

REPUBLIC OF RWANDA



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STATISTICS OF RWANDA
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TERMS OF REFERENCE

TITLE: RECRUITMENT OF AN INTERNATIONAL CONSULTING FIRM TO PROVIDE TECHNICAL ASSISTANCE FOR THE ANALYSIS OF THE FOURTH INTEGRATED HOUSEHOLD LIVING CONDITIONS SURVEY 2013/14 (EICV4), POVERTY MAPPING, PRODUCTION OF THEMATIC REPORTS AND STATISTICAL CAPACITY BUILDING

REFERENCE NO: 002/EOI/NO/2014-2015/NISR/SMRP UNIT/AFDB AND OTHER BUDGETS ALLOCATED TO NISR / EICV4 ANALYSIS

1. Background and Justification

The National Institute of Statistics of Rwanda (NISR) has now been up and running since 2005. It was created to replace the former Department of Statistics in the Ministry of Finance and Economic Planning (MINECOFIN). NISR is semi autonomous and is governed by a Board of Directors. The government provides oversight on its activities through a performance contract with MINECOFIN.

The NISR is mandated to track and monitor the Economic Development and Poverty Reduction Strategy (EDPRS) Performance Indicators. In particular, it manages all statistics for national development. The NISR is also a national coordinator of the National Statistical System (NSS). In the context of data production and management, the NISR carries out most of the time national surveys in order to inform the progress of EDPRS, such as Demographic and Health Survey (DHS), “**Enquête Intégrale sur les Conditions de Vie des Ménages (EICV)**”, called, in English, “**Integrated Household Living Condition Survey**”, etc. The EICV is carried out over a 12-month period once every five (5) years, with EICV1 having been carried out in 2000/2001 and was repeated with some modifications in 2005/2006 as well as 2010/2011.



with EICV 2013/2014 (EICV4), the periodicity will be every three (3)

years (3) after the realization of the EICV3, NISR has designed the EICV4 order to evaluate the level of achievement of the Millennium Development Goals (MDGs) by 2015. The EICV4 is designed in the way that Fourteen Thousand Three Hundred and Ten (14,310) Households, with One Thousand Nine Hundred and Ninety Eight (1,998) panel households being included is the overall sample size. However, the EICV4 has a separate sample of about Two Thousand Six Hundred (2,600) Households benefiting Vision 2020 Umurenge Programme (VUP) that will be interviewed using the same methodology, and the same time for the purpose of VUP Impact Assessment.

It is in this context that the NISR intends to contract an experienced International Consulting firm which will provide technical assistance in the analysis of the EICV4, poverty mapping and provide related capacity building to enhance the skills of NISR and NSS staff in survey design, implementation and analysis, and poverty mapping.

This current selection/recruitment is for Phase one and two. However, the activities of Phase one will be executed first, with a possibility of executing the activities of Phase two after successful completion of phase one of the assignment

2. Overall Objectives of the technical assistance

The overall objective of the technical assistance is to support NISR in the analysis of EICV4 survey and produce survey reports (EICV4 main findings, Poverty status and mapping, VUP, Thematic reports), including the capacity building of NISR and NSS staff, and poverty mapping. The technical assistance should support NISR to have EICV4 providing information on poverty and living conditions in Rwanda and measure changes over time as part of the ongoing monitoring of the Poverty Reduction Strategy and other Government policies. The collected survey data should also play an important role for national accounts and updating the Consumer Price Index (CPI). As in the case of the EICV3, the Government of Rwanda requires EICV4 results including poverty incidence at the all District level.

