EXPRESSION OF INTEREST-CONSULTANCY SERVICES
Development of a Web-based online hosted NDC Implementation Index

Deadline: 22nd December 2024

Introduction

The African Technology Policy Studies Network (ATPS), in partnership with the Pan-African Climate Justice Alliance (PACJA) and the West African Green Economics Development Institute (WAGEDI), has received funding from the African Development Bank (AfDB) under the Africa Climate Change Fund (ACCF) for a project titled *"Building the Capacity of Selected sub-Saharan African Countries to Measure Progress in Nationally Determined Contributions (NDCs) Implementation Using Tracking Tools and Indexes."* This project aims to facilitate annual progress tracking in African countries' NDC implementation across five key components: Governance, Adaptation, Mitigation, Finance & Technology Transfer, and Measurement, Reporting and Verification (MRV), as set by the Paris Agreement.

To achieve this, ATPS requires the development of an online **NDC Implementation Index Platform**. This tool will monitor, assess, and visualize progress, supporting stakeholders in effectively evaluating NDC implementation achievements by countries in Africa.

Scope of Work

The Consultant will be responsible for:

1. **Design and Development**:
   - o Developing a user-friendly, web-based **NDC Implementation Index Platform** with functionalities for data analysis and visualization.
   - o Ensuring the platform is adaptable to evolving requirements and can handle extensive data sets.
   - o Incorporating features similar to other index platforms, such as the **Corruption Index** and the **Index of Economic Freedom**.

2. **Technical Support and Maintenance**:
   - o Offering expert guidance on the technical aspects of the platform design, hosting, and updates.
   - o Providing recommendations on platform security, data encryption, access control, data backup, and privacy compliance.
   - o Training of support staff for future management, updating, and uploading on the platform.

3. **Platform Functionalities**:
   - o **Data Collection & Standardization**: The platform should enable seamless data integration and allow standardization for comparison across different sources.
   - o **Data Cleaning & Processing**: Including options to manage outliers, inconsistencies, and missing data.
   - o **Index Calculation**: Custom algorithms or statistical models for index scoring, including data normalization to a common scale (e.g., 0-100).

- o **Visualization Tools**: Incorporating interactive maps, bar charts, and line graphs to visualize scores geographically, regionally, and over time.
- o **Web Interface UI/UX Design**: A well-designed interface to support data interaction, accessibility, and user engagement.

Duration

The assignment is scheduled for a **3-month consultancy period**, starting upon contract signing.

Lead Consultant Qualifications

The lead Consultant must demonstrate the following qualifications:

a) **Academic Background**: At least a Bachelor's degree in Computer Science, Software Engineering, Information Technology, Data Science, or a related field. A Master's Degree in the relevant field will be an added advantage.

b) **Professional Experience**:
   - o Minimum of 5 years of experience in ICT-related projects with a strong portfolio of complex platform design and data solutions.
   - o Practical knowledge of ICT project design, data visualization, statistical analysis, and ICT platform improvements.

c) **Technical Expertise**:
   - o Proficiency in cloud services (e.g., AWS, Google Cloud Platform), data warehouses, data lakes, and data analysis tools (e.g., R, Python).
   - o Expertise in data visualization tools like Tableau, Power BI, or D3.js, with experience in UI/UX design and data encryption standards.

Payment Terms, Reporting, and Supervision

The contract terms are on a lump-sum basis, divided as follows upon acceptance of the milestone by ATPS:

- 30% upon project initiation.
- 40% upon submission of the draft report together with index demo site.
- 30% upon project completion and full functionality of the platform.

The Consultant will report directly to the Project Manager at ATPS.

Proposal Submission Requirements

Interested consultants should submit an Expression of Interest (EOI) including:

a) **Technical Proposal**: Outline of approach and methodology to deliver the platform, including training for backend data management.

b) **Financial Proposal**: Detailed budget and cost breakdown.

c) **The technical and financial proposals will be submitted separately**. Only technical proposals that score above 75% based on set evaluation criteria will proceed to be evaluated for financial viability

d) **Work Plan**: Timeline and key milestones for platform development.

e) **Core Team CVs**: Profiles of key team members showcasing relevant experience and expertise.

