

Request for Proposals (RFP)

Review of Monitoring, Evaluation, and Learning (MEL) Needs for the Nelson Mandela Children's Fund Strategy

Background

The Nelson Mandela Children's Fund (NMCF) is seeking proposals from qualified consultants or firms to support the refinement and implementation of its Monitoring, Evaluation, and Learning (MEL) systems in alignment with its new strategic direction. This six-month engagement will contribute to strengthening the Fund's ability to track progress, assess impact, and foster learning across its programmes.

Scope of Work

The selected consultant or firm will be expected to:

1. Review and refine the Fund's Theory of Change, ensuring alignment with the new strategy and programme goals.
2. Develop new indicator frameworks that are practical, measurable, and aligned with the revised Theory of Change.
3. Propose a structure for the Fund's monitoring functions, including:
 - a. Functional design of MEL roles and responsibilities.
 - b. Drafting of role profiles in collaboration with the HR Business Partner.

Deliverables

1. A revised Theory of Change document.
2. A comprehensive indicator framework with definitions, data sources, and frequency of measurement.
3. A proposed MEL structure with clearly defined roles and responsibilities.
4. Draft role profiles for MEL staff positions.

Non-Profit Organisation: Reg. No: 004-638

Web address: <http://www.nelsonmandelachildrensfund.com>

P.O. Box 797, Highlands North, 2037. 21 Eastwold Way, Saxonwold, 2196. Tel: (+27 11) 274-5600 Fax: (+27 11) 486-3914



Founder
Nelson Mandela

Interim Chairperson
Mpho Makwana

Chief Executive Officer
Linda Ncube-Nkomo

Management Trustees

• Johannes Seoloane • Mary-Jane Morifi • Marumo Moerane • Moses Mashishi • Mpho Makwana
• Rorisang Tshabalala • Sakhile Masuku • Zebilon Vilakazi • Zodwa Manase • Linda Ncube-Nkomo

Trustees

• Ivan Moroke • Kgomoiso Moroka • Maseda Ratshikuni • Nozizwe Vundla
• Obenewa Amponsah • Rita Motlana • Sizwe Nzimande • Zanele Ngwepe • Zukie Siyotula

Eligibility

This RFP is open to experienced consultants and firms with a proven track record in MEL system design, strategic planning, and organisational development, particularly within the non-profit or development sectors.

Proposal Requirements

Interested parties should submit a proposal that includes:

1. A brief understanding of the assignment.
2. Methodology and approach.
3. Work plan and timeline.
4. Relevant experience and qualifications.
5. Budget (market-related).
6. References from similar assignments.

Submission Details

- Deadline for submission: 30 September 2025
- Contact person: Karl Muller
- Email: Karlm@nmcfc.co.za
- Subject line: "Proposal – MEL Review for NMCF Strategy"

Evaluation Criteria

Proposals will be evaluated based on:

- Relevance and quality of proposed approach.
- Experience and qualifications of the consultant/firm.
- Demonstrated understanding of MEL in the non-profit sector.
- Cost-effectiveness and value for money.

Non-Profit Organisation: Reg. No: 004-638

Web address: <http://www.nelsonmandelachildrensfund.com>

P.O. Box 797, Highlands North, 2037. 21 Eastwold Way, Saxonwold, 2196. Tel: (+27 11) 274-5600 Fax: (+27 11) 486-3914



Founder
Nelson Mandela

Interim Chairperson
Mpho Makwana

Chief Executive Officer
Linda Ncube-Nkomo

Management Trustees

• Johannes Seoloane • Mary-Jane Morifi • Marumo Moerane • Moses Mashishi • Mpho Makwana
• Rorisang Tshabalala • Sakhile Masuku • Zebon Vilakazi • Zodwa Manase • Linda Ncube-Nkomo

Trustees

• Ivan Moroke • Kgomoitso Moroka • Maseda Ratshikuni • Nozizwe Vundla
• Obenewa Amponsah • Owen Maubane • Rita Motlana • Sizwe Nzimande
• Zanele Ngwepe • Zukie Siyotula