



For a world without hunger

INVITATION TO TENDER

Humanitarian Aid for Syria – Final Evaluation
Our Ref. TUR1006-TND-001_MRD

Welthungerhilfe was established in 1962. It is today one of the largest private organizations working in the area of development cooperation and humanitarian aid in Germany. Non-profit-seeking, non-partisan and non-denominational. Donations from the population at large fund our work in Africa, Asia and Latin America. In addition, Welthungerhilfe receives grants from the Federal German Government, the European Union, USAID/OFDA, the United Nations and many others worldwide recognized donors.

Today we are in the market for the acquisition of **Final evaluation service** for our humanitarian aid activities in Turkey.

1. General remarks and special conditions

The required service must be in accordance with the specifications mentioned in the attached terms of reference (Annex-I).

2. Specification

The scope of the service must be as per attached terms of reference (Annex-I).

The Project locations are as below:

Mardin-City, Kiziltepe, Midyat, Nusaybin, Diyarbakir-City, Istanbul-City, Ankara-City and Eskisehir-City, Kütahya-City.

3. Delivery of service conditions

The generated reports must be submitted to WHH in PDF and Microsoft Word format .

4. Delivery schedule

Delivery schedule as mentioned in the Terms of Reference (Annex-I).

Mardin, 14.09.2021

Deutsche Welthungerhilfe e.V.
Binevler Mh. 23. Sk. No.8
Gaziantep
Turkey
Tel. +90 (342) 336 02 09
www.welthungerhilfe.de

Procurement Department
procurement.turkey@welthungerhilfe.de

Patron:
Federal President Frank-Walter Steinmeier

Supervisory Board (honorary):
Marlehn Thieme, President
Prof. Dr. Joachim von Braun, Vice-President
Norbert Geisler, Chairman of the Finance Committee
Amadou Diallo
Rita Lanius-Heck
Prof. Dr. Conrad Justus Schetter
Dr. Tobias Schulz-Isenbeck

Chief Executive Officer:
Mathias Mogge

Donations account:
Sparkasse KölnBonn
IBAN: DE15 3705 0198 0000 0011 15
BIC: COLSDE33

Alliance 2015

towards the eradication of poverty
Member of Alliance 2015,
International NGO Network



5. Prices

All offered prices must be indicated in the EURO (€, Euro) currency only.

Quotations stated in other currencies will not be considered during the awarding process. Prices must include, transportation, accommodation, Value added Tax VAT, Stamp tax, and all applicable taxes (local price).

6. Ordering Party

Welthungerhilfe Turkey
Binevler Mh. 23. Sk. No.8
Sehitkamil / Gaziantep
Turkey

7. Consignee

Welthungerhilfe Turkey
13 Mart Mah. Vali Ozan Cad.
Aykon Plaza Is Merkezi No :
2/39 Artuklu/Mardin
Turkey

8. Documents

Following documents must be submitted before tender closing:

- Written quotation in EURO currency included of prices as indicated in paragraph 5. (Prices) of this document on company's letter head paper, Prices must include, transportation, accommodation, Value added Tax VAT, Stamp tax, and all applicable taxes (duly stamped and signed in a PDF format).
- Registration form (commercial registry gazette, chamber of commerce registration, list of authorized signatures, company's owner's identity information) or company profile (applicable for new companies who did not previously sign contracts with Welthungerhilfe)
- VAT plate (updated)
- References/Work History, that includes types of projects that have been implemented previously
- Supplier Qualification Form (refer to Annex-II)
- FIN-WHH-02 – Service Provider/Supplier Privacy Notice & Explicit Consent (please sign the form, please refer to attached documents) (refer to Annex-VI)
- Qualified contractors are required to submit a detailed **proposal** as specified in the Terms of Reference.

The proposal should include

A. Technical proposals:

- It should also include a brief description of the overall design and methodology of the evaluation and a workplan/adaptations to the workplan at hand (maximum four pages).
- The technical part of the offer should include a reference to the perceived feasibility of the ToR. (If required, including suggestions for specific evaluation questions.)
- Evaluation Report sample.
- CV with references.
- Management plan, including CVs of key personnel (project manager/lead, sector experts (if any), etc.) and their experience relevant to this type of work

B. Financial Proposals:

1. Detailed budget,

Price in EURO must include, transportation, accommodation, Value Added Tax(VAT), Stamp tax, and all applicable taxes (local price).

