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Viện Nghiên Cứu Phát Triển Xã Hội
Institute for Social Development Studies

TERMS OF REFERENCE

Final evaluation

“Ethnic minority girls, boys, young women and men use the digital space to understand and claim their rights, access support services and raise their voice towards policy makers Project – EMPoWR”

(7/2020 – 6/2023)

1. ABOUT PLAN INTERNATIONAL

Plan International is an independent development and humanitarian organisation that advances children’s rights and equality for girls. Plan has over 80 years’ experience and works in more than 75 countries across the world.

Plan International has been working in northern and central Vietnam since 1993. Our programming targets diverse young people, with a particular focus on adolescent girls, in both rural and urban areas and with the most marginalised communities, including ethnic minority and migrant groups.

We focus on three core areas of work: gender-responsive parenting to support early childhood care and development; preventing gender-based violence and promoting girls’ leadership; and building girls’ life and vocational skills. Our work supports marginalised children and youth, especially adolescent girls, to start life and grow up physically and mentally healthy and as adolescents so they are leading the way to shape their own future.

We believe girls have the power to change the world. Our ambition is to work alongside them and together take action so that 2 million girls in Vietnam can learn, lead, decide and thrive by 2022. Since June 2019, we have directly reached 363,053 girls and 305,260 boys in Vietnam through our programs, and a further 15,856,924 children and youth (7,647,982 girls) through our influencing and campaigns work on girls’ rights.

We strive for a just world, working together with children, young people, our supporters and partners.

2. ABOUT THE INSTITUTE OF SOCIAL DEVELOPMENT STUDIES (ISDS)

The Institute for Social Development and Studies (ISDS) is a social and professional organization established by the Decision 468/TC-LHH dated 27th May 2002 of the Vietnam Union of Science and Technology Associations (VUSTA) and registered to the Ministry of Science and Technology with registration number A-183. ISDS is also founded and act as a focal point organization for civil society and professional alliances, namely the Vietnam Partnership for Actions on Health Equity (PAHE) and the Gender-based Violence Prevention and Response Network (GBVnet).

ISDS sees its mission is to contribute to build a Vietnamese society that ensures equality, democracy, and inclusion of all social groups, with a focus on protecting the rights of vulnerable populations.

ISDS is well-known for its strong engagement in addressing a wide range of social issues in Vietnam. During its almost 20 years of operation, ISDS received more than 18 million USD funding from a number of multilateral and bilateral funding agencies, for a broad spectrum of research and interventions throughout Vietnam in the areas of gender equality, social inclusion, public health and other socio-economic issues such as poverty and migration.

National Organisations Australia Belgium Canada Colombia Denmark Finland France Germany Hong Kong India Ireland Japan Korea Netherlands Norway Spain Sweden Switzerland United Kingdom United States Programme Countries Bangladesh Benin Bolivia Brazil Burkina Faso Cambodia Cameroon China Colombia Dominican Republic Ecuador Egypt El Salvador Ethiopia Ghana Guatemala Guinea Guinea-Bissau Haiti Honduras India Indonesia Kenya Laos Liberia Malawi Mali Mozambique Myanmar Nepal Nicaragua Niger Nigeria Pakistan Paraguay Peru Philippines Rwanda Senegal Sierra Leone Sri Lanka South Sudan Sudan Tanzania Thailand Timor-Leste Togo Uganda Vietnam Zambia Zimbabwe

ISDS research and policy advocacy works have significantly contributed to the development of various laws and policies in the areas of social development and public health and of Viet Nam.

Besides its strength in research, advocacy and training, ISDS gains its reputation in designing and implementing community development projects. During last 20 years, ISDS has carried out various large-scale projects across Viet Nam.

3. ABOUT THE COMMISSIONING OFFICE & PROJECT BACKGROUND

Plan International Vietnam's primary purpose under the Country Strategic Plan 2020-2025 is to **'enable girls of Vietnam to be active drivers of change in realising their rights'**. The ambition is to continue supporting 2 million girls to learn, lead, decide and thrive – to contribute toward the global ambition 100 million girls.

EMPoWR is under the country program strategy of "Preventing Gender-Based Violence" and will help contribute to the country programme outcome "Girls are ready to shape their future", focusing on the fulfilment of girls' social rights (with the inter-related, SOYEE¹ framework focusing on girls' economic rights). The preventing gender-based violence (GBV) programme aims for 'Girls and young women in Vietnam to live free from GBV in public and private spaces and have increased agency to prevent and respond to violence'.

