

## UKAM Endline Evaluation Terms of Reference (ToRs)

Project Name	Strengthening food self-sufficiency for 3200 people (direct, 16000 indirect) and empowering women to improve social status.		
Project Location and project participants	Yirol East, Lakes state, South Sudan		
	Payams	Bomas	Number of project participants
	Adior	Billing	400 Households
		Macharachiek	400 Households
	Lekakudu	Aruopnyiel	240 Households
		Bunagany	240 Households
		Guongayol	240 Households
		Atiit	80 Households
	Malek	Ameracier	240 Households
		Tot	240 Households
		Mergok	160 Households
		Wulamal	160 Households
	Pagarau	Aguor	160 Households
		Butic	160 Households
		Macuor	160 Households
		Riengthen	160 Households
		Tinapel	160 Households
Project Duration	3 Years (February 2022 to February 2025)		
Funded by	UK AID MATCH FUND		
Implementing Organization	CAFOD and Trócaire in partnership (CTP)		
Implementing partners	Catholic Diocese of Rumbek (CDoR) and The Organization for Children Harmony (TOCH)		

## INTRODUCTION

**CAFOD and Trócaire in Partnership (CTP):** registered in South Sudan via CAFOD - CAFOD and Trócaire merged their programmes in South Sudan in 2015 to what is now called CAFOD and Trócaire in partnership or CTP. Both organizations form part of the international Caritas network. CAFOD registered in South Sudan, is the official overseas development agency of the Catholic Church in England and Wales. CAFOD works with poor and disadvantaged communities in the global south to overcome poverty and bring about sustainable development and well-being. CAFOD aims to protect lives and relieve suffering during emergencies and reduce the risks to vulnerable communities affected by conflict and/or natural disasters. CAFOD has in the last five years responded to humanitarian emergencies, of both rapid and slow onset, in approximately 50 countries around the world. Trócaire – registered in South Sudan via CTP - is the overseas development agency of the Catholic Church in Ireland, providing humanitarian assistance and long-term support to communities in 23 countries across Africa, Asia, Latin America, and the Middle East. CTP is the grant holder of the UKAM project responsible for delivery and reporting to the donor.

**Caritas Diocese of Rumbek (CDoR):** Caritas Diocese of Rumbek (Caritas-DOR) was established in 2012 as one of the seven diocesan Caritas of Sudan Catholic Bishops Conference –South Sudan Secretariat (SCBC-SSS) implementing CARITAS South Sudan's Vision and Mission to respond to one of the worst humanitarian crises in the newly independent state of South Sudan. Caritas South Sudan (CSS) was founded in October 2011, just after South Sudan received its independence in July 2011. It comes under Catholic Bishops' Conference of Sudan which regrouped Sudan and South Sudan Bishops as one Bishops' Conference, with secretariat in Juba. Caritas South Sudan is the socio -pastoral service arm of the church in South Sudan, operating under the Secretariat and registered with the Relief and Humanitarian Commission, Republic of South Sudan, in November 2011. Caritas South Sudan (CSS) is operating in all seven Dioceses of South Sudan namely, Archdiocese of Juba, Dioceses of Yei, Torit, Tombura-Yambio, Rumbek, Wau and Malakal. As a Christian organization, it is our duty to give the best we can to alleviate the suffering of the poorest and witness the universal love through action and compassion. Our mission is to give hope to those who are marginalized, contribute to establish social justice and dignity to our fellow citizens. Under the leadership of the Catholic Diocese of Rumbek, Caritas-DOR had made significant progress in addressing the needs of communities affected by violence, internal displacement and natural & man-made disasters. CDoR is one of the implementing partners responsible for implementing the FSL, WASH, VSLA and DRR components of the project.

**The organization for children harmony (TOCH):** The Organization for Children's Harmony (TOCH) was formed in 2008 after a group of youths was alarmed by the impact of inter-communal violence and subsequent insecurity that devastated lives and livelihoods further affecting Children and Women. TOCH is a national non-governmental organization, humanitarian, development and advocacy organization, dedicated to working with children, women, their families and the entire communities to achieve a just, peaceful and prosperous community. One of the main objectives of TOCH programming is the governance and peace-building programs which is aimed at preventing, mitigating, and transforming aspects of the conflict through a community engagement and community-led approach to peacebuilding that combines distinct disciplines such as human rights, security, building local capacities for peace by ensuring necessary structures are formed at the community levels and equipped with conflict management, conflict resolution skills. TOCH is one of the implementing partners responsible for implementing the Peace building and protection component of the

project.