2. Following document will be requested from the Seller after firm order:

Original Commercial Invoice (addressed to Welthungerhilfe, Turkey)

9. Payment Conditions

1- WHH shall generally make payment through banking channels to Contractor within 30 working days upon receipt of the the invoice and other documents/reports that may be specified in the Contract, to be sent directly to Welthungerhilfe Turkey, 13 Mart Mah. Vali Ozan Cad. Aykon Plaza Is Merkezi No: 2/39 Artuklu/Mardin.

2-Payment of submitted invoices by WHH does not imply acceptance of Goods or Services or any related work under the Contract. Unless otherwise specified in the Contract, the following provisions will apply concerning payment and supporting documents.

3-WHH will make payment to the bank account indicated by Contractor in its invoice, providing that the bank account is in the name of Contractor and located in its country of residence. Any request for payment to a bank account other than that of Contractor or to a bank other than one located in Contractor's country of residence must be specified and justified by Contractor at the time of making its offer.

4-WHH may withhold payment, in whole or in part, without liability and without prejudice to any other of its rights or remedies under the Contract, should Contractor fail to provide the documents required by this Article 26 of the Welthungerhilfe Terms and Conditions for International Procurement of Goods and Services or as otherwise specified in the Contract or in the event that Contractor fails to perform or comply with its obligations under the Contract, including without limitation the warranties for the Goods set forth in Article 10 of the said terms and conditions.

10. Penalties

1. The Contractor shall be liable according to statutory legal provisions, especially for its own negligent breach of duty and negligent breach of duty by its legal representatives or vicarious agents.

2. Contractor recognizes that the Contract concerns the delivery of Goods and/or provision of Services where "time is of the essence" and that failure to deliver the Goods and/or provide the Services by the scheduled date(s) or in accordance with the quantities and/or quality specified in the Contract may cause irreparable harm to WHH.

3. Therefore, if the Contractor culpably defaults in remedying a defect or making a delivery – fully and timely -, WHH shall have the right to request lump-sum damages due to default for the defective resp. Late delivery without further proof of damage, of 0.2 % of the net remuneration agreed for the defective resp. Late delivery and/or service for each period of default of 1 working day (Monday to Saturday) but at most 5 % of the agreed net remuneration for the defective resp. Late delivery and/or service. The Contractor shall, however, have the opportunity to prove to WHH that WHH has incurred no damage or materially lesser damage.

4. The remedy in Article 18 of the said regulation is without prejudice to any other right or remedy that may be available to WHH, including cancellation, for Contractor's non-performance or breach of any term or condition of the Contract. The above lump-sum damages shall however be set off in full against any further damage claim.

11. Selection Criteria

Welthungerhilfe will prioritize the quotations as follows:

- **Tenderers not providing the requested quotation included of prices as indicated in the article 5 (Prices) of this document duly signed and stamped with the other documentation as listed in the article 8-(Documents) as requested will be by automatism excluded from this competition.**

The following ranking criteria's will be considered for the contract granting:

- 1. 50 % technical (including technical proposal, sample report, and CV of evaluators.)**
- 2. 50 % financial(price)**

The following criteria shall be considered for the contract granting:

The evaluation of proposal shall be done in two stages. During the first stage, the technical part of the proposal will be evaluated and rated. **The technical part shall be evaluated based on:**

- Proposal approach and demonstrate the offer or understanding of the ToR (10 Points)
- Proposal clearly demonstrates how the offeror will achieve the objectives and the tasks of the ToR (10 Points)
- Proposal clearly demonstrates the offeror knowledge of the context and ability to work in targeted area (10 Points)
- Illustrative work plan (10 Points)
- Proposal addresses each requirement and goal set forth in the ToR (10 Points)
- Personnel expertise in conducting assessments (10 Points)
- Number of proposed personnel is sufficient to meet the ToR (10 Points)



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- Clearly demonstrate company's experience through past similar assessments (10 Points)
- Organizational competence relative to the ToR including knowledge of and experience in working in specified geographic area (10 Points)

If the applicants did not meet the minimum 50 % out of technical scoring set by WHH , their financial offer may not be evaluated.