3. Specific objectives and scope of the tasks:

The specific objectives of the assignment are:

- Assist NISR in cleaning, editing/imputation, quality checks and archiving on EICV4 data;
- Assist NISR to review the quality of data, tabulation plan, and writing a report on overall survey implementation;



- Assist NISR to review the quality of data, tabulation plan, and writing a report on overall survey implementation;
- Support NISR in calculating of weights to be used during the analysis, as well as sampling errors for key indicators;
- Support NISR to conduct analysis for EICV4 main findings across all themes/modules of the survey with district data on annex;
- Support NISR to conduct poverty Analysis and mapping (computation of Consumption expenditure aggregates, poverty analysis and report writing, poverty mapping analysis and report writing),
- Production of specific VUP report with detailed descriptive statistics of the VUP treatment and control groups, detailed statistics on impact of the VUP, its various sub-components on a range of outcomes;
- Production of thematic reports based on modules of the survey with district tables in the annex;
- Conduct related statistical capacity building as far as data processing, sampling, and data analysis is concerned.

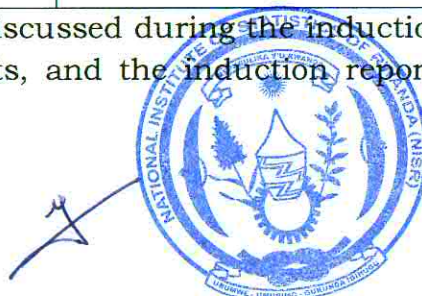
The tasks under each specific objective are categorized in the following **Two (2) Phases** that are linked each other:

Phase 1: EICV4 Analysis and production of Main report of findings, analysis and production of Poverty and VUP/Social protection reports, analysis and production of poverty mapping report, including capacity building (From October 2014 – June 2015/370 working days spread over a period of nine(9) months), and reports should be delivered by their priorities as described in Table below.

Table: Reported to be delivered by priority

Priority	Report Description	Timeframe
1	Poverty report that includes cross-sectional and panel analysis	October 2014- January 2015
2	Comprehensive VUP report	October 2014- January 2015
3	Main EICV4 report of findings	February- March 2015
4	Poverty mapping report	April- June 2015

However, details and discussions will be discussed during the induction period that will take place before the work starts, and the induction report will be among other deliverables.



3.1. Data processing

- Data quality review of all 10 cycles, fine-tune program issues; check field control table outputs;
- Evaluation of data quality and data processing, run data quality control, check structure and consistency, concatenate data files, output to analytical files (SPSS/STATA); prepare GPS coordinates for mapping; spatial review of field phenomenon for all components (Cross-sectional EICV4, panel and VUP); preparation of final datasets; begin to collect and centralize all documentation for archiving; clean data entry computers; assure full back up of data; Finalization of final datasets, begin the DDI template for documentation;
- Support the preparation of materials for data archiving; check National Data Archive (NADA) response on the web server; upgrade if necessary; support the documentation of EICV4 using the Micro-data Management Toolkit; assure variable level documentation is undertaken; anonymize the datasets, finalize data archiving; support the production a final DDI and its upload into NADA; assure correct data is archived; validate all associated documents; support the editing of content and check on English usability;
- Produce the data processing and documentation report showing all the steps undertaken.
- Preparation and submission of all cleaned datasets and assignment report to NISR.

3.2. *EICV4 Survey data analysis and report writing*

- Data quality checks of the whole dataset before analysis;
- Preparation of data files and syntax for indicators to be computed together with NISR and NSS staff,
- Review and finalize the tabulation plan and structure of the reports (Main report of findings and VUP/Social protection report);
- Production of Main indicators report (similar to that produced for EICV3 but with a revised/improved structure) with key indicators disaggregated at district level as annex;
- Analysis and Production of VUP/Social protection report with the following specific and not limited questions to be answered:
 1. What are the impacts of the VUP on households' income and consumption levels (and, consequently, poverty status) and asset holdings



2. What are the programme impacts on employment, investments in farm and non-farm business activities?
 3. What are their impacts on education of the households' children and other household members?
 4. What is their impact on the stability/adequacy of households' consumption levels?
 5. How does programme participation affect different types of households (large hh, female headed, disabled, etc.)?
 6. What is the programme impact on access to and use of financial services (savings and loans)?
 7. What are the impacts of the VUP on economic activity, aggregate welfare?
- Preparation and submission of metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the reports to NISR;
 - Preparation and submission of all variables dictionary of dataset used during the analysis to NISR;
 - Preparation and submission of all cleaned analysis files/datasets, syntax used for analysis and assignment report to NISR.

