



Network Activities Group (NAG)

No.31(A-1), Mya Hnin Si Street, 27-Ward, Rose Park (3), North Dagon Township, Yangon, Myanmar.
Tel: 09-450694361~5, Fax: 01 8010233, Email: info@nagmyanmar.org , Web: www.nagmyanmar.org

VACANCY ANNOUNCEMENT

Reference No: NAG/HR-VA-064/2019

Call for Consultant of Project End Evaluation

1. Background

Network Activities Group (NAG) has started relief and recovery efforts since 2008, by the name of Nargis Action Group and registered as Network Activities Group under Ministry of Home Affairs in late 2008. In fostering our vision “Emergence of a peaceful, prosperous and dignified society that values equity and diversity”, NAG focuses on the Governance Approach, intending to necessary changes of various stakeholders and existing practices towards good governance which is essential and core for the sustainable development and win-win solutions for all stakeholders. NAG is implementing the projects in the whole Myanmar except in Kachin and Taninthayi.

In Magway Region, NAG has been implementing the development program for nearly a decade. It has already systematically formed the farmers based group from the village levels to regional levels and provided capacity building training for those groups. Innovative Model of Resilient Food Security and Government Project (IMRFSG) that cover 50 villages in four townships of Magway Region (Magway, Minbu, Minhla, Natmauk) has been implemented since 2017. The aim of this project is Small/marginalized farmer groups are strengthened the capacity on improving food security and market systems in Magway Region and the objectives of project are: to strengthen the technical and organizational capacity of farmer groups including the networking with stakeholders, to improve the market opportunities of their agricultural products and increase their products, and to influence the agriculture policies and enhance the government services of their production activities. The total population covered in this action project will be approximately 40,000 people at a ratio of roughly 50:50 female to male and 10,000 household in 50 villages. The project will directly benefit smallholder farmers (less than 5 acres), landless and women groups and these groups represent approximately 85% of the villages’ population in target townships. Roughly, project intervention activities are forming the CBOs, refreshing the existing CBOs and CBO strengthening, engagement with private and public sectors for better access to market linkage and departmental services and resilient building for livelihood and food security. The project evaluation should focus on 50 villages of project targeted area and intended 10000 HHs directly.

2. Purpose and evaluation objective

This evaluation is intended to improve the development practices, to contribute the learning and to make recommendations for future projects and program, and to contribute to the accountability towards the stakeholders.

The specific objectives of the evaluation are:

- 1) To determine the extent to which the project's objectives and planned outputs have been achieved effectively and efficiently.



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- 2) To assess the impact of the project's interventions on the lives of the target beneficiaries.
- 3) To identify the lessons that can be learnt from the intervention that will lead to improved project outcomes in the future.
- 4) To learn about the NAG accountable manner of information sharing, consultation with beneficiaries, feedback and complain issue handling to implementation of NAG.

3. Scope of Work

The evaluation will be focusing on accessing and evaluating the expected results outlined in the project result framework (the activities, outputs and outcome level) under the project targeted area and the project period from 1st May 2017 to 31st December 2019.

4. Key issues

The evaluation should address the following standard criteria;

- i) Relevance - the extent to which the project addresses the needs and priorities of key problem of the target group or community.
- ii) Effectiveness – the extent to which the project's objectives have been achieved. The evaluation should examine how the inputs contributed or hindered the achievement of the objectives; implemented activities are in timely, achieved targeted amounts of activities, its outputs meeting with aimed objectives.
- iii) Impact - the long-term effects of the project, whether these are positive or negative, intended or unintended, and the relation to the overall goal of the project.
- iv) Sustainability - if the project outcomes and impacts will be sustained without continuing external financial or technical support.
- v) Accountability - the extent to which the communities and the primary beneficiaries in particular, were consulted and had influence on the nature and quality of the intervention.

5. Stakeholder involvement

The evaluation should involve or engage with a range of key stakeholders in arriving at its conclusions. Direct beneficiaries of the project's interventions and members of the Farmer Development Committees (FDCs), members of Township Farmer Development Association (TFDA) and Regional Farmer Development Association (RFDA) should be considered as the primary stakeholders. Moreover, evaluation also considers the other relevant stakeholders such as local authorities, line departments and other organizations.