The assigned points per listed criteria will be calculated in reference to the obtained proportion from the best offers criteria's results in comparison to the offered value per criteria multiplied by 10 in order to obtain a grading scale per criteria in between 1 to 10 points per ranking criteria.

12. Force Majeure

Given the volatile situation in the region, the report submission might be cancelled or delayed due to the event of force majeure like changes in rules and regulations of Turkey, military operations, natural disasters etc. In such case, it is Welthungerhilfe's right to cancel/ terminate the contract or suspend.

13. Termination

The Company must act in accordance with the Core Humanitarian Standard (Annex-IV) and Anti-Terrorism Policy (Annex-V) and the laws of the country of operation (Turkey). If Welthungerhilfe finds that the Company is not discharging its duties according to the above-mentioned standards and to (Annex-1) term of reference; it may at any time unilaterally terminate the contract and holds the consultants liable for all damages, financial and otherwise including advance payments.

14. Terms and Conditions of Contract / Purchase Order

The granted contract/purchase order for the procurement of the stipulated goods is supposed to involve the application of the "**Welthungerhilfe Terms and Conditions for International Procurement of Goods and Services.**"

For more information, the said document can be found at the following web link:

<https://www.welthungerhilfe.org/news/publications/detail/terms-and-conditions-for-international-procurement-of-goods-and-services/>



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15. Offer Conditions

Quotations should be valid for at least three (3) months.

Quotations must specify all details according to the tender text. Suppliers who do not receive a written feedback three week after the deadline for the bid submission will have to consider their bid being unsuccessful.

Application , (offer and documents required) must be performed online through the following web tendering portal not **later than the 4rd of October 2021, 15:00 CET time** that is accessible through the following thread: <https://eu.eu-supply.com/ctm/supplier/publictenders>

The related EU-Supply RFT id reference of the tender invitation is **278830**, and the tender reference is **TUR1006-TND-001_MRD**

Might you be a new applicant, to be able to use the EU supply web portal and to submit your application through it, you will have to register as new supplier through the following web thread: <https://eu.eu-supply.com/ctm/Company/CompanyRegistration/RegisterCompany>.

In general, all the inquiries about the concerned competition can be submitted through the EU Supply platform directly latest by **1st of October 2021 12:00 CET time**, but in case of having any additional questions on how to access to the EU Supply platform, please contact us on the following email address: procurement.turkey@welthungerhilfe.de (with mention: tender (**TUR1006-TND-001_MRD**))

This tender invitation is valid without signatures!

ANNEX I – TERMS OF REFERENCE (TOR) TUR 1006-20 PIPS III FINAL EVALUATION

Provision of Protection Services in Mardin, Diyarbakir, Istanbul, Ankara, Kutahya and Eskisehir

INTRODUCTION AND CONTEXT

Deutsche Welthungerhilfe e. V. is one of the largest non-governmental organizations in Germany operating in the humanitarian assistance and development fields. It was established in 1962 like the German section of the “Freedom from Hunger Campaign,” one of the world’s first initiatives to eradicate hunger. Welthungerhilfe’s work is still dedicated to the following vision: All people have a right to a self-determined life in dignity and justice, free from hunger and poverty. By **2018**, Welthungerhilfe and its partner organizations ran **404** international projects in 37 countries with an overall financing volume of EUR 184 million, comprised of private donations, public national and international funds. In addition, Welthungerhilfe operates a marketing and fundraising department in Germany to engage and educate a wider public in development-related topics and to mobilize funds from currently more than **57,000 permanent private donors**.

Welthungerhilfe (WHH) has been officially registered in Turkey since 2013. s provided emergency aid by distributing food and other relief items to the most vulnerable Syrian refugees in provinces in north-eastern Turkey and internally displaced persons in north-western Syria. As the conflict in Syria continued and the humanitarian crisis worsened, WHH expanded its work in the region and adopted a more comprehensive approach to strengthening people's resilience. Through its regional programme, WHH supports Syrians living in Turkey and Lebanon, internally displaced persons (IDPs), and host communities in Northwest Syria with project activities focused on increasing food security and reducing poverty. WHH’s interventions include live-saving humanitarian assistance, shelter, protection financial support), small-scale agricultural activities, and the rehabilitation of water, sanitation, and hygiene infrastructure (WASH). WHH also plays a supporting role in providing access to existing protection and social care services through its case management activities.

