

REQUEST FOR PROPOSALS (RFP): ICT CONSULTANT FOR CLIMATE DATA HUB SYSTEM DEVELOPMENT IN ETHIOPIA

1. SUMMARY OF PROCUREMENT

The World Resources Institute (WRI) is collaborating with the Ethiopian government to establish the Climate Data Hub, a platform that supports the government's commitment to data-driven governance and sustainable development. This collaboration highlights the importance of having robust information systems to advance Ethiopia's goals of making informed decisions and addressing urgent challenges. As part of this initiative, WRI is looking for qualified Information and Communication Technology (ICT) consultants who can offer their expertise to the development of this climate data hub. The Climate Data Hub will serve as a central resource that facilitates efficient data exchange and empowers various stakeholders to pursue sustainable practices and climate resilience. The work is expected to start in June 2024.

About the World Resources Institute

The World Resources Institute (WRI) is a non-profit global research organization that spans more than 50 countries, with offices in the United States, Africa, China, India, Brazil, and more. Our more than 1700 experts and staff work closely with leaders to turn big ideas into action to sustain our natural resources—the foundation of economic opportunity and human well-being. Our work focuses on six critical issues at the intersection of environment and development: climate, energy, food, forests, water, cities, and oceans.

About the Project

The objective of the Data Hub Project is to establish a robust and centralized platform within the Government of Ethiopia, designed to facilitate data-driven governance and promote green growth. This initiative aims to address critical challenges related to climate change and sustainable development by providing real-time, high-quality data to empower government agencies, institutions, and stakeholders. The project encompasses a comprehensive set of objectives, including assessing the availability of climate-related data, aligning with international reporting frameworks, informing the development of policies and strategies, supporting climate resilience and adaptation, enhancing climate reporting, facilitating research and innovation, and bolstering climate finance proposals. The selected consultant will be instrumental in conducting system security checks, testing procedures, and developing a system that enables seamless integration or linking with Ethiopia's digital monitoring and reporting system (DMRS) and the Ministry of Planning and Development's website. The successful execution of this project will contribute significantly to Ethiopia's position as a leader in sustainable development and climate resilience.

2. SCOPE OF WORK AND OUTPUTS/DELIVERABLES

The ICT Consultant will be responsible for designing, developing, and implementing the Data Hub System as part of the broader Data Hub Project. The scope of work includes the following key tasks and responsibilities:

I. Requirement Analysis

- Collaborate with key stakeholders, including government agencies and project teams, to gather and analyze requirements for the Data Hub System.
- Conduct a thorough assessment of user needs, functionality requirements, and integration points with existing systems, such as Ethiopia's digital monitoring and reporting system (DMRS) and the Ministry of Planning and Development's website.

- II. System Design and Architecture**
 - Develop the comprehensive system design and architecture or prototype.
 - Develop system functionalities for Data hub, ensuring scalability, security, and compatibility.
- III. Testing the system**
 - Conduct rigorous testing, including system security checks, unit testing, functional testing, and integration testing.
 - Enable the Data Hub for seamless integration with Ethiopia's digital monitoring and reporting system and the Ministry of Planning and Development's website.
- IV. Documentation**
 - Provide software requirements specification (SRS) document that outlines the entire development process, procedures for ongoing maintenance.
 - Provide clear and comprehensive user documentation to facilitate system understanding and utilization.
- V. User Training**
 - Develop and conduct training sessions for end-users and administrators.
 - Ensure that government officials and relevant stakeholders are proficient in utilizing the Data Hub System.
- VI. Support and Maintenance**
 - Provide post-implementation support to address any issues or concerns raised by users.
 - Establish a maintenance plan for bug fixes.
- VII. Security Measures**
 - Implement robust security measures to safeguard sensitive climate-related data.
 - Ensure compliance with data protection standards and regulations.
- VIII. Capable the system for integration with Existing Systems**
 - Collaborate with the local data consultant and relevant authorities to seamlessly integrate the Data Hub System with Ethiopia's digital monitoring and reporting system.
- IX. Reporting and Progress Updates**
 - Regularly communicate progress updates, challenges, and milestones to the project team.
 - Provide detailed reports on the status of system development and any deviations from the initial project plan.
- X. Adherence to Project Timeline**
 - Adhere to the agreed-upon project timeline and deadlines for the development and deployment of the Data Hub System.

Deliverables and Timeline

The service is eight (20) continuous working weeks between June and November 2024 (start and end dates to be confirmed).