Plan International in Vietnam has initiated the EMPoWR project co-funded by The European Union Delegation in Vietnam 'EU' and Plan International Belgium that is co-implemented by the Institute of Social Development Studies from July 2020 in 52 communes of 11 districts of Ha Giang, Lai Chau, Quang Binh and Quang Tri province, Vietnam. Despite the enabling policy environment of Vietnam, human trafficking and child marriage are still on the rise amongst ethnic minorities. The Project aims at directly addressing the identified needs and constraints of ethnic minority girls, boys, young women and men who have limited knowledge about their rights and sexual reproductive health and are at risk of human trafficking and child marriage. The objective of EMPoWR is to support local civil society organizations (CSO) to develop and use the online Girls' Rights Platform (GRP) called [Em Vui](#) to create a digital space for girls and women to understand and claim their rights, access support services and have their voice heard by policy makers and implementers. The core action of EMPoWR as Em Vui is expected to enable policy makers at all levels to listen to the voice of ethnic minority girls and young women and take proper action to address gaps in law enforcement. The platform also works with and build capacity for targeted local CSOs and media in using technology to increase their reach to vulnerable groups and hold the responsibilities in promoting the rights of ethnic minority girls and young women. The project will be completed by 30 June 2023.

Project final beneficiaries and target groups:

Final beneficiaries include:

- 17,200 (8,300 female and 8,900 male) ethnic minority girls and boys, young women and men as direct beneficiaries (age 10 to 24 years) who use the Em Vui;
- 54,700 indirect beneficiaries who benefit from a more protective environment;

Target groups:

- 72 government agencies at all levels receive reports on the update situation of the issues from Em Vui;
- 8 government staff and leaders participate in online dialogues, radio or TV programme to discuss the issues of child marriage or human trafficking;

¹ "Country Strategic Plan International Vietnam (2020-2025)": ...One of three core programme areas is Skill Opportunity Youth Economic Empowerment - SOYEE

- 40 Journalists of 10 media use the information of the Em Vui for their public communications regarding child marriage and human trafficking;
- 60 staff members of CSOs are sensitized through trainings on using Em Vui for their programming to reach ethnic minority groups;
- 20 CSOs have improved knowledge, attitudes and practices on the issues, rights and means of action of ethnic minorities regarding human trafficking and child marriage.

Project Results:

The **Impact** (overall objective): Ethnic minority girls, boys and young women and men (age 10 to 24 years) use the digital space to understand and claim their rights, access support services and raise their voice towards policy makers.

Specific objective 1 (SO1): Ethnic minority girls, boys and young women and men to understand and advocate for their rights and protect themselves from human trafficking and child marriage.

Specific objective 2 (SO2): To improve civil society organizations (CSOs) and media have improved online capacity and networks to support ethnic minority girls, boys and young women and men to influence the local government to take action to end human trafficking and child marriage.

Specific objective 3 (SO3): To advocate government agencies to implement and enforce policies preventing human trafficking and child marriage among ethnic minorities.

Project implementing partners: Plan International Vietnam (PIV) and The Institute of Social Development Studies (ISDS)

Donor Organizations: The European Union and Plan International Belgium

Geographical coverage: 52 communes of 11 districts of 4 provinces Ha Giang, Lai Chau, Quang Binh, Quang Tri

Project duration: 1 July 2020 to 30 June 2023

4. EVALUATION FOCUS

4.1 Purpose of the Final Evaluation

The purpose of the work is to assess how far and to what extent the project has realized its overall project goal, to evaluate the project after three years of intervention, to identify key lessons learnt, and make concrete and feasible recommendations for promoting girls' leadership and youth's capacities in claiming their rights and shaping their future.

Precisely, the objectives of the final evaluation are:

- Evaluate the entire project in terms of the achieved results, looking at the OECD criteria. To address the specific objectives of the evaluation, the evaluator(s) will be expected to provide answers to the following specific questions:

Relevance:

- Were project activities the right ones for addressing the needs and issues of the target groups as regard human trafficking and early child marriage?
- Were project objectives aligned with locally defined needs and priorities?
- Has the project complemented and been compatible with national/provincial government approach? And national program/strategy?

- How well did the project adapt to changing external contexts (such as the occurrence of the Covid 19 pandemic and natural disasters in the provinces) over time?

Coherence:

- How consistent is the project with Plan International Vietnam's strategy (CSP/regional strategy)?