PROJECT BACKGROUND

Project Overview

The main purpose of the project is to facilitate access to qualified protection services for people in need, following the one refugee approach, whether provided by public institutions by making necessary referrals or by providing services directly through project partners, that the state does or not sufficiently provides by working in a coordinated manner. Additionally, the project focuses on capacity building for partners and duty bearers alike and engaging with targeted communities in identifying protection risks through protection monitoring. The project targets Syrians under Temporary Protection (SuTP) as well as other refugees under IP. Through individual counseling: the Individual Protection Assessment (IPA) and Case Management (CM), and awareness-raising activities, the most vulnerable people will become aware of their rights and acquire knowledge to access existing services. Psychosocial Support (PSS) activities, legal counseling, and life skills counseling improve refugees' well-being, knowledge, confidence, and resilience.

The project is implemented by Welthungerhilfe (WHH), Human Resource Development Foundation (HRDF), Refugee Support Centre (RSC-MUDEM), and Leader Women Association (LWA). Each partner provides services according to their expertise and capacities, as described in the table below. WHH is responsible for the overall coordination of the project and organizing and organizing capacity-building activities towards both the employees of public institutions and NGOs to increase the quality of the services provided and their sustainability. The project is implemented in the provinces of Mardin and Diyarbakir, various districts of Istanbul, Ankara, and other satellite cities of Eskisehir and Kütahya. Especially in the more rural areas of Mardin, the project follows an outreach approach to reach people in need in the hard-to-reach areas and villages around Kiziltepe, for example.

Project summary

Principal objective	Most vulnerable refugees in Turkey receive Protection services until lasting solutions are modeled and integrated into government systems.
Specific objective	Vulnerable adults and children are identified with their specific needs and are supported through a comprehensive Protection approach and receive services to improve their well-being and build up their resilience; public institutions will be capacitated to take over the responsibilities in providing social

Project expected results	<p>The project has three specific results, in brief: 1) access to high-quality protection services through public institutions as well as through project partners; 2) building capacities of local (government) actors and partner organizations and; 3) protection monitoring and advocacy, based on evidence-based protection monitoring data.</p> <p>The project results are presented as follows;</p> <ul style="list-style-type: none"> • Result 1: Most vulnerable refugees have access to high-quality Protection services. • Result 2: Service providers' and community leaders' capacity regarding refugee protection is increased. • Result 3: The refugee community is engaged to identify risks trends and unaddressed gaps in protection.
Project Target	14.068
Project Locations	<u>Mardin-City, Kiziltepe, Midyat, Nusaybin, Diyarbakir-City, Istanbul-City, Ankara-City and Eskisehir-City, Kütahya-City.</u>
Project Duration	1-August-2020 and 31 December-2021
Project Partners	<ol style="list-style-type: none"> 1) Human Resource Development Foundation (HRDF) is a non-profit organization that that has worked in the area of migration since its foundation in 1988. It has an experienced focus on gender equality, reproductive health services, women's empowerment, and humanitarian protection. 2) Refugee Support Centre (RSC-MUDEM) was established in Ankara in 2014. Their primary goal is to create solutions for the problems that asylum seekers, refugees, migrants, victims of human trafficking, applicants for international protection, and stateless people face in Turkey. MUDEM's current operation in Istanbul continues with four centers in different locations with projects funded by different donors. 3) Leader Women Association (LWA) was established in 2010 and offered empowerment, livelihood, and social development services mainly to women in Kiziltepe. The organization has experience conducting a needs assessment, providing information seminars and outreach services to the surrounding rural and hard-to-reach areas.

EVALUATION PURPOSE

The overall purpose of the final evaluation is to analyze and assess the effectiveness of the project in terms of its stated objectives (principal objective, specific objectives, results). The evaluation will look at how far the services provided have had a positive impact on beneficiaries and their families, whether they support provided has been sustainable beyond the end of the project, and measure the project's outcome level indicators. The evaluation will also identify and list best practices, challenges, and opportunities based on the implementation methods and steps taken during the project duration and the initial design and setup.

