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REQUEST FOR PROPOSAL

DACAAR RFP 02 PRF-107/NMFA/0/0/FRC/02.2020

Date: February 13, 2020

دفتر مرکزی
ګولایې وزیرآباد
پست بکس ۲۰۸
کابل، افغانستان
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Request for Proposal for Conducting NFMA Midterm Review

DACAAR invites interested freelance consultants, consultancy firms and NGOs to submit their sealed proposals inside country (Afghanistan) and via email from abroad for conducting NFMA Midterm Review; details are given below.

The deadline for offer/proposal submission is February 24, 2020 before 04:00 pm local time.

The Bid Opening Session will be held on February 26, 2020 at 10:30 am in DACAAR Main Office, Kabul Province - Afghanistan and the bid winner will be notified after the opening session.

Norwegian MFA/DACAAR

ToR for Mid-term review 2020

Project AFG-18/0002 – Rural Development in Faryab Province 1st July 2018 to 30th June 2021

1. Background:

Danish Committee for Aid to Afghan Refugees (DACAAR) was awarded a grant of NOK 60 million (approximately USD 6,75 million) by Norwegian Ministry of Foreign Affairs (MFA) in 2018 for the project *AFG-18/0002 - DACAAR - Rural Development in Faryab Province July 2018 to June 2021*. The project aims to contribute to improved quality of life for people in rural areas of Faryab.

The Project covers five components: (1) Water, sanitation and hygiene (WASH), (2) Natural resources management (NRM), (3) Small scale enterprise development (SSED), (4) Women's Empowerment (WE), and Capacity Building (CB). Of these, WASH and NRM are the largest and the others considerably smaller activities. The implementation is conducted in 9 of Faryab's 14 districts: Khwaja Sabz Posh, Gurziwan, Bilchiragh, Pashtun Kot, Maimana, Almar, Shirin Tagab, Dawlatabad, and Qaysar.

DACAAR is a Danish non-political, non-governmental, non-profit humanitarian and developmental organization working to improve the lives of the Afghan people since 1984. The organization is deeply embedded in the Afghan society and registered with the Afghan Ministry of Economy and enjoy unprecedented access to Afghan communities.

DACAAR addresses the acute needs of the most vulnerable and support early recovery and sustainable development for all Afghans.

DACAAR targets internally displaced people, returning refugees, and communities affected by conflicts and natural disasters. The early recovery and developmental interventions are aimed at building resilience, enhancing capacity and improving livelihoods for protracted internally displaced people and returning refugees, and their vulnerable host communities. The work considers the specific needs of most-at-risk groups such as women- or youth-headed households, the disabled, the elderly and others marginalized by society.

2. Objectives and expected outcomes of the project:

The overall objective of the programme is to improve livelihoods, health and life quality on a sustainable basis for the most vulnerable people living in Faryab province.

WASH: Outcome 1

Targeted communities use safe drinking water and have improved hygiene and sanitation behavior and practice.

WASH: Outcome 2

Targeted communities have improved hygiene and sanitation behavior and practices

NRM: Outcome 3

Targeted farmers and producers have increased environmentally sustainable agricultural productivity and production

SSED: Outcome 4

Sustainable income-generating and livelihoods opportunities for unemployed and unskilled male youth and farmers created

WE: Outcome 5

Vulnerable women's social and economic engagement increased

3. Purpose and intended use of the review:

The review will cover project implementation from 1st July 2018 to the date of the mid-term review.

The aim of this mid-term review is to assess whether the programme half through the programme period is on the right track and meets the expectations, and to learn from the experiences made. The review report shall give a summary of results seen (outputs, and if possible, outcomes) and highlight challenges and problems. The report should also give recommendations on how the programme can be improved in the future.

4. Scope of work:

- Assess the results in relation to the goal hierarchy (result framework) and implementation plans and budgets.
- Assess the programme design:
 - Efficiency and effectiveness.
 - The cost efficiency, the capacity of DACAAR as the implementor, and the models and methods employed in the programme
 - Relevance and appropriateness.
 - The relevance of project objectives in the changing context in Afghanistan, the alignment to the Afghan National plan and the Norway's priorities for support the country.
- Assess the progress in the programme in relation to the implementation plan in the approved programme document.