3.3. Sampling

- Preparation of weighting files used to fill listing forms/information for EICV4 cross-section sample, panel and VUP samples together with NISR staff and NSS staff;
- Calculation of weights for the main EICV4 sample, panel component, and VUP sample together with NISR staff and NSS staff;
- Tabulation of sampling errors for indicators from survey data together with NISR staff and NSS staff;
- Preparation of data analysis files with weights included and assist the analysts when necessary;
- Prepare the final methodological report on sample design and estimation procedures for EICV4, panel and VUP showing all the followed steps and submit it to NISR.

3.4. Poverty analysis and poverty mapping

A. For the poverty analysis

- Data quality checks of the whole dataset before analysis;
- Preparation of data files and syntax for household consumption expenditure to be computed together with NISR and NSS staff,



- Review and finalize the tabulation plan and structure of the poverty report;
- Production of poverty report (similar to that produced during EICV3 but with a revised/improved structure) with key indicators disaggregated at district level as annex;;
- Preparation and submission of metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the report to NISR;
- Preparation and submission of all variables dictionary of dataset used during the analysis to NISR;
- Preparation and submission of all cleaned analysis files/datasets, syntax used for analysis and assignment report to NISR.

B. For the poverty mapping using Small Area Estimation (SAE) Techniques

Poverty maps, spatial descriptions of the distribution of poverty in any given country, are most useful to policy makers and researchers when they represent small geographic units, such as sectors, cells and villages for the case of Rwanda.

- Preparation of EICV and census files to be used during the analysis together with NISR and NSS staff;
- Identification of variables and suitable SEA model to use in the analysis together with NISR and NSS staff;
- Use of SEA technique to combine information from surveys (which contain comprehensive information) and censuses (which allow fine disaggregation) to allow the distribution of poverty at the possible smallest geographic unit together with NISR and NSS staff;
- Use of GIS to integrate information from very different sources (e.g. surveys, census, administrative data, satellite images, etc.) into a single platform, where each observation is matched with the identifier of the area it covers together with NISR and NSS staff;
- Carry out the analysis of spatial association between different dimensions together with NISR and NSS staff;
- Produce a comprehensive report on poverty mapping in Rwanda at the smallest administrative unit, such as village based on the level of reliability of estimates together with NISR and NSS staff;
- Preparation and submission of metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the report to NISR;



- Preparation and submission of all variables dictionary of dataset used during the analysis to NISR;
- Preparation and submission of all cleaned analysis files/datasets, syntax used for analysis and assignment report to NISR.

35. Statistical capacity building (production of training manuals, and trainings implemented)

- Develop the hands-on practical training manuals (as a step-by-step document showing how the assignment is being carried out) on:
 - ✓ Developing Data entry and data processing system and archiving of EICV 4;
 - ✓ Applied sampling techniques for designing household surveys, like EICV, including panel surveys;
 - ✓ Computation of household consumption expenditure and poverty analysis using EICV data in SPSS/STATA.
 - ✓ Panel survey data analysis with practical examples in STATA/SPSS ;
 - ✓ Household surveys data analysis in SPSS/STATA using the EICV datasets (with focus on employment, education, social protection and agriculture);
 - ✓ Conducting Poverty mapping using SAE;
- Submission of all developed training manuals to NISR.
- Conduct the trainings within the period of carrying out specific assignment in the form of hands-on-training.

Phase 2: Production of Thematic Reports and Capacity Building (From July – October 2015/180 working days spread over a period of four (4) months).

