the requirements.

The selection will be made based on an assessment of the presented proposals. All proposals will be systematically assessed using criteria in the following areas and the Expected Profile describe above:

- Relevant experience
- Quality of previous work
- Quality of proposal
- Qualifications and language skills
- Financial parameters

Proposal template

Bidders must submit the proposal following the template below. Each bidder shall submit one proposal, differentiating between the two types of deliverables in part 3 (Technical proposal) and part 4 (Financial proposal).

The proposal is made up of three different sections:

1. Disclosure form
2. Profile and relevant experience of the bidder
3. Technical proposal
4. Financial proposal

Please keep Technical proposal for each type of deliverable (TPM and evaluation) within 5 pages. You may annex additional information as needed.

1. Disclosure form

To be completed by a duly authorized representative of the Bidder: On behalf of (name of public institution/private or public business entity/myself) (referred to in this document as "the Bidder"), I (name and title of the Bidder's representative) confirm that I am a duly authorized representative of the Bidder and hereby submit this proposal in response to GCERF's Request for Proposal 2021-04. I confirm that all statements and representations made in the proposal are true and correct.

Date submitted:

Submitted by: (Name of Bidder)

Name and Title of Authorized Representative:

Date:

Signature

2. Profile and relevant experience of the Bidder

Please provide details on your prior experience, knowledge and skills, specifically in reference to capacity building and research knowledge exercises and evaluations in international development. Please clearly refer to the points listed in the above section Expected Profile.

If available, please provide a writing sample, report or link to similar assignments.

Please explain your organisational or individual strengths and values and your customer service approach.

Please explain your legal status; including as appropriate your registration with the relevant competent authorities. If bidding for more than one deliverable, this information needs to be provided only once.

3. Technical Proposal

A. Business need: Please indicate your understanding of GCERF's needs for which you are submitting this proposal.

B. Objectives and deliverables:

Please indicate how the Bidder commits to deliver each of the stated deliverables.

C. Approach:

Please provide information on the following:

1. Methodology/approaches you would apply to deliver those deliverables, especially evaluations.
2. Workplan: key tasks/phases, deliverables, schedule of activities – may be presented using text and/or graphics; and
3. Measures to ensure quality control over the delivery of services and evaluations to GCERF

D. Service Management Plan:

Please provide details for how you or your firm would ensure that it provides satisfactory services to GCERF. Please explain how you would coordinate the service offering, including proposed meetings and any proposed mechanism for feedback to and/or coordination with GCERF.

E. Team Composition:

If the bidder is an organisation, please provide the following information on the proposed team that would work with GCERF:

- Team organisation
- Individual team members; name, role in the team, area of expertise and relevant experience.

F. Risk Mitigation Plan:

Please list any identified risks which may affect the successful delivery of services and any proposed mitigating measures.

G. References:

Please briefly provide recent examples of similar projects has recently undertaken. Please indicate if the name of the client may be disclosed and if GCERF may contact the client for reference.

4. Financial Proposal

Please explain the basis of the proposed fees (daily rates) and any other charges to GCERF and their level. Please note that GCERF is exempt from VAT. Please include basis for invoicing and terms and conditions for payment.

Date

Grant 1

Location: Bangsamoro Autonomous Regions of Muslim Mindanao (BARMM)

Topics: The project works to capacitate local development councils and peace and order councils, through capacity building and by promoting some level of community engagement with these bodies. The project also works to enhance community members' access to meaningful livelihoods through vocational workshops, and by linking people with third-party opportunities (e.g., government programs).

Target/Estimate number of direct beneficiaries by the end of the project: 700 members of BDC/BPOC, 1680 people to be trained through vocational workshops, and 1400 to be reached through media.

Timeline: Expected to be concluded by the end of October 2022.

Grant 2

Location: Lanao del Sur and Sulu

Topics: The project tries to address the drivers that encourage sympathy for violent extremist ideology and violent extremist groups by training youth, women and madari teachers to be capable PVE change agents.

Target/Estimate number of direct beneficiaries by the end of the project: 6000 women, 310 youth and 150 Madaris teachers

Timeline: Expected to be concluded by mid-2021

Grant 3

Location: Lanao del Sur and Maguindanao –

Topics: The project provides capacity building on media for youth, students and community members, aiming to enhance their agency and empower them to demand accountability through a community-led media. It airs radio programs, and host townhall meetings with local officials.

Target/Estimate number of direct beneficiaries by the end of the project: 330 youth, 300-500 community members, 80 students, and public reach through media.

Timeline: Expected to be concluded by end-2021.

Grant 4

Location: BARMM, Lanao del Norte, North Cotabato

Topics: The project engages and builds the capacity of community groups and civil society groups on PVE, and work with them to advocate for specific proposals and policies to the local government regarding PVE, local governance and related subjects.

Target/Estimate number of direct beneficiaries by the end of the project: 450 community group and CSO members, 110 local government officials, and 5000-6000 people regarding scorecards/campaign outreach.

Timeline: Expected to be concluded by the end of October 2022.

Grant 5

Location: Lanao del Norte, Lanao del Sur, Maguindanao, and Sulu

Topics: The project works with local governance bodies (on education) to enhance community engagement and improve local governance through capacity building. The project also works to enhance Barangay Justice system by through capacity-building of Barangay officials (especially its ability to solve conflicts through mediation) and aim to improve the trust on it by the population through awareness raising. Finally, it promotes the development of local P/CVE plans.

Target/Estimate number of direct beneficiaries by the end of the project: 246 members of local school boards/ school governing councils, 940 parents, 375 (75 barangays x 5 officials) barangay officials, 600 community members

Timeline: Expected to be concluded by end of October 2022.

Grant 6

Location: Lanao del Sur, and Metro Manila

Topics: The project focuses on building a culture of peace in schools and communities by training children, youth, teachers, parents, and community leaders to foster critical-thinking, tolerance, and non-violent conflict resolution. It also aims to foster collaboration and trust between teachers and parents. Finally, the project trains community leaders and frontline workers on after-care peace program for returning youth.

Target/Estimate number of direct beneficiaries by the end of the project: 50 educators, 40 parents, 50 community leaders/frontline workers, 48 children, 60 youth (plus members of youth groups).

Timeline: expected to be concluded by early 2022.

Grant 7

Location: Sarangani and South Cotabato

Topics: The focus of the project is on religious leaders, promoting their engagement on local governance and improving their knowledge on PVE, through mobilization and capacity-building. These religious leaders are expected to support the effort of reforming some of the curriculum of religious institutions and agree on declarations/commitments of peace. Finally, the project also works with youth, with the goal to increase their tolerance towards people from other religion/backgrounds.

Target/Estimate number of direct beneficiaries by the end of the project: 300-500 religious leaders, 150-300 youth

Timeline: expected to be concluded by the end of 2022.

Grant 8

Location: Bangsamoro Autonomous Region in Muslim Mindanao

Topics: The project works with madaris (religious schools). The project involves volunteers, teachers, staff, students, parents and alumni, with a great focus on capacity-building teachers and deploying volunteers to improve educational quality (especially critical thinking and STEM) of the students. The project also aims to build civic associations of parents and Alumni to connect these schools to the broader society, boosting the support these schools receive from the communities.

Target/Estimate number of direct beneficiaries by the end of the project: 20 volunteers, 50 teachers, 50 staff, 300 alumni, 500 parents/guardians. Around 150 students benefitting directly through specific outputs, and around 9000-10000 students benefitting by the results of the improved learning, educational modules in their madaris schools.

Timeline: expected to be finished by the end of 2021.