SCOPE OF THE EVALUATION

The final evaluation will look at the project in terms of the strengths and limitations of the support it provides to improve the living standards of refugees and host communities through cross-sectoral measures. The evaluation will be conducted in all the project locations as per the project proposal document: Mardin-City, Kiziltepe, Midyat, Nusaybin, Diyarbakir-City, Istanbul-City, Ankara-City and Eskisehir-City, Kütahya-City.

More specifically, the evaluation will look at:

- 1) Assessing the project relevance by looking into whether the funding and support are consistent with local needs, priorities, and possibilities, including local partners' needs, priorities, and possibilities.
- 2) Assessing achievement of PIPS III project outcomes and results as defined in the project logic of interventions
- 3) Assessing the sustainability of the interventions beyond the life cycle of the project.
- 4) Documenting challenges, programmatic lessons learned, and key recommendations for project improvement.

The evaluator is expected to clearly distinguish the results across each partner and WHH.

EVALUATION QUESTIONS (AND CRITERIA)

The evaluation will address the following basic evaluation questions based on the agreed criteria: **Relevance, Effectiveness, Sustainability, and Impact.**

Relevance: The project relevance will be assessed by looking into whether the funding and support are consistent with local needs, priorities, and possibilities, including the needs, priorities, and possibilities of local partners. This should include:

- To what extent was the project set up in line with actual needs and gaps of the target groups, the target locations, and the context? (vulnerability targeted and reached)
- To what extent are the partners and project participants adequately engaged during the project development and implementation process?
- Were all groups within the affected communities aware of and how to give feedback on the activities, and did they feel safe using these feedback channels?

Effectiveness: To what extent did the intervention achieve, its objectives, and its results, including any differences across groups. This can be done, for instance, by emphasizing tangible improvements for the target population. This will include:

- Determining to what extent the intended objectives (outcomes and use of output) have been achieved by the end of the project (the evaluation report should clearly distinguish the results across each partners and WHH)
- Assess the communication and coordination plan between WHH and the local partners, and determine to what extent it has contributed to overcome programmatic challenges and revamp the programmatic strategy to accomplish the project outcomes
- What indications are there that the achieved outcomes can be attributed to the interventions of the project?

Efficiency: This will assess the project outputs, both qualitative and quantitative, in relation to the inputs i.e were inputs, staff, time, money, equipment used in the best possible way to achieve outputs; Thus, the evaluator will assess the following;

- Are there more efficient ways and means of delivering more and better results (outputs and outcomes) with the available inputs?
- How did the project financial management processes and procedures affect project implementation?
- What are the strengths, weaknesses, opportunities, and threats of the project implementation process?

Sustainability: The project sustainability will be assessed by establishing to what extent the net benefits of the intervention continue or are likely to continue?

- What is the probability of the continuation of positive project outcomes beyond the end of the project (both by project participants and possibly others)?
- Are there any factors threatening the sustainability of project outcomes? How does the project seek to mitigate these risks?
- To what extent were the target group became more aware and resilient and their dependence on the continued service provisioning is considered less then before?
- Are there any factors that might strengthen sustainability? Is there any action the project should take to promote these factors?
- To what extent have local capacities (e.g., community-based organizations, service providers) been strengthened so that outcomes are likely to be sustained?

Impact: The project impact will be assessed by establishing to which extent the intervention has generated or is expected to generate significant positive or negative, intended or unintended, higher-level effects?

- Is the project contributing to systemic changes, e.g. to improved rights, better service provision?
- What are the unintended positive and negative impacts of the implementation of the project?
- What measures have been and can be taken to eliminate or reduce the negative impacts?

EVALUATION DESIGN AND METHODOLOGY

The evaluation will use both qualitative and quantitative methods, using both primary and secondary data sources. This should involve interviews with project beneficiaries, partners, stakeholders, field visits, project documents, and data review. A range of existing information will be made available to the evaluator upon notification of the award. This would include (but is not limited to): The original proposal, M&E plan, Indicator performance tracking table (IPTT) or similar tool, work plans, monitoring data, monthly/quarterly reports, and any other relevant documents. As part of this assignment, the successful evaluator will apply different methodologies, including primary data collection and a review of existing resources. The primary data collection will include Key Informant Interviews (KII) with implementing partners (IP) project staff and non-IP staff (i.e. Muhtars); a Most Significant Change tool (MSC); a beneficiary survey; and substantiating photos and videos. The evaluator will provide a detailed plan of the proposed methodologies in an inception report. WHH will review the planned methodologies proposed by the evaluator and provide feedback before the evaluation process begins. The evaluator will have access to the project team of both WHH and partners.

