



Request For Proposal MC – YP – RFP – 007 / 25

Project/Consultancy Title: Final Evaluation Consultant

Project Location(s): Yangon and/or Ayeyarwady

Background:

Mercy Corps is a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within. Mercy Corps began working in Myanmar in 2008 to help communities recover from the devastating damage of Cyclone Nargis. Our overarching goal is to enable communities to determine their future through inclusive and equitable access to opportunities, leading to peace and prosperity. We approach our work through a resilience lens, to ensure households and communities can manage a myriad of shocks and stresses that threaten these outcomes.

Mercy Corps and partners implement the EU funded NGA-Myanmar programme to support increased environmental sustainability and resource efficiency in Myanmar's aquaculture sector. The programme supports aquaculture producers in the Yangon-Ayeyarwady aquaculture corridor¹ to access and adopt cleaner production practices and green technologies. This will help them to increase productivity and to better manage waste from commercial and farm-made fish feed, fertilizers, and chemicals, thereby reducing water pollution and carbon emissions in the Ayeyarwady delta ecosystem. This vision is captured in the action's overall objective, "To improve resource efficiency and reduce environmental degradation in Myanmar's aquaculture industry, while ensuring improved economic returns in the value chain."

Objectives:

Mercy Corps is looking for a service provider (consultant) to carry out an evaluation of the NGA Myanmar programme. This evaluation will assess overall programme performance to answer the evaluation questions outlined in the section below. This is a summative evaluation coinciding with the completion of the programme. The consultant will review and analyse the performance of indicator targets, aggregate programme successes, and document lessons learned to provide recommendations for future programmes by specifically answering the evaluation questions.

The evaluation aims to answer the following evaluation questions:

Relevance

- How well was the programme design aligned with the needs and priorities of the target population and stakeholders?
- How well were the programme objectives and activities relevant and responsive to the context?
- To what extent does the programme address the identified problems or needs of its beneficiaries and stakeholders?

Coherence

- To what extent is the programme support Myanmar's transition to a low-carbon, resource-efficient and circular economy?
- To what extent is the programme consistent with broader development goals and whether it complements or conflicts with other interventions?

¹ including Twantay, Maubin, Ngapudaw, Pantanaw townships.

Effectiveness

- How well has the programme achieved its intended objectives?
- How well have the outputs of the programme been achieved? And to what extent have they contributed to the programme objectives?
- How effective are the approaches of the programme in delivering the desired outputs? How can they be improved?

Efficiency

- To what extent has the programme utilized the resources in relation to the outputs and outcomes achieved in terms of financial, human, and material?
- Was there an effective process, built into the management structure for self-monitoring and assessment, reporting and reflection? How well did this mechanism or process work?

Impact

- To what extent has the programme contributed to the target population and stakeholders in positively and negatively in term of social, economic, environmental and other relevant dimensions?
- Is the programme bringing about desired changes in the behaviour of people? If so, what is the extent of this change?

Sustainability

- To what extent are the programme's benefits, outcomes, and impacts likely to be sustained over time?
- How well are all key stakeholders sufficiently and effectively involved? And how well are their expectations met and are they satisfied with their level of participation?
- Are alternative or additional measures needed and, if so, what is required to ensure continued sustainability and positive impact?

Principles for their use:

- **Usefulness:** Ensure that the evaluation criteria are useful for decision-making, learning, and accountability purposes. The evaluation should provide actionable recommendations and insights that can inform programme management, policy-making, and future programming.

Adaptation: Adapt the evaluation criteria to the specific programme context and objectives. Consider the unique aspects and requirements of the programme, its sector, and the intended outcomes. Customize the evaluation criteria to capture the programme's specific impacts, challenges, and opportunities.

Evaluation Design and Methodology:

The final design and methodology for the evaluation are to be developed through consultation with the NGA team considering the budget and the SoW. The consultant after review of the documents for secondary data and information should update the evaluation questions outlined within the SoW, propose a design for the evaluation, methods of data collection and analysis, and approach for synthesizing the findings into recommendation and lessons.

The evaluation shall be conducted using a methodology that will allow comparative analysis of the baseline, midterm, and endline findings and values. Further, the comparative analysis of quantitative data should be explained with narratives using qualitative data the collection of which should be planned by the consultant from beneficiaries and relevant stakeholders of the programme.

