



CALL FOR EXPRESSION OF INTEREST
PROVISION OF SURVEY DATA COLLECTION SERVICES

1. OBJECTIVE

The Human Resource Development Council (HRDC) is hereby seeking Expressions of Interest (EOI) from team of consultants/firms having the necessary capabilities and experience for the provision of **survey data collection services**. The required scope of services consists of the following areas:

- Train interview team
- Sampling
- Conduct and supervise interviews
- Quality control
- Coding and Data entry

This exercise aims at listing potential individuals/firms who will be invited to participate in a Request For Quotation (RFQ) exercise.

Interested team of consultants/firms must reckon at least 5 years' experience in conducting large scale national surveys and administering questionnaires through face-to-face interviews. For this exercise, members of the team should have a good knowledge of private enterprises in terms of sector, type of activity, size of enterprise and geographical location. The data entry operator should be conversant with the SPSS software.

The HRDC would prefer to retain one team of consultants/firm for all its data collection processes and the team of consultants/firm covering the maximum number of the above services shall have an advantage.

2. SUBMISSION

Team of consultants/firms who wish to be considered for this exercise are requested to express their interests in writing by completing the Registration Form available on the HRDC website at www.hrdc.mu and to be deposited in a sealed envelope clearly marked:

EOI for Survey Data Collection Services
Attention: The Director
Human Resource Development Council (HRDC)
4th Floor, NG Tower
Cybercity, Ebène

Expressions shall be deposited in the tender box at the address indicated above.



The closing date and time for submission of interests shall be by **Thursday 8th May 2014 at 15 00 hours**. Expressions not received within the deadline specified above will NOT be considered.

3. ADDITIONAL INFORMATION

Please note that this is an invitation to express interest only and therefore:

- a. Expressing your interest does not pre-qualify you as a short-listed candidate;
- b. Expressing your interest does not guarantee that you will be contacted by the Human Resource Development Council (HRDC);
- c. The HRDC reserves the right to change or cancel the above requirements at any time; without incurring any liability towards any interested party and/or any obligation to inform any interested party of the grounds for its action; and
- d. All costs incurred in connection with the submission of this EOI are non-refundable by the Human Resource Development Council.

4. CONTACT DETAILS

For any clarifications or queries regarding this EOI, please contact Mr Kreshna Googoolye on 454 4009 / 464 4316 or send an email to gkreshna@hrdc.intnet.mu, copy to vlalbeeharry@hrdc.intnet.mu

Human Resource Development Council (HRDC)

Under the aegis of the Ministry of Education & Human Resources

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▪ Fax: 454 6220

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