Effectiveness:

- To what extent have the project's objectives (outcomes/expected results) been achieved?
- Were project activities the right ones for addressing the needs of the target groups? Were they achieved to smaller/bigger extent with some participants? Who? Why?
- What factors supported or impeded the achievement of the project's objectives?
- How effective were project activities for achieving the objectives of the project?
- What are facilitators, barriers and lessons identified to achieve the project objectives?
- What is the performance of the project per each indicator, if compared to baseline and end line value of each indicator?
- To what extent has the project contributed to ethnic minority boys and girls, young women and men (EMBGYWM) improved their knowledge, attitude and practices (KAP) on the issues (human trafficking and early child marriage)?
- To what extent has the project successfully piloted the introduction and functioning of an innovative digital platform conducive towards improved self-protection relevant skills for EMBGYWM?
- How effective was the use of the Em Vui platform by different actors to mainstream knowledge and information on specific issues of human trafficking, child marriage, online safety?

Efficiency:

- To what extent were the results achieved on time and with a minimum of resources?
- Which alternative approaches (not currently used in the project) might have led to similar results at lower cost?
- Was the project activity implementation (modality), considered to have been cost-efficient, while not compromising quality?
- What would have been opportunities within the project to reach more beneficiaries with the available budget or to reduce costs while reaching at least the same number of beneficiaries without compromising quality?
- What choices were made in terms of collaboration and non-collaboration during program design? Why were these choices made?
- Were alterations made to the program design in terms of collaboration during the implementation phase based on the reality on the ground?
- What were the outcomes of these alterations for effective and efficient program implementation?

Impact:

- How gender transformative was the project and did it create enduring changes in norms (including gender norms) and systems, whether intended or not?

Sustainability:

- Which evidence indicates that the achieved effects will continue after the completion of the project? Which positive effects and behavioural changes can be perceived? If not, what needs changing?
- To what extent is there potential for project results, especially the Em Vui platform, to be scaled up or duplicated by partners and other relevant stakeholders after the project end?
- To what extent are local and national stakeholders willing and able to take ownership of established processes and systems, such as the Em Vui platform? If not, how can they be prepared to do so and how long would it take?
- To what extent is the set up and use of the Em Vui platform replicable in other provinces?

Learning and improvement

- What were the key challenges experienced during project implementation and what were the lessons learnt? How can the project design be improved to better achieve the project objectives?
- Which additional programming options might be applied to complement or replace the program design to improve effectiveness and impact?

Child rights, gender and inclusion:

- To what extent did the project applied gender-transformative and inclusive approaches?
 - To what extent did the project's results contributed to the improvement of children's and young people's rights, especially girls and young women?
 - How did the project address inclusion and which previously excluded groups have been approached and included through the project? Did it take a rights-based approach?
 - To what extent has the project promoted participation of children, particularly girls and young women and adults and supported their involvement as actors of change?
- b. Conduct an end-line survey (which will be based on the design established for the baseline review) to measure the project's indicators actual value (for some indicators, the evaluators will be able to rely on the project's documentation and data);
 - c. Analyse the information included in the end-line survey and compare it with the baseline value of the outcome indicators;
 - d. Identify the strengths and weaknesses of the project approach/ strategies, especially in terms of relevance and sustainability.
 - e. Generate key lessons, identify promising practices for learning and feasible recommendations to Plan International and the Partner for the sustainability of the project in general and the Em Vui platform in particular; identify best practices that may be used in current and future programming and strategy.

4.2 Timeframe:

This evaluation needs to cover the implementation period from the beginning of the project (1 July 2020) to the time of evaluation.

4.3 Geographical coverage:

This evaluation has to be conducted in 2 provinces of the Project (2 out of 4) (the selection of these provinces will be discussed with PIV according to a variety of criteria) as well as in Hanoi to get relevant information from the partner (ISDS) and relevant stakeholders (media, CSO, national authorities etc.,).

4.4 Target group to be covered:

This evaluation needs to cover the final beneficiaries of the Project: girls, boys, young women and men from 10 to 24 years old. Other stakeholders including local authorities at all levels, mass organizations, school leaders and teachers, media agencies, local civil societies and decision makers who have been actively involved in the Project.

4.5 Users of the Evaluation

The users of the EMPoWR project final evaluation report (performance of project's indicators, lessons learned, best practices and recommendations) will be primarily parties involved in the action, including Plan International Belgium, the EU, Plan International Vietnam; ISDS and government partners at all levels.