Therefore, the external evaluator (consultant) is expected to provide the design for answering the evaluation questions using both qualitative and quantitative methods that is a mixed approach. For the quantitative data the survey should consider a representative sampling strategy by adopting the sample size as applied to the baseline. For

the qualitative method the consultant should plan with the purpose of explaining the comparative values from quantitative data to provide deeper insights on the programme performance. In line with this approach the Inception Report should detail the design and methodology to be employed to answer the evaluation questions. The primary data should also consider undertaking desk review of the relevant programme documents and secondary analysis to further inform the results interpretation.

Design Qualitative and Quantitative Data Framework and Tools - The external evaluator (consultant) is expected to design and conduct a mixed methods evaluation framework by using tools and a work plan approved by the NGA team prior to the start of the evaluation. Data collection shall involve visits to a sample of programme locations, meetings with programme partners, targeted participants and other key stakeholders. The consultant will lead the qualitative and quantitative data collection, including supervising data collection teams, and completing the analysis within the approved timeline.

Qualitative approach - The qualitative evaluation must capture perceptions, views and experience including lessons learned and best practices through a selected group of qualitative methods. These may include semi-structured in-depth interviews; focus group discussions; behaviour change case studies; and observations. The evaluation team leader and members will be responsible for collecting and analysing qualitative data. Data will be collected from key stakeholders through interviews, discussions, consultative processes, and observations. Participants for the qualitative interviews will be selected using purposive samples.

Quantitative methodological approach - The quantitative analysis developed to evaluate the results of the programme will allow for comparing the indicators obtained in the baseline of NGA programme, carried out at the beginning of the programme, and observing changes by the programme participants with the Endline **values**. The sample frame, the questionnaire (same as that of baseline), and the fieldwork will be guided and led by External Consultant, in coordination with NGA team. Therefore, endline survey will utilize the same data collection instruments, level of statistical precision, and statistical power as the baseline survey. The field operations - from hiring and training of enumerators and testing of tools - will be led by the consultant with support from NGA team. Quantitative design should allow for statistically significant changes in estimates from baseline to endline for key outcome indicators. The **desk review** will consider the following:

i. A desktop review of all relevant documentation, including (but not limited to):

1. The programme document, contracts and related agreements
2. Baseline report
3. Mid-Term review report
4. Annual workplans and budgets
5. Bi-annual and Annual Reports
6. Pre-Post Assessment
7. Barrier Analysis Study

ii. Face to face interviews and discussions with key stakeholders involved in the programme

1. A list of key partners and stakeholders will be identified at an early stage and a consultation process developed. All stakeholders consulted should be able to present their views in confidence to the team and to identify issues, opportunities, constraints and options for the future.

iii. Electronic interviews through teleconference or written comments – e.g. email, where partners cannot be reached for face-to-face interview.

Consultant Activities & Deliverables:

Final Evaluation assessment will consist of three key phases namely a) inception, b) data collection and c) finalizing the report

a) Inception phase:

- Kick off meeting with NGA Programme team to understand the programme and to collect required documents such as TOC, programme proposal, results framework, Monitoring, Learning and Assessment Plan, etc.
- Engage in additional consultations with relevant programme team members to come to a consensus on the endline assessment methodology, field visit plan, and sampling strategy.
- Produce an electronic copy of the draft inception report which include a detailed methodology and analytical framework along with tools to be used to gather any needed data/information and analyze existing and new data. The report should also specify provisions for quality assurance, data /information collection, data management and confidentiality, sampling, roles and responsibility of team members, key milestones, and detailed work plan.
- Make an oral presentation of the draft inception report.
- Incorporate feedback after the NGA team review of the inception report.
- Submit final Inception Report.

b) Data collection phase:

The consultant will be provided with all the necessary contacts and assisted with arrangement of field discussions or survey administration where required as per the field visit plan. This phase will include the training of enumerators and adjustments of data collection tools (FGD, KII and survey tool), planned reflection workshops with the programme team, partners, and other stakeholders, and gathering existing programme data and preparing it for analysis. All quantitative data will be collected electronically using Kobotoolbox or any other useful application for data collection prepared by the consultant.

c) Finalizing the final evaluation report:

This phase consists of the following steps:

- Presentation: Present preliminary results to the NGA team for reviews and feedback.
- Draft endline assessment report: Submit draft report incorporating feedback received during the preliminary results presentation. The NGA team will provide feedback to the endline report within five to seven business days of receiving the draft report.
- Final endline report: Submit the final report in softcopy the NGA's Team leader and the MEL Coordinator. The final report will be prepared after a few iterations of the report if the quality standards are not met within the first round. The Final report format will be agreed during the inception phase and included into the inception report.
- The final report will include the completed analytical framework of endline assessment. The soft copy of all the supporting documents and annexes shall be handed over to the NGA team with the final report.

