



📍 14th Senchi Street , Airport Residential Area  
Accra - Ghana  
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# **Request for Proposal (RFP)**

## **Consultant - Program Results Aggregator**

September 27, 2024

## Invitation letter

Dear Sir/Madam,

Impact Investing Ghana (hereinafter referred to as IIGh) is pleased to invite prospective bidders to submit a proposal for a Consultant - Program Results Aggregator with extensive experience in collecting, analyzing, and reporting outcomes across multiple projects as detailed in Annex 1 of this RFP.

**Quotations may be submitted on or before October 11th, 2024 by midnight via email to this address [info@impactinvestinggh.org](mailto:info@impactinvestinggh.org) and copy [akua.asare@impactinvestinggh.org](mailto:akua.asare@impactinvestinggh.org).**

If you are interested in submitting a proposal in response to this RFP, please prepare your proposal in accordance with the requirements of services as stated in this RFP and submit it via this email by the deadline for proposal submission.

Please provide a proposal that includes the following components:

1. Technical proposal

- A brief summary/profile of the consulting firm or consultant
- Relevant past experience
- Proposed technical approach and work plan

2. Financial proposal/Quotation

- Fee estimate based on the Scope of Work set out above (expressed in terms of 'max number of hours' x 'hourly rate')

We look forward to receiving your quotation.

Approved by:

Mary Afenyie-Abekah

Program Coordinator, Impact Investing Ghana



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### **About Impact Investing Ghana**

Impact Investing Ghana (IIGh) is the Ghana National Partner for Impact Investing. We are an independent private-sector-led initiative promoting sustainable development and advancing the development of the impact investment ecosystem in Ghana. Established as a nonprofit, IIGh is Ghana's representative to the Global Steering Group (GSG) for Impact Investing, the successor to the Social Impact Investment Taskforce established by the G8. The GSG Impact's National Partners currently cover over 33 countries and provide a global platform to drive investment and increase visibility for its members globally. IIGh aims to tackle Ghana's pressing social and environmental challenges by driving more capital to deliver real impact. We are a local platform representing all the stakeholder groups needed to redirect significant capital flows towards social and environmental impact.

Private-sector-led, yet in close partnership with the national government, we raise awareness, create market intelligence, change policies, and mobilize additional financial resources for the public good. IIGh brings together leaders from the worlds of finance, business, government, social organizations, and philanthropy. IIGh has an ambitious plan to support the growth of impact ventures and to catalyze \$1 billion in impact funds for investment in impact ventures in Ghana and the West African sub-region.

## **Terms of Reference (Annex 1)**

### **Context**

Impact Investing Ghana is implementing a series of programs under its broad strategic objectives: 1) Conduct research to drive action & develop the field locally, 2) Build capacity & increase collaboration between ecosystem players, 3) Unlock \$ 1 billion in funding for Ghana and West Africa 4) Influence the creation of an enabling environment and 5) Support the growth of Impact Investing in West Africa & globally.

IIGh is seeking a Program Results Aggregator to assess and document changes/results that occurred within the ecosystem of its boundary partners as part of its program activities during the financial year of IIGH's operations and what progress has been made toward the strategic objectives. To evaluate the collective impact of these projects and report to our stakeholders, we require a Project Results Aggregator to synthesize data, generate reports, and provide insights on project performance.

### **Scope of Work**

We are seeking a Program Results Aggregator who will be responsible for collecting, analyzing, and reporting outcomes across multiple programs, ensuring the comprehensive aggregation of project results to support decision-making, impact measurement, and strategic development.

- 1. Data Collection and Aggregation:** Collect quantitative and qualitative data from program teams, partners, and beneficiaries. Develop and implement data validation processes to ensure the accuracy of collected data.
- 2. Data Analysis:** Compare program outcomes against key performance indicators (KPIs) and pre-defined objectives. Perform detailed analysis of program data, identifying trends, gaps, and areas for improvement.
- 3. Reporting:** Review progress report from Program Officers and curl out results 4. Working with Program Officers, develop Case Studies and Significant Change Stories to show impact of the project on investments raised or catalysed, job creation, poverty reduction and growth of businesses including start-ups.
- 5. Monitoring and Evaluation Support:** Work closely with the Monitoring and Evaluation (M&E) officer to integrate data from different projects and ensure alignment with the overall program's monitoring frameworks.
6. Train program staff on data collection methods, reporting standards, and the use of data aggregation tools, if necessary.



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### Deliverables

1. A comprehensive final report outlining program results, including recommendations for future program improvements. Ensure the report has analytical depth and is well-evidenced using the collected and collated data.
2. Program outcomes are collated in the form of a results log
3. Development of case studies and stories of change.

**Budget: \$3,400**

### Requirements:

Please provide a proposal that includes the following components:

3. Technical proposal
  - A brief summary/profile of the consulting firm or consultant
  - Relevant past experience
  - Proposed technical approach and work plan
4. Financial proposal/Quotation
  - Fee estimate based on the Scope of Work set out above (expressed in terms of 'max number of hours' x 'hourly rate')

### Selection Criteria

1. Experience with similar assignments (30%)
2. Competitive price (30%)
3. Technical approach (20%)
4. A realistic work plan that shows an ability to deliver on time (20%)

### To Apply:

All responses to this **Request for Proposal** are due by **October 11th, 2024 at midnight GMT.**

Please email your response to Akua Asare, Procurement Officer at [info@impactinvestinggh.org](mailto:info@impactinvestinggh.org) and copy [akua.asare@impactinvestinggh.org](mailto:akua.asare@impactinvestinggh.org) and **label the email – RFP Consultant - Program Results Aggregator.**