It is a requirement that the evaluation should be conducted in compliance with the KVKK and GDPR data protection regulations. The consultant is expected to sign an understanding to ensure protection of personal data collected during this assignment. The consultant in the (inception report) need to elaborate on how beneficiary data will be collected and protected; what tools/ IT equipment will be used to store the data, how long this data will be stored.

Depending on the developments with Covid-19 in Turkey, training and briefings with staff may be moved to phone-based or online using video-conferencing technology. It is the evaluator's responsibility to ensure that all staff involved are clear on the evaluation's aim and purpose, as well as all project details. In person interviews should be conducted in accordance with best practice for mitigating against the spread of Covid-19, with appropriate social distancing and hygiene measures including mask wearing and no physical contact including handshaking. It is strongly preferred that the evaluation team is fully vaccinated.

Translation staff, if needed, must be organized by the evaluator and should strictly comply with the above measures. It is the role of the evaluator to ensure that interviewers are trained in confidentiality procedures. Interviewers need to be trained in obtaining verbal consent for interview participation. Staff should have experience in program monitoring, surveying, and data collection and effectively use technology-based analysis software to collect and analyze data. The evaluator will be responsible for preparing all manuals, guides, and training material used to train data collectors.

All tools will be designed in English and approved in collaboration with WHH. The evaluator will be expected to translate all tools into relevant languages in case needed. The main language of reports and tools will be English and Turkish. Since the project includes three partners, the report should clearly distinguish the results across each partner and WHH.

MANAGERIAL ARRANGEMENTS / ROLES AND RESPONSIBILITIES

The Head of MEAL and the Head of Programs /Projects (or designates) will be the main contact points for the evaluation process. For day-to-day coordination and communication with partners and managing data collection in the field, the MEAL Officer (Turkey projects) will be the Focal Point.

WHH Gaziantep Office will manage the contract and provide funding directly to the evaluator(s) according to the terms specified in the contract.

The evaluator should make the necessary arrangements and coordinate with WHH staff before fieldwork to ensure no issues arise during field data collection. Relevant contacts will be shared with the evaluator.

DELIVERABLES AND REPORTING DEADLINES

All the Deliverables will be submitted to WHH soft copy (unless otherwise noted below).

- 1) **An inception report:** The consultant will share his/her inception report that details the evaluation design (rationale, methodology), data collection tools, and a detailed work plan within 1-3 days of engagement, to be approved by WHH (Head of MEAL & Head of Project).
- 2) **Data collection tools:** Develop the data collection tools and have them approved by WHH before data collection, analysis, interpretation

- 3) **Validation meeting:** A meeting, online, discussing the main findings of the draft report, including project staff, partner staff, WHH MEAL staff, once data collection has ended.
- 4) **Raw Datasets**
- 5) **Draft Evaluation Report:** The evaluator will prepare a draft evaluation report with details of findings, recommendations and lessons learnt for review by WHH and partners
- 6) **Final Evaluation Report:** The evaluator will share a final evaluation report after incorporating the comments from WHH and project partners.

TIME FRAME / SCHEDULE

The duration of the assignment will be 40 working days. This evaluation will begin in November 2021; preliminary works may begin earlier, such as developing the tools and reviewing; the final study design. Below is a tentative schedule prepared to guide the evaluator in developing the evaluation workplan;

	Activity	Duration
1	Review documents and draft inception report by the evaluator(s)	3 WDs
2	WHH meeting to discuss the inception report, project details and answer any questions the evaluator(s) have	0.5 WD
3	Finalize inception report and detailed work plan, including sampling methodology	3 WDs
4	Development of tools	5 WDs
5	Setting up and training of enumerators on the tools using mobile data collection	2.5 WDs
6	Data collection/interviews	16 WDs
7	Validation workshop/meeting to discuss the draft final report	1 WD
8	Draft Final Report Note: WHH will be responsible for reviewing the first draft report within 3 WDs of receipt and will provide feedback to the evaluator(s).	5 WDs
9	Finalizing Final Report	3WDs

CONFIDENTIALITY

All documents and data acquired from documents during interviews and meetings are confidential and used solely for the evaluation. The deliverables and all material linked to the evaluation (produced by the evaluators or the organization itself) are all material linked to the evaluation (produced by the evaluators or the organization itself) are confidential and remain at all times the property of the contracting party.

