

# REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRMS SELECTION)

Project Number: 2024-PMS3(016)-BI-CQS-062

## PHILIPPINES

### TEACHER EFFECTIVENESS AND COMPETENCIES ENHANCEMENT PROJECT (TEACEP)

Loan No./Credit No./ Grant No.: IBRD-94810

Assignment Title: Consultancy Services for the Impact Evaluation

Reference No. TEACEP-CS-3-CQS

The Department of Education (DepEd) *has received* financing from the World Bank toward the cost of the Teacher Effectiveness and Competencies Enhancement Project (TEACEP) and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include four-year contract for the Consultancy Services for the Impact Evaluation of TEACEP with the total contract amount of USD 450,000. To measure the success of the TEACEP program, an independent consultancy firm will be hired to conduct a thorough impact evaluation. This evaluation will involve designing a research plan, collecting data through surveys, tests, and administrative records, analyzing the data to isolate the program's impact, and finally reporting the findings with recommendations for future teacher training programs in the Philippines.

The detailed Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest.

The DepEd now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

QUALIFICATIONS	MEANS OF VERIFICATION (MOV)
<b>APPLICABLE EXPERIENCE</b>	
A. At least 10 years of experience similar scope to demonstrate experience of impact evaluation of programs/projects under government agencies or large private sector	SEC registration indicating the year of registration and/or other relevant documents  Records of previous engagements
B. Handled at least 1 contract/ project related to impact evaluation in the last	Records of previous engagements or Certificate of completion since CY 2021

three years	
<p>The IE's team shall at least comprise of the following key experts (or an equivalent staffing configuration):</p> <p><b>A. Key Experts</b></p> <ul style="list-style-type: none"> <li>i. (1) Impact Evaluation Specialist (Team Leader)</li> <li>ii. (1) Data Analyst</li> <li>iii. (3) Research Analyst</li> </ul> <p><b>B. Non-Key Expert</b></p> <ul style="list-style-type: none"> <li>iv. (1) Administrative Assistant</li> </ul>	<p>Company Profile, CVs of expert and non-expert personnel, and Organizational Structure</p>

The attention of interested consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers", dated November 2020) ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

In addition, please refer to the following specific information on conflict of interest related to this assignment:

Consultants shall not be hired for any assignment that would be in conflict with their prior or current obligations to other clients, or that may place them in a position of being unable to carry out the assignment in the best interests of the Borrower. Without limitation on the generality of the foregoing, Consultants shall not be hired under the circumstances set forth below:

- a. a firm that has been engaged by the Borrower to provide Goods, Works, or Non-consulting Services for a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm), shall be disqualified from providing Consulting Services resulting from, or directly related to, those Goods, Works, or Non-consulting Services. This provision does not apply to the various firms (Consultants, contractors, or suppliers), which together are performing the contractor's obligations under a turnkey or design and build contract;
- b. a firm that has been engaged by the Borrower to provide Consulting Services for the preparation or implementation of a project (or an affiliate that directly or indirectly controls, is controlled by, or is under common control with that Consulting firm), shall be disqualified from subsequently providing Goods, Works, or Non-consulting Services resulting from, or directly related to those Consulting Services. This provision does not apply to the various firms (Consultants, contractors, or suppliers), which together are performing the contractor's obligations under a turnkey or design and build contract;
- c. neither a Consultant (including personnel and sub-consultants), nor an affiliate (that directly or indirectly controls, is controlled by, or is under common control

with that Consultant), shall be hired for any assignment that, by its nature, creates a conflict of interest with another assignment of the Consultant;

- d. Consultants (including their experts and other personnel, and sub-consultants), that have a close business or family relationship with a professional staff of the Borrower, or of the project implementing agency, or of a recipient of a part of the Bank's financing, or any other party representing or acting on behalf of the Borrower, that is directly or indirectly involved in any part of:
  - i. the preparation of the TOR for the assignment;
  - ii. the selection process for the contract; or
  - iii. the supervision of the contract, may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Bank throughout the selection process and the execution of the contract.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Consultant Qualification Selection (CQS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours *0900 to 1700 hours*.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by December 18, 2024.

Bids and Awards Committee I  
Attn: Assistant Secretary Malcolm S. Garma  
c/o Procurement Management Service-BAC Secretariat Division  
Rm. M-512, 5<sup>th</sup> Floor, Mabini Bldg., DepEd Central Office Complex,  
Meralco Avenue, Pasig City, Philippines, 1600  
Tel: 8633-9432 or 8636-6542  
E-mail: *depedcentral.bacsecretariat@deped.gov.ph*

## **Teacher Effectiveness and Competencies Enhancement Project (TEACEP)**

### **TERMS OF REFERENCE**

A 4-year Contract of a Consultancy Services to Conduct Impact Evaluation for TEACEP

#### **I. PROJECT BACKGROUND**

The Department of Education (DepEd), together with the World Bank (WB), developed the Teacher Effectiveness and Competencies Enhancement Project (TEACEP) with loan financing of USD110 million comprised of USD70 million allocation for Performance-Based Conditions (PBCs), and USD40 million allocation for Investment Project Financing (IPF) which is implemented from Fiscal Year (FY) 2023-2028. TEACEP is designed to support the government's priority education reforms, focusing on enhancing teaching quality for literacy, numeracy, and socioemotional skills for kindergarten to grade 6, and ultimately to improve reading and math learning outcomes among elementary students in selected regions in Mindanao. Moreover, the identified Project Development Objective (PDO) is to improve the quality of and equitable access to teaching in Kindergarten to Grade 6 (K-6) in project-supported areas, namely Region IX, Region XII, and Bangsamoro Autonomous Region of Muslim Mindanao (BARMM).

