



United Nations  
Educational, Scientific and  
Cultural Organization

**FORM AM 10-7:**

**Procurement Notice/Advertisement  
Open International Competition (OIC)**

**Country of Destination:** France

**Reference Number:** RFP/CI/FMD/FEJ/79

**Description:** *External Evaluation of the UNESCO Multi-Partner Trust Fund "Global Media Defence Fund" (GMDF)*

**Deadline for Submission of Sealed Tenders:** *27 September 2024 at 23:59 CEST (GMT +2)*

**Posting Date:** *26 August 2024*

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United Nations Educational, Science and Cultural Organization (UNESCO) hereby invite qualified companies to submit sealed tenders as follows:

*As the GMDF reaches the end of its original cycle of implementation (January 2020 – September 2024), UNESCO and the Fund's Steering Committee have agreed to conduct an external evaluation of the Programme to provide evidence-based information on the overall implementation and impact achieved, as well as the challenges faced during implementation, and which will inform decision-making related to the next years of implementation of the Fund. Therefore, UNESCO is requesting for proposals for an external evaluation of the GMDF programme to cover the period between January 2020 and September 2024.*

*This evaluation should be conducted in accordance with the UNESCO evaluation procedures, assessing the relevance, efficiency, effectiveness, sustainability, coherence, and impact of the action. It should examine progress made towards achieving the expected results, lessons learned and present recommendations regarding the project's design and delivery, as well as on potential follow-up actions.*

*The main purpose of the evaluation is to assess:*

- The Programme's performance and results with respect to agreed objectives, including activities, outputs, and outcomes;*
- The quality of the main outputs and outcomes;*
- The sustainability of interventions supported under the Programme;*
- The Programme's contribution to UNESCO Global Priorities Gender Equality and Africa;*
- The ability to synergise actions with other stakeholders and projects/programmes, as relevant.*

*The findings of the evaluation will be used by UNESCO and the donors of the GMDF to assess the achievement of the programme results and to:*

- Enhance the relevance, efficiency, effectiveness, sustainability, coherence, and impact of the programme and (where appropriate) similar actions, as well as shape the features of follow-up initiatives and projects;*
- Demonstrate the GMDF's achievements and challenges;*
- Identify lessons learned, best practices, and possible areas for adjustment or still to be covered;*

- *Provide actionable recommendations to improve the design and/or implementation of the Programme;*
- *Define the possible roles of UNESCO and the donors for future action in related areas of intervention.*

The evaluation will adopt a retrospective (summative) and forward-looking perspective with action-oriented recommendations to inform future endeavours. The evaluation will focus on key dimensions of project performance, namely the standard evaluation criteria of relevance, efficiency, effectiveness, sustainability, coherence, and impact.

There are two main deliverables: an inception report, and an evaluation report (first in draft, then a final version). These deliverables are the responsibility of the external evaluation team, and will be reviewed by the ERG and IOS.

The evaluation team is required to present to UNESCO the following reports/deliverables:

- Draft and final Inception Report: including the methodology, evaluation matrix, refined evaluation questions, work plan (including a detailed activity schedule), and timeline by 29 November 2024.
- Draft Reports:
  - o A draft report on preliminary findings is to be submitted to UNESCO by 7 March 2025.
  - o A first draft evaluation report is to be submitted to UNESCO by 4 April 2025.
  - o A second draft evaluation report, reflecting the ERG and IOS's comments on the first draft, is to be submitted to UNESCO by 25 April 2025
  - o A final draft evaluation report, reflecting the ERG and IOS's comments on the second draft, is to be submitted to UNESCO by 16 May 2025.
- Final Report: including annexes, by 30 May 2025.

The purpose of this notice is to provide general information on the requirements for the procurement process and to inform interested suppliers how to obtain a copy of the Solicitation Documents.

Interested companies who wish to participate in the OIC must request for a complete set of Solicitation Documents, available free of charge, from UNESCO contact person at the address shown below.

The electronic offers comprising of a technical proposal and a financial proposal, must be delivered through two separate emails no later than **27 September 2024 at 23:59 CEST (GMT +2)**, as follows and in strict compliance with the instructions as stipulated in the Solicitation Documents:

The technical proposal should be sent to the following email, with the mention "Technical Proposal – RFP/CI/FMD/FEJ/2024/79 – name of the bidder" in subject: [ci-procurement@unesco.org](mailto:ci-procurement@unesco.org)

The financial proposal should be sent the following email, with the mention "Financial Proposal – RFP/CI/FMD/FEJ/2024/79 – name of the bidder" in subject: [ci-procurement@unesco.org](mailto:ci-procurement@unesco.org)

Offers addressed to any other email accounts will be disqualified. It should also be noted that all files together should not exceed 10 Mo per email.

UNESCO reserves the right to amend the documents at any time during the solicitation process. Any amendments or clarifications will be communicated directly to all Bidders who have requested for a complete set of solicitation documents and officially confirmed their intention to submit a sealed tender. No remuneration will be made to companies for preparation and submission of their tenders.

**UNESCO Contact Information (including for the purposes of requesting the full tender):**

Section for Freedom of Expression and Safety of Journalists, Division for Freedom of Expression, Media Development and Information Literacy Communication and Information Sector

E-mail: [ci-procurement@unesco.org](mailto:ci-procurement@unesco.org)