- Assess the work on gender and whether the programme is reaching women.
- In Faryab external factors like security and risk of corruption are serious factors. Has there been efficient means in place to mitigate identified risk factors?
- Assess if the programme is sustainable and have enough local ownership including support from and relevance to the beneficiaries.
- In 2019 DACAAR has given specific focus to strengthen its planning, monitoring, evaluation and learning capacity. Assess monitoring and reporting routines and content, the ability to report on results/outcomes as well as how the gathered information is used to adjust and improve quality in the programme.
- Assess to what extent the programme has taken into consideration and started implementing the recommendations given in the End-review of AFG-13/0001 DACAAR – Rural Development in Faryab Province Phase III 2013-2017 (January 2018)

5. Requirements:

The consultants must have:

- At least 10 years experience in the thematic areas of WASH and livelihoods in a development context.
- At least five years of experience and demonstrated skills in the evaluation of development projects.
- Excellent report writing skills (English).
- Experience, knowledge and clear understanding of the Afghanistan development context.
- Readiness to travel within Afghanistan (Faryab province).

6. Methodology:

The review methodology will be developed by the Consultant and presented in the inception report. All key review questions should be addressed.

7. Deliverable and timeframe

The study shall start upon signing of the contract. A draft report in English should include a list of lessons learned and recommendations as specified in the scope of work.

The review will start in March 2020 (depending on consultant's availability) with an initial briefing by DACAAR senior management team and document preparation. The final approved report to be submitted to the NMFA. No later than 15 June 2020.

The consultant would be required to conduct a review of the provided documents provided by DACAAR M&E unit and submit an inception report by mid-March. Following approval of the inception report, primary data collection will be conducted in Faryab province in Afghanistan and with key staff/stakeholders in Kabul and Oslo. The consultant is also expected to conduct a validation and learning workshop with relevant stakeholders in Afghanistan prior to analysing the data and drafting the final report. Key dates for the evaluation will be as follows:

- A. Submission of draft inception report 15 March 2020.
- B. Briefing and primary data collection in Afghanistan between 15th March to 15th April 2020.
- C. Presentation of preliminary findings and validation workshop with programme steering committee and programme implementation focal points: Between 15th to 20th April 2020.
- D. One-day learning workshop with DACAAR key staff: Between 15th to 20th April 2020.
- E. Submission of draft evaluation Report: No later than 15th May 2020 for comments by DACAAR senior management team.
- F. Submission of final evaluation Report 1st June 2020. (Time frame can, (if needed) be extended till 15 June 2020).

8. Budget:

All costs associated with travel to the field as well as accommodation, food, local transportation and other logistical costs while in the field will be covered fully by DACAAR in line with the organization's policies. The budget should include consultancy fees, air travel expenses to the country (economy class) if applicable, insurance for the team and other necessary costs. Taxes will be levied on the contract in line with the tax Laws of the Islamic Republic of Afghanistan.

9. Proposals:

The proposal must contain: a) a motivation letter, b) a technical proposal detailing approach and methodology they intend to use for the evaluation, c) a budget, d) CVs of the evaluation team.

References for previous similar work completed and sample report from an evaluation previously carried out by the team will be requested at a later stage.

Taxes:

2% Tax will be levied on the companies that has valid business license and 7% Tax will be levied on the companies that have invalid business license, on individuals who do not have business license and on the consultancy/firm from abroad, will be deducted from the contractor as a withholding tax and DACAAR will pay that amount to Ministry of Finance of Afghanistan. Taxable amount starts from (1 AFN).

Inquiry:

For questions and clarifications, please contact Irshad Alamyar, Head of Fundraising and Communications Department at irshad@dacaar.org Applications sent directly to this address will not be entertained.

Submission Procedures:

Consultancy/Firm from abroad, can submit soft copy of their bids/proposals electronically on the following email addresses;

jamal@dacaar.org or faizullah@dacaar.org

Consultancy/Firm inside country (Afghanistan), are required to submit the sealed (hard copy) of their bids/proposals to DACAAR Main Office located at Lane No 03, Rd No 12, Qala e Fathullah, Kabul, Afghanistan.

The deadline for offer/proposal submission is February 24, 2020 before 04:00 pm local time.

Please note that the subject line of your emails must be (DACAAR RFP 02 PRF-107/NMFA/0/0/FRC/02.2020).

For more details, please visit DACAAR Logistics Unit Main Office Kabul, Sunday through Thursday, from 8:00am to 03:00pm. Or contact on below Email Address jamal@dacaar.org or faizullah@dacaar.org

Sincerely Yours,

Manager – Logistics

Date: February 13, 2020

