



REPUBLIC OF LIBERIA
MINISTRY OF EDUCATION

P.O. BOX 10 - 9012
1000 MONROVIA 10, LIBERIA
WEST AFRICA



REQUEST FOR EXPRESSION OF INTEREST (REOI)

Assignment Title: Consultancy to Develop Digital Applications for the Technical Assessment and Monitoring of School WASH Facilities

Background

The Government of Liberia has received funding from one of its partners the **Global Partnership in Education (GPE) and UNICEF, under the Education in Emergency (EiE) Covid-19 project**, and intend to apportion part of its cost toward hiring a **consultant** to develop digital applications for the Technical Assessment and Monitoring of School WASH Facilities, for the Ministry of Education.

Objectives of the assignment

The main objective of this consultancy is to provide the following services:

1. Use the Open Data Kit (ODK) platform and develop a digital tool for use by WASH experts for the initial technical assessment
2. Use the Open Data Kit (ODK) platform and develop digital data collection tool for use by school administrators/designated school personnel to collect data on WASH performance
3. Provide technical support for on the use of digital tool for 34 days to the WASH technical experts
4. Provide technical support for on the use of digital tool for 34 days to the WASH to school administrators/designated school personnel
5. Produce project report

Key Activities

As part of the Education in Emergency (EiE) project currently being implemented by the Ministry of Education with support from GPE and UNICEF, the following activities are to be carried out by the consultant:

1. Development of ODK applications
2. Deployment of the applications onto the servers
3. Deployment of client applications onto all mobile communication devices (smart phone or tablet)
4. Training of designated personnel to the proper usage of the applications
5. Writing of final report

Strategies and Methodology

The consultant will work in close collaboration with WASH and planning and policy expert of the Ministry of Education to design robust and effective WASH tools/questionnaires. The consultant will next digitize the certified tool using the ODK platform. The digitized apps will be deployed to an online server and client application implemented on various mobile devices for testing and final adjustment made where need. Simultaneously, training will be conducted for all Ministry of Education WASH experts and planning and policy personnel using the apps for data collection.

Expected Deliverables

The consultant is expected to produce the following deliverables:

1. App for WASH technical assessment
2. App for WASH data collection
3. Training manual for use of applications
4. Final report

Scope of Work

The consultancy is expected to span a total of 34 days. During this period, the consultant will spearhead all processes leading to the successful completion of project deliverables as outlined above. The consultant service shall cover the following scope:

- Design and development of ODK apps for WASH technical assessment of 200 school facilities
- Deployment of application to devices of designated WASH technical and planning and policy experts
- Deployment of application to devices of 200 school administrators or designated school personnel
- Training of all concerned persons to the use of project digital applications

Qualification Experience

An individual must meet the following qualification and skill:

- Bachelor of Science degree in Computer Science or any related STEM field of study
- Proven ODK platform-based app development skill
- Excellent communication skill, both written and oral
- Proven track record of effectively working as part of a multidisciplinary team

General Conditions: Procedures and Logistics

The consultant will be provided with office space in the Division of Planning, Ministry of Education.

Payment Terms;

Consultancy will be paid 100% percent after a full completion of the assignment including appropriate test against the scope and reporting.

The attention of interested individual writers is drawn to section 68 of the PPCC Guidelines: Selection and Employment of Consultant under the Consultancy Selection procedures described in this REOI,

in accordance with the policies of the Public Procurement & Concessions Commission (PPCC) detailed in the Guidelines - Selection and Employment of Consultants by PPCC which can be found at the following website: www.ppcc.gov.lr.

Consultant will be selected in accordance with the procedures set out in the PPCC *Guidelines: Selection and Employment of Consultants*, Selection is based on the Selection of Individual Consultants (SIC) as set out in Guidelines on Consultancy Services.

Interested individual Consultants may obtain further information at the address below during office hours **from 09:00am to 3:00pm, Mondays to Fridays**, starting **Monday September 20, 2021 to Friday October 8, 2021** or on the Ministry of Education website: <http://www.moeliberia.com>

Expressions of Interest must be delivered in a written form clearly marked: **“Ref: Digital Applications for the Technical Assessment”**, at the address below in person on or before **Friday October 15, 2021** at 12:00pm.

Please note: Electronic application is acceptable

All applications must be addressed to:

Madam: Julay S. Jargbah

Procurement Unit

Ministry of Education

3rd Floor, Ministerial Complex, Congo Town

1000 Monrovia 10, Liberia

MOBILE NUMBER: +231-0886-473-729-0770035054

EMAIL ADDRESS: procurement@moe.gov.lr

Signed: _____


Julay S. Jargbah

Procurement Supervisor

Approved: _____


Ansu D. Sonii Sr.

Minister