



HAND IN HAND
EASTERN AFRICA

TERMS OF REFERENCE – Operational and Analytical Dashboard.

Introduction

HiH EA is a registered Non-Governmental Organization (NGO) in Kenya with mandate to operate within the Eastern Africa Region currently working in Kenya & Tanzania and a member of the Hand in Hand Global Network. Her vision is to empower the society through creation of sustainable enterprises and jobs. The Organization strives to work with the marginalized communities in the area of economic and social empowerment through a participatory approach aimed at lifting themselves out of poverty and vulnerability.

The Hand in Hand enterprise and job creation approach is based on a philosophy of self-help, providing training, skills and support to enable poor people, particularly women and community in general, to build and sustain independent, market-based, economic activities. This provides for a higher level of income for them and their families, which in turn contributes to greater food security, better education for their children, increased access to healthcare, improved housing and overall improved livelihoods.

The model is based on a tried and tested approach to job creation using four interlinked components:

- Social mobilisation
- Business training
- Access to credit
- Linking entrepreneurs to markets

In order to implement HiH EA Business model, Hand in Hand Eastern Africa would like to implement an information management tool in form of dashboard that will visually help track, analyze and display key performance indicators (KPI), metrics and key data points to monitor the health of the organization, branch or Specific project at a different period of time.

Operational and analytical data presentation

Hand in Hand Eastern Africa is interested in analytical dashboards which typically will help decision makers, donors, partners, executives and senior managers, establish targets, set goals and understand what and why something happened.



HAND IN HAND
EASTERN AFRICA

With the same information they can use to implement appropriate changes.

Dashboards visualizations

Hand in Hand Eastern Africa will require data to be presented and visualized on a dashboard as tables, line charts, bar charts and gauges so that different players can track the health of their portfolio against benchmarks and goals.

Hand in Hand Eastern Africa will also require the successful candidate/company to intuitively use symbols such as a red light to indicate low performance, green light indicating good performance and orange/amber indicating close monitoring required.

With this monitoring it will simplify end of month reporting by allowing users to communicate information at any time without hours of preparation and analyzing.

Monitor Multiple KPIs and Metrics at Once

Successful company will ensure the dash board is able to correlate data from different sources/tables from the core system in a single visualization if the user so chooses.

By monitoring multiple KPIs and metrics on one central dashboard, Hand in Hand Eastern Africa will be able to make informed decisions.

Cloud Accessibility

Hand in Hand Eastern Africa will have a private link that allows only those with the link to access the dashboard.

Data source

Hand in Hand Eastern Africa has a core system MS Navision 2016 .This forms the data source for the dashboard.



HAND IN HAND
EASTERN AFRICA

Submission of Proposal

Timeline for Submission of Proposals: Electronic PDF submission of proposals should be made to Procurement@handinhandea.org by 15th February 2019 at 18:00 hours EAT.