

Public Information Notice IDH Corporate Portfolio Evaluation (Funding cycle 2021-2025)

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No.	Question	Answer
1	Is the opportunity available to firms outside the Netherlands?	In principle we do not exclude the opportunity for firms outside the Netherlands. However, IDH expects in person sessions at crucial points in the evaluation process which needs to be included then in the proposal.
2	Is TenderNed the only place to view the RFP?	Besides TenderNed the request for proposal is posted at LinkedIn and IDH website.
3	What is the actual page limit for the Technical proposal? There is indication of 30 pages (minus annexes) and 40 pages? Does it mean IDH expects Annexes (e.g. CVs, registrations, audited accounts etc) to only constitute 10 pages? Or 40 pages is also just for technical elements and the annexes shouldn't have page limit?	Correction of pages 20 and 22: the Technical Proposal shall be a maximum of forty (40) pages excluding the annexes. There is no limit on the number of pages for the annexes.
4	Do you have any preferred format (including page limits) for CVs?	There is no mandatory format for C.V.s although the Europass CV format is preferred. There are no page limits for the CVs.
5	Are you able to share, at this stage, the budget ceiling for this assignment?	Since price is one of the criteria there it is not possible to indicate a budget ceiling for this assignment. IDH estimates that the total number of working days for the consultancy assignment (midline evaluation only) will be between 200 and 235 days.



6	We assume that the estimated 200-235 working days for the consultancy assignment are for the mid-term evaluation only. Is this correct?	Correct.
7	Does IDH have a specific number of deep-dive case studies in mind?	The tender document refers to a proposed 8 (eight) deep-dive case studies based on a set of selection criteria.
8	The proposed interventions for deep-dive studies include two in India as well. However, in the criteria for team composition the language requirement specified (page 20) do not state Hindi as a required language of proficiency. Are the two interventions in India not a focus for the deep-dive case analysis, and why?	The two proposed cases in India are part of the suggest deep-dive case studies. The capacity to operate in and understand local languages is a criterium for assessing the proposals and therefore Hindi shall be included and updated on page 20.
9	In terms of team composition, is it expected the consultant describes the full international team of consultants (including people located in the countries where IDH is working) or is it sufficient to show we have the ability (e.g., through access of a network) to work in these countries and make the final selection of international team members after the final selection of the deep dives?	Although the selection of team members will depend on the final selection of the deep dive case studies, the assessment of the Consultant profile and team composition (component 1, page 25) will depend on the specificness and concreteness of the proposed team / network.
10	The length of the technical proposal is required to not exceed 30 pages (excluding annexes) on page 20, but states 40 pages on page 22 (here it does not say anything about inclusion or excluding annexes). Which is the correct max. length of proposal?	See answer to question no. 3.



11	The rationale for publishing the ToR for mid- and endline evaluations is clear. However, to what extent is the proposed methodology, evaluation matrix, etc., expected to capture already a proposed approach to the end-line evaluation? We assume a focus on mid-line only.	The description of the proposed methodology, evaluation matrix, etc., should focus on mid-line evaluation. Although IDH aims to select a consultant for both the mid-line and end-line evaluation, the concrete terms of reference for the end-evaluation will be developed in 2025.
12	We assume that there is a maximum of 40 pages for the technical proposal (excl. annexes)?	See answer to question no. 3.
13	Could you confirm this is the endline previous funding cycle (KPMG report) or share the baseline report if available?	There was no portfolio baseline conducted at the beginning of the new funding cycle 2021-2025. The end-line evaluation for the period 2016-2020 conducted by KPMG and completed in 2021 is the reference for the start of the new funding cycle.
14	Can IDH give a budget indication for the midterm and for the end line?	IDH estimates that the total number of working days for the consultancy assignment (midline evaluation only) will be between 200 and 235 days.
15	Are we allowed to use names in technical proposal and share anonymized CV's separately?	To safeguard objective assessment we request you to refrain from using names and share anonymized CV's separately (see tender guidelines).
16	For some of the deep dives a (recent) midterm or end line evaluation is done with similar research questions. Can IDH explain overlap,	The evaluator will have access to the evaluation findings (baseline, mid-line, end-line) of the programs that will be selected as deep dive case



	similarities and where they expect the two studies to be complimentary?	studies. The findings of these evaluations are considered to be part of the evidence base to demonstrate progress and IDH contribution to change (or the possible lack thereof). The existing evaluation reports are expected to be complemented by additional key informant interviews to deepen insights and learnings on the how and why transformation happens.
17	IDH wants to kick off the process mid-July 2023, and start the work September 2023 with final deadline July 2024. Can IDH indicate to what other milestone/key timings need to be taken into account? And when internal data become available to feed the evaluation (e.g. yearly reported RMF data whereas the cutoff date for the midterm is 30th June)?	The table 1 (below at the end of this Public Information Notice) gives a preliminary indication of key timings and milestones. Timelines provided are an estimation and subject to change and no rights can be derived from the below, this is merely provided as a rough estimation of timelines. It is understood that a detailed work plan will be confirmed during the inception phase. IDH will prepare a digital data / evidence room which will be open to the evaluator after signing the contract and remain open until the end of the assignment. The terms of reference refer to a chronological scope of 1st of January 2021 until June 30th 2023 but the cutoff date for data submission can be extended to Mid-March 2024 depending on the work planning of the evaluator. The harmonized Result Measurement Framework (RMF indicators) which is the basis for annual progress reporting runs on an annual cycle whereby annual results 2023 will only become available end of May 2024. (RMF data for 2021 and 2022 have already been published).
18	Can IDH confirm that there is no specific timing with regards to meetings with Advisory Committee, IDH Impact committee or its	The evaluator will meet with the Advisory Committee to discuss the (draft) inception report in October 2023.



	donors which we should take into account when planning the engagement? In other words, it is up to the consultant to plan the key meetings with the Advisory committee to meet the request that they are involved in key stages?	The Impact Committee of IDH (which reports to IDH Supervisory Board - SB) meets twice a year: May and November. It is planned that the evaluator will present the (draft) findings in a joint meeting between the Impact Committee and Advisory Committee in May 2024 (exact date to be confirmed). While the timing for the Impact Committee is defined by the SB, the meetings with the Advisory Committee can be planned in consultation with parties involved.
19	Can IDH confirm they ensure timely availability and the actual planning of the meetings with stakeholders?	IDH aims for timely availability and the actual planning of the meetings with stakeholders save for unforeseen circumstances.



Table 1: High level timelines & milestones Mid-line Evaluation, this is subject to change and no rights can be derived from the below, merely provided as a rough estimation of timelines

TASK	Indicative period
Contracting phase	June – July 2023
Invitation/publication of tender	May 2023
Award of contract	July 2023
Inception phase	August – November 2023
IDH Executive Board (commissioner) meeting - kick-off	August 2023
Evaluators interview IDH program staff and review preliminary evidences	August – September 2023
Evaluator deliver first draft inception report	September – October 2023
Advisory committee meeting - inception report review	October
Data collection, evidence assessment phase	August 2023 – June 2024
IDH opening data room & data sources	August 2023



Evaluator conducts key informant interviews, assesses evidence, conducts validation sessions etc.	November 2023 – April 2024
Evaluator provides draft assessment result report	Mid April 2024
Impact Committee meeting - united with Advisory Committee: discuss and review draft report	23/05/2024 (tbc)
Final reporting phase	21/06/2024 to 15/07/2024
Executive Board (commissioner) meeting - evaluator presents final report to IDH	First week July 2024
Advisory committee meeting - present final report	Second week July 2024
Donor session - present final report and management response	December 2024