



Ushirika wa Maendeleo ya Elimu Barani Afrika  
الرابطة لأجل تطوير التربية في إفريقيا  
Association for the Development of Education in Africa  
Association pour le développement de l'éducation en Afrique  
Associação para o Desenvolvimento da Educação em África

## CALL FOR PROPOSALS

### **Recruitment of a consulting firm for the development of ADEA's online Learning and Knowledge Management Platform**

*Deadline for the submissions of proposals, including financial proposal and timeline, is Friday, 13<sup>th</sup> March 2020 at 12:00am GMT. All necessary documents must be sent to the following address: [adea-applications@afdb.org](mailto:adea-applications@afdb.org). The subject of the e-mail should be: **"Development of ADEA's online Learning and Knowledge Management Platform"**.*

#### **Background**

The Association for the Development of Education in Africa (ADEA) is the voice of education in Africa and a key network of African Ministers of Education and Training. It plays a significant role in the education space as a convener, knowledge creator and forum for policy dialogue, working through its Inter-Country Quality Nodes (ICQNs) and the Task Force on Education Management and Policy Support. ADEA contributes to the empowerment of African countries to develop quality education and training systems that respond to the countries' emergent needs and drive social and economic transformation sustainably.

One of the main objectives of ADEA is to promote evidence-based policy dialogue, peer learning, data and information sharing, knowledge generation and partnerships.

Moreover, ADEA has also created a unique peer learning mechanism through the creation of nine Inter-Country Quality Nodes to act as a catalyst for innovative education and training policy reforms conducive for quality education and training in Africa through the pooling of best practices and exchange of experiences, lessons learned and knowledge. These thematic-based ICQNs cover the following key areas: Early Childhood Development (ECD), Literacy and National Languages (LNL), Non Formal Education (NFE), Technical and Vocational Skill Development (TVSD), Higher Education and Scientific Research (HESR), Peace Education (PE), Mathematics and Science Education (MSE), Teaching and Learning (TL), and Secondary Education (SE). A new ICQN on ICT in Education is also in pipeline and should be launched by end of this year.

In addition, ADEA is actively supporting data collection, management and use to improve education planning through sound and up to date Educational Management Information Systems (EMIS).

EMIS. Since 2008, the ADEA Task Force on Education Management and Policy Support (TFEMPS) led the Africa Union's EMIS Initiative, which saw : (i) the identification and development of 55 indicators for tracking country performance in implementing the Plan of Action of the African Union Second Decade of Education for Africa (2008-2012) and recently the development of indicators Manuel for the Continental Education Strategy for Africa 2016-2025 (CESA 16-25) (ii) the training of several country representatives on key EMIS aspects; (iii) the development of EMIS capacity building strategies within Regional Economic Communities (RECs); and (iv) EMIS peer reviews at country level ( i.e. Botswana, e-Swatini, the Gambia, Ghana, Mali, Mozambique, and Uganda).

The Association has been producing a considerable volume of knowledge products covering different thematic areas of education, training and research in Africa linked to socio-economic growth and sustainable development. The collection of ADEA publications and documents – which started with 35 publications at its inception in 1988 – increased from 165 publications in 2008 to over 2,000 online publications and studies in 2018.

**All these above justify the critical need for an efficient ADEA's online Learning and Knowledge Management Platform, also recommended during the development of the new ADEA Strategic Plan 2018 – 2022 – hosted under its Pillar 1 related to the “Continental Education Platform” – in order for ADEA to serve as a voice for African education priorities at the national, regional, continental and global level. ADEA will also foster collaboration, coordination and capacity-building of its internal staff and key stakeholders to support Pillar 2 related to the “Advisory and Execution Support Services.”**

## **Components of the platform**

The Learning and Knowledge Management Platform will serve as a capacity strengthening platform, a clearinghouse and repository of knowledge products, tools and resources that ADEA and its partners collect and/or produce.

In particular, the Learning and Knowledge Management Platform will have two key components: a Public Interface (accessible to all users) and a Secured Private Interface (access restricted to ADEA Secretariat, ICQNs, Task Force and board members).

