



Document Type: Request for Information Notice
Reference Number: RFI-72060821-0001-Local Evaluation Capacity
Issuance Date: April 29, 2021
Comments Due: June 4, 2021
Closing time: 4:00 pm Rabat, Morocco Time
Subject: Local Capacities in Conducting Evaluations and Analytic Research

The United States Agency for International Development in Morocco (USAID/Morocco) is exploring the landscape of local actors with evaluation and analytical research capacity in Morocco. This research will create a repository of local evaluation organizations and individual consultants for USAID/Morocco and inform planning for a potential locally led evaluation of USAID/Morocco's [Local Works](#) program.

The USAID/Morocco Local Works program is designed to advance locally led development and enhance the Agency's ability to empower local people to take the lead in addressing their development challenges. Since 2015, [USAID/Morocco's Local Works program](#) has worked with civil society organizations to strengthen their ability to serve as intermediary support organizations (ISOs) for their extensive networks of local organizations. The ISOs serve as capacity development "go-to" centers, strengthening the ability of their entire network to advocate for change, listen to their constituents, mobilize resources, and have a collective impact.

This Request for Information (RFI) seeks information on the availability, interest, and diverse capacities of local entities to support prospective USAID/Morocco evaluation and analytic research efforts for Local Works and other initiatives. A "local entity" includes but is not limited to individuals, non-governmental organizations, academic institutions, and private sector organizations that meet all four of the following criteria:

1. Are legally organized under the laws of Morocco;
2. Have as its principal place of business or operations in Morocco;
3. Are majority owned by individuals who are citizens or lawful permanent residents of Morocco; and
4. Are managed by a governing body, the majority of who are citizens or lawful permanent residents of Morocco.

This RFI is issued solely for information and planning purposes. It is NOT a Request for Proposal (RFP) and in no way obligates the US Government to issue an RFP and/or award a contract or pay for any information submitted as a result of this request. If a solicitation is issued, all necessary information will be supplied at the time it is posted at tanmia.ma.

Questions/requests for information will not be responded to until RFP issuance. Interested parties are advised to periodically monitor the above website and RFI number for updates concerning a potential procurement.

USAID/Morocco encourages responses to this RFI from local individuals and organizations with experience working in Morocco that possess **ANY** of the evaluation and sectoral capabilities and

expertise listed below. **Individuals and organizations DO NOT need to have all the capabilities and experience listed to respond.**

USAID seeks information on individuals and organizations who possess capacities including:

1. Conducting evaluations and analytic research, including experience:
 - a. Designing performance or impact evaluations, mobilizing and managing evaluation teams, and conducting evaluations of development programs;
 - b. Conducting desk reviews and literature reviews of socio-economic development activities;
 - c. Conducting applied research of socio-economic development activities;
 - d. Conducting political economy analysis;
 - e. Conducting focus group discussions, key informant interviews, or other relevant intervention approaches; and/or
 - f. Employing innovative or cutting-edge methodologies such as outcome harvesting, most significant change or complexity-aware monitoring and evaluation techniques.
2. Providing subject matter expertise for measurement and assessment tools on topics including:
 - a. Civil society engagement;
 - b. Democracy, human rights, and governance;
 - c. Inclusion of women, youth, and persons with disabilities; and/or
 - d. Socio-economic development.
3. Providing other Monitoring, Evaluation, and Learning technical assistance, including:
 - a. Setting up monitoring, evaluation, and learning systems; Conducting monitoring of activities;
 - b. Facilitating learning events and workshops for stakeholders (including the use of virtual platforms for remote meetings); and/or
 - c. Conducting data quality assessments.
4. Possessing language skills, including reading, writing, and speaking proficiency in one or more of the following languages:
 - a. English;
 - b. French; and/or
 - c. Arabic (Moroccan dialects preferred, but not required).
5. Providing briefings and producing reports to share evaluation findings and conclusions, including past experience producing evaluation and research deliverables for
 - a. USAID or State Department;
 - b. Other donors or UN agencies; and/or
 - c. The Government of Morocco.