TEACEP is composed of three (3) components to achieve its PDOs:

- 1) Component 1 – Supporting teachers and school leaders in improving teaching practices;
- 2) Component 2 - Providing adequate materials for effective teaching and learning; and
- 3) Component 3 - Project management, monitoring and evaluation.

In terms of project management, monitoring, and reporting of activities and milestones, the Project Management Service (PMS) as the lead implementing office, will collaborate with the Project Implementation Units (PIUs) within DepEd Central Office (CO), Regions IX and XII, and the Ministry of Basic, Higher and Technical Education (MBHTE). A Project Integration Coordination Office (PICO) will be established comprising of technical staff to be deployed at the CO and at the project-supported regions. The PICO will generally support coordination among the Project Steering Committee (PSC), Project Management Committee (PMC), and Technical Working Groups (TWGs), providing guidance on project outputs and schedules. Further, the PICO and concerned PIUs will work directly with a procured consultancy firm in carrying out the implementation of project activities. The structure of PICO is in Attachment 1.

In support of the achievement of the project objectives, it is necessary to secure various deliverables for the project including goods, non-consulting services, and

consulting services through procurement processes. As stipulated in the project's loan agreement, all procurement of goods, non-consulting services, and consulting services funded under the loan whether as part of PBC component or the expenditure-based component pertaining to IPF must adhere to the WB's Procurement Guidelines for Implementing Agency.

In relation to this, an Impact Evaluation Consultancy Firm will be procured to work on the impact evaluation of the project.

## **II. OBJECTIVE OF THE ASSIGNMENT**

In order to comprehensively assess the efficiency and effectiveness of the project, DepEd through the PICO/PMS will engage a consultancy firm to conduct impact evaluation. This consultancy firm will be tasked with conducting a rigorous impact evaluation on the project, delving into various facets on teacher effectiveness, student learning outcomes, and educational equity, amongst others, in K-6 in the target regions.

Throughout the evaluation process, the consultancy firm shall collaborate closely with PICO/PMS, fostering a synergistic partnership to facilitate seamless integration of evaluation activities within the project's implementation framework.

## **III. SCOPE OF WORK, DELIVERABLES, AND EXPECTED OUTPUTS**

The consultancy firm will conduct an in-depth assessment to determine how the three specific activities are performing in terms of improving literacy, numeracy, and socioemotional skills. This evaluation will examine the complementary effects to which these activities contribute to enhancing these key areas and the overall impact they have on individuals' learning and emotional development:

- (a) The coaching model
- (b) The Learning Action Cell (LAC) sessions
- (c) Use of learning devices

In particular, the assignment for the impact evaluation of the consultancy firm will consist of two (2) stages spanning from 2024 to 2028 (duration may change based on possible project restructuring), encompassing the following tasks and responsibilities:

### **Stage 1: Impact Evaluation Design**

- 1.1. Outlining of project scope including its goals, deliverables, timeline, resources required, and any potential risks or challenges and interviews with the PICO/PMS, PIUs, recipient regions and WB to better understand the purpose of the evaluation.
- 1.2. Outlining of sampling design to be utilized during the conduct of impact evaluation. The number of schools, teacher and students and

the selection process for the sample design must be reflected on the outline

- 1.3. Design a comprehensive methodology to evaluate the efficiency and effectiveness of (i) the coaching model, (ii) LAC sessions to enhance teaching practices to teach literacy, numeracy and socioemotional skills, (iii) use of learning devices to improve student learning, and (iv) cross-cutting/compounding effects.
- 1.4. Develop real-time data collection tools such as but not limited to quantitative and qualitative data collection tools in gathering baseline data and on the impact of the project and data visualization tool such as Power BI to present key findings and data trends in a clear and concise manner.
- 1.5. Submit an inception plan which includes the evaluation design with cost estimates for DepEd's approval.

### **Stage 2: Impact Evaluation**

- 2.1 Collect and submit baseline data and report on Year 2, such as, but not limited to information on teachers' participation in previous training and coaching programs and their perceived effectiveness to avoid potential overlap with TEACEP, data on learners' achievement in literacy and numeracy, particularly for K-6 learners, and learning modalities and its effectiveness.
- 2.2 Conduct midline data collection activities relevant to the impact evaluation in Year 3.
- 2.3 Submit midline report in Year 3
- 2.4 Conduct end line data collection activities relevant to impact evaluation in Year 4
- 2.5 Submit endline report in Year 5
- 2.6 Conduct consultation workshop on the preliminary result of the study
- 2.7 Submit the final result of the study for DepEd's approval.

