REQUEST FOR INFORMATION (RFI)
from national and/or international Civil Society Organization (CSOs)/Non-Government Organizations (NGOs) to act as Partners for Citizens' Monitoring and Capacity-Building Activities of the Free Wi-Fi For All Project Beneficiaries

CONTEXT

The Department of Information and Communications Technology (DICT) has engaged partnership with the United Nations Development Programme (UNDP) for accelerating the roll-out of the Free Wi-Fi For All project. This phase of the DICT-UNDP partnership aims to expand internet access in up to 6,000 additional sites.

The provision of free internet access is targeted to accelerate the effective delivery of services, particularly on quality education; gender equality; industry, innovation and infrastructure; reduced inequalities; and, partnerships for the goals. Specifically, it is expected that through the project, women and men from disadvantaged communities are able to enhance teaching/learning (improve their educational attainment), deepen their engagement in governance processes, and avail of opportunities for economic development through increased access to 6,000 Public Wi-Fi hotspots. In doing this, the project targeted beneficiaries from 2,000 public schools in 400 municipalities, of which 50% of the towns are 4th to 6th class, 89% have poverty incidences higher than the national average, and 25% are geographically isolated and disadvantaged areas (GIDAs).

At the end of 2020, the project should have delivered the activities below through the following outputs:
Output 1. Broadening people's access to free internet services in designated sites.

Output 2. Organize and develop the capacity of citizens to use, monitor delivery and installation of internet connections and performance of the free public internet service.

Output 3: Develop the capacity of DICT to contract and oversee the performance of internet service providers.

To ensure that project outcomes will be realized, the project will provide capacity building activities to the project stakeholders. The objective is to establish digitally-ready communities in the project sites by training the LGU staff, school administrators, teachers, and citizens to access, use, understand, and take advantage of the educational, economic, and social opportunities that are facilitated by the public Wi-Fi. The project will engage and utilize the capacities and network of Civil Society Organizations (CSOs) and Non-Government Organizations (NGOs) to reach almost 10,000 internet users.

OBJECTIVE

The DICT-UNDP Free Wi-Fi For All project is soliciting information from experienced national and/or international Civil Society Organizations (CSOs) and Non-Government Organizations (NGOs) particularly the academe, research institutions, higher education institutions, and independent nonprofit organizations for potential partnership.

This request for information (RFI) seeks partners who can lead in the implementation of the training roll-out for the beneficiaries of Free Wi-Fi For All project.

To ensure that the collaboration results in the project's vision, interested parties should have the characteristics, experience, and expertise noted below, including:

- Demonstrated experience in the fields of organizational/institutional building and strengthening, partnership building, stakeholders' coordination, community mobilization/organization, capacity development, project implementation, and monitoring and evaluation.

- Prior experience in fostering empowerment among the Local Government Units, project stakeholders, and the project beneficiaries by providing training sessions, consultations, workshops, coaching and mentoring.

- Experience of providing advocacy on any of the following areas: education, good governance, livelihood, and delivery of public services.

EXPECTED SERVICES/FUNCTIONS

The partner CSOs/NGOs are expected to undertake the following services and functions as Responsible Parties (RPs):

i) Attend and participate in the activities conducted by UNDP, such as the training module development workshop, monitoring tool development workshop, and Training of Trainers (TOT) workshop, and Sustainability Planning workshop. During the workshops, the CSOs are expected to provide inputs to the successful development of training modules and monitoring tools.

ii) Submit developed training modules, enhanced monitoring tool and strategies on how to cascade the tool, action plan for the training roll-out, and draft of sustainability plan.

iii) Take the lead in cascading the training modules to the project beneficiaries by implementing training activities at the host LGUs.

iv) Conduct mentoring, coaching, and monitoring activities to LGUs and beneficiaries that need follow-through after the training.

v)   Work closely with the UNDP, MILG-BARMM, Ministry of Science and Technology, National, Regional and Provincial DICT offices, host LGUs, and school beneficiaries, especially on matters involving planning and preparation for the training roll-out.

vi)   Ensure full documentation of the training activities, coaching, mentoring, and monitoring activities conducted. Prepare and submit post-activity reports, including the results achieved, difficulties encountered, and measures employed to solve the limitations.

vii)   Perform other tasks, as may be deemed necessary, in line with this TOR, and as may be agreed upon with the Project Manager.

REQUIREMENTS

Apart from the required qualities above, interested partners should have:

- A proven track record in <u>one or more</u> of the areas identified above.
- A proven track record of experience in leading and facilitating community consultations, training sessions, coaching, and mentoring.

INFORMATION REQUESTED

Interested parties are requested to fill out two forms: (i) Request for Information (RFI) questionnaire, and (ii) Capacity Assessment Checklist (CACHE) questionnaire. The first form will provide us with an overview of your organization, and the latter will give a more detailed description of your organization's capacity.

Please attach the necessary supporting documents where relevant or requested. Interested international NGOs should provide information and documentation such as permits, licenses, partner agreements, or detailed plans to acquire necessary permitting confirming their ability to operate in the Philippines.

Please note that attachments should be provided to support your answers, whenever applicable. More importantly, please respond to each question directly and clearly, and refrain from providing information that is not relevant.

ASSUMPTIONS

This RFI is a call for roster of CSOs/NGOs. Only organizations meeting or exceeding project's requirements and pre-qualification criteria will be part of the roster. The roster will be utilized for consideration for a partnership arrangement for the implementation of citizen's monitoring and capacity development activities.

After establishment of the roster, UNDP will reach out to the qualified CSOs/NGOs for a "Call for Proposal" (CFP). This CFP can be based on the capacity and extent of experience of the CSOs/NGOs.

Note that admission to the CSO/NGO roster does not guarantee that any partnership with the Free Wi-Fi For All or any other project of UNDP.

All documentations submitted in response to this RFI will be reviewed by a Review Committee. If copyrighted material is included in the submission, please provide a copyright waiver authorizing the committee to make copies for review purposes.

The Review Committee may request to hold a presentation and/or meeting with the interested CSOs/NGOs. Organizations responding to this RFI are requested to designate a single contact person for the purposes of communicating further information and clarification regarding the RFI. The contact name and details shall be provided to the Review Committee.

CLARIFICATIONS ON THE RFI

Interested parties may request clarifications on any aspect of the RFI by writing to Alka Aneja / Marie Kristel Aberilla at procurement.ph@undp.org.

SUBMISSION AND CLOSING DATE

- Interested parties are requested to respond to the RFI questionnaire and CACHE form after downloading the templates from eTendering Sites. The responses to the RFI questionnaire and CACHE form must be submitted online at the Attachment section of the e-tendering site. All supporting documents and forms should be uploaded along with the filled in forms.
- In case of any technical issues related to eTendering system, kindly write to procurement.ph@undp.org.
- Closing date of submission of information and forms is **indicated in the etendering site**. Late submissions will not be considered for evaluation.