USAID/Morocco asks that interested respondents submit short written responses to the questions outlined below. Respondents are encouraged to review the questions and respond to only those

that are relevant to their experience and capabilities. Responses to all questions are not required but encouraged as applicable. Please also provide your name, title, organization, and contact information in your response.

Respondents can reply using the response template (Attachment 1) or via Google form at <https://forms.gle/KCy68JZTAXj1nFE1A>.

1. Are you a local entity in accordance with the four criteria listed above (Page 1)?
 - a. Yes / No
2. What is your status in Morocco?
 - a. Independent consultant/self-employed
 - b. Private sector firm/Limited Liability Company
 - c. Non-governmental organization/civil society organization
 - d. Academic institution/university professor
 - e. Other [please describe]
3. Please describe your ability to speak, read, and write in English, French, and Arabic using the following levels:

Level I	Basic Knowledge
Level II	Limited Knowledge
Level III	Good Working Knowledge
Level IV	Fluent
Level V	Professional Translator/Interpreter
4. Please speak to your (or your organization's) past experience and technical capacities to conduct evaluations and/or analytic research, including a.) designing performance or impact evaluations, mobilizing and managing evaluation teams, and conducting evaluations of development programs; b.) conducting desk reviews and literature reviews of socio-economic development activities; c.) conducting applied research of socio-economic development activities; d.) conducting political economy analysis; e.) Conducting focus group discussions, key informant interviews, or other relevant intervention approaches; and/or f.) Employing innovative or cutting-edge methodologies such as outcome harvesting, most significant change or complexity-aware monitoring and evaluation techniques.
5. Please speak to your (or your organization's) past experience and technical capacities to provide subject matter expertise for measurement and assessment tools on subjects including a.) civil society engagement; b.) democracy, human rights, and governance; c.) inclusion of women, youth, and persons with disabilities; and/or d.) socio-economic development.
6. Please speak to your (or your organization's) past experience and technical capacities to provide other monitoring, evaluation, and learning technical assistance, including a.) setting up monitoring, evaluation, and learning systems; b.) conducting monitoring of activities; c.) facilitating learning events and workshops for stakeholders (including the

use of virtual platforms for remote meetings); and/or d.) conducting data quality assessments.

7. Please speak to your (or your organization's) past experience and technical capacities to provide briefings and produce reports to share evaluation findings and conclusions for audiences including a.) USAID, b.) other donors or multilateral institutions, and/or c.) the Government of Morocco.

Submission Instructions

Submissions must use the response template or Google Form. They must be in English, French, or Arabic. Templates must be submitted in Microsoft Word or Adobe PDF format, and must not exceed three (3) pages in length in single-spaced, Times New Roman font size 12.

Responses will be held confidential unless otherwise specified, but respondents are advised to refrain from sending proprietary information. USAID/Morocco reserves the right, but is not obligated, to incorporate any, some, or none of the comments received into any subsequent Request for Proposals (RFP).

Responses to this RFI must be submitted either by email or Google Form no later than **June 4, 2021 by 4:00pm, Rabat, Morocco time.**

- For those submitting by email, send your template to **Leila Belahcen** at lbelahcen@usaid.gov and usaidmoroccocontracts@usaid.gov with the email subject line and file name: **“RFI Response: Local Evaluation Capacity.”**
- For those submitting by Google Form, submit your form to <https://forms.gle/RnbHJGHfSiKDdJFM6>.

Please **DO NOT** provide your submission via both an email and a Google Form. Please choose only **ONE** submission option. If USAID receives multiple submissions from an individual/organization, we will only review the most recent submission.

Responses received after this deadline will not be read or considered. Submission via email or Google Form is required; phone calls or hard copy delivery will not be accepted. You may receive an electronic confirmation acknowledging receipt of your response.

USAID/Morocco values input from our potential partners, and we thank you for your interest and assistance in developing potential future programs.

Sincerely,

Zachary Clarke
Regional Contracting Officer