6. Method

There will be a requirement of desk review on the relevant project documents such as project documents and various project reports. The evaluation should be conducted in a participatory manner,



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using appropriate tools and involving team members. And the evaluator will prepare the questions and analyse the evaluation results.

NAG will provide existing project documents to review of **external evaluator** (some monitoring reports from DCA-NCA) and evaluator prepares design the evaluation plan and process in detail including the selection of project sites to be visited and methods and tools to be used.

The methodology should include,

- i) Documentation Review - a desk review of relevant literature, including project proposal, MEAL Framework, Progress and reports of NAG (monitoring reports of DCA-NCA).
- ii) Evaluation Planning – formation of fieldwork , identification of key stakeholders, formulation of evaluation questions, selection of villages and interviewees, choice of data collection techniques and preparation of detailed fieldwork plan and interview schedule.
- iii) Data collection – discussion/meeting with field staff of NAG, interviews in project office, interviews and other data collection exercises with beneficiaries and, where appropriate, non-beneficiaries in a select number of villages in the project site.
- iv) Draft Report – compilation of findings and formulation of initial/tentative conclusions.
- v) Validation workshop - workshop with some key stakeholders and project staff to share findings and tentative conclusions, seek clarifications and further contributions, and collectively generate learning and possible recommendations.
- vi) Final Report - completion of final evaluation report highlighting key findings and recommendations to specific stakeholders.

The written report should be in English, in a form that can be shared to DCA, and other interested bodies.

7. Management

NAG is to contract and assign to external evaluator and DCA provide the consultation to NAG evaluation TOR and contraction procedure and fund support.

8. Timing & outputs

The evaluation is to be undertaken over a period of 20 to 25 days (If possible), commencing in middle of November, 2019 to Middle of December, 2019. The following schedule of work is provided as a guide only.

Briefing the methodology to related personnel	1 day
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Literature review and evaluation preparation	3 days
Field work in NAG area	5 days
Debriefing the evaluation results to related personnel	1 day
Report writing	5 days
Validation workshop	1 day
Final Report	3 days

9. Budget

NAG will make the contract with the external evaluator. The evaluation fee will be the package together with Consultancy fee, Accommodation, Transportation, and Per diem. When the application for this Consultancy service is submitted, it is recommended to use the following table for the proposed budget calculation as the reference. NAG will pay to service contract fee to external evaluator with two instalments. 1st instalment will be paid after the contract agreement signed between NAG responsible person and external evaluator amount is about 30 %. The 2nd instalment will be paid after the receiving of final evaluation report form external evaluator and the report will have to be satisfied by NAG.

Proposed Evaluation Fee Calculation

No.	Particular	Unit	Quantity	Rate (MMK)	Total (MMK)
Consultancy Fee					
1	Literature review and evaluation preparation	Day			
2	Field Work in Project Area	Day			
3	Report writing	Day			
4	Validation Workshop	Day			
5	Finalizing Report	Day			
6	Briefing and Debriefing	Day			
Operational Cost					
7	Transportation charges	Route			
8	Accommodation	Day			
9	Perdiem	Day			

Remarks** Local travel within the implementing areas will be arranged by the NAG project team. And also the validation workshop will be arranged by the project team.



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10. Reporting

A written evaluation report of **no more than 25 pages**, excluding annexes, in which the **findings, conclusions, recommendation, case studies and any lessons to be learned** are documented. ***The reporting format will have to follow DCA/NCA standard format.***

11. Application Procedure

The evaluator must submit both narrative and financial proposals for the consultancy service. The technical proposal must cover the methodology of for the evaluation and follow the standard criteria (relevance, efficient, effective, sustainable, and accountable). The financial proposal should cover the consultancy fee and support cost. NAG will only invite the most qualified client for contract negotiation. Please submit your proposal to the following address.

Name: U Tun Tun Naing (Senior Logistics Officer)

Email: tuntun.nag.logistic@gmail.com, htainlynn.htwe86@gmail.com

Phone: 09-254373379

Deadline: 15th November, 2019 (Thursday)