**PURPOSE OF THE EVALUATION:**

- 1) The evaluation will assess the project's performance at its completion stage, examining whether it has met its proposed outcomes and goals as planned in the theory of change, identifying whether the project worked as expected in the theory of change, What were the stronger or weaker links in the theory of change, What other elements were missing from the theory of change that affected what the project was able to achieve.
- 2) The Evaluation will compare the Endline evaluation results with the Baseline results and the targets set for each indicator with clear comparative analysis explaining and clearly justifying the results of the comparative analysis using the evidence gathered during the evaluation process through secondary and primary data sources.
- 3) The Endline Evaluation shall clearly document the project's overall success, lessons learned and provides actionable recommendations for similar future projects.
- 4) The endline evaluation shall assess the economic efficiency and social impact of the project by systematically comparing the incurred project costs with the benefits (cost benefit analysis). This objective of evaluation aims to assess how the project prioritized resource allocation to ensure maximization of positive outcomes for the target population while minimizing financial expenditures

The assessment will centre on the six fundamental OECD DAC Evaluation criteria with depth focus on Effectiveness, Efficiency, Impact, sustainability and a light touch on Relevance, Coherence, including accountability, stakeholders' engagement and cross cutting issues such as Gender, disability inclusion and conflict sensitivity to thoroughly review the project's performance.

### PRESENTATION OF THE ACTION TO BE EVALUATED:

The project was delivered following the nexus approach, covering humanitarian, development, and peacebuilding. It focuses on four sectors: food security and livelihoods, water, sanitation, and hygiene (WASH), protection, peacebuilding, and community-managed disaster risk reduction committees. The evaluation will focus on the outcome and output level indicators of the project, as indicated on the table below.

IMPACT	INDICATORS
Impact: Communities in Yirol East, particularly women and girls, have improved coping capacities and reduced hunger.	Impact Indicator 1.1: Percentage reduction of Women and Men classified in Phase 3 (Crisis) and Phase 4 (Emergency) by the IPC in the target area.
	Impact Indicator 1.2: Percentage reduction of global acute malnutrition (GAM) for Men and Women in the target area over 3 years.
OUTCOME	INDICATORS
3200 households, in Yirol East, including 320 people living with disability, have improved food security, health and psychosocial wellbeing.	Outcome Indicator 1: Number of target Households with acceptable Food Consumption Score (FCS). (Disaggregated by Gender and Disability).
	Outcome Indicator 2: Number of Targeted Households in the Lowest Coping Strategy Index score category. (Disaggregated by Gender and Disability).
	Outcome Indicator 3: Number of HH reporting reduction in prevalence of diarrhea diseases. (Disaggregated by Gender and Disability).
	Outcome Indicator 4: Number of Target beneficiaries (Women and Girls) of Psychosocial support programmes, their families and communities report improved psychosocial well-being. (Disaggregated by Gender and Disability).
OUTPUT 1	INDICATORS
Farmers supported have adopted agroecological practices and have increased Yield.	Output Indicator 1.1: Number of targeted households who have adopted at least 5 of the 9 agroecological practices. (Disaggregated by Gender and Disability).
	Output Indicator 1.2: Number of targeted Individuals with at least 30% increased yield per feddan. (Disaggregated by Gender and Disability).
OUTPUT 2	INDICATORS
Women and Girls have improved coping strategy	Output Indicator 2.1: Number of women and girls, inclusive of people living with disability, using psychosocial and GBV

and diversified means of livelihood	response services. (Disaggregated by Gender and Disability).
	<b>Output Indicator 2.2:</b> Number of individuals (Women) meeting their immediate needs as result of saving in the VSLA group. (Disaggregated by Gender and Disability).
<b>OUTPUT 3</b>	<b>INDICATORS</b>
14440 (7220 Women and 7220 Men; inclusive of 1444 Person with disability) have access to safe water, sanitation facilities and hygiene messages.	<b>Output Indicator 3.1:</b> Percentage of targeted population who wash their hands with soap /ash and water at least: after using toilet and before handling food. (Disaggregated by Gender and Disability).
	<b>Output Indicator 3.2:</b> Number of targeted Households who have access to safe/clean water for drinking. (disaggregated by Gender and Disability).
	<b>Output Indicator 3.3:</b> Number of targeted Households practicing safe disposal of human waste. (disaggregated by Gender and Disability).