Task No.	Main Task	Subtasks and Deliverables	Timeline
1.	Requirements Gathering and Analysis	Software requirements specification (SRS) document	1 June 2024 – 15 June 2024
2.	System Design and Architecture	System prototype	16 June 2024 – 10 July 2024

3.	Develop User management Module and unit testing	System that registers Users	11 July 2024 – 30 July 2024
4.	Develop Role and Permission Module and unit testing	System for assigning Roles and Permissions	1 August 2024 – 15 August 2024
5.	Develop key performance Indicators module- for uploading and storing the KPIs and unit testing	System for uploading, storing, and depicting KPIs	16 August 2024 – 10 Sep 2024
6.	Develop key performance indicators' performance module and unit testing	System for storing and depicting performance of indicators	11 Sep 2024 – 25 Sep 2024
7.	Develop a comprehensive dashboard module and unit testing	Comprehensive KPIs dashboard	26 Sep 2024 – 15 Oct 2024
8.	Integration testing	Tested and verified system	16 Oct 2024 – 25 Oct 2024
9.	User Documentation and Training	User Documentation, User Training Sessions	26 Oct 2024 – 5 Nov 2024
10.	System Deployment and Go-live	Deployed and Accessible system	6 Nov 2024 – 25 Nov 2024
11.	Post-Implementation Support	Post-Implementation Support Plan	26 Nov 2024 – 30 Nov 2024

3. BUDGET

The budget for this consultancy will be negotiated based on the proposal submitted by the consultant but will not exceed USD 7,000.

Payments will be made in installments tied to project milestones.

Deliverables	Proportional payment	Payment due date
Software requirements specification (SRS) document, System Prototype, work plan	30% (first installment)	One week after contact signature
All system functionality development, integration test	30% (second installment)	Upon submission to and acceptance by WRI of Deliverable
User documentation, deployment and Go-live and Training	40% (final installment)	Upon submission to and acceptance by WRI of Deliverable

Please note that WRI is an IRS-registered 501(c)3, tax-exempt organization. WRI is not VAT exempt. All prices or quotes should include VAT and tax, as applicable.

4. GUIDELINES FOR PROPOSAL SUBMISSION

Requirements (preferred – the ideal candidate will offer a selection of these competencies)

1. The candidate should be proficient in web development languages such as HTML, CSS, and JavaScript, and possess demonstrated experience with modern web development frameworks like Django, React and related.
2. The ideal candidate will have expertise in server-side development using technologies such as Node.js, Python or Java.
3. Strong skills in designing and managing databases are essential, including relational databases (e.g., MySQL, PostgreSQL).
4. The candidate should have experience in integrating and developing APIs, along with familiarity with data exchange formats such as JSON and XML.
5. Proven experience as a full-stack developer is required, showcasing the capability to handle both front-end and back-end development tasks.
6. A strong understanding of web application security best practices and the ability to implement secure coding practices to mitigate potential vulnerabilities are key requirements.
7. The candidate should possess strong project management skills with the ability to plan, coordinate, and execute tasks effectively.
8. Excellent communication and interpersonal skills are required, along with the ability to convey technical concepts effectively to both technical and non-technical stakeholders.
9. The candidate should demonstrate a willingness to adapt to changing project requirements and technologies, coupled with a commitment to continuous learning and staying updated on industry best practices.
10. The candidate should have related experience in monitoring and reporting tool development.

Work Experience: A minimum of 7 years of cumulative work experience in roles related to web and indicators monitoring system development, encompassing the listed skills and technologies, is a prerequisite for the ideal candidate.

Proposal content

Proposal content

Prospective consultant should submit:

- A statement of interest describing the proposed individual competencies and how it meets the above requirements.
- Curriculum Vitae (CV)
- Examples of and references for similar previous work.
- An outline of the proposed methods of working and illustrative workplan.
- A proposed budget with a breakdown of costs sufficient to assess reasonableness and compliance with our funder requirements. Please also include a competitive payment schedule associating amounts with work milestones.

Expression of Interest, Deadline for Questions, and Proposal

All expressions of interest and questions about this RFP must be received via email to the contact below by 5 PM, 15 February 2024 (EAT time). Answers to the questions will be shared with all parties who have asked questions or otherwise expressed interest.

Abiyot Dagne
Research Associate II
Abiyot.Dagne@wri.org

Agimasie Demewoz
Research Associate I
Agimasie.Demewoz@wri.org

5. EVALUATION AND SELECTION

Evaluation Criteria

The following elements will be the primary considerations in evaluating all proposals submitted in response to this RFP.

- Completion of all required elements.
- The extent to which the consultant's proposal fulfills WRI's stated requirements as set out in the RFP.
- Experience with similar projects.
- Overall cost of the consultant's proposal.
- Debarment and sanctions – WRI will not consider proposals.
- from consultants that are presently debarred by the U.S. government or named on any restricted parties lists.
- Sustainability – WRI values sustainability and all other factors being equal, will favor a proposal to perform the work more sustainably.

The bidder offering the best overall value will be selected. For this procurement, price and non-price aspects are considered to be of approximately equal importance.

Selection Process

No proposal development costs shall be charged to WRI / all expenses are to be borne by the bidders. WRI may award the bidder offering best value without discussions. However, WRI reserves the right to seek bidder clarifications and to negotiate with those bidders deemed to be within a competitive range.

WRI may, at its discretion and without explanation to the prospective consultants, choose to discontinue this RFP without obligation to such prospective consultants or make multiple awards under this RFP. Contracts will not be awarded to consultants debarred by the US government or named on restricted parties lists.

Offers will be rejected & contracts cancelled if any illegal or corrupt practices take place in connection with the award.

Contact Information

Questions about the project should be directed to:

Agimasie Demewoz, Research Associate I, World Resources Institute Africa.
Email address: agimasie.demewoz@wri.org