



# USAID | EGYPT

FROM THE AMERICAN PEOPLE

## Request for Information (RFI) # 72026325RFI00001

**Activity:** Evaluation Management Activity

**Issuance Date:** October 23, 2024

**Response Date:** November 7, 2024 at 15:00 Cairo Local Time

**Response emails:** [lrizkallah@usaid.gov](mailto:lrizkallah@usaid.gov) and [arizk@usaid.gov](mailto:arizk@usaid.gov)

### To All Local Development and Private Sector Partners and Members of the Development Community

The United States Agency for International Development in Egypt (USAID/Egypt) hereby issues a Request for Information (RFI), providing public information to parties interested in USAID's support in Egypt, to gather feedback to assess and research the available capacity of local monitoring and evaluation organizations and research centers to implement the Evaluation contract for technical support services. Information collected is intended to contribute to the Mission's activity design and development for an intended future Request for Proposal (RFP).

USAID/Egypt is **only** seeking any feedback on the attached document. Please note that USAID/Egypt **is not** seeking technical or cost proposals at this time. Responses to this notice are not offers and cannot be accepted by the Government to form a binding contract or assistance agreement. Responses to this RFI are voluntary and USAID/Egypt will not pay respondents for any information provided in response to this RFI. If a future RFP is issued, it will be announced on [www.SAM.gov](http://www.SAM.gov) at a later date.

Please note that responding to this RFI will not give any advantage to any organization or individual in any subsequent competition. Responses may be used by USAID without restriction or limitation, therefore proprietary information should not be sent. While we welcome any comments you may have, we ask that if you choose to respond, that you address the issues/questions in the attached document.

Please limit responses to no more than five (5) pages and include your organization's name, address, point of contact, and email address. Please do not submit proposals, resumes or promotional materials, as they will be discarded. The submission shall be written in English and typed on standard 8 1/2" x 11" paper, single spaced, font size 12 with each page numbered consecutively.

Please send all responses to this RFI via email to Lydia Rizkallah and Abeer Rizk at the emails and date indicated above with the title "RFI # 72026325RFI00001". You will receive a confirmation acknowledging receipt of your response but will not receive individualized feedback on any comments or suggestions.

Questions regarding this RFI will not be answered. After USAID reviews and considers any responses, a decision will be made regarding whether and how to proceed with a new activity.

Thank you for your assistance and interest in USAID/Egypt programs.

Sincerely,

Abeer F. Rizk  
Administrative Contracting Officer  
Email: [arizk@usaid.gov](mailto:arizk@usaid.gov)

**Attachments:**

- **Attachment A:** Background and Purpose – Evaluation Management Activity
- **Attachment B:** Questions to Interested Parties

## **Attachment A: Background and Purpose Evaluation Management Activity**

### **I. Introduction**

The purpose of this Request for Information (RFI) is to collect written information about the capacity in the local Egyptian market of available companies to implement an upcoming USAID/Egypt Activity. USAID/Egypt is planning on implementing an evaluation activity with the objectives listed below and would like any local organization interested in this Activity to submit descriptions of their capacity and experience covering all these objectives.

### **II. Purpose**

This RFI intends to gather market insights for an Evaluation Management platform activity. The purpose of this activity is to provide evaluation and learning support services for USAID/Egypt and implementing partners (IPs) staff. The activity will provide technical services for USAID/Egypt to conduct evaluations. While implementing services under the contract, the Mission will adopt best practices to ensure that evaluations are focused, and staff are able to use and learn from evaluation findings. The Contractor will plan and conduct performance and impact evaluations, among others, using quantitative and qualitative methods, in accordance with [ADS 201](#) and [USAID's Evaluation Policy](#).

The activity aims to achieve the above purpose through the following:

- Provide technical support to strengthen evaluation and learning processes, supporting USAID/Egypt and IPs in timely, evidence-based decision-making and learning by conducting high quality evaluations of USAID activities. This support will span around five to six high quality evaluations of USAID/Egypt activities on an annual basis. The Contractor will plan and conduct performance and impact evaluations (experimental and quasi experimental), among others, using quantitative and qualitative methods. All evaluations must demonstrate in depth analysis and analytical rigor based on a thorough understanding of contextual issues. The technical support may include cost effectiveness evaluations or synthesis (see [ADS 201sas](#)).
- By conducting evaluations, investigate the key development hypotheses underlying USAID/Egypt's Country Development Cooperation Strategy ([CDCS](#)) and Development Objectives, to generate learning and enable adaptation for subsequent program designs or updates to the CDCS and Performance Management Plan (PMP);
- Support evidence-based project and activity design via short and long-term technical consultants to conduct evaluations of USAID /Egypt activities and programs;
- Build capacity of local organizations and consultants in the field of managing and conducting development programs evaluations, both impact and performance among other types;
- The activity will assist the Mission to develop, update, and maintain a comprehensive, forward-looking evaluation plan;
- The activity will provide technical support to USAID to conduct evaluability assessments of specific activities prior to conducting an evaluation; and
- Increasing dissemination and learning from and using evaluation results. This includes working with the program office and technical teams to develop post evaluations action plans.

## Attachment B: Questions to Interested Parties

USAID/Egypt is seeking 1) Information on the technical and management capacity local organizations have to conduct needed evaluations of current USAID/Egypt activities; and 2) Insight into local players willing to implement and manage evaluations of USAID activities in Egypt.

Interested parties are invited to provide feedback on the items listed below. The total responses to the below questions should not exceed **five (5) pages**, including summarizing your organization's capacity to support USAID/Egypt Evaluation Activity. The answers should respond to the below questions and also provide any other insights or previous experience in managing and conducting evaluations of development programs (both impact and performance) across sectors. Please include specific experiences relevant to the Egyptian or regional context.

### Questions to Interested Parties

1. The activity will be responsible for the management of the evaluation process from the development of a statement of work, assembling and recruiting the needed evaluation team, to drafting and finalizing the evaluation report and dissemination products.
  - a. Who are the current local players that might be interested and have the technical, management, and organizational capacity and experience to implement high quality evaluations of USAID/Egypt programs and activities, in line with ADS 201 requirements?
  - b. If you are a local company, please provide the following:
    - i. Information as to the existing technical and management capacity of the company to implement the activities stated above; and
    - ii. Experience information of similar work achieved by the company (List at least 2 of the most recent activities in the field of Evaluation).
2. Please provide REPORT samples (not more than 2) of publicly available evaluation reports conducted by your organization.