

Request for Expression of Interest
GEF Country Portfolio Evaluation: Cuba (1992-2011)

BACKGROUND

Country Portfolio Evaluations (CPEs) are one of the main evaluations streams of work of the Evaluation Office of the Global Environment Facility (GEF). By capturing aggregate portfolio relevance, results and performance of the GEF portfolio in a country, CPEs provide useful information for the GEF Council and the country concerned. To date, the Office has conducted a total of 11 CPEs. Typically, these evaluations have involved mixed teams of national and international consultants at various levels of seniority. The level of effort has ranged from 100 to 150 man/days (of which 25 percent was for project visits) over a period of 8-12 months. Research assistance support at the portfolio level has been provided separately by the Office.

CPEs aim to provide the GEF Council with an assessment of results and performance of GEF supported activities at country level, and of how those activities fit into the national strategies and priorities as well as within the global environmental mandate of the GEF. CPEs are conducted following standard Terms of Reference, which are adapted to the particular country's context and GEF support, but maintaining the following three key areas of investigation:

- 1) Effectiveness, results and sustainability of GEF support by GEF focal area (biodiversity, climate change, international waters, land degradation and chemicals);
- 2) Relevance of the GEF support to the national sustainable development agenda and environmental priorities and GEF mandate and objectives; and
- 3) Efficiency of the GEF support, including roles and responsibilities between different actors, synergies and partnerships.

CPEs are managed and quality assured independently by the GEF Evaluation Office. The CPE Evaluation Report is the final responsibility of the GEF Evaluation Office.

The standard CPE methodology includes a combination of qualitative and quantitative data gathering and analysis tools. Furthermore, CPEs use standardized protocols to review projects and to conduct interviews and surveys. Triangulation is a key element in the evaluation analysis. A selected number of GEF supported projects are visited in the context of CPEs. More information about the GEF Evaluation Office, previous CPEs and CPE Standard Terms of Reference can be found at www.gefeo.org.

The Cuba CPE will take place between October 2011 and May 2012.

ASSIGNMENT DESCRIPTION

The GEF Evaluation Office invites consulting firms with experience in evaluation in the area of environment and/or sustainable development.

The following background and experience is required:

- Extensive experience in the areas of environment or sustainable development
- Solid background and demonstrated experience in project, program and particularly in strategic, country and/or portfolio level evaluations
- Deep knowledge of environmental and sustainable development issues in Cuba
- Knowledge of the GEF, its agencies, and its focal areas

Preference will be given to national and regional consulting firms.

The scope of the requested services ranges from familiarization with major GEF documents, preparation in consultation with GEF Evaluation Office staff of a detailed evaluation work plan, assistance to and participation in the initial scoping mission, in depth desk review of all national GEF projects and of a selection of regional/global projects in which Cuba participates, conduct of interviews and/or electronic surveys with relevant GEF stakeholders and beneficiaries, Review of Outcomes to Impact (ROtI) field studies of a selection of completed projects, analysis and triangulation of the evaluative evidence gathered, drafting of an aide memoire with the main preliminary findings and conclusions to be discussed in a final consultation workshop, assisting in the organization and conduct of the final consultation workshop, preparing the Draft GEF Cuba CPE report to be sent out for comments, considering and eventually incorporating the comments received in a final GEF Cuba CPE Report.

The GEF Evaluation Office will manage the Cuba CPE by providing quality assurance, methodological support and technical inputs as well as all other documents required to carry out the services.

SUBMISSION REQUIREMENTS

The GEF Evaluation Office now invites eligible national and regional consulting firms to indicate their interest in providing the described services. Interested firms must provide information indicating that they are qualified to perform these services (please see requirements in the Qualification Criteria section). Please note that the total size of all attachments should be less than 5 MB.

Interested firms are hereby invited to submit expressions of interest. They should be submitted, in English, through the World Bank Groups online platform eConsultant2:
<https://wbgeconsult2.worldbank.org/wbgec/index.html>.

NOTES

Following this invitation for Expression of Interest, a shortlist of qualified firms will be formally invited to submit proposals.

Qualification Criteria

- **1.** Interested consultants should provide information showing that they are qualified in the field of the assignment.*
- **2.** Interested consultants should provide information on the technical and managerial capabilities of the firm.*
- **3.** Interested consultants should provide information on their core business and years in business.*
- **4.** Interested consultants should provide information on the qualifications of key staff.*

* - *Mandatory*