



Request For Proposal MC – YP – RFP – 009 / 25

Project/Consultancy Title: Baseline Assessment Consultant

Project Location(s): Ayeyarwady Delta

Background:

Mercy Corps is a leading global development agency and social enterprise improving lives all around the world. With a network of experienced professionals, we partner with local communities to put bold ideas into action to help people recover, overcome hardship, and build better lives – now, and for the future. Mercy Corps in Myanmar focuses on agriculture and livelihoods, income generation, market development and energy access.

Mercy Corps and its partners are implementing the LIFT funded **Climate Resilience of Mangrove-Dependent Agri-Food Systems through Market, Household and Community Transformations (CRAFT)** project to strengthen the climate resilience of food systems and mangrove-dependent households and communities in the **Ayeyarwady Delta** by addressing household vulnerabilities, market systems constraints, gender and social inequality, and building water security and resilience to climate risks. The project's transformative approach aims to boost local, climate-smart production of nutritious food while enhancing the resilience of vulnerable households and communities. By integrating sustainable livelihoods, systemic improvements to inclusive market systems, and community-driven climate risk reduction strategies, CRAFT fosters long-term resilience, adaptive capacity, and equity for mangrove-dependent households and communities in the Ayeyarwady Delta. CRAFT will support target groups in mangrove-dependent communities in the Ayeyarwady Delta to adopt sustainable, climate-smart agricultural practices, access inclusive markets, and enhance their adaptive capacities to climate shocks.

Objectives:

Mercy Corps is looking for a service provider or local consultant to carry out Baseline Assessment of the CRAFT programme. The assessment aims to assess the status of communities in the target areas with respect to the program objectives and establish baseline for key program indicators (Table 1), providing a foundation for measuring progress towards improving food insecurity and climate resilience of the households and communities in Ayeyarwady Delta. The baseline data will be used to track the program's progress at mid-term and endline evaluations, ensuring that key objectives are met.

The main objective of the baseline assessment is to:

1. Generate information on the demographic profile of the project area and status of targeted communities regarding their socio-economic status, livelihoods, access to markets, and food security.
2. Map the ecological resources in the target areas including their governance, access and use patterns, highlighting any areas of concern or potential action.
3. Assess the exposure to shocks and strategies used, including the mapping of availability and functionality of early warning systems in the target areas
4. Determine the baseline values for key impact, outcome and some output level indicators, along with the required disaggregation's

Develop recommendations on specific actions that should be taken to improve the program planning and implementation process

Table 1: CRAFT Baseline Indicators

Baseline Indicators
Higher level outcome (HLO) / LIFT outcome
HLO.1 Prevalence of moderate and severe food insecurity in the household, based on the Food Insecurity Experience Scale (FIES)
HLO2. Percent of households with poor, borderline, and acceptable Food Consumption Scores (FCS)
HLO.3. Percentage & Number of households in program areas using climate information or implementing risk-reducing actions to improve resilience to climate change
1.1 Percentage of agro-producer households (farms) in the program area with increased value of annual sales of food related agricultural commodities
1.2 Percentage of firms (non-farms) in the program area with increased value of sales of agri-inputs and services in the value chain of agricultural food commodities
1.3 Value of annual sales of producers and firms (sellers) in the program areas
1.4 Percentage of women of households supported by the program reporting profits from sales of their commodities
2.1 Yield of Targeted Agricultural Commodities Among Program Participants
2.2 Household Dietary Diversity Score
2.3 Percentage of women participants assisted by the program reporting increase of access or decision making over productive economic resources (assets, credit, savings, income or employment)
3.2 Percentage of households aware or practicing at least one climate risk and mitigation anticipatory action
Intermediate outcome
1.2.1 Percentage of women reporting that they now possess more skills in business related agriculture or NTFPs
1.2.2 Percentage of women reporting application of new skills in business related agriculture or NTFPs provided by the program
1.2.4 Proportion of women vs. men in leadership positions in producer entities
2.2.1 Households reporting improved dietary habits
2.2.2 Women/girls reporting improved dietary habits
2.2.3 Percentage of women reporting increase in decision making within their families/households
2.2.4 Percentage of women reporting decrease in their time spent in household-based unremunerated activities
4.2.1 Awareness level of communities on early disaster response management plan such as EWR (disaster early warning and response system)
4.3.1 Awareness level of local market actors on their knowledge and information regarding recovery from market disruptions