To evaluate the proposals submitted for the development of the NDC Implementation Index Platform, ATPS will apply the following criteria:

1. **Technical Approach and Methodology**
   - ➢ Proposals must demonstrate a comprehensive understanding of the project's objectives, including facilitating effective monitoring, tracking, and visualization of NDC implementation progress.

- The proposed methodology should reflect innovative yet practical strategies for the platform's design, data integration, and visualization functionalities, ensuring they are adaptable to evolving requirements.
- A clear and detailed plan for backend data management is essential, encompassing data collection, standardization, cleaning, and processing functionalities to allow for seamless data integration from diverse sources.

2. **Relevant Experience and Proven Expertise**
   - Consultants should demonstrate substantial experience with similar ICT projects, particularly in platform development, data visualization, and analytical tools.
   - Proposals will be evaluated for proficiency in cloud services (e.g., AWS, Google Cloud), data management platforms (e.g., data warehouses, data lakes), and data analysis tools suitable for the scope and complexity of this platform.
   - Expertise in UI/UX design and data security measures, including data encryption and access control, should be evidenced through a portfolio of completed projects of comparable complexity.

3. **Qualifications of the Team**
   - The lead consultant and core team members should hold relevant academic qualifications, ideally in Computer Science, Software Engineering, Data Science, or related fields, with demonstrable expertise in managing similar ICT platform development projects.
   - Proficiency with data visualization tools such as Tableau, Power BI, or D3.js is necessary, along with experience in implementing data security and privacy standards.
   - The team's qualifications, years of relevant experience, and track record in delivering high-quality digital platforms will be critical in the evaluation.

4. **Proposed Work Plan and Timeline**
   - The work plan should outline a realistic and detailed timeline for the 3-month consultancy period, with clear milestones for each project phase, including design, development, testing, and final delivery.
   - Resource allocation should be clearly defined, with adequate time allocated to essential tasks, such as data integration, index calculation, and visualization.

5. **Financial Proposal and Cost Breakdown**
   - Financial proposals should provide a comprehensive cost breakdown that is transparent, justifiable, and aligned with the project's scope.
   - Budget allocations should cover all phases of the platform development process, including design, data processing, functionality testing, and platform maintenance, ensuring value for investment while meeting project objectives.

6. **Value-Added Features and Compliance with Platform Requirements**
   - Proposals that offer additional features to enhance platform usability, data security, or adaptability will be favourably considered, particularly if these features support a robust user experience and platform sustainability.
   - Strict compliance with the outlined technical and functional specifications is mandatory, including data encryption, access control, privacy compliance, and visualization tools akin to established indexes like the Corruption Index or Index of Economic Freedom.

The Expression of Interest/Technical and Financial proposals will be scored using the criteria below:

	Criteria	Score	Weight (%)
1.	**Technical Approach and Methodology**		
	Demonstration of understanding objectives		10
	Innovative and practical methodology		10
	Backend data management plan		10
	Sub-total		**30**
2.	**Relevant Experience and Proven Expertise**		
	Experience with similar ICT projects		10
	Proficiency in cloud services, data management platforms, and analysis tools		10
	Expertise in UI/UX design and data security		5
	Sub-total		**25**
3.	**Qualifications of the Project Team**		
	Academic qualifications and relevant expertise		10
	Proficiency in visualization tools and data security standards		5
	Track record and years of experience		5
	Sub-total		**20**
4.	**Financial Proposal**		
	Transparency and alignment with project objectives		10
	Justifiability and value for investment		10
	Sub-total		**20**
5.	**Value-Added Features and Compliance with Platform Requirements**		
	Additional features to enhance usability and sustainability		3
	Compliance with technical specifications		2
	Sub-total		**5**
	Total Score		**100**

Please submit the EOI with all required documents to **procurement@atpsnet.org**, copying **executivedirector@atpsnet.org**, by **22nd December 2024**.