- Data quality checks of dataset before analysis;
- Preparation of data files and syntax for indicators to be computed theme by theme together with NISR and NSS staff;
- Review and finalize the tabulation plan and structure of the thematic reports;
- Production of Main indicators report (similar to that produced for EICV3 but with a revised/improved structure) with indicators disaggregated at district level as annex for the following themes:
 - ✓ Utilities and amenities
 - ✓ Youth
 - ✓ Economic activity/employment



- ✓ Environment and natural resources
 - ✓ Gender
 - ✓ Education
 - ✓ VUP/Social Protection
 - ✓ Patterns of consumption
 - ✓ Income
- Preparation and submission of metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the reports to NISR;
 - Preparation and submission of all variables dictionary of dataset used during the analysis to NISR;
 - Preparation and submission of all cleaned analysis files/datasets, syntax used for analysis and assignment report to NISR.
 - Conduct on-the-job training during the production of thematic reports to identified NISR and NSS staff.

4. Responsibilities of NISR in relation to the assignment

The NISR will provide a well equipped office with computers, internet connection, and printer during the execution of the assignments. There will be a team of NISR and NSS staff who will work with the consultants on the assignment on daily basis.

5. Key deliverables/expected outputs:

The international firm will provide the following deliverables/outputs:

5.1. On data processing

- Data quality review report of all EICV 4 10 cycles;
- Final cleaned EICV4 datasets in SPSS/STATA ready to be used for analysis;
- Anonymized EICV4 dataset ready to be published;
- Data archive package handed over to NISR;
- final report on data processing



5.2. On Survey data analysis

- Internal report on overall data quality;
- Preparation of data files and syntax for indicators to be computed together with NISR and NSS staff,
- Revised and finalized tabulation plan and structure of the reports (Main report of findings and VUP/Social protection report with descriptive statistics of the VUP treatment and control groups);
- Revised and finalized tabulation plan and structure of the thematic reports;
- Produced Main indicators report with key indicators disaggregated at district level as annex;
- Produced thematic reports with indicators disaggregated at district level as annex;
- Produced VUP/Social protection report with key indicators disaggregated at district level as annex;
- Produced metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the reports;
- Produced variables dictionary of dataset used during the analysis;
- Submitted cleaned analysis files/datasets, syntax used for analysis.

5.3. On sampling

- Prepared weighting files for EICV4 cross-sectional sample, panel and VUP samples;
- Calculated weights for the main EICV4 sample, panel component, and VUP sample;
- Tabulated sampling errors for indicators from survey data;
- Submitted final methodological report on sample design and estimation procedures for EICV4, panel and VUP showing all the followed steps involved.

5.4. On poverty analysis and poverty mapping

A. For the poverty analysis

- Prepared data files and syntax for household consumption expenditure;



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- Revised and finalized tabulation plan and structure of the poverty report;
- Produced poverty report with key indicators disaggregated at district level as annex;
- Prepared metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the report;
- Prepared variables dictionary of dataset used during the analysis;
- Prepared cleaned analysis files/datasets, syntax used for analysis.

B. For the poverty mapping

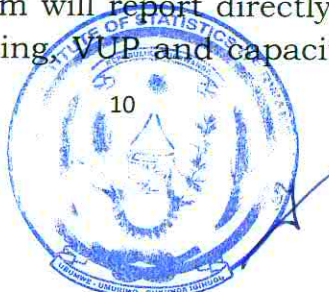
- Prepared EICV and census files to be used during the analysis;
- Identified variables and suitable SEA model to be used in the analysis;
- Produced comprehensive report on poverty mapping in Rwanda at the smallest administrative unit;
- Prepared metadata (Definition of indicator, method of computation of indicator, comments and limitations of indicator) of all computed indicators as annex of the report;
- Prepared variables dictionary of dataset used during the analysis;
- Prepared cleaned analysis files/datasets, syntax used for analysis.

5.5. On Statistical capacity building

- Developed hands-on practical training manuals on:
 - ✓ Developing Data entry and data processing system and archiving of EICV 4;
 - ✓ Applied sampling techniques for designing household surveys, like EICV, including panel surveys;
 - ✓ Computation of household consumption expenditure and poverty analysis using EICV data in SPSS/STATA.
 - ✓ Panel survey data analysis with practical examples in STATA/SPSS ;
 - ✓ Household surveys data analysis in SPSS/STATA using the EICV datasets (with focus on employment, education, social protection and agriculture);
 - ✓ Conducting Poverty mapping using SAE;
- Trainings report.