Together, the two components aim to:

- 1. Connect national, regional and global platforms and networks to create an access point for sharing and promoting analysis, dissemination and accessibility of proven best practices and knowledge products on education and training in Africa by:**
  - **Improving access to technical information** via a customizable search tool to help users achieve better search results across various research topics and information products, including maps and multimedia. ADEA will also disseminate the knowledge it has curated since 1988;
  - **Collaboratively designing and developing a support tool to disseminate knowledge** developed by field leaders (ICQNs and Task Force), Secretariat and other stakeholders to improve the quality of information availed for users and also key documentation from partners that support research actions and data based evidence;

- **Serving as a gateway** to a broad range of tools that enable countries and stakeholders to address issues related to policy-making and on-the-ground implementation;
  - **Addressing the gap** in education research, especially the research-practice in Africa, and highlight success stories and innovative practices. The Platform will help inform policies and practices in the education sector at the national and sub-national levels.
2. **Support the strengthening of ADEA’s staff capacity to deliver on its strategic plan, as well as the capacity of stakeholders to undertake the interventions more effectively through the following:**
- **A centralized system for accessing professional content:** Important piece of information about ADEA will be accessible and can be referenced from one source. This allows ADEA to reduce information gaps and enhance the efficiency of its internal processes;
  - **Monitor and evaluate progress at country level:** It will support informed decision-making by African governments in education and training issues through activities implemented by ICQNs and the Task Force and other technical partners at the country level, as well as monitor and showcase results and impacts throughout the implementation processes;
  - **Learning management center:** It will strengthen the capacity of the workforce to reinforce ADEA’s internal effectiveness and strengthen the national expertise through blended learning. This will facilitate stakeholder’s peer learning and sharing of knowledge and experiences as a virtual community of practice.

## **Functionalities of the platform**

The platform comprises the following key functionalities:

### ❖ **A Content and Document Management System:**

This will support ADEA’s institutional memory and it will enable the creation, classification, management of various types of digital content by also retaining and protecting electronic information. To this end, it will be necessary to integrate the following sub-functionalities:

- **Design the wire frame and metadata structure** for the proposed online knowledge repository and knowledge exchange platform.
- **Develop the system to centralize storage for information** to access institutional and administrative documents knowledge products.
- **Support the creation of digital documents**, managing information, record management, business process management, web-content management.
- **Support content driven collaboration.**
- **Review and update the repository system** of ADEA Secretariat, ICQN, Task Force and stakeholders’ documents.
- **Update the ADEA profile database:** it is a compilation of information and knowledge produced on the 54 African countries. It contains information on activities carried out by ADEA since its inception in 1988 as well as the ADEA publication database.
- Update the **ADEA’s online publications catalogue**, a rich collection of innovations activities and results of research on education and training in Africa.

ADEA should explore and provide feedback on the use of MS SharePoint or other software such as Moodle.

#### ❖ **An Information Sharing System:**

This system will enable ADEA to disseminate data and processed information in multiple ways in order to make sure different stakeholders and audience are adequately supported and reached. To this end, it will be necessary to integrate the following sub-functionalities:

- **E-news system:** The e-News will distribute flash news to ADEA networks and stakeholders, and it will be used for the immediate sharing of relevant updates on activities and events.
- **E-newsletter system:** The quarterly newsletter will focus on a specific thematic with deep analysis in terms of the content.
- **E-Blog system:** The e-Blog will be disseminated to ADEA networks and stakeholders covering relevant topics on education and training in Africa.
- **Grant Research system:** ADEA will search grants opportunities and apply through her pool of experts.
- **Interactive Mapping System:** The interactive map will allow people to have information on each African country related to its education and training system.

The Sharing System will also be used to **share:** i) ADEA's Events, Triennales, and any events related to education and training in Africa and beyond; ii) various announcements from ADEA and its partners; iii) Multimedia content.

