

CALL FOR PROPOSALS

Scoping Study to Identify and document blockages to effective use of existing Freedom of Information Law in Uganda, identify demand for data and information and the "state of" intermediaries and how to work with them.

1.0: BACKGROUND

Twaweza means “we can make it happen” in Swahili. Twaweza works on enabling children to learn, citizens to exercise agency and governments to be more open and responsive in Tanzania, Kenya and Uganda. Twaweza has a ten-year time frame (2009-2018) with two broad goals; to enhance citizen agency and action to make a difference. In January 2015, Twaweza adopted a new Strategy Document (2015-2018) after a careful and thorough review of the first phase of the ten year initiative. The Second Phase Strategy highlights scaling up Open Government work in all the three East African Countries of Uganda, Kenya and Tanzania.

The 2015-2018 Strategy identifies Open Government as an area of focus given the central role governance plays when it comes to delivery of services. There is strong evidence to suggest that unless leaders are accountable and transparent to the people they lead, all resources invested in improving welfare of the people might not bear fruit. To improve this scenario, it is important that governments are compelled to make this information accessible in a meaningful and user friendly manner, and that citizens are empowered to access this information and use it to justify their demands. Aspects of Open Government identifies in the strategy include access to information, open data, data journalism and intermediaries between government and citizens.

Of the three East African Countries where Twaweza operates, only Uganda has an Access to Information Act. It was enacted in 2005 and the guidelines for its operation approved by parliament in 2011. The existence of such a law would ideally mean that Ugandans have more access to information than their counterparts in the other two East African countries. Although little evidence and hard facts exist to establish whether this is the fact or not, from mere observation and informed guesses, there seems to be no big difference across the 3 countries. This raises a big question of whether legislation in itself is enough to make governments more open. Or whether there is need to identify other factors that might make it difficult for citizens to utilize existing legislation like the Access to Information Act in Uganda, to improve service delivery and make governments agencies more responsive to public information requests.

2.0: OBJECTIVES AND SCOPE OF THE ASSIGNMENT

The objective of this assignment is to produce a study which will inform Twaweza East Africa’s discussion and programming regarding improving citizens’ access to information especially in countries like Uganda where there is an existing law. Twaweza is seeking the services of a consultant, for a period of approximately 20 working days to undertake this study to specifically help understand better the policy, legal and social obstacles to effective use of this existing law.

The specific objectives of this assignment are:

- To establish general knowledge levels about the right to access to information by Ugandans and reasons for the status quo
- To establish the status of information requests by both individuals and organizations
- To shed more light on the level or responsiveness or lack of it by the government agencies in possession of public information
- To establish why agencies in possession of public information behave the way they do
- To establish the key actors, stakeholders and intermediaries who are at the forefront of demanding for public information and their key strengths and weaknesses
- Propose remedies for improving on the status quo

3.0: SPECIFIC ACTIVITIES

1. Review existing literature and available related evidence on attempts to access public information by individuals and or organizations
2. Together with Twaweza, develop a list of potential stakeholders to be approached for purposes of collecting this information
3. Together with Twaweza East Africa, decide on the best method for engaging with the selected respondents and the overall study methodology
4. Develop and refine the questions to be used during the research, together with Twaweza East Africa
5. Carry out the actual study and compile and submit a succinct report; present report to Twaweza for feedback and finalize according to feedback

4.0: SPECIFIC DELIVERABLES AND OUTPUTS

1. Inception report and or methodology before commencement of study
2. Raw data in an appropriate format either excel or Stata
3. Draft report
4. Final report with input and comments from Twaweza

5.0: REQUEST FOR PROPOSALS AND TIMELINE

Twaweza is currently accepting brief (5-10pages) technical and financial proposals from interested firms and individual consultants in response to this RFP. Submissions are strictly through e-mail to: btaylor@twaweza.org copied to mdeus@twaweza.org by 4pm on 17th July 2015.

Only complete proposals containing the following will be accepted;

- i) Expression of interest
- ii) Technical proposal demonstrating understanding of assignment and your approach, in

particular, a somewhat detailed methodological proposal for how to gather and synthesize the required information.

- iii) A financial proposal with clear tasks and assigned duration
- iv) Evidence of relevant experience and consultant qualifications

The Consultant will work closely with the Twaweza East Africa, Senior Program Officer-What Works in Open Government based in the Kampala Office. The Consultant will mainly work from outside the Twaweza offices, but will be expected to meet with the relevant teams at the Twaweza offices when necessary. Transport, communication allowance, and other costs directly pertaining to this activity will be catered for by the consultant.

PROPOSED TIME FRAME

ACTIVITY	DURATION	ESTIMATED START DATE	ESTIMATED END DATE
Request for Proposals out	1 day	13 th July 2015	13 th July 2015
Receiving Proposals	05 working days	13 th July 2015	17 th July 2015
Selection of, and communication to best bidder, negotiating and contracting	10 working days	19 th July 2015	31 st July 2015
Submission of Inception Report and approval of methodology	10 working days	3 rd August 2015	14 th August 2015
Execution of study, submission of draft report and final report after integrating feedback.	20 working days	17 th August 2015	14 th September 2015

6.0 QUALIFICATION OF CONSULTANT

Only consultants with demonstrable experience in Open Government, Open Data and Citizen Engagement are encouraged to apply.

5.0 Proposal evaluation criteria

Proposals will be evaluated based on internally agreed standards, generally considering, but not limited to;

- i) appropriateness of proposals, responding to key tasks
- ii) consultant’s technical expertise and relevant experience
- iii) cost-effectiveness of the financial proposal

Note:

No inquiries are allowed before this RFP expires. All clarifications will be made on a case-by-case basis in response to our comments on shortlisted proposals

INTERESTED?

The application and supporting documentation should be e-mailed in MS Word or pdf format to btaylor@twaweza.org and cc mdeus@twaweza.org by close of business on 17th July 2015.