### STAKEHOLDERS' ENGAGEMENT

The project has engaged different stakeholders and groups in key project activities; therefore, the consultant will be engagement with the following stakeholders.

STAKEHOLDERS	NUMBER	ENGAGEMENT DURING THE EVALUATION
Farmers Groups	107 Groups	Household Survey, KII and FGD respondents
VSLA Groups	61 Groups	Household Survey, KII and FGD respondents
DRR committees	4 committees	KII and FGD respondents
Peace Committees	8 Peace Committees	KII and FGD respondents
Psychosocial support Groups	80 PSS Groups	KII and FGD respondents
Water user Committees	26 Water User Committees	KII and FGD respondents
Community Leaders	This will be sampled form County, Payam and Boma Level	KII respondents
Partner staff	This will be staff from management, technical and support staff	KII respondents
Line ministries, commissions and Directorates.	This will be sample from Payam Level and county level	KII respondents
WASH, FSL, Protection, Peace building Clusters.	This will be sample from County and State level	KII respondents

## EVALUATION QUESTIONS AND CRITERIAS

The Evaluation of this project is proposed according to the following evaluation framework, in which the key questions will be analyzed in accordance with the following criteria, as well as any other aspects deemed relevant in the process of obtaining information and analyzing it. The criteria to be used will be the six OECD Development Assistance Committee (DAC) criteria which was updated in 2019<sup>1</sup> and a seventh criterion added to measure accountability. The key questions to be used per criteria are taken from the Core Humanitarian Standard<sup>2</sup>. These key evaluation questions are draft for further discussion with the selected consultant/evaluation team during inception phase of the consultancy.

CRITERIA	KEY QUESTIONS (BY CHS COMMITMENT - CORE HUMANITARIAN STANDARD)
<b>Effectiveness:</b> This will assess the extent to which the intervention achieved, or is expected to achieve, its objectives, and its results, including any differential results across groups.	<p><u>Commitment 2: People and communities in situation of crisis and vulnerabilities access timely and effective support.</u></p> <p>1). Did the planned impact, outcome and output indicators allow CTP and its partners to measure the achievement of the specific objective. Were the set indicators targets achieved as planned disaggregated by Gender and Disabilities.</p> <p>2). How were relevant technical standards and good practices used in the humanitarian sector used to guide the design and implementation of the project?</p>
<b>Efficiency:</b> This will assess the extent to which the intervention delivers, or is likely to deliver, results in an economic and timely way.	<p><u>Commitment 7: People and communities in situation of crisis and vulnerabilities access support adapted based on feedback.</u></p> <p>3). How were lessons learned from programme approaches used in the project and from past experiences used to make changes in the project activities to adapt to changing context and needs of the supported committees.</p> <p><u>Commitment 9: People and communities in situation of crisis and vulnerabilities can expect ethical and responsible management of resource.</u></p> <p>4). How has the project design, and implementation ensured the efficient use of resources, balancing quality, cost, and timeliness of each phase of the intervention? And ensuring value for money.</p>
<b>Sustainability:</b> This assess the extent to which the net benefits of the intervention continue or are likely to continue.	<p><u>Commitment 3: People and communities in situation of crisis and vulnerabilities are better prepared and more resilient.</u></p> <p>5). How has the exit strategy planned from the project's design stage and implemented throughout the project implementation period ensured long-term positive effects and reduce the risk of dependency amongst the project participants.</p> <p>6). To what extent have the local community and other stakeholders taken ownership of the intervention and committed to maintaining and supporting its benefits.</p>
<b>Impact:</b> This assess the extent to which the intervention has generated or is expected to generate significant positive or negative, intended, or unintended, higher-level effects.	<p><u>Commitment 4: People and communities in situation of crisis and vulnerabilities cases support that does not harm people or environment.</u></p> <p>7). What are the positive and negative social, environmental, and economic effects of the project over the long term or on a large scale on people's well-being, human rights, social inclusion (Disability and Gender) and the environment?</p> <p>8). Have unmet needs been reported to organizations with the relevant expertise and mandate, or has advocacy been conducted to ensure</p>

