

Request For Proposals

MEL (Monitoring, Evaluation and Learning) Consultancy

RFP n#: 2023-12-IM-MELCONST
Location: Remote
Start date: 01 01 2024
End date: 30 06 2024



Better Cotton key contact:
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MEL

All questions and applications must be submitted via email to procurement.Pakistan@bettercotton.org only with the subject "RFP for MEL Consultancy – RFP n# 2023-12-IM-MELCONST"

Questions and applications sent after the deadline (19 December 2023) will only be considered in exceptional circumstances

Description

Better Cotton is the world's leading sustainability initiative for cotton. Our mission is to help cotton communities survive and thrive, while protecting and restoring the environment. With the support of our stakeholders, we can focus on who and what matter in a sustainable future: farmers, farmworkers, their communities, and their education, knowledge and well-being. Working with close to 70 different field-level partners, we continue to reach more and more of the world's cotton-farming communities. Nearly all of them – farmers and farm workers – work on smallholdings less than 20 hectares in size. Helping them to enjoy better yields, improved working conditions and greater financial security has been transformative. Over 2.4 million farmers in 26 countries now have a licence to sell their cotton as Better Cotton. In total, our programmes have reached almost 4 million people whose working lives are connected to cotton production. More than a fifth of the world's cotton is now grown under the Better Cotton Standard. We have united the industry's stakeholders behind our efforts, and by 2030 our aim is to have trained 5 million farmers and doubled global production of Better Cotton.

More information about Better Cotton can be found on our website: www.bettercotton.org

Better Cotton Initiative started working in Pakistan from 2009 and has MoU with Ministry of Interior Government of Pakistan. In 2018, Better Cotton Initiative got registered a section 42 company in Pakistan and running operating through this company.

Background

We are seeking proposals from skilled individuals to assist the Monitoring, Evaluation, and Learning (MEL) team in various areas, including Seasonal Data Management, uploading relevant data to Salesforce, managing Results Indicators and Reporting for the current¹ and previous² season, and providing support to the existing teams and functions.

Scope of Work

We expect the consultancy to be carried out in a collaborative manner with the Better Cotton team as per below objectives:

- Providing necessary support in cleaning data received from projects on farming practices and managing large databases to ensure the data used for analysis is of the best quality possible.
- Ensuring timely collection, cleaning, and communication of Results Indicator data (RIR) from fields to the M&E team as per the plan, which includes:
 - Gap analysis
 - Consolidation of the data
 - Analysis of the data as per request from Country and Global MEL Team
- Assisting in the collection of data from project farmers by Producer Units to meet BCI requirements and deadlines, and conducting online trainings/webinars if necessary.
- Coordinating, reviewing, consolidating, and updating farmer lists based on seasonal stages for all waves and all Programme Partners (PPs).
- Supporting Global and In-country evaluations, impact assessments, rapid assessments, and case studies
- Supporting the Sr. Country Coordinator MEL in Pakistan to develop and deliver training to Programme Partner staff around data management, data quality, and data reporting requirements and templates.
- Communicating regularly with the Sr. Country Coordinator MEL to ensure the workplan is up-to-date and revised as needed based on country-level changes or developments.
- Facilitating new recruits/staff of MEL in Seasonal data management for the current and next season.
- Beyond these specific responsibilities, the consultant is expected to collaborate on additional activities agreed with the Pakistan Sr. Implementation Coordinator and matrix manager(s) from the BCI global team.

¹ Current season: 2024-2025

² Previous season: 2023-2024

High-level Timeline

19 December 2023	<p>Applications Deadline</p> <p>All applications must be submitted via email to procurement.Pakistan@bettercotton.org only with the subject "RFP for MEL Consultancy – RFP n# 2023-12-IM-MELCONST"</p>
01 January 2024	Start of the consultancy
As per waves of Assurance	Seasonal Data Updated in Salesforce
January - June 2024	<ul style="list-style-type: none"> • Analysis and reporting of Post-harvest data • Analysis of Better Cotton with the Industry • RIR Data Consolidated and Cleaned • Support training of PPs on RIR template and changes • RIR consolidation and analysis – Wave wise • Compilation and updating master pesticide list for Pakistan • Sampling of RIR data • Provide support with ongoing M&E activities

Required Skills & Knowledge

Skills, Knowledge and Experience
<i>Essential</i>
Bachelor's degree, or equivalent higher education qualification, in a relevant field
Minimum of 2 years of work experience in development program/project
Demonstrated interest in sustainability and international development
Superior skills and aptitude to appraise arguments critically and logically, organise ideas in a clear and concise manner, and draw conclusions and formulate arguments in a way that is effective, concise, and precise
Excellent interpersonal skills, along with the ability to work independently, proactively, and in a collaborative manner with a team.
Excellent written and communication skills with the ability to communicate clearly and concisely, and to assimilate and process information for wide-ranging audiences
High proficiency in MS Office, particularly Excel, PowerPoint, Word, Outlook
Willingness to frequently travel domestically, and occasionally overseas
Good knowledge of programme implementation, monitoring and evaluation techniques and practices
Good aptitude for statistics and data analysis
Familiarity with impact assessment an advantage



Quality assurance on monitoring and evaluation
Experience in monitoring and evaluation and/or research
Experience of working in team and individually will be an advantage
Experience working with projects in rural settings
Experience in field data collection
Fluency in English and Urdu (spoken and written)
<i>Desirable</i>
International exposure and/or education and/or experience and/or travel
Objective and meticulous professional with the ability to multi-task
Academic background in rural/agricultural development and sustainability
Understanding of Decent Work principles in the context of Pakistan
Knowledge of cotton production
Ability to work independently
Ability to work under time pressure and meet deadlines.
Ability to work in diversified environment
Experience of working in cotton farming
Experience of working in agriculture sector of Punjab and Sindh province of Pakistan
Knowledge of Punjabi / Sindhi / Siraiki

In addition to skills, competencies and expertise, we will consider value for money and demonstrable commitment to the sustainability field to evaluate applications.

We thank all applicants for their interest; however only shortlisted applicants will be contacted. Better Cotton is committed to good practice and transparency in the management of natural, human and financial resources. All applications will be reviewed under the principles and subject to Better Cotton’s policies on equal opportunity, non-discrimination, anti-bribery & corruption and conflict of interest.