



THE REPUBLIC OF UGANDA

MINISTRY OF WATER & ENVIRONMENT
PLOT 21/28 PORT BELL ROAD, LUZIRA

CONSULTANCY SERVICES TO DEVELOP A WEB-BASED MONITORING AND EVALUATION SYSTEM FOR THE WATER AND SANITATION SUB-SECTOR

PROC REFERENCE NO: MWE/CONS/20-21/00051

REQUEST FOR EXPRESSION OF INTEREST

The main purpose of this consultancy is to develop a robust web-based software which streamlines results based project planning, monitoring and evaluation. A well-functioning M&E system is a critical part of good programme management and accountability. Timely and reliable M&E provides information to: (i) support project implementation with accurate, evidence based reporting and improve project performance, (ii) contribute to organizational learning and knowledge sharing (iii) uphold accountability and compliance as per the requirements, (iv) provide opportunities for stakeholder feedback and up scaling learning. Thus, a M&E system is an important compliance issue for the Water and Environment projects, thereby creating a need for transparent reporting by various development partners using an automated M&E Tool.

The overall objective of this assignment is to develop the Water and Sanitation Subsector Web-Based Monitoring and Evaluation System which will be used during the monitoring, supervision and evaluation of the process and end results of the Water and Environment activities. Specifically, the assignment is intended:

- (i) To develop a Web-Based Monitoring and Evaluation System for the Water and Sanitation Subsector.
- (ii) Refine performance indicators to the results frameworks of the Water and Sanitation Subsector.
- (iii) Develop a data collection tools to be used during the monitoring, mid-tern review and the post evaluation of Ministry's activities.
- (iv) Provide technical services and training to officers in the use of web-based M & E system and database.

The scope of the assignment involves: - Development of an M&E framework, designing a web based M&E system that can run reports, Training officers in the use of the system, review and update the performance indicators and development of appropriate data tools.

The Ministry of Water and Environment now invites eligible Consultancy firms to indicate their interest in providing the services. Interested Consultants must provide all necessary legal company documents such as a valid trading licence, certificate of registration and Powers of Attorney.

The short listing criteria will include:

- Eligibility documents
- Prior experience in designing, developing and supporting implementation of a computerized and web-based M&E or MIS system in GoU institutions at a national level
- Relevant qualifications and availability of appropriate skills and personnel for the assignment.

Successful Consultants should not have conflict of interest in relation to the subject of the procurement, should not be suspended by PPDA, demonstrate fulfilment of obligations to pay taxes.

Further information can be obtained at the address below during office hours (Monday to Friday, 08:30 – 17:00 hours, except on public holidays).

Expression of interest (**One original plus two copies**) must be delivered in a written form to the address below (in person) by **11:00 hours, on 20th April 2021**. The packages must be clearly marked:

“Consultancy services to develop a web-based monitoring and evaluation system for the Water and Sanitation sub-sector”. and addressed to:

**The Head,
Procurement and Disposal Unit
Ministry of Water and Environment
Plot 21/28 Port Bell Road, Luzira
P.O. Box 20026
Tel: +256-414-220229
KAMPALA, UGANDA**

The Planned procurement Schedule (Subject to changes) is as follows:

Activity	Date
a. Publication of Expression of Interest	1 st April, 2021
b. Submission Deadline	20 th April, 2021
c. Short Listing	Within 20 working days from submission

THE PERMANENT SECRETARY