	that these needs are addressed? What are the outcomes of those initiatives, are the outcome sustainable.
<b>Relevance:</b> This will assess the extent to which the project objectives and design respond to project participants' needs at the global, country, state, county and local community level. and continue to do so if circumstances change.	<p><u>Commitment 1: People and communities in situation of crisis and vulnerabilities can exercise rights and participate in decisions.</u></p> <p>10). How was the intervention adapted to evolving needs, capacities, risks and context?</p> <p><u>Commitment 3: People and communities in situation of crisis and vulnerabilities are better prepared and more resilient</u></p> <p>11). To what extent does the response strategy anticipate the risk of negative effects ("do no harm" approach), were measure taken to mitigate negative effects in the project effective, relevant and replicable in the context.</p>
<b>Coherence:</b> This will assess the compatibility of the intervention with other interventions in a country, sector, or institution	<p><u>Commitment 6: People and communities in situation of crisis and vulnerabilities access coordinated and complementary support</u></p> <p>12). Is there internal coherence? (Synergies and interdependencies between the interventions carried by CTP in the same or similar).</p> <p>13) Is there external coherence (coherence between the intervention under consideration and those carried out by other actors in the same context). It encompasses complementarity, harmonization, and coordination with other actors, and verifies that the intervention brings added value while avoiding duplication of activities.</p>
<b>Accountability:</b> Set-up appropriate mechanisms through which affected populations can measure the adequacy of interventions, and address concerns and complaints.	<p><u>Commitment 7: People and communities access support that is continually adapted and improved based on feedback and learning.</u></p> <p>14). Has information on the principles CTP upholds, the behaviours it expects from its staff, the programs it implements, and the assistance it seeks to provide, been made available in languages, formats, and media that are easily understood, respectful, and culturally appropriate for different members of the supported communities?</p> <p>15). Have the communities supported by the project been encouraged and supported to give feedback and raise concerns regarding the quality and effectiveness of the assistance they received, the modality of delivery ad conduct of staff and volunteers with particular attention to gender and disability considerations?</p>

<sup>1</sup><https://www.oecd-ilibrary.org/sites/543e84ed-en/1/3/2/index.html?itemId=/content/publication/543e84ed-en&csp=535d2f2a848b7727d35502d7f36e4885&itemIGO=oecd&itemContentType=book>

<sup>2</sup> [https://www.corehumanitarianstandard.org/files/ugd/e57c40\\_f8ca250a7bd04282b4f2e4e810daf5fc.pdf](https://www.corehumanitarianstandard.org/files/ugd/e57c40_f8ca250a7bd04282b4f2e4e810daf5fc.pdf)

## WORK APPROACH AND METHODOLOGY

The evaluation team will carry out a methodological proposal for the achievement of the objectives set in this evaluation terms of reference (TOR). This proposal will be sent to CAFOD & Trocaire in Partnership (CTP) for validation before the beginning of the field work. The work plan will include a cabinet phase and a fieldwork phase. The evaluation will a maximum of **60 CALENDAR DAYS**, and this will include (inception report; design of tools; recruitment and training of data collectors; data collection exercise; data analysis; presentation of draft findings; report writing, feedback and reviews, report finalization and contract closure), as indicated on the table below.

KEY ACTIVITIES	DURATION	NUMBER OF DAYS
<b>PREPARATORY ACTIVITIES</b>		
Advertisement of tender	11 <sup>th</sup> December 2024 to 17 <sup>th</sup> January 2025	21 Days
Proposals reviews, screening and interview	20 <sup>th</sup> to 31 <sup>st</sup> January 2025	10 Days
Signing of Contract by the success firm	3 <sup>rd</sup> to 6 <sup>th</sup> February 2025	5 Days
<b>THE END EVALUATION ACTIVITIES</b>		
Inception meetings and report	7 <sup>th</sup> to 16 <sup>th</sup> February 2025	10 Days
Meeting CTP and Partner staff in Juba to for any interviews	17 <sup>th</sup> and 18 <sup>th</sup> February 2025	2 Days
Travelling to field	19 <sup>th</sup> February 2025	1 Days
Meeting partner staff and key Stakeholders	20 <sup>th</sup> February 2025	1 Day
Enumerator recruitment, training and data collection	21 <sup>st</sup> Feb to 4 March 2025	12 Days
Travelling from the field to Juba	5 <sup>th</sup> March 2025	1 Day
Data cleaning, sorting and analysis	6 <sup>th</sup> to 8 <sup>th</sup> March 2025	3 Days
Preparation of power point presentation of initial findings	9 <sup>th</sup> March 2025	1 Day
Presentation of initial findings to steering committee	10 March 2025	1 Days
Report writing and submission of first draft	11 <sup>th</sup> to 16 <sup>th</sup> March 2025	7 Day
CTP feedback on the first draft	17 <sup>th</sup> to 19 <sup>th</sup> March 2025	3 days
Addressing feedback on the first draft and submission of the second draft	20 <sup>th</sup> to 23 <sup>rd</sup> March 2024	4 days
CTP feedback on the second draft	24 <sup>th</sup> to 25 <sup>th</sup> March 2025	2 Days
Addressing feedback on the second draft and submission of the final report	26 <sup>th</sup> to 27 <sup>th</sup> March 2025	2 Days
CTP Fina review and submission to MD for oversight review	28 <sup>th</sup> March 2025	1 Day
MD Review and feedback on the final report	31 <sup>st</sup> March to 4 <sup>th</sup> April 2025	5 Days
Validation of the final evaluation Report	7 <sup>th</sup> to 8 <sup>th</sup> April 2025	2 Days
Contract colure	9 <sup>th</sup> to 10 <sup>th</sup> April 2025	2 Day

