



Framework agreement: Research Synthesis Collaborating Centre

Synthesis and Reviews Office, 3ie

1. Background

The [International Initiative for Impact Evaluation \(3ie\)](#) promotes evidence-informed equitable, inclusive and sustainable development. We support the generation and effective use of high-quality evidence to inform decision-making and improve the lives of people living in poverty in low- and middle-income countries. We provide guidance and support to produce, synthesize and quality assure evidence on what works, for whom, how, why and at what cost. 3ie is registered as a non-governmental organization in the United States. We have offices in New Delhi, London and Washington, DC.

To contribute to 3ie's mandate to promote the use and generation of rigorous evidence for inclusive and sustainable development we are looking to partner with one or more Research Centres based in a low- and middle-income countries with capabilities in conducting systematic reviews and other types of evidence syntheses on topics of relevance to social and economic policy. The objective of the partnership will be to co-deliver high-quality and policy-relevant evidence syntheses. We also envisage the partnership will stimulate other mutually beneficial ways of collaboration, including pursuing new opportunities jointly and staff exchanges.

2. Scope of work

We are looking to appoint one or more research centres with expertise in **evidence synthesis** to work with the 3ie Synthesis and Reviews Office (SRO) in jointly delivering synthesis projects. Successful partners should be able to present a team of **at least one senior researcher** and **two junior researchers** as described below, although we encourage the inclusion of further team members as part of this agreement.

The senior researcher will:

- Be available for at least 1 day per week for joint projects (minimum of .2 FTE availability)
- Form a part of the core team for evidence gap maps and systematic reviews, leading or contributing to the development of study protocols, reports and other written research outputs;
- Oversee the work of junior research staff assigned to projects covered by the partnership;
- Contribute to developing proposals for funding bids; and
- Any other tasks as relevant.

New Delhi

Unit no. 501A, 5th Floor, Rectangle-1
D-4, Saket District Centre
New Delhi - 110017, India

3ie@3ieimpact.org
Tel: +91 11 4110 2159

London

1 Poultry London
EC2R 8EJ
United Kingdom

3ieuk@3ieimpact.org
Tel: +44 20 3695 7895

Washington, DC

1111 19th Street, NW, Suite 700
Washington, DC 20036
United States of America

3ieus@3ieimpact.org
Tel: +1 202 629 3939

The junior researchers or research assistants will:

- Be available for full-time support of joint projects;
- Support systematic search and screening processes, such as through screening titles and abstracts for inclusion using criteria outlined in a protocol and performing additional literature searches, citation tracking, obtaining full-texts, and targeted searches of institutional websites;
- Contribute to the development of study protocols and written reports;
- Keep a record of decisions made using EPPI reviewer (reference management software);
- Support critical appraisals of systematic reviews;
- Extract data from included studies ensuring high-quality throughout the process;
- Prepare tables containing information on the included studies;
- Support data analysis;
- Maintain consistent communication with the project teams and consistently track work and time on projects; and
- Attend meetings related to the work as needed.

3. Essential qualifications and skills

3.1 The senior research partner:

- PhD or equivalent in social sciences;
- Significant experience in leading research synthesis (e.g., evidence maps, systematic reviews, qualitative synthesis and/or meta-analyses), demonstrated through a track record of publications and evidence uptake.

3.2 The junior researcher/research assistant partners:

- Master's degree (or equivalent) in economics, political science, international development or other relevant social science;
- Knowledge of impact evaluations, qualitative methods and/or econometric analysis;
- Attention to detail and patience to review large amounts of data without losing concentration;
- Excellent record-keeping skills; and
- Demonstrated interest in international development policies and programs.

4. Eligibility

To be eligible, all applicants need to meet the minimum requirements outlined below:

- Only legally registered organisations and/or consortia of registered organisations, not individuals, should apply.
- Research Synthesis Collaborating Centres must be registered and located in a low-and middle-income country as classified by the World [Bank](#).

- For-profit organisations are eligible to apply, but the indirect cost recovery is limited to 10% of the direct costs.

3ie may recruit several groups who meet the criteria specified above. 3ie is an equal opportunity employer committed to equality and diversity. We do not discriminate based on sex, age, religion, ethnicity, caste, sexual orientation or for being differently abled. We particularly encourage ethnic minorities and differently abled persons to apply. 3ie will conduct a due diligence assessment of the shortlisted applicants. The due diligence assessment amongst other areas will review each organization's policies and procedures regarding safeguarding, risk management, fraud & anti-corruption, financial management, internal controls, legal registration and annual audits.

5. Terms

The contract will take the form of a framework consulting agreement, with agreed hourly rates for the different staff included in the agreement. We anticipate the average level of effort to be the equivalent of 0.2 FTE of a senior researcher (8 hours a week) and 2 FTE for research assistants (40 hours a week, each). The details of the program of work will be agreed between 3ie and Research Synthesis Collaborating Centre points of contact on a quarterly basis. The initial contract will be for a period of 36 months, with the opportunity for renewal upon mutual agreement. We expect the Research Synthesis Collaborating Centres to provide staff with their own computer and stable internet connection.

Our policies and procedures reflect our commitment to safeguarding children and vulnerable adults from abuse. We follow a zero-tolerance policy for any form of bullying or harassment in the workplace.

6. Financial proposal

The financial proposal should include all-inclusive, fully burdened daily rates for the Senior Researchers and Junior Researchers/Research Assistants. The submission requires the details of the daily rate to be split up by base salary, fringe benefits and indirect costs. Research Synthesis Collaborating centers should be able to provide evidence of rates by way of pay slips and other supporting documents.

7. How to apply

Please apply by email to athota@3ieimpact.org. The application package must include the following:

- A short proposal not exceeding three pages, highlighting your organization's experience relevant to the terms of reference, and a summary of the staff (and potential FTE available) you propose to draw on for this agreement;
- A financial proposal clearly indicating the day rates of staff included in the agreement with a breakdown of base salary, fringe benefits and indirect costs;
- Curriculum vitae for each staff member covered by the agreement;
- Summary of research carried out by the applying organization with valid links to published papers and reports.

Deadline for applying is **23 May 2025**. Incomplete submissions will not be considered.