



## Call for Proposals: Development of Cloud-Based Monitoring and Evaluation system (M&E)

### 1.0. Background

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PWC was founded in 1997 by ten Maasai women under a sacred Oseki tree in Loliondo, Ngorongoro District. PWC currently serves the Ngorongoro, Longido, and Monduli districts to address women's marginalization within the patriarchal Maasai culture and enhance their quality of life. The organization also addresses the poverty faced by Maasai communities by encouraging self-reliance and enabling them to take control of their own development. Our programmes focus on key areas that address the root causes and effects of gender-based social injustice and oppression: **Education:** Breaking the cycle of disempowerment, poverty, and gender inequality within the Maasai community by providing children, especially girls, with access to quality education and support. **Women's Economic Empowerment:** Building Maasai women's capacity to engage in microcredit activities and entrepreneurship, promoting financial independence and elevating their status within families and communities as economic contributors. **Rights and Leadership:** Educating and empowering Maasai women to understand, advocate for, and exercise their rights, while increasing their participation in community decision-making processes. **Health:** Empowering pastoral women to access quality healthcare services. **Water:** Ensuring pastoralist women have reliable access to clean and safe water, enabling them to dedicate more time to economic activities and productive work. **Climate Change:** Strengthening the resilience of pastoral women and communities to the impacts of climate change.

Hence PWC is looking for hiring a consultant/consulting firm to re-design the M&E system with full data upload and update, contributing to overall management of PWC projects progress, results and achievements for effective project result-based management and highlighting PWC significant contributions to the development and integration of PWC Initiatives.

### 2.0 Objectives of the Cloud base M and E system

The overall objective of the assignment is to review the current MEL system, identify its strengths and weaknesses, and design a platform that enables effective planning, implementation, monitoring, reporting, and updating of project information and activities across PWC's various projects. The cloud-based M&E system shall cover the entire project cycle of PWC's projects and support the extraction and consolidation of information and data for project management purposes. Basic project data should be synchronized with the PWC web portal. Specifically, this assignment aims to:

### **3.0 Key Consultant Deliverables**

Specifically, this assignment aims to:

- 1) Design a cloud-based M&E system with a user-friendly database application and functionality to enable its users (development partners, administrators and grantees) to access, upload, update, analyze, process, and convert data into useful information using various search, sort, filter, and rank queries accessible both on local intranet and internet system.
- 2) Conduct an in-depth review of PWC's different results frameworks and the project cycles of individual projects to ensure that the database design is flexible enough to adapt to future changes in data requirements. The consultant/consulting firm shall also ensure that the database can be shared with its intended users. Basic project data within the system should be synchronized with the PWC web portal to facilitate accessible results-based project management for all users, including project team members and donors.
- 3) Ensure the active functioning of the system for data entry by project coordinators and that timely technical support is provided to facilitate smooth data updates throughout the contract period.
- 4) Closely work with PWC MEAL department and project team to make sure sufficient training is delivered to provide technical services needed for maintenance and further customization of the system.

### **4.0 Scope of the Assignment:**

The consultant/consulting firm will design a cloud-based Monitoring and Evaluation system that covers all of PWC's current and future project cycles and membership management.

#### **4.1. Tasks and Deliverables**

The consultant/consulting firm shall take overall responsibility for the quality of the assignment. The team shall submit the final deliverable of the M&E system, which includes a PWC membership database, within the agreed contract duration. Although the contract ends on the proposed date, handover and post-contract support will continue as stated below:

Task	Deliverables
1) Understand the requirements and existing manual processes for project design, planning, monitoring, and evaluation through discussion with the PWC team and a review of the current M&E framework and PWC membership data.	Assessment report outlining: Requirements, System gaps, and Recommendations
2) Review the current M&E system design, including format, structure, and data input functionalities, and identify gaps or insufficient or inappropriate functionalities and menu options.	
3) Specify the required hardware and IT infrastructure to support a web-based or cloud-based system.	Detailed IT requirements document, ensuring system compatibility, scalability, security, and sustainability.
4) Incorporate secure system features: <ul style="list-style-type: none"> <li>a) Secure Development</li> <li>b) Encryption</li> <li>c) Access Control</li> <li>d) Authentication/Authorization</li> <li>e) Secure Communication</li> <li>f) Audit trails</li> <li>g) Firewalls/IDS</li> <li>h) Patch Management</li> <li>i) Monitoring/Logging</li> <li>j) User Training</li> </ul>	
5) Ensure system functionality aligns projects under indicators of our priority sectors, linking objectives, activities, targets, indicators, and outcomes to PWC objectives and Plan of Action.	
6) Provide both web-based or cloud-based online data entry and offline data entry with an upload option to the central database for both projects and PWC membership data.	A draft or mock-up of the web-based or cloud-based M&E system that aligns with sector priorities and PWC membership registration system, and ensures accessibility in both online and offline environments with centralized data integration mechanisms.
7) Demonstrate system functionality upon completion and provide operational/technical training to stakeholders and PWC team.	Fully functional web/cloud M&E / Members registration platform