The consultant will be responsible for defining and implementing the overall approach of the evaluation. The consultant's work includes defining data collection and analysis techniques, structured field visits, and interactions with Project participants and the evaluation team. The tools, methodology and conclusions of the evaluation must be reviewed and validated with various stakeholders and approved by the person in charge of the evaluation at CAFOD & Trocaire in Partnership (CTP).

The results of the evaluation must be presented, distinguishing between data, interpretations, and value judgments. The conclusions will be presented, as well as the lessons learned (cause and effect relationship between the activities carried out and the conclusions obtained) and the recommendations (proposal to improve the cause-and-effect relationship and the logic of the intervention, information systems that are



recommended to be put in place, etc.).

## STRUCTURE AND FORMAT OF THE EVALUATION

- 1) **Inception Report:** An inception report in English (electronic version in Word format). Detailing the evaluation framework, methodology, data collection and analysis tools, workplan etc. and will be submitted after signing the contract within a reasonable period of not more than 4 calendar days.
- 2) **Fieldwork:** The consultant(s) will personally conduct data collection in Yirol, Gogrial, Rumbek, and Juba. This will include working with CTP and Partners field and head offices. No research assistants will be used to lead and supervise data collection at the field level. The consultant, upon signing the contract, will actively participate in the fieldwork to ensure quality control and ownership of the evaluation findings.
- 3) **Data Analysis and Presentation:** The qualitative data will be analysed based on the project indicators, with each indicator clearly segregated by Gender and Disability. The analysis will utilize advanced Excel formulas, or Tableau data analysis software bringing out formulas and graphs which clearly demonstrates the findings. The qualitative data will be analysed using thematic analysis in accordance with the OECD criteria. This process involves several key steps: first, familiarizing yourself with the data; next, generating initial codes; then, searching for and identifying themes; reviewing and refining these themes; defining and naming the finalized themes; and finally, producing a comprehensive report.
- 4) **Presentation of preliminary findings:** The consultant will prepare a PowerPoint presentation to showcase the initial findings. This presentation will be delivered to the Evaluation Steering Committee, which will then provide comments, inputs, and feedback. These contributions will be instrumental in drafting the final evaluation report.
- 5) **Report writing and submission of first draft:** Following the presentation of the preliminary findings and inputs from the Evaluation steering committee, the consultant produces the first draft of the report. synthesizing the feedback received during the presentation, incorporating any additional data or insights, and presenting a cohesive and detailed analysis of the evaluation. The first draft will reflect the consultant's thorough understanding of the project, the challenges encountered, and the effectiveness of the strategies implemented, along with recommendations for future actions. Structured to cover all essential aspects—including an executive summary, methodology, findings, conclusions, and recommendations—the report will be precisely crafted to ensure clarity, coherence, and comprehensiveness.
- 6) **CTP feedback on the first draft:** Upon completion, the first draft will be submitted to the steering committee for review and comments, ensuring that the second report is robust, accurate, and aligned with project objectives and stakeholders' expectations.
- 7) **Addressing feedback on the first draft and submission of the second draft:** The consultant will address concerns on the first draft and submit the second draft to the steering committee for final review and final feedback.
- 8) **CTP feedback on the second draft:** The steering committee will review the second draft and provide the final feedback that will now inform the final report.
- 9) **Addressing Feedback on the Second Draft and Submission of the Final Report:** The consultant will now address all the feedback on the second draft and perform the final editing and formatting of the report to meet the expected standards. The final report will then be submitted to the steering committee for validation and approval.