6. Reporting arrangements and overall coordination

The International consulting firm will report directly on the deliverables of the EICV4, including poverty mapping, VUP and capacity building to the Director



of Statistical Methods, Research and Publication unit who will also be the overall coordinator of all the activities of the said assignments, who will report directly to the Director General of NISR. There will be a need of having inception report, mission/progress reports and final report for each phase for the purpose of documenting the entire process under this consultancy.

The main reports to be produced as follows should contain the following elements:

Phase 1:

- i. The inception report: Preliminary note containing the description of understanding of the mission by the consulting firm, analysis results on existing data, detailed methodology as well as the plan of action for each phase to be conducted. The inception report should be presented in three(3) weeks after commencement of the assignment;
- ii. The progress reports/Phase 1: The firm shall present on phase 1 one progress report at **the end of December, 2014**. This will be followed by the **intermediate reports of which the consulting firm will submit to NISR office in January 2015**. By the end **January 2015, the firm will be required to submit a report focusing on analysis and production of main report of findings, Poverty report, VUP report and poverty mapping report, and progress report on capacity building, including the intermediate reports to be submitted at end of each month from November 2014 to June 2015**.
- iii. The final report of which the firm will submit not later than one (1) month after the validation of all provisional report and after the integration of comments from the NISR technical team.

Phase 2:

- i. The inception report: The firm shall produce inception report clearly describing the firm's understanding of the assignment, clear description of how the analysis of the existing data will be done, thorough description of the methodology as well as detailed plan of action for each phase to be conducted. This report should be presented at NISR in three (3) weeks after commencement of the assignment. Where need be a firm shall prepare a power point presentation and clearly illustrate how the assignment will be performed.
- iv. During Phase 2 the firm will present the 1st progress report at the **end of June 2015 where as the second one relating the achievement of the**



second phase should be presented at the **end of October 2015** related on the achievement regarding the second phase.

- v. After validation of all provisional reports and receiving comments from NISR technical team including all the comments, the firm shall be required to submit the final report on phase 2 not later than one (1) month after the validation..

N.B.: It should be noted that during the dissemination of the results of EICV4 in November 2015, NISR will need to have on the panel ground consultants who worked on the various statistical areas to explain how the work has been conducted.

7. Methodology

The NISR has planned and designed the fourth round of the “Enquête Intégrale sur les Conditions de Vie des Ménages 2013/2014 (EICV4)” with fieldwork starting in October 2013. The data collection for the survey will cover a period of 12 months, divided into 10 cycles for the fieldwork, in order to represent seasonality in the income and consumption data. It is important that the methodology is consistent with the previous rounds of EICV, in order to measure trends in poverty and other key indicators. The EICV3 was conducted between October 2010 and October 2011; prior to that the EICV was conducted every 5 years with the first one (EICV1) conducted in 2000/01.

The strongest feature of the EICV series is that it has remained relatively unchanged since 2000/01. The sample size was increased in 2010/11 to include District estimates, as the administrative boundaries of local authorities were changed in 2005 and the government required indicators at this administrative level to monitor the performance of the newly created district authorities. The EICV4 will provide information on poverty and living conditions in Rwanda and measure changes over time as part of the on-going monitoring of the Poverty Reduction Strategy and other Government policies. The survey data are also very important for national accounts and updating the consumer price index (CPI). As in the case of the EICV3, the Government of Rwanda requires EICV4 results including poverty incidence at the district level.

The technical assistance will be implemented through a number of missions in the country to allow the skills transfer to NISR and NSS staff as far as the EICV4 survey data analysis is concerned. A number of thematic reports, including the main survey report, poverty and poverty mapping reports will have to be produced through in-country missions to allow the skills transfer.



As far as the statistical capacity building is concerned, the training materials on sample design for household surveys, including panel surveys, estimation of poverty, poverty mapping, surveys data analysis with emphasize on EICV data analysis using the case study of EICV , and EICV data entry and processing manuals will have to be produced well in advance, followed by a number of on-the-job trainings using EICV datasets to prepare the NISR staff to be able to carry out EICV data analysis, and design of future EICVs.