8) Transfer ownership of system, including licensing and all technical/technological materials in original soft/hardcopy.	Demonstration session, training workshops, user manual, transfer package (soft & hardcopy), training completion report
9) Ensure the improved M&E system incorporates key principles and standards (not limited to those listed).	Final M&E system, documentation

#### 4.2. Applicable & Relevance:

- 1) The design should incorporate standard Result-Based Management (RBM) requirements (such as Theory of Change, Results Framework, Results Chain, Logical Framework Matrix, Indicators and Target, Work Plan, Financial Plan, among others).
- 2) The cloud-based M&E system shall adopt a modular architecture to ensure scalability, flexibility, interoperability, and ease of use across all user groups and project contexts. The Consultant is encouraged to propose additional or improved modules based on best practices and their technical expertise. PWC remains open to well-justified recommendations from the selected professional team to enhance system functionality, efficiency, and long-term sustainability. **Beneficiary Database Module:** Stores and manages disaggregated beneficiary data, including demographic information, participation records, and project reach; **Membership Management Module:** Supports updating, verification, and tracking of PWC members; **Risk Management Module:** Identifies, records, and tracks project risks, mitigation measures, and status updates; **Feedback & Accountability Mechanism Module:** Enables collection, categorization, and response tracking of community feedback, complaints, and suggestions; **Reporting & Analytics Module:** Generates automated and custom reports, dashboards, and visual analytics for internal and donor reporting.
- 3) The system should have a feature to link or upload data from other data collection sources such as MS Excel, KOBO collect, Google Sheets, SurveyMonkey, and Google/MS Forms. and allow users to associate indicators with particular questions and also create indicator expressions that instruct the system on the formula to use to calculate indicator values.
- 4) User Roles and Permissions: The system shall implement a role-based access control (RBAC) structure to ensure data security, accountability, and appropriate access levels and the system should allow customizable roles and permissions to adapt to evolving organizational needs.
- 5) Data Migration Requirements: The consultant shall be responsible for full migration of existing data into the new system, ensuring accuracy, completeness, and integrity. Key requirements include: Development of a structured migration plan including cleaning,

validation, and transformation; Migration of all validated historical project and membership data into the new system; Post-migration data verification and reconciliation with PWC MEAL team; Ensuring no data loss during transition

- 6) Data Protection and Compliance Requirements: The system must comply with national and international data protection standards and include: End-to-end encryption of data in transit and at rest; Strong password policies (minimum complexity requirements and periodic resets); Multi-Factor Authentication (MFA); Compliance with Tanzanian data protection laws and relevant international best practices (e.g., GDPR principles where applicable); Secure backup and disaster recovery protocols; Data anonymization options for sensitive reporting

The system should include automated reports at the aggregated and disaggregated level and allow users to create their own standard reports based on reporting requirements

- 7) The system should come with customizable project dashboards that can display critical data in charts and graphs. The dashboard should also have the option to display project indicator performance both technical and financial by comparing actual indicator values with targeted values and to produce required reports.
- 8) The system should also have an aggregation function, to aggregate indicators across projects, geographical areas, sectoral indicators and regional impacts and should share them to the PWC web portal when requested.
- 9) It should support the use of multiple users at a time.
- 10) The response time of the software system should be as efficient as possible
- 11) Should also be able to register and monitor the PWC members

#### **4.3. Interactive & Adaptive:**

- 12) The system should provide Dashboard or any other interactive tools which mechanize the process of mapping data and synthesis information. This feature should assist coordinators- level users to oversee the results to provide adaptive management.
- 13) The system should allow for results framework (and other related tools) to be customized having any number of levels.
- 14) The system should equip a customization function which allows to adapt with the different contexts of project.

#### **5. Timely responses:**

- 5.1. The system should allow users to set targets for each indicator for specific time periods. These targets can later be compared with actual indicator values, and users can track progress against targets on a quarterly, biannual, and annual basis.

- 5.2. It should also generate notification emails for approaching and overdue deadlines of periodic reports, with automatic escalation in case of non-compliance or delays.
- 5.3. Automated Monthly Summary Reporting: The system shall include an automated reporting engine capable of generating structured monthly summaries. Key features include: Automatic compilation of monthly project activity data across all modules; Summary of beneficiary reach and geographic coverage; Generation of downloadable reports (PDF, Excel) and email distribution to designated users; Ability to reuse monthly summaries; The system should also support scheduled delivery (e.g., first week of every month) with user-defined recipients.