The report will also be disseminated to various other stakeholders such as the local and national government and project beneficiaries (girls and boys, men and women). The final evaluation report can also be an important reference for other stakeholders and donors interested in the field of using digital space to empower children, adolescents and youth regarding their KAP against human trafficking and early child marriage.

The report will also provide the rationale to Plan International and the potential donors to make decisions on the continuation/extension/support of the funding.

4.6 Methodology and Scope of work

a. Methodology

It is expected that the evaluator(s) propose a detailed methodology (based on the information given in these ToR and in the baseline report and its annexes) with tools suitable to meet the objectives of the assignment. The methodology will include both qualitative and quantitative data collection methods and will consider both primary and secondary data sources. Information from these different sources will be triangulated to increase its validity.

This methodology should be in direct response to the Evaluation Questions. This methodology will be further unpacked in the Inception Report by the evaluator once the evaluation is underway. Some parameters have already been identified by Plan International Vietnam:

Participatory approach

- A range of project participants – including implementing partners (PIV and ISDS), CSOs, media agencies, local government, mass organizations, ethnic minority children-adolescents and youth from 10 to 24 years old, teachers, parents/caregivers – will need to be involved during data collection.
- There must be a validation workshop with PIV and ISDS staff and other project stakeholders (if relevant). During the workshop, the evaluator(s) will present the preliminary findings of the evaluation and provide the opportunity for attendees to participate in the analysis of key pieces of data and the evaluation findings; and the development of conclusions and recommendations.

Mixed methods

- The evaluation will incorporate a range of data sources and types, including:
 - Project documents and relevant external documents (eg. legislation, documents from other similar programs).

- Quantitative data, including existing baseline and monitoring data from the project bi-annual and annual reports, as well as data collected as part of the evaluation process.
- Qualitative data, most of which will be collected as part of the evaluation process, through methods and tools agreed between the evaluator and Plan International Vietnam.
- The evaluator(s) are recommended to use different data collecting methods (both qualitative and quantitative), such as (but not limited to):
 - Desk review (external literature, key project documents, data collected through the online platform): review the relevant documents, including the project proposal, resources and results framework, documentation, reports, and other relevant research.
 - Direct observations in the field
 - Key informant interviews (KIIs)
 - Focus group discussions (FGDs)
 - Semi structured Questionnaires

The evaluator(s) could also identify and suggest additional stakeholders that they consider important to involve to ensure they get the information they need to answer the Evaluation Questions.

b. Scope of work

- Review relevant documents including the project indicators. Documents will be provided by project team.
- Work with project team to finalize the data collection tools, outline of report and detailed schedule of field data collection.
- Provide quality control during the field data collection and share initial findings to project team.
- Prepare a detailed evaluation plan, including technical design and preparation such as materials on field data collection, data entry, data cleaning and analysis, as well as reporting and presentation of the final report to project team.
- Analyse statistically the data collected from survey/assessment. The analysis will generate holistic statistics information by target groups following performance indicators. Statistics will be divided by some demographic information such as gender, ethnicity, age range, geography, and other necessary criteria. For instant, specifically:
 - Gender: male, female, prefer not to say
 - Ethnicity: Kinh, Mong, Bru Van Kieu and other ethnic minority group
 - Age range (EMBGYWM): 10 – 14; 15-under 18; 18 – 24
 - Geography: Northern or Central; Remote or Central
 - Disability or not
- Draft the report to reflect comments and inputs from related stakeholders; support project team to organize a validation workshop by attending to share initial findings.
- Finalize the report based on the comments from Plan Belgium, Plan Vietnam, ISDS, project (selected) target groups, and the EU and send to the project team for final review.
- Prepare and present the evaluation findings for the dissemination session, which shall be a part of the project closing workshop.

c. Sample

The consultants (team) will be expected to propose an appropriate sampling methodology and an appropriate sample size and composition that is statistically valid and cost-effective, based on information provided by the project team to ensure that necessary information can be collected. All data, qualitative and quantitative, collected through the study must be disaggregated by sex, age group of final beneficiaries (10-14; 15-18 and 18-24) and provinces (Ha Giang, Lai Chau, Quang Binh and Quang Tri)². Both the sample size and locations will be discussed and agreed with PIV project team before the commencement.

The consultants are expected to propose sample size with two options: (i) Data collection of two provinces (one in Northern and one in the Central province) and (ii) Data collection of four provinces, specifically:

- Sample size.
- Necessary respondents' disaggregation.
- Number and type of locations.
- Sampling approach.