8. Competence and Qualifications

8.1. Profile of the consulting firm

The specific expertise required of the firm for these different assignments includes but is not limited to the following:

- The consulting firm should be composed of consultants from different sectors and specialists with skills and experience in survey/census and panel survey design, implementation and analysis, including poverty mapping and analysis; data processing and archiving; sampling, and statistical capacity building implementation.
- Extensive professional experience (at least 10 years) in designing, implementing and analysis of surveys/censuses including panel surveys;
- Extensive professional experience (at least 10 years) in assisting National Statistical Offices (NSO) in data quality review of statistical data, build the capacity of NSO's Staff;
- Extensive experience in development research and providing policy advice. Particularly experience in different countries and in Africa;
- Have worked extensively in areas of similar conditions.

8.2. Profile of team members

The consulting firm team members should contain experts among others; Team leader, poverty mapping and analysis experts, survey experts, statisticians experts; sampling expert; GIS Specialist; IT specialists; demographers; and data processing expert. The following is their required detailed profile of the team.

8.2.1. The Team Leader (1) should possess the following:

- a) Masters Degree in Statistics/Survey Methods with at least 10 years of experience in designing and analyze the Living Conditions Monitoring Survey in developing countries, including Africa;



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- b) Demonstrated ability in designing, implementation, monitoring and analyzing the Household Living Condition Survey (EICV) in Rwanda would be an added value;
- c) Experience with household consumption, expenditures estimates, processing and analysis;
- d) Experience in supporting the in-service statistical capacity building;
- e) Experience in household survey data quality reviews;
- f) An established track record in the assignment;
- g) Fluency in English is required and additional language skills are a plus;
- h) Experience of working in a multicultural team and proven ability to build relationships with project partners;
- i) Experience in working with Government Institutions will be an added advantage;
- j) ability to work in a team, in a multicultural environment, under pressure while maintaining a high level of accuracy;
- k) Excellent abilities in the use of statistical softwares, including SPSS, STATA, SAS, CPro, etc.

8.2.2. The Poverty Mapping and Analysis Experts (2) should possess the following:

- a) Relevant Post Graduate Degree in Statistics (**at least Master's degree in Statistics or Survey Methods or Economics or other relevant qualifications**) with **at least 10 years of experience in analyzing and measurement of poverty and inequality, including poverty mapping;**
- b) Background in economic principles, statistics, and/or establishment survey methodology;
- c) At least five(5) years of experience in household surveys methodology and analysis;
- d) Extensive experience of studying poverty in other countries especially in Sub-Saharan Africa;
- e) Experience in working with Government Institutions will be an added advantage;
- f) Demonstrated knowledge and experience in the use of statistical software such as SPSS and/or STATA.

8.2.3. The Survey Experts (3) should possess the following:

- a) Relevant Graduate Degree in **Statistics or Economics or other relevant qualifications with at least 5 years of experience in household surveys data analysis, specifically, household Income and expenditure Surveys;**
- b) At least 5 years of experience in National Development Policy Frameworks with the Millennium Development Goals,
- c) Monitoring and evaluation of poverty reduction strategies in other countries especially in Sub-Saharan Africa;
- d) Experience in working with Government Institutions will be an added advantage;



- e) Demonstrated knowledge and experience in the use of statistical software's such as **CSPRO, SPSS and STATA.**

8.2.4. The Statistician Experts (2) should possess the following:

- a) Relevant Post Graduate Degree in **Statistics (at least Master's degree in Statistics or related field) with at least 5 years of experience in survey field operations, data quality review, and household surveys data analysis;**
- b) Having experience in designing and implementing household surveys;
- c) Experience in working with Government Institutions will be an added advantage;
- d) Excellent abilities in the use of statistical software's, including SPSS, STATA, etc