## **6. Confidential & data management**

- 6.1. The system must be connected with stable cloud-storage with strong encryption and different levels of segregation of storage for the users in different countries and keep digital privacy with appropriate automatic function.
- 6.2. It should have storage system indicator based detailed records about subprojects and their related programs, financial information, indicator, outputs etc. The system should include a comprehensive indicator library for most of the common indicators. The system should also allow users to include their own indicators and share indicators across projects and countries.
- 6.3. It should possess options for entering the data off-line (and storing locally) and importing structured data to the central database later directly from the local files (e.g., MS Excel, PDF data entry forms that can be uploaded to the web/cloud-based data entry system). The system also needs to allow the administrators to re-check the entered data and clean, as required.
- 6.4. It should have options for downloading the entered data and files from the country-level partners and institutions in different formats such as MS-Excel, Access etc.

## **7. Ownership and Intellectual Property Clause**

All deliverables produced under this assignment shall be the exclusive property of PWC. This includes but is not limited to:

- Source code and system architecture
- Database structures and schemas
- Custom modules and configurations
- User manuals and training materials
- Documentation and technical specifications

The consultant shall transfer full intellectual property rights to PWC upon final payment and project completion, including administrative access and all system credentials.

#### **8. Terms of implementation:**

8. The implementation will follow the following schedule:

- 8.1. Submit first set of deliverables (cloud-based M&E system, trial, launched) by 1 September 2026.
  - 8.2. Within September 2026: Organize handover meetings to transfer data to PWC and its project team. This includes training the team on how to operate and maintain the system.
  - 8.3. After the handover: Provide 6-month free post-implementation technical support To PWC project stakeholders.
9. Ensure data integrity during and after the M&E system implementation.
10. Provide a high security and cost-effective online portal.
11. PWC should have all administrative access and authorities to change or modify the improved M&E System.
12. Design training content and deliver hands-on training to PWC and use training to obtain feedback for any modification of the system.
13. Provide the mechanism to extract, analyses, aggregate information from the M&E system and send them to relevant websites especially to PWC web portal.
14. Maintain current segregated data storage, management, and administrative privilege for the users from different countries, considering confidentiality of the data.
15. Provide proper documentation for all the modules installed.
16. Provide training and reference manuals for the different user levels.

#### **9. System Acceptance Criteria**

The system shall be considered fully accepted upon successful completion of the following:

- Deployment of the fully functional cloud-based M&E system
- Successful completion of User Acceptance Testing (UAT) by PWC MEAL and project teams
- Complete migration of all agreed historical data with validation
- Delivery of all technical documentation, including system architecture and user manuals
- Completion of training sessions
- Demonstration of reporting, dashboard, and analytics functionality
- Resolution of all critical and major system issues identified during testing

## **10. Consultant qualifications and expertise required**

The assignment may be undertaken by an individual consultant, a consulting firm, or a consulting team. The following qualifications and expertise are required:

### **1. Educational Background (for Individual or Team Members)**

- Advanced degree (Master's or higher) in Information Technology, Computer Science, Data Management, Monitoring and Evaluation, or a related field.

### **2. Technical Expertise**

- Proven experience (minimum 5 years) in designing, developing, and implementing web/cloud-based Monitoring and Evaluation (M&E) systems.
- Strong knowledge of software development life cycle (SDLC) and secure system development practices.
- Demonstrated expertise in database management, cloud solutions, and integration of online/offline data systems.
- Competence in incorporating security features (encryption, access control, authentication/authorization, audit trails, monitoring, and logging).
- Strong knowledge in project M&E logical framework and project result-based management.

### **3. Training and Capacity Building**

- Experience in conducting operational and technical training for diverse stakeholders.
- Ability to develop clear training materials and user-friendly guidelines.
- Ability to train, coach, write reports, and communicate in English.

### **4. Team Composition (for firms/teams)**

- The consulting firm or team should collectively demonstrate expertise in:
  - System architecture and software development
  - Monitoring and Evaluation frameworks
  - Cybersecurity and IT infrastructure
  - Capacity building and training

### **5. Relevant Experience**

- At least three (3) similar assignments successfully completed for international, regional, or development organizations, preferably in the Pastoral Community
- Proven ability to deliver customized, practical, and sustainable M&E solutions.
- Strong communication, facilitation, and teamwork skills.

Ability to work effectively with technical and non-technical stakeholders across multicultural contexts.

## **11. Budget**

The maximum budget for this assignment should not exceed 12,000,000 Tsh.

## **12. Terms of payment**

For a successful candidate, there will be bank payment in two installments. The first installment will be after submitting the inception report while final installment payment will be after submitting the final report. The payment currency will be in Tanzanian shilling.

### **12.0 Deadline for Submission of Technical and Financial Proposal**

The deadline for submission of the **technical and financial proposal (with clear workplan)** is **10<sup>st</sup> July 2026**. All proposals should be emailed to: [pwgeneralinfo@gmail.com](mailto:pwgeneralinfo@gmail.com) and copy [pwctanzania@gmail.com](mailto:pwctanzania@gmail.com)