EXPERTISE OF THE EVALUATORS

This evaluation assignment is open to evaluators with sound experience in the services outlined above. To be considered for the services described herein, the consultants must meet the following criteria:

- 1) Post-graduate qualifications in Sociology, Development/Humanitarian studies or relevant area
- 2) Proven experience of carrying out baseline, end-line, and project implementation of SGBV/Protection intervention in refugees/IDP setting or the MENA region.
- 3) Experience in project Monitoring and Evaluation in Turkey
- 4) Strong experience and training in relevant evaluation methods (participatory methods, qualitative methods, and surveys).
- 5) Minimum of 3 to 5 years of experience evaluating development and/or humanitarian programs implemented by international aid organizations; experience of evaluating European union and German-funded programs is an advantage.
- 6) Knowledge of the Syria/Turkey political and cultural contexts
- 7) Proven experience in organizational learning and development of international NGOs.
- 8) Knowledge of the KVKK and GDPR regulatory requirements as regards personal data protection.

TECHNICAL AND FINANCIAL OFFER

Applicants have to provide:

- A technical and financial offer
- The technical part of the offer should include a reference to the perceived feasibility of the ToR. (If required, including suggestions for specific evaluation questions.)
- It should also include a brief description of the overall design and methodology of the evaluation and a workplan/adaptations to the workplan at hand (maximum four pages).
- The financial proposal
- CV with references.
- Evaluation Report sample

Annex-II: Welthungerhilfe Supplier Qualification Form

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Company name	
Founded (year)	
Established in (Country)	
Bank Details (Account Holder, Bank Name, IBAN, BIC, Swift, Currency)	
VAT Registration Number	
Physical address	
Name of Chief Executive Officer (CEO)	
Place and Date of Birth of CEO	
Name of Owner	
Place and Date of Birth of Owner (if individual)	
Website	
Sales and Marketing Contact	
Range of services provided by the company (company portfolio)	

For internal use of WHH only	
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Supplier qualification

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A. Welthungerhilfe supports the goals of the UN Global Compact

The UN Global Compact is a strategic policy initiative for businesses that are committed to aligning their operations and strategies with [ten universally accepted principles](#) in the areas of [human rights](#), [labour](#), [environment](#) and [anti-corruption](#). By doing so, business, as a primary driver of globalisation, can help ensure that markets, commerce, technology and finance advance in ways that benefit economies and societies everywhere.

Human Rights

1. [Principle 1](#): Businesses should support and respect the protection of internationally proclaimed human rights; and
2. [Principle 2](#): make sure that they are not complicit in human rights abuses.

Labour

1. [Principle 3](#): Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
2. [Principle 4](#): the elimination of all forms of forced and compulsory labour;
3. [Principle 5](#): the effective abolition of child labour; and
4. [Principle 6](#): the elimination of discrimination in respect of employment and occupation.

Environment

1. [Principle 7](#): Businesses should support a precautionary approach to environmental challenges;
2. [Principle 8](#): undertake initiatives to promote greater environmental responsibility; and
3. [Principle 9](#): encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

1. [Principle 10](#): Businesses should work against corruption in all its forms, including extortion and bribery.

The Global Compact is global and local; private and public; voluntary yet accountable.

Further information is available on this website in different languages :

<https://www.unglobalcompact.org>



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B. Welthungerhilfe (WHH) renounces all forms of terrorism and money laundering

Welthungerhilfe renounces all forms of terrorism and will never knowingly support, tolerate or encourage terrorism or the activities of those who embrace terrorism or money laundering. Consistent with numerous United Nations Security Council resolutions, including S/RES11269(1999), S/RES 1368(2001) and S/RES1373(2001) and the European Union, Welthungerhilfe is firmly committed to the international fight against terrorism and in particular against the financing of terrorism. It is the policy of Welthungerhilfe to seek to ensure that none of its and its donor funds are used, directly or indirectly, to provide support to individuals or entities associated with terrorism or money laundering. Therefore, Welthungerhilfe will match their suppliers and Service providers against the Sanctions lists on a regular basis. By submitting an offer, suppliers and service providers agree to this.