8.2.5. The Sampling Expert (1) should possess the following:

- a) Relevant Graduate Degree in **Statistics or related field;**
- b) Extensive knowledge of the international standards in carrying out household income and expenditure surveys with working experience in a National Statistics Offices (NSOs);
- c) Proven experience in sample design and estimation procedures for the living standards surveys in sub-Saharan Africa;
- d) A minimum of five(5) years in developing master sample designs for the national household survey programs in various countries, as well as developing the sampling and weighting procedures for different types of household, agricultural and establishment surveys, etc;
- e) A minimum of five(5) years in providing technical assistance and training in sampling and statistical methods in different countries;
- f) Experience of five (5) years in household survey design, Poverty Measurement and Analysis based on the Household Living standards Surveys;
- g) Experience of working with Government Institutions will be an added advantage;
- h) Excellent abilities in the use of statistical software's, including SPSS, STATA, SAS, etc;

8.2.6. The GIS Specialist (1) should possess the following:

- a) Relevant Graduate Degree in **GIS or other relevant qualification with at least 10 years of experience in GIS, in database as a specialist Developer;**
- b) Having experience in spatial data information;
- c) Experience in working with Government Institutions will be an added advantage;
- d) Experience in cartography; poverty mapping;



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- e) A minimum five(5) years experience in Management Information Systems;

3.2.7. The Data Processing experts (2) should possess the following:

- a) An advanced University Degree in **Information Technology, Computer Science (At least a Master Degree) or any other relevant discipline from a recognized University, preference will be given to Master holder in any of the above fields;**
- b) A minimum of 10 years demonstrated professional experience in data processing systems design and implementation for national household surveys and data archiving;
- c) Extensive knowledge of the international standards in carrying out data processing for household surveys;
- d) A strong background in either application computer science and/or capacity building of government systems;
- e) Experience in the development of capacity building & Data archiving support(data quality, survey management and data archiving activities);
- f) Ability to work well within diverse teams;
- g) Excellent English language skills (both written and oral);

3. Duration of the assignment

The consultancy is expected to be executed from September 2014 to July 2015 (11 months) and shall cover the two phases as follows:

- Phase I: September 2014 –April 2015 (8 months)
- Phase II: May – September 2015 (5 months).

However, the allocated period of execution or number of days may be increased or reduced when deemed necessary and agreed upon by the consulting firm and NISR. The planned time for execution of this contract is expected to start in **October 2014. This current selection/recruitment is for Phase one and two. However, the activities of Phase one will be executed first, with a possibility of executing the activities of Phase two after successful completion of phase one of the assignment.**

The consultancy shall be implemented at **'National Institute of Statistics of Rwanda (NISR), Kigali-Rwanda'** with its scope extending to Provinces and District levels of the Country.

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's **"Rules and**



Procedures for the use of Consultants” May 2008 edition, as revised in July 2012, which is available on the Bank’s website at <http://www.afdb.org>.

10. Application process

Interested and suitably qualified firms should submit their Request for Expression of Interest letter highlighting how they meet the above requirements. **Firms expressing interest should provide a note describing (technical Approach) how they intent to carry out this assignment if selected.**

All applications should be submitted to the Central Secretariat of the NISR and should be addressed to:

The Director General
National Institute Of Statistics of Rwanda (NISR)
Avenue de la Paix, former MINIPLAN Building, Muhima (Nyarugenge District)
P.O. Box 6139 Kigali
E-mail: info@statistics.gov.rw.

The outer cover for envelope shall be clearly marked: REQUEST FOR EXPRESSION OF INTEREST (EOI) N^o. 002/EOI/NO/2014-2015/NISR/SMRP UNIT/AFDB AND OTHER BUDGETS ALLOCATED TO NISR / EICV4 ANALYSIS

The deadline for submission of expression of interest will be not later **than 19th August 2014, at 17:00 hours Kigali time.**

Electronic applications will also be accepted and may be sent through info@statistics.gov.rw, gerald.yemukama@statistics.gov.rw, alphonse.shumbusho@statistics.gov.rw

Done at Kigali 05TH August 2014


Yusuf MURANGA
Director General