## **IV. INPUTS PROVIDED BY THE CLIENT**

The IE shall be provided with the following documents to determine initial insight into the project:

1. TEACEP Project Appraisal Document (PAD);
2. TEACEP Updated Project Operations Manual (POM); and
3. This Terms of Reference and other related documents needed for the conduct of impact evaluation.

**V. EXPECTED DELIVERABLES AND TIMING**

The IE shall submit the following reports and in one (1) electronic format (by email or USB) and two (2) hard copies adhering to the schedule below:

<b>Expected Output/Deliverables</b>	<b>Timeline</b>	<b>Percentage of Deliverables</b>
<b>Year 1</b>		
Inception Report to be submitted to PICO/PMS	within one month from the issuance of Notice to Proceed (NTP)	<b>15%</b>
Baseline data and report to be submitted to PICO/PMS	within 4 months upon approval of inception report	<b>20%</b>
<b>Year 2</b>		
Conduct midline data collection activities relevant to impact evaluation in Year 3	All year round	
<b>Year 3</b>		
Submission of midline report to be submitted to PICO/PMS	within 6 months on year 3 implementation of the project	<b>35%</b>
Conduct endline data collection activities relevant to impact evaluation in Year 4	All year round	
<b>Year 4</b>		
Submission of endline data collection and report to be submitted to PICO/PMS	within 6 months on year 5 implementation of the project	<b>15%</b>
Conduct consultation workshop on the preliminary report of the study	within 4 months upon submission of endline report	<b>10%</b>
Submission of the final result of the study for DepEd's approval	within 2 months upon completion of the consultation workshop	<b>5%</b>

**Note: Contract is payable upon achievement of project deliverables, subject to availability of yearly allotment.**

## VI. FIRM QUALIFICATION

The following are the considerations of DepEd in the selection of the service provider:

QUALIFICATIONS	MEANS OF VERIFICATION (MOV)
<b>APPLICABLE EXPERIENCE</b>	
C. At least 10 years of experience similar scope to demonstrate experience of impact evaluation of programs/projects under government agencies or large private sector	SEC registration indicating the year of registration and/or other relevant documents  Records of previous engagements
D. Handled at least 1 contract/ project related to impact evaluation in the last three years	Records of previous engagements or Certificate of completion since CY 2021
<p>The IE's team shall at least comprise of the following key experts (or an equivalent staffing configuration):</p> <p><b>C. Key Experts</b></p> <ul style="list-style-type: none"> <li>i. (1) Impact Evaluation Specialist (Team Leader)</li> <li>ii. (1) Data Analyst</li> <li>iii. (3) Research Analyst</li> </ul> <p><b>D. Non-Key Expert</b></p> <ul style="list-style-type: none"> <li>v. (1) Administrative Assistant</li> </ul>	Company Profile, CVs of expert and non-expert personnel, and Organizational Structure

## VII. TEAM COMPOSITION AND QUALIFICATION REQUIREMENTS FOR THE KEY EXPERTS

This project will require the following key experts and non-key experts:

### A. Key Experts

#### a. (1) Impact Evaluation Specialist (Team Leader)

- Master's degree preferably in economics, statistics, research and development management, or education.
- At least ten (10) years of in-depth and extensive experience in formal impact evaluation model.
- Preferably have trainings on either project management, leadership, impact evaluation, software/tools (eg. Stata, R, SPSS, etc.) or other relevant trainings.



**b. (1) Data Analyst**

- Bachelor's degree preferably in mathematics, statistics, economics or an IT related fields
- At least 3 years of experience on either data analysis, statistical model and methodology, sampling design or other related experiences
- Preferably have relevant training on either project management, leadership, impact evaluation software/tools (e. Stata, R, SPSS, etc.) or other relevant training.

**c. (3) Research Analysts**

- Bachelor's degree preferably on project management, statistics, development management, mathematics, or education
- At least 3 years of direct experience on either conducting baseline, mid-term, and endline evaluations, and research and analysis within education or related fields.
- Preferably have relevant training on either project management, leadership, impact evaluation software/tools (eg. Stata, R, SPSS, etc.) or other relevant trainings.

**B. Non-Key Experts**

**d. (1) Administrative Staff**

- Bachelor degree in any 4-year course
- At least 1-year direct experience administrative roles preferably in the verification industry or related fields
- Preferably have relevant training.

The precise numbers and staff requirements will be agreed upon during contract negotiations. The firm should submit resumes for all of the above staff.

**VIII. WORKING ARRANGEMENT**

The Impact Evaluation Consultancy Firm will work closely with the PICO/PMS and PIUs, and shall be directly supervised by the Head of PICO. Moreover, the consultancy firm shall attend regular meetings with project representatives (PICO, PIUs, WB, Recipient Regions) based on schedule or as needed.

**IX. TERMS OF PAYMENT**

The payment of the Impact Evaluation Consultancy Firm shall be made upon the submission of accomplishment report, certificate of service rendered and acceptance of outputs or certificate of retainership signed by the Head of Office or End User following all prescribed accounting rules and regulation.