5. Ethical Consideration, Child Protection and COVID-19 Mitigations

Plan International is committed to ensuring that the rights of those participating in data collection or analysis are respected and protected, in accordance with [Ethical MERL Framework](#) and our [Global Policy on Safeguarding Children and Young People](#).

All applicants should include details in their proposal on how they will ensure ethics and child protection in the data collection process. The consultant(s) shall explain how appropriate, safe, non-discriminatory participation of all stakeholders will be ensured and how special attention will be paid to the needs of children and other vulnerable groups. The consultant(s) shall also explain how confidentiality and anonymity of participants will be guaranteed. Specifically, the consultant(s) should obtain the Approval of ethical issues of the final evaluation.

Note: Before implementing data collection, the consultants must get Ethics Approval by a recognised university or a national ethics committee or PLAN-Ethics Review Team (Feedback from ERT will be provided within 2 weeks timeframe from submission. For sensitive applications initial feedback may take longer, and there may be multiple rounds of feedback (with adequate time needed to action and review feedback/ revisions).

Besides, the consultant will have to adhere to all organizational control measures against Covid-19 (corona pandemic) as per Standard Operating Procedures by the Vietnamese government, by local authorities as well as those of WHO.

6. Key Deliverables

Deliverable	Description of Expected Deliverables	Format	Length
Inception Report (language of report: English)	The inception report provides Plan International Vietnam and the evaluators with an opportunity to verify that they share the same understanding about the evaluation and clarify any misunderstanding at the outset.	Word (.docx)	At-least 15 pages

² The project detailed location in Annexes

Deliverable	Description of Expected Deliverables	Format	Length
	<p>An inception report must be prepared by the evaluators <u>before</u> going into the technical mission and full data collection stage. It must detail the evaluators' understanding of what is being evaluated and why, showing how each evaluation question will be answered by way of: proposed methods, proposed sources of data and data collection/ analysis procedures for measuring all indicators at end-line</p> <p>The inception report must include a proposed details schedule of tasks and relevant tools, deliverables, designating a team member with the lead responsibility for each task or product.</p>		
Draft Evaluation Report (language of report: English)	<p>Evaluators must submit a draft report for review and comments by all parties involved. The report needs to meet the minimum requirements specified in the annex of this TOR.</p> <p>The grantee and key stakeholders in the evaluation must review the draft evaluation report to ensure that the evaluation meets the required quality criteria.</p>	<i>Word (.docx)</i>	<i>More than 40 pages</i>
Presentation in ppt., (English and Vietnamese)	The evaluator will present the initial findings of the evaluation as validation session at the project final workshop to project beneficiaries, all project partners, Government agencies, EU, and other relevant stakeholders.	<i>Power point (.pptx)</i>	
Final Evaluation Report in two Vietnamese and English (including Executive Summary)	Relevant comments from key stakeholders must be well integrated in the final version, and the final report must meet the minimum requirements specified in the annex of this TOR.	<i>Word (.docx)</i>	<i>More than 40 pages</i>
Final Data Collection Tools	Digitized for mobile data collections	<i>Word (.docx)</i>	<i>Word document which will be digitized</i>
Cleaned Data	Quantitative data to be in Ms Excel and qualitative data to be in word document May be in MS Excel format as well as .sav format from SPSS	<i>Word (.xlsx),</i>	
Completed Consent Forms	Completed consent form should be scanned and shared	<i>Portable Document Format (PDF)</i>	

7. Timelines

Task/ milestone	Key task	Deadline
Submit proposal	Candidates sending proposal	05 March
Evaluator team selection	<ul style="list-style-type: none"> - Shortlisting, Interviewing candidates - Signing contract with the selected team 	15 March
Submit the inception report	<ul style="list-style-type: none"> - Including 1 day briefing with project team. - Desk review - Inception report (in English) preparation 	24 March
Getting ethical approval	Sending all tools to a national ethics committee or PLAN-Ethics Review Team	31 March
Data collection	<ul style="list-style-type: none"> - Testing and contextualizing tools (if needed) - Training for local data collectors (at provincial level) - Data collection (at provincial and national levels) 	End of April
Writing report	<ul style="list-style-type: none"> - Data processing and analysis - 1st draft of report completion 	15 May
Internal validating workshop	The evaluator team to present the key findings and recommendations to project team (PIV, BNO, ISDS, EU)	30 May
Final workshop	<p>The evaluator team to present survey result to project beneficiaries, all project partners, Government agencies, and other relevant stakeholders. Deliverables:</p> <ul style="list-style-type: none"> - Executive summary - Presentation in power point (both English and Vietnamese versions) 	8 June (expected)
Final report submission	Finalization the report in both English and Vietnamese versions	16 June

8. Budget

The consultant is required to propose an itemized budget (including Personal income tax) together with the technical proposal. The budget should include number of days and daily rate for the lead evaluator and the team member. The consultancy fee does not include traveling and logistic cost which will be paid for directly by Plan International Vietnam.

