



Call for tenders: invitation to quote for upgrading the impact monitoring and evaluation system of Micro Rainbow

Background

Micro Rainbow CIC is an innovative and pioneering social enterprise whose vision is a world where lesbian, gay, bisexual, trans and intersex (LGBTI) people are free from discrimination and persecution and are equal in accessing financial services, the labour market and entrepreneurial opportunities. For more information on Micro Rainbow, please check microrainbow.org.

In 2017 Micro Rainbow started to provide a holistic approach to integration to LGBTI asylum seekers and refugees which has three programmes: housing, social inclusion and employability.

The objective of this consultancy is to review Micro Rainbow's current impact monitoring systems and procedures and equip us with an updated impact monitoring and reporting system, including a theory of change, impact indicators and data collection tools.

This is an exciting opportunity for a consultant who shares our vision and who is committed to human rights and equality, including in making the world a better place for LGBTI people everywhere.

Specification

If you are interested in quoting, please email info@microrainbow.org to receive the Terms of Reference.

Time plan

The consultant will be appointed by mid-September 2019 and must start work in September 2019. The final product should be delivered by 30th November 2019.

Qualifications

The consultant appointed must:

- Speak and write English fluently
- Produce all material in English
- Have proven experience in:
 - project monitoring and evaluation
 - developing impact monitoring tools
 - theory of change
 - creating impact indicators
 - developing data collection tool
- Have a relevant graduate degree
- References from two previous organisations
- Be fully aware of GDPR regulations
- Knowledge of Office 365 and its tools to implement the new impact monitoring and evaluation system (desirable)

Tenders

- Tenders should contain a description of how the work will be implemented, a time plan, estimated number of hours required and cost per hour excluding VAT.
- Tenders should show value for money. Please also specify the consultant(s) to be involved and include their CVs or links to their LinkedIn profiles.
- Examples of relevant work

Volume of contract

The maximum contract price is £9,000+VAT including fees and disbursements. Value for money will form part of the decision-making process.

We estimate at least 20 days are required to complete this assignment.

Prices must be fixed amounts in GBP. The amount of VAT should be shown separately.

Terms of payment

An interim payment corresponding to 50% of the contract value agreed with the winning tenderer will be released by Micro Rainbow upon successful completion of task 2 (see Terms of Reference) and receipt of the invoice.

A final balance payment will be released by Micro Rainbow upon completion and approval by Micro Rainbow of tasks 2-5 and receipt of the final invoice (see Terms of Reference).

Quality issues

In delivering the service, the consultant shall ensure the highest quality standards of which Micro Rainbow shall be the sole judge.

Confidentiality

The consultant undertakes that they will not at any time, either before or after the termination of this service, use, disclose, or communicate to any person confidential information relating to the affairs of Micro Rainbow which they may become possessed except insofar as disclosure is required in providing the Services, or in respect of which Micro Rainbow has given prior consent in writing. This restriction shall continue to apply after the termination of the service without limit in point of time.

Deadline

The deadline for submitting the quote is 31st August 2019.

Submission of tenders

Tenders are to be submitted by e-mail to info@microrainbow.org

Please write "Impact Quote" in the subject line of the email. Any questions can be directed by e-mail to info@microrainbow.org. If you would like to have an informal conversation about the assignment, please email us to book a suitable time.