Informed by the above steps, the consultant will provide the following “**Deliverables**” during their contract:

1. An inception report with a comprehensive assessment plan, including Mixed-methods assessment design, methodologies used and sampling design/criteria, frame, size(s) for the qualitative data collection; the Data Analysis Plan (DAP) for the mixed methods study; Suggested improvements to the assessment scope; Assessment timeline and Workplan; Ethical considerations, limitations, and mitigation strategies.
2. Cleaned data sets (All Data sets),
3. Analysed data tables,
4. Agreed report outline,
5. Draft Final evaluation report for feedback,
6. Presentation of the report and
7. Final evaluation report incorporating feedback.

Mercy Corps & Partners Support:

1. Review and approve key research questions developed.
2. Provide relevant data and documents to the Consultant (for a targeted document review)
3. Review and translate interview guides and other tools, as needed
4. Preparing participants list to facilitate sampling
5. Host presentation and discussion on the study findings.
6. Support on the logistics for the data collection.

Timeframe/Schedule:

The process is expected to take **45 working days** including preparation, data collection and analysis, and reporting. The Consultant should be able to undertake some of the tasks concurrently to fit within the planned time frame, without compromising the expected quality. The assignment is expected to commence in the **week of May 1, 2025**, with the final evaluation report expected by **June 15, 2025**. The Consultant will commit to NOT more than the estimated total of 45 working days spread within the provided timelines.

The Consultant will report to: NGA-MYANMAR PROGRAMME Team Lead

The Consultant will work closely with: NGA Myanmar team members and partners

Required Experience & Skills:

- Master's in social science or other relevant study.
- Able to work/operate legally in Myanmar.
- Minimum 5 years of experience in conducting relevant work like Fisheries survey, Evaluation.
- Knowledgeable of Myanmar aquaculture sector and key stakeholders, is a plus.
- Strong analytical skills, such as statistical analyses and ability for mixed method approach
- Excellent interpersonal and communication skills.
- Demonstrated understanding of current Myanmar political and development contexts.
- Ability to work under tight deadline.
- Ability to work with different people with different backgrounds.
- Excellent report writing skills in English.

What to Submit:

Interested evaluators (consulting firms) should submit the following documentation for the proposal:

- Concept Note. We will need this to be as detailed as possible, especially the methodology.
- CVs of proposed staff/team members noting identified roles and team lead.
- 1-2 example reports from similar work, with a preference for work done in Myanmar.

Interested applicants should carefully note the required qualifications, skills and submit as above mentioned and budget detailing relevant experience as well as indicating estimated cost and budget your daily rate in MMK to ppaing@mercycorps.org . Open until the position is filled. Early applications are encouraged, as Mercy Corps reserves the right to select a candidate before the closing date if a suitable applicant is identified.

Please note: Only short-listed candidates will be contacted for an interview and Mercy Corps reserves the right to fill the post prior to the closing date if a suitable applicant is found beforehand.

Diversity, Equity & Inclusion

Achieving our mission begins with how we build our team and work together. Through our commitment to enriching our organization with people of different origins, beliefs, backgrounds, and ways of thinking, we are better able to leverage the collective power of our teams and solve the world's most complex challenges. We strive for a culture of trust and respect, where everyone contributes their perspectives and authentic selves, reaches their potential as individuals and teams, and collaborates to do the best work of their lives. We recognize that diversity and inclusion is a journey, and we are committed to learning, listening, and evolving to become more diverse, equitable and inclusive than we are today.

Equal Employment Opportunity

We are committed to providing an environment of respect and psychological safety where equal employment opportunities are available to all. We do not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability (including HIV/AIDS status), marital status, military veteran status or any other protected group in the locations where we work.

Safeguarding & Ethics

Mercy Corps team members are expected to support all efforts toward accountability, specifically to our stakeholders and to international standards guiding international relief and development work, while actively engaging communities as equal partners in the design, monitoring and evaluation of our field projects. Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MC's policies, procedures, and values at all times and in all in-country venues.