Milestone / Key deliverables	Amount to be paid (%)	Expected Timeframe
Submission of Ethical approval and approval of the Inception report, final data collection tool	30%	15.03.2023
Submission of Draft Evaluation Report, submission of Cleaned data (quantitative data in excel and qualitative data in Word/PDF)	40%	15.05.2023
Submission and approval of final report that passes Plan international's criteria of quality and completeness	30%	20.06.2023

9. Expected Qualifications

Plan Vietnam is looking for a group of consultants/evaluators or a firm with a strong record in conducting evaluations related to gender and gender-based violence, particularly in Vietnamese context. The evaluators will need respect and credibility within the field, excellent knowledge of monitoring and evaluation in theory and practice, and a good understanding of policy work.

The Evaluation Team will be consisting of 01 senior consultant as Team leader and 01 consultant as team member/data collector (preferred with gender balanced team).

The **Team leader**:

- Master's degree with evaluation experience at least 10 years in conducting external evaluations, with mixed-methods evaluation skills and having flexibility in using non-traditional and innovative and participatory evaluation methods; meet deadlines and respond to requests and feedback provided timely and appropriately;
- Have an experience of cutting-edge, results-based innovative models to address the issue of ethnic minority children and most disadvantaged groups.
- Experiences on gender and human rights-based approaches, digital communication, youth-led, inclusion as well as awareness on child protection and child rights issues.
- Excellent and demonstrated understanding of Global Safeguarding Children and Young People policy and ethical issues in research.
- In-depth knowledge of Vietnam's governance and cultural context, especially ethnic minority context. Proven skills in working with local authorities and communities in the remote areas, especially Ethnic Minority groups;
- A strong team leadership and management track record, as well as interpersonal and communication skills to help ensure that the evaluation is understood and used;
- Good communication skills and ability to communicate with various stakeholders and to express concisely and clearly ideas and concepts;
- A degree in the social sciences, focused on gender issues; or substantial relevant research experience (PhD preferred);
- Language proficiency: Fluency in English and Vietnamese.

The **team member**:

- Bachelor's Degree with evaluation experience at least 10 years in conducting external evaluations, with mixed-methods evaluation skills and having flexibility in using non-traditional and innovative evaluation methods;
- Experience in collecting and analysing quantitative and qualitative data;

- Expertise in gender and human rights-based approaches to evaluation, digital communication, youth-led, inclusion as well as awareness on child protection and child rights issues;
- A degree in the social sciences, focused on gender issues; or substantial relevant research experience
- Good communication skills and ability to communicate with various stakeholders and to express concisely and clearly ideas and concepts;
- In-depth knowledge of Vietnam social and educational context is required.
- Language proficiency: Fluency in English and Vietnamese

10. Contact

Consultant group or consultancy firms, who are interested in taking this mission, please submit the proposal package in English via email VNM.Procurement4@plan-international.org referencing “EMPoWR project final evaluation” in the subject line, and including support documents as outlined.

The deadline for submitting the proposal package will be at 24:00, 05.03.2023 (Hanoi time). Only short-listed consultant groups will be contacted for interview.

11. Applications

Interested applicants are required to provide a proposal covering the following aspects:

- Detailed response to the TOR (Expression of interest should not exceed 04 pages, outlining how the Consultant(s) meets the selection criteria and how their project final evaluationproposal meets these TOR)
- A detail technical evaluation proposal, which features research design and implementation schedule/work plan with specific time frame, proposed methodology, ethics and child safeguarding approaches, including any identified risks and associated mitigation strategies
- CVs
- 03 Example of previous work and Name of 3 referees
- Detailed budget, including daily fee rates, expenses, taxes, etc for two options: (i) Data collection of two provinces (one in Northern and one in the Central province) and (ii) Data collection of four provinces.