

ENGLISH VERSION

Q&A – Call for Proposals: External Evaluation of GDN's Programmes in Francophone Africa (2021–2026)

SUBMISSION DEADLINE: [MAY 5, 2025, 12 NOON IST](#)

1. Are consortiums allowed to submit a proposal?

Yes. Consortiums are eligible to apply. The technical proposal must clearly outline each consortium member's role.

2. Is fluency in French required for all team members?

Excellent French language skills are required for team members responsible for data collection, interviews, field visits, and engagement with Francophone stakeholders. Other team members may work in English, as long as this does not affect the quality of deliverables.

3. Is GDN open to proposals from organisations other than evaluation firms?

Yes. GDN welcomes proposals from any qualified organisation with relevant experience, especially those that have worked on research capacity strengthening and the evaluation of development programmes.

4. Can you provide an indicative budget range?

There is no strict budget ceiling. Applicants are encouraged to propose a reasonable and well-justified budget aligned with the evaluation's scope (5 programmes, 6 months, potential fieldwork across several countries). The budget will be assessed alongside methodology and team capacity.

5. Would GDN consider a “learning partnership” approach for potential long-term collaboration?

Yes. GDN is open to partnership-oriented proposals that go beyond a one-off evaluation, especially if they bring added value in terms of organisational learning, strategic adaptation, and networking. However, the scope of this contract is limited to the evaluation described in the Terms of Reference.

6. How many beneficiaries or stakeholders should be consulted?

There is no fixed number. Applicants should propose a realistic approach to gathering a

representative sample of beneficiaries and key stakeholders (researchers, institutions, think tanks, mentors, policymakers, etc.). The approach will be refined at the start of the evaluation.

7. Will there be one case study per initiative?

Yes. The evaluation is expected to produce at least five case studies (broadly defined), each corresponding to one of the programme's five initiatives, to illustrate GDN's impact at different levels (individual, institutional, systemic).

8. In which countries are field visits envisaged?

Field missions may be carried out in the following countries: Benin, Burkina Faso, Cameroon, Côte d'Ivoire, Mali, DRC, Senegal, and Chad. Field visits are encouraged where feasible and should be proposed and justified as part of the evaluation methodology.

9. What is the expected number of person-days for this assignment?

GDN does not prescribe a fixed number of person-days. However, based on the scope of the evaluation (multi-country, five programmes, six months), a reasonable estimate would be between 100 and 120 person-days, distributed across the team. This may vary depending on the proposed methodology.

Scope of Work / Methodology

10. Should proposals assess the feasibility of field visits or propose a fully virtual approach?

Yes. GDN encourages applicants to provide a thoughtful recommendation on the necessity and feasibility of field visits, based on the evaluation goals. While the evaluation may be conducted fully remotely, a hybrid or in-person approach may strengthen certain aspects, especially stakeholder engagement. Justifications should be included in the methodology.

11. Is it permissible to propose a longer data collection period than the two months outlined in the TOR?

Yes. Offerors may propose an extended data collection period if justified. The six-month total timeline for the evaluation remains, but the internal allocation of time across activities can be adapted, provided it is realistic and well-justified.

12. In which language(s) should the deliverables be submitted?

Unless otherwise negotiated, all official deliverables (Inception Report, Interim Findings Report, Draft and Final Evaluation Reports) should be submitted in English. However, interview and fieldwork materials (e.g., tools, transcripts) may need to be in French to



ensure accuracy. Some deliverables may be translated into French once complete.

13. Does GDN plan to convene grantees of the five programmes during the evaluation period?

There is currently no planned convening of grantees during the evaluation period. However, if such an event is scheduled later, it may present an opportunity for data collection or validation, subject to timing and availability.

Technical Proposal

14. Is there a page limit for the technical proposal?

No formal page limit is imposed, but clarity and conciseness are strongly encouraged. Excessively long proposals may be less competitive. Applicants should prioritise presenting a coherent, focused, and methodologically sound approach.

15. How many examples of previous similar evaluations should be provided?

At least two to three relevant examples are recommended. Offerors should highlight projects with similar scopes, contexts, or methodological complexity.

16. Beyond qualifications, what criteria will GDN use to evaluate the proposed methodology?

Proposals will be assessed based on:

- Relevance and robustness of the proposed methodology,
 - Feasibility of the approach,
 - Responsiveness to the TOR and context (Francophone Africa, multi-level evaluation),
 - Inclusion of learning-oriented elements,
 - Risk management and adaptation strategies, in addition to the qualifications of the team.
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Financial Proposal

17. Can you confirm GDN's expectations regarding the budget?

See answer above.

18. Can costs be submitted in USD?

GDN accepts proposals in EUR.

19. Is there a required format for the budget?



There is no mandatory template, but budgets should be itemised and aligned with major cost categories (e.g., personnel, travel, overhead, data collection, translation, etc.). Clarity and consistency with the technical proposal are essential.

20. Is a budget narrative required?

Yes. A budget narrative is required to explain the rationale for each budget line. This ensures transparency and helps evaluators assess cost realism.

Compliance / Contractual Questions

21. What is the anticipated contract type?

GDN anticipates a deliverables-based (fixed price) contract. However, certain elements may be adjusted depending on the proposal and mutual agreement. The reference document will be GDN's standard consultant contract.

22. Will GDN provide a draft agreement for early review?

Yes. GDN can provide a draft contract upon request during the selection or negotiation phase. Offerors should signal early if they require this for internal clearance.

