

Expression of Interest (EOI) Information Form

eDS Baseline Survey at 4 Divisional Secretariat

ICTA/GOSL/CON/CQS/2017/19

The following information should be provided with the EOI.

1. Select appropriate response (please select one of the following)

a) EOI as single party

b) EOI as joint venture
(if so please list the parties)

Note: For each party provide a copy of business registration certificate

Joint Venture Name	Parties involved and their Responsibilities

2. Years in business as a Monitoring and evaluation service provider.

1 year

2 - 3 years

More than 3 years

3. Number of similar projects undertaken during the last five (05) years (Similarity is based on the description provided under 'Scope of Services' and nature and complexity of the project)

No similar projects

1 – 3 projects

More than 3 projects

Similarity:

Please specify Yes/No for the features specified below. If 'Yes' provide the number of Projects and mention the Project Names. Project description should be submitted by using the template given in the Annexure -1.

Features	Yes/No	Project Name	Tools and Technique	Duration
a. Experience on developing questionnaires for the survey				
b. Experience on Survey with citizens, government institutes and private sectors				
c. Experience on identify the existing system/ process improvement and weakness				
d. Experience on Baseline Survey tools				
e. Experience on data mining tools & Reporting				
f. Experience on develop a tool to measure the existing service levels				

4. Number of e-government related evaluations successfully completed in the last ten years

No similar projects

1 – 3 projects

More than 3 projects

5. Demonstrated ability to conduct e-government evaluations.

6. Have you done any international surveys? (If yes, please provide relevant information about the survey with no more than 250 words)

Yes

No

7. Select the following key time-related Participatory Rapid Assessment (PRA) techniques used for reconstructing the past include.

Time line and Trend analysis

Historical transect

Seasonal diagram

Daily activity schedule

Participatory genealogy

Dream map

Critical incidents

8. Select the following type of indicators used to find the quality and effectiveness of an activity or processes. (Please describe; “how to improve management of the activity” and outcome results to change the specific conditions using one project. (No more than 500 words))

Process Indicators

Performance indicators

Annexure – 1 (Project Information Template)

Assignment name:	Name of the Client and Address:
No of Professional Staff months provided by associated consultants:	Name of the Associated Consultants if any:
Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Coordinator, Survey consultant, field officers, etc.):	
Name of the professionals involved in similar projects (as listed in the question 3). Provide names of the professionals of firms staff (provided CVs) who responsible for the ‘similar features’	
Features	Project Name & Description
a. Experience on developing questionnaires for the survey	
b. Experience on Survey with citizens, government institutes and private sectors	
c. Experience on identify the existing system/ process improvement and weakness	
d. Experience on Baseline Survey tools	
e. Experience on data mining tools & Reporting	
f. Experience on develop a tool to measure the existing service levels	
Brief description of Project and used baseline methodology for the above mentioned project: (Should cover the features listed in ‘Similarity’ section of question no. 3)	