Project Output
2.1.3.2 Number of different types of NTFPs harvested as per community governance system
2.2.2.1.b. Average number of household resources accessed by women
2.2.3.1.a. Proportion of households where unremunerated chores are shared
2.2.3.1.b. Average number of unremunerated household chores shared between household members
3.1.1.1 Number communities covered with early warning system (EWS)

Consultant Activities:

By working with the program's MEL team, the service provider will be responsible for all activities required to successfully conduct the assessment, including (but not limited to) carry out primary data collection, translation, cleaning, storing and analysis of the data, as well as reporting and presenting the findings. The service provider will also be required to conduct desk review and key informant interviews with relevant stakeholders. The scope of the consultant assignment includes (but not limited to) the following activities:

1. Conduct a **desk review** of secondary data and program documents (e.g., program descriptions, logical frameworks, and indicator plans) and internal/external reports to identify gaps and key areas requiring further exploration.
2. Develop an **Inception report** outlining the methodology for the assessment, including the sampling plan, data collection methods, and analysis plan. The consultant should ensure alignment with best practices, data protection and quality requirements, do no harm, and outline foreseen limitations and risks.
3. Based on the agreed inception report, **develop data collection tools and assessment protocols** to be able to capture the information outlined in the SOW and further also update the data collection tools and assessment protocols based on feedback received.
4. **Carry out the assessment** that will include (but not limited to) the following activities:
 - Survey and Data Collection: Conduct surveys and interviews to collect baseline data.
 - Data Analysis and Reporting: Analyze collected data and prepare reports detailing baseline indicators and other contextual and programmatic information.
5. Develop a **preliminary findings** presentation and present it to the program team; following which a draft report will be prepared for inputs and feedback.
6. Incorporating the feedback received, prepare a comprehensive **baseline assessment report** (Annex 2) with detailed findings, stakeholder insights, and any recommendations identified during the assessment.
7. Carry out a **presentation of the final baseline assessment report** to stakeholders.

Consultant Deliverables:

1. Inception Report
2. Data collection tools
3. Preliminary findings presentation (with Baseline Indicator values)
4. Draft Baseline Assessment report for inputs and feedback from CRAFT-Myanmar team,
5. Final Baseline Assessment report incorporating feedback along with executive summary (2-5 pager)
6. Cleaned database of collected data and analysed data tables,
7. Presentation of the report to stakeholders, organized by the CRAFT Myanmar team.

Timeframe/Schedule:

- The consultancy is expected to be awarded by Mid of June 2025, with a final report expected by the Aug 2025.

The Consultant will report to: Market Systems Development Lead

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

Required Experience & Skills:

- Advanced degree in Agriculture, Environment Science or a related field.
- At least 5 years of experience in relevant assessments.
- Strong analytical skills, such as statistical analyses.
- Knowledgeable of Myanmar's agriculture, forestry and disaster management landscape.
- Excellent interpersonal and communication skills.
- Demonstrated understanding of current Myanmar political and development contexts.
- Ability to work under tight deadlines and have great sense of humor.
- Ability to work with different people with different backgrounds.
- Excellent report writing skills in English.

Note: The consultant is expected to execute the Baseline Assessment and will also be responsible for arranging enumerators/data collectors for the assessment.

Selection Criteria and Weights:

- Relevant expertise (25%).
- Demonstrated ability to deliver work in the target locations (25%).
- Prior field experience and demonstrated understanding of aquaculture operations in the target locations (15%).
- Cost (20%).
- Sample products/reports (15%).

What to Submit:

Interested applicants should carefully note the required qualifications, skills and submit a CV/s of personnel/s, sample report(s) and a short proposal with an indicative work plan and budget (max 3 pages) 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.