Call for Expression of Interest to Manage Uwezo Uganda 2021 Basic Learning Assessment Data

A: Introduction

Uwezo Uganda is a not-for-profit organisation operating in Uganda since 2009. Through generating independent assessment data, Uwezo has contributed to amplifying the evidence of low learning outcomes, learning inequities and the fact that schooling does not equate to learning. This has yielded interventions and reforms by governments and development agencies focused on improving learning outcomes and the quality of education in East Africa. Until October 2019, Uwezo was a programme of Twaweza East Africa focusing on conducting assessments of basic literacy and numeracy in order to contribute to improving learning outcomes through an innovative, civic-driven and public accountability approach to social change. From 2020, Uwezo started operating as an independent entity in Uganda.

Uwezo Uganda within its four-year strategy (2020-2023) has scheduled to conduct learning assessments in addition to other research studies in order to realise its goals 1 and 2 that focus on producing independent evidence on learning outcomes, conducting research and promotion of innovations that have the potential to improve the level and distribution of learning outcomes in basic education in Uganda.

As such Uwezo Uganda has scheduled the Uwezo basics assessment survey in August-September 2021 in order to obtain data on children’s learning outcomes as well as children’s experiences of out-of-school learning during the COVID-19 pandemic and other aspects of their social economic background and water, sanitation and health (WASH) in relation to education, among others. A household-based survey in addition to a school survey will be part of the 2021 learning assessment and will be conducted in 29 nationally representative districts. The assessment will involve assessing children aged 4-16 in 20 households in 15 sampled enumeration areas (EAs) per district. School data will be collected from headteachers through face to face meeting as much as possible or via phone as long as schools remain closed.

Uwezo Uganda now seeks support for management of data from 29 districts that will be generated from the Uwezo 2021 learning assessment.

B: Scope of the assignment

In 2021, Uwezo Uganda will conduct a national assessment of children’s learning outcomes in 29 districts in Uganda involving approximately 435 primary schools, approximately 8,700 households and over 16,000 children. We now seek a data management firm or individual consultant to specifically undertake the following;

i. Screen, recruit, supervise and pay suitably qualified data entry clerks
ii. Using an agreed upon data entry and re-entry software and accompanying manual verified by Uwezo Uganda, ensure data entry and re-entry is conducted as per agreed standards
iii. Ensure data is backed up on a daily basis
iv. Manage the data entry and re-entry processes
v. Provide any necessary details of syntax and coding used.

C: Deliverables

The following outputs are required:

I. A data entry plan
II. Four 2021 Uwezo Uganda assessment datasets, i.e. for (1) enumeration areas, (2) households, (3) children and (4) primary schools. Key variables must be included to enable these datasets to be joined. Copies of the datasets must be provided in Excel, Stata and in SPSS.
III. Syntax records and explanations of coding.

**D: Expertise and infrastructure required**

The successful firm or consultant will have the following:

1. Expertise in data management of at least five years
2. Network or collaborations with nationally recognised statistical bodies
3. Not less than 10 computers available for data entry
4. All data entry computers residing on a common network
5. The data entry computers should have at least the following specs:
   - 2.0 GHz processor
   - 300 GB hard drive
   - 4GB Memory
   - Computers should be running Windows 10.
6. A server with at least the following specs:
   - Intel or Celeron dual Core 2.3 GHz processor
   - Standard 2GB UDIMM memory
   - 500 GB hard drive
   - Windows Server 2012
7. Fulltime internet connectivity to allow for remote help
8. Back-up electricity supply for use in the event of a power cut.

**E: Request for proposals and time frame**

Uwezo Uganda is now accepting brief (not more than 10 pages) technical and financial proposals from interested firms and individual consultants in response to this call. Submissions are strictly through e-mail to: info@uwezouganda.org copied to fnassereka@uwezouganda.org by 4pm on 30th August 2021.

Only complete proposals containing the following will be accepted;

i. Letter of expression of interest
ii. Technical proposal demonstrating understanding of assignment and approach.
iii. A financial proposal with clear tasks and assigned duration
iv. Evidence of relevant experience in data management and consultant qualifications

The Consultant/firm will work closely with the Senior Program Officer for Research, (or any other designated Uwezo representative). The Consultant will mainly work from outside the Uwezo offices, but will be expected to meet with the relevant teams at the Uwezo offices when necessary.

**F: Proposed Timeframe**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Duration</th>
<th>Estimated Start Date</th>
<th>Estimated End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for proposals out</td>
<td>1 day</td>
<td>21 August 2021</td>
<td>23 August 2021</td>
</tr>
<tr>
<td>Receiving Proposals</td>
<td>5 working days</td>
<td>23 August 2021</td>
<td>30 August 2021</td>
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<tr>
<td>Selection and contracting the successful firm</td>
<td>5 working days</td>
<td>31st August 2021</td>
<td>6 September 2021</td>
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<tr>
<td>Recruitment and training of data entry clerks</td>
<td>3 working days</td>
<td>8th September</td>
<td>10th September 2021</td>
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<tr>
<td>Execution of the task and submission of complete datasets and syntax records</td>
<td>15 working days</td>
<td>13th Sept</td>
<td>1st October 2021</td>
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