Supplier qualification

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We, _____ (name of company) hereby declare that

1. we are not in bankruptcy proceedings, judicial insolvency proceedings or in liquidation, that we have not ceased our commercial activities and are not in a comparable situation by virtue of similar proceedings referred to in the national legal provisions,
2. we have not received a sanction by legally binding judgment for reasons which bring into doubt our professional reliability,
3. we comply with our duty to pay social insurance contributions, taxes or other levies in accordance with the legal provisions of the state in which we have our office, the state of the consignee, or the state where the contract is performed,
4. we have not received a legally binding sentence due to fraud, corruption, participation in a criminal association, or another act directed against the financial interests of the European Communities,
5. no serious breaches of contract due to non-performance of our contractual obligations have been ascertained in connection with another contract or a contract awarded from the Community budget,
6. we are providing you with all the information required in connection with participation in a tender,
7. in respect of contracts which are ultimately paid for out of European Community funds, no one has accused us of breach of contract due to gross violation of our contractual obligations,
8. we have not been excluded as a contract partner by the European Community due to ethical issues,



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9. we assure the European Commission, the European Anti-Corruption Bureau and the auditors of the European Community reasonable access on demand to our business and accounting documents for the purpose of checks and audits,
10. we respect basic social rights and condemn child labor.
11. we are informed and agree that Welthungerhilfe will conduct a check to ensure that partners/suppliers do not appear on official sanctions lists of UN and the European Union.

We support the goals of the United Nations Global Compact <https://www.unglobalcompact.org>

Date, company name, signature, name in block capitals, company stamp.

Annex- III Information about DAC Criteria

Source, 12 June 2015:

<http://www.oecd.org/dac/evaluation/daccriteriaforevaluatingdevelopmentassistance.htm>

DAC Criteria for Evaluating Development Assistance

When evaluating programmes and projects it is useful to consider the following criteria.

Relevance

The extent to which the aid activity is suited to the priorities and policies of the target group, recipient and donor.

In evaluating the relevance of a programme or a project, it is useful to consider the following questions:

- To what extent are the objectives of the programme still valid?
- Are the activities and outputs of the programme consistent with the overall goal and the attainment of its objectives?
- Are the activities and outputs of the programme consistent with the intended impacts and effects?

Effectiveness

A measure of the extent to which an aid activity attains its objectives. In evaluating the effectiveness of a programme or a project, it is useful to consider the following questions:

- To what extent were the objectives achieved / are likely to be achieved?
- What were the major factors influencing the achievement or non-achievement of the objectives?

Efficiency

Efficiency measures the outputs -- qualitative and quantitative -- in relation to the inputs. It is an economic term which signifies that the aid uses the least costly resources possible in order to achieve the desired results. This generally requires comparing alternative approaches to achieving the same outputs, to see whether the most efficient process has been adopted.

When evaluating the efficiency of a programme or a project, it is useful to consider the following questions:

- Were activities cost-efficient?
- Were objectives achieved on time?
- Was the programme or project implemented in the most efficient way compared to alternatives?

Impact

The positive and negative changes produced by a development intervention, directly or indirectly, intended or unintended. This involves the main impacts and effects resulting from the activity on the local social, economic, environmental and other development indicators. The examination should be concerned with both intended and unintended results and must also include the positive and negative impact of external factors, such as changes in terms of trade and financial conditions. When evaluating the impact of a programme or a project, it is useful to consider the following questions:



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- What has happened as a result of the programme or project?
- What real difference has the activity made to the beneficiaries?
- How many people have been affected?

Sustainability

Sustainability is concerned with measuring whether the benefits of an activity are likely to continue after donor funding has been withdrawn. Projects need to be environmentally as well as financially sustainable. When evaluating the sustainability of a programme or a project, it is useful to consider the following questions:

- To what extent did the benefits of a programme or project continue after donor funding ceased?
- What were the major factors which influenced the achievement or non-achievement of sustainability of the programme or project?