- 10) **Final Report submission:** A final report written in English (in electronic version in Word format, between 30-50 pages max, not including annexes). The latter will be accompanied by an executive summary of 3-4 pages maximum including the essential information of the report. The report will integrate the remarks made during the preliminary findings' presentation.
- 11) **Validation of the final evaluation Report:** The final report will undergo validation process by the steering committee, country senior management, and HQ technical teams and then sign off for use.
- 12) **Contract closure:** The contract closure procedure will ensure proper archiving of all required data, and any other materials produced or used during the consultancy. This archiving will adhere to the CAFOD Data Protection Policy and external evaluation guidelines, ensuring that the data and equipment are stored in the correct format and storage system.

### **THE OUTPUTS OF THE ASSESSMENT**

- a) Soft copy of the inception report including survey tools.
- b) Enumerator training report
- c) Data collection pretest data
- d) Soft Copy of the Power point representation of the Finding, Lesson learned and recommendation.
- e) The analyzed Excel Data set.
- f) The final survey reports in soft and two signed hard copies.

### **THE EVALUATION REPORT SHOULD CONTAIN THE FOLLOWING INDEX:**

**Executive Summary:** This section should be 3 to 4 pages maximum, summarizing the main conclusions and recommendations.

**Introduction:** This section will provide the background, purpose of the evaluation, initial questions, and criteria.

**Summary Description of the Intervention Evaluated:** This section will include the background of the organizations and stakeholders involved in the project, their roles and contributions to project delivery and implementation, and the context in which the project was implemented.

**Methodology:** This section will detail the methodology used in the evaluation, techniques applied, prerequisites, and limitations of the study carried out.

**Analysis and Presentation of Findings:** This section will follow the OECD criteria, clearly analysing and discussing the project indicators. It will compare the achievements with the baseline, providing relevant and logical context and programmatic argument.

**Conclusions:** This section will present clear concluding remarks based on the evidence from the analysis, in relation to the established evaluation criteria.

**Lessons Learned:** Based on the findings and analysis, this section will draw concrete lessons that can be applied to similar projects in the future.

**Recommendations:** This section will provide actionable, programmatic, and context-specific recommendations based on the findings of the evaluation, clearly stating the stakeholders to whom the recommendations are addressed.

#### APPENDICES:

- a) Terms of reference (ToR)
- b) The work plan, composition, and description of the mission.
- c) Proposed methodology, techniques and sources used to collect information.
- d) Literature review: list of secondary sources used.
- e) Interviews: list of informants, interview plans, transcripts, and notes.
- f) Surveys: models, raw data collected and statistical analysis.
- g) Participatory workshops: report and products.
- h) Claims and comments from different stakeholders on the draft report if they are relevant, including any disagreements that were not reflected in the report.

#### EVALUATION TEAM

The evaluation team should consist of at least two consultants with substantial experience in food security, livelihoods, DRR (Disaster Risk Reduction), VSLA (Village Savings and Loan Associations), peacebuilding, protection, WASH (Water, Sanitation, and Hygiene), and/or MEAL (Monitoring, Evaluation, Accountability, and Learning). At least two team members must hold a minimum of a master's degree in agriculture, economics, statistics, development studies, entrepreneurship, and/or MEAL, with over 10 years of professional experience and at least 5 years of experience conducting similar evaluations for multi-sectoral programs.

The consultants should possess an excellent understanding of the Results-Based Management (RBM) principle and the Core Humanitarian Standard. They must have mastery of participatory techniques and other data collection and analysis approaches, as well as advanced skills in Excel or Tableau for data analysis and management. Furthermore, they should be capable of facilitating group dynamics, organizing and proposing discussion workshops, and preparing capitalization documents.

#### BIDS EVALUATION CRITERIA

CRITERION 1: Profile and experience of evaluators (40%)

CRITERION 3: Methodological proposal (40%)

CRITERION 4: Financial offer (20%).

#### PLACE AND DEADLINE FOR SUBMISSION OF TENDERS:

Please submit the following documents to the email addresses [ctpsupply@cafod.org.uk](mailto:ctpsupply@cafod.org.uk) indicating the reference "**UKAM Final Evaluation Consultancy**" in the subject line: letter of presentation, technical proposal, financial proposal, registration certificates, updated CVs of the proposed consultant team, copies of national identity cards of the proposed team members, and two sample reports of previous evaluation work in multisectoral projects. The deadline for submission is **January 17, 2025, at 4:00 pm** (Juba time).

**N.B:** Bidders must indicate their country of nationality by presenting the standard proof required under their national law, which includes their registration number and a copy of their passport or national identity card.