#### ❖ **A Capacity Strengthening System:**

This will support the strengthening of national capacity through peer reviews and exchanges; the creation of learning modules and diagnostic tools, technical assistance, and face-to-face exchanges. To this end, it will be necessary to integrate the following sub-functionalities:

- **Virtual Community of Practice (VCP):** To share the practical and technical challenges, success stories, ideas, resources and define common solutions.
- **E-learning system:** this facility will be availed for registered members only.

For the e-Learning process, it would be recommended to install a full functionality learning management system (LMS) based on Moodle but fine-tuned for organizational learning. Members must participate in a process of collective learning within their domain. Additionally, social structures must be created within the community to assist in knowledge creation and sharing. Community members must learn through both instruction-based learning and discussion groups. Finally, multiple dimensions must facilitate the long-term management of support as well as enable immediate synchronous interactions.

#### ❖ **A Monitoring and Evaluation (M&E) System:**

ADEA needs to showcase its impact at all levels through monitoring and evaluation of activities at the country and continental levels. To this end, it will be necessary to integrate the following sub-functionalities:

- **Review and update the Performance Measurement and Monitoring System (PMMS):** To collect key documents and track results of activities implemented by ADEA through its Secretariat, ICQNs and TF.
- **Client dashboard:** To showcase some key impacts and data gathered
- **Software for Project Management & Internal Communication:** To get work done in a single, streamlined package.

#### ❖ Stakeholders Relationship Management (SRM) System:

This functionality will enable ADEA to interact continuously with its stakeholders and potential partners. ADEA will streamline processes and improve profitability.

- **Contact database system:** It registers, manages and updates different contacts.
- **Digital questionnaire to collect information from member's countries:** to get updated information from member countries.
- **Quality Assurance System:** to assess the quality and use of the Platform, design and develop forms for reporting.
- **Resource mobilization:** Dashboard indicating which partner is contributing to ADEA specific project or thematic area and integrate a call to action report.
- **Integrate social media tools** and other easy-to-use share buttons and publishing tools to promote better use and access to the Platform.
- **Harmonize the mechanism of selection and validation of experts into the CV Experts Database:** This is a database of African/Africanist education experts that allows ADEA and its partners to select potential experts for various tasks. To this end, it will be the key to: i) Coordinate the sharing of this database with partners; ii) Include existing job offers by ADEA and its partners; iii) Link the system with LinkedIn for a rich and complete database.

### **Hosting of the platform**

ADEA will host the platform on its server. The consulting firm will work collaboratively with ADEA team for the deployment of the platform. The consulting firm will provide required information and collaborate closely with ADEA, which will run a security test before the deployment.

### **Duration**

The total period of the assignment is expected for eight (08) months, from April 2020 to November 2020.

### **Location**

Home-based

### **Specific Requirements & Qualifications**

The following profiles are required:

- Web/Drupal developers with at least 5+ years' professional experience in Web Development with extensive knowledge and working experience on Drupal, PHP, SQL, JavaScript (JS)

- 5+ years professional experience in User Interface and Experience design, working knowledge of how to design for HTML, CSS, XML, and/or CMS platforms.
- Experience with web intranet design projects. Good understanding of new and evolving collaboration platforms. Strong layout and design skills. Prototype development using any prototype model.

**The following qualifications are required for all development team members**

- Familiarity with web server environment and setup, knowledge of hosting configuration
- Familiar with mobile responsive website and web deployment
- Good communication skills
- Strong work ethic, ability to be self-directed and self-motivated
- Advanced university degree in computer science, information systems, or a relevant field is desirable
- Language: Fluency in English and/or French

**Submission folders**

- A technical and financial proposals:
  - A detailed technical paper including a calendar of activities (not to exceed 5 pages);
  - A detailed financial budget that includes Tools, Human resources and possible travels cost of travels;
- A comprehensive list of the team and their detailed Curriculum CVs

**Submission of proposals**

*All necessary documents must be sent to the following address: [adea-applications@afdb.org](mailto:adea-applications@afdb.org) not later than Friday, 13th March 2020 at 12:00am GMT*

*Due to the high volume of applications, only selected candidates will be contacted through a formal correspondence via e-mail. Please do not contact ADEA or staff members to enquire about the status of your application.*