

## DCA Terms of Reference for Market monitoring assessment

### 1. Background

DCA Emergency Assistance Programme has worked since 2011 to provide humanitarian support to over 1,8 mln people affected by conflict. This support has centred on cash transfers, seed distributions, NFI kits and support to local structures in essential service provision.

As a part of emergency assistance to IDP-s DCA is planning to provide non-food items(NFI-s) and vegetable seed kits. In addition, cash transfers will be provided considering the MEB value.

### 2. Duties and responsibilities

**Objective of consultancy:** To develop monitoring tools and conduct price monitoring and monitor goods availability within the project area. The items included in the market monitoring will inform DCA on whether to procure items locally or regionally. In addition, monitoring of MEB items will provide background information for the cash interventions for all the actors.

Price monitoring and goods availability should be conducted in 53 primary-and secondary markets within the project area between February- March 2024. The consultant will be in charge of developing the monitoring tools, conducting the training for the enumerators, and writing a final report. DCA provides the list of enumerators, transportation to 2 project areas and support in training facilitation.

#### Market monitoring

- Monitor the price- and availability in the above-stated markets of following items:

Food items	Non-Food items	Seeds
Dry tomatoes	Soap	Cowpeas
Onion	Cooking utensils	Okra
Vegetable oil	Laundry powder	Eggplant
Sorghum	Wood	Onion
Milk	Liquid dish detergent	Tomatoes
Goat meat	Charcoal	Rocket
Cow meat	Menstrual hygiene products (sanitary pads)	Sukuma
Sugar	Toothpaste	Watermelon
	Toothbrush	Cucumber
	Gas	Pumpkin
	Plastic sheeting	Carrot
	Nylon Rope	
	Rubber ties	
	Blanket	
	Sleeping mat	
	5 Liters Cooking Pot	
	7 Liters Cooking Pot	
	Serving spoon	
	Drinking cup	
	Plate	
	Kitchen knife	
	Mosquito Net	

*[Signature]* 19/02/2024

The data collection should include quantitative information on the goods prices per county level. The data should be collected while interviewing different market actors within the same market. In case markets are not active, the closest market should be used as a reference. The units of each item should be reported in KG-s, liters and pieces. Unit prices should be reported in local currencies. The final database with prices and availability of the goods in the market should be provided in .xml format in English.

Data will be handled considering the 6 Key principles for personal data collection<sup>1</sup>. Specific context relevant limitations will be communicated to the evaluator during the inception phase.

DCA will work together on helping to support enumerators with data collection and transportation and training to enumerators. The service provider is responsible for developing monitoring tools, training enumerators, data upload, data management and reporting.

**Timeline for the analysis is 30th of April 2024.**

### 3. Deliverables

- Database on availability of abovementioned items in each payam
- Database on average prices of abovementioned items in each payam

### 4. Capacity

The consultant/company is required to have the following capacity/qualifications:

- Previous experience in large scale market assessments, price monitoring
- Previous experience in developing monitoring tools
- Advanced skills in ODK and Kobo applications
- Previous experience in training enumerators in data collection and monitoring tools

### Application Process

If interested in applying for the consultancy, please send your organisation profile along with workplan and budget to [kaku@dca.dk](mailto:kaku@dca.dk) and [agym@dca.dk](mailto:agym@dca.dk) .

The deadline for application is the **29<sup>th</sup> of February 2024**.

*[Handwritten signature]* 19/02/2024



<sup>1</sup> <https://gdpr.eu/what-is-gdpr/#:~:text=Data%20protection%20principles&text=Lawfulness%2C%20fairness%20and%20transparency%20%E2%80%94%20Processing,subject%20when%20you%20collected%20it.>