

Standard
Procurement Documents

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**Expression of Interest**

1st Edition

December 2020



project logo

(if existing)

**IFAD Consolidated Program Implementation Unit**

**Expression of Interest**

(For consulting firms)

for

***Selection of a service provider to conduct TRTP Mid-Term Outcome Survey for Talent Retention for Rural Transformation Project***

Ref No:*16/24 TRTP*

**MDA-2000002242-0014-CS-QCBS**

**Issue Date: 18.03.2024**

**Foreword**

This document has been prepared by *IFAD Consolidated Program Implementation Unit* and is based on the 1st edition of the IFAD-issued standard procurement document for expression of interest available at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement). This bidding document is to be used for the procurement of services using QCBSin projects financed by IFAD.

IFAD does not guarantee the completeness, accuracy or translation, if applicable, or any other aspect in connection with the content of this document.

**Instructions to Consultants[[1]](#footnote-1)**

**Reference Number: *16/24 TRTP***

***18.03.2024***

**Selection of a service provider to conduct TRTP Mid-Term Outcome Survey for Talent Retention for Rural Transformation Project**

1. The *IFAD Consolidated Program Implementation Unit* has received financing from the International Fund for Agricultural Development (“the Fund” or “IFAD”) towards the cost of Talent Retention for Rural Transformation (TRTP) (“the client” or “procuring entity”), and intends to apply part of the proceeds for the recruitment of consulting services, for which this REOI is issued.

The use of any IFAD financing shall be subject to IFAD’s approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD’s rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with TRTP Project.

1. This request for expressions of interest (REOI) follows the general procurement notice that appeared on the IFAD website and on 18.03.2024 The REOI was advertised in *UCIP IFAD web page, Civic.md, facebook, Instagram, Linkedin.* *On 18.03.2024*.
2. The client now invites expressions of interest (EOIs) from legally constituted consulting firms (not individual consultants) (“consultants”) to provide Development of the communication strategy and implementation of the national information campaign. More details on these consulting services are provided in the preliminary terms of reference (TOR) attached as **Annex 1**. The consultant may sub-contract selected activities provided that said services do will not exceed 20% of the total consultancy work.
3. Before preparing its EOIs, the consultant is advised to review the preliminary terms of referenceattached as **Annex 1**, which describe the assignment and **Annex 2** that details the evaluation of the technical qualifications.
4. The consultant shall not have any actual, potential or reasonably perceived conflict of interest. A consultant with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. A consultant including their respective personnel and affiliates are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, b) participate in more than one EOI under this procurement action, c) have a business or family relationship with a member of the client’s board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this expression of interest, (ii) the selection process for this procurement, or (iii) execution of the contract. The consultant has an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations[[2]](#footnote-2).
5. All consultants are required to comply with the Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations (hereinafter, “IFAD’s Anticorruption Policy”) in competing for, or in executing, the contract.
	1. If determined that a consultant or any of its personnel or agents, or its sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and/or any of their personnel or agents, has, directly or indirectly, engaged in any of the prohibited practices defined in IFAD’s Anticorruption Policy or integrity violations such as sexual harassment, exploitation and abuse as established in IFAD’s Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse[[3]](#footnote-3) in competing for, or in executing, the contract, the EOI may be rejected or the contract may be terminated by the client.
	2. In accordance with IFAD’s Anticorruption Policy, the Fund has the right to sanction firms and individuals, including by declaring them ineligible, either indefinitely or for a stated period of time, to participate in any IFAD-financed and/or IFAD-managed activity or operation. The Fund also has the right to recognize debarments issued by other international financial institutions in accordance with its Anticorruption Policy.
	3. Consultants and any of their personnel and agents, and their sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and any of their personnel and agents are required to fully cooperate with any investigation conducted by the Fund, including by making personnel available for interviews and by providing full access to any and all accounts, premises, documents and records (including electronic records) relating to this selection process or the execution of the contract and to have such accounts, premises, records and documents audited and/or inspected by auditors and/or investigators appointed by the Fund.
	4. Consultants have the ongoing obligation to disclose in their EOI and later in writing as may become relevant: (i) any administrative sanctions, criminal convictions or temporary suspensions of themselves or any of their key personnel or agents for fraud and corruption, and (ii) any commissions or fees paid or to be paid to agents or other parties in connection with this selection process or the execution of the contract. As a minimum, consultants must disclose the name and contact details of the agent or other party and the reason, amount and currency of the commission or fee paid or to be paid. Failure to comply with these disclosure obligations may lead to rejection of the EOI or termination of the contract.
	5. Consultants are required to keep all records and documents, including electronic records, relating to this selection process available for a minimum of three (3) years after notification of completion of the process or, in case the consultant is awarded the contract, execution of the contract.
6. The Fund requires that all beneficiaries of IFAD funding or funds administered by IFAD, including the client, any consultants, implementing partners, service providers and suppliers, observe the highest standards of integrity during the procurement and execution of such contracts, and commit to combat money laundering and terrorism financing consistent with IFAD’s Anti-Money Laundering and Countering the Financing of Terrorism Policy.[[4]](#footnote-4)
7. **Procedure**: the selection process will be conducted using Quality and Cost Based Selection (**QCBS)**
8. as laid out in the IFAD Procurement Handbook that can be accessed via the IFAD website at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement). The client will evaluate the EOIs using the criteria provided in **Annex 2**. The shortlisted consultant(s) will be provided with the detailed TORs and asked to submit a detailed technical and financial offer. The evaluation will include a review and verification of qualifications and past performance, including a reference check, prior to the contract award.
9. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
10. Any request for clarification on this EOI including the TOR should be sent via e-mail to the address below procurement@ucipifad.md no later than  *April 1st, 2024, 17:00 (Moldova Time).* The client will provide responses to all clarification requests by *April 3rd, 2024*, 17:00 (Moldova Time).
11. **Submission Procedure:** please submit your expression of interest using the forms provided for this purpose. Your EOI should comprise one (1) original copy of each EOI form annexed to this document. EOIs shall be submitted to the address below no later than ***April 5th, 2024, 13:00 (Moldova Time)***

UCIP IFAD Moldova

Attn: Alexandru Scurtu, Procurement Specialist

Ștefan cel Mare și Sfînt bd. 162, Chișinău, MD-2004

**Tel:** (022) 22-18-80

**E-mail:** procurement@ucipifad.md

Yours sincerely,

*Iurie UȘURELU,*

*Dir. UCIP IFAD Moldova*

**Form EOI-1**

**EOI Submission Form**

*[Location, date]*

*[Authorized official]*

**Re: Consulting Services for *[insert assignment]***

**Ref: *[insert]***

We, the undersigned, declare that:

1. We are expressing our interest in providing the consulting services for the above-mentioned assignment and have no reservations to the REOI, the instructions to the consultants and any addenda thereto*.*
2. Our expression of interest is open for acceptance for a period of ninety (90) days.
3. Our firm, its associates, including any subcontractors or suppliers for any part of the contract, have not been declared ineligible by the Fund and have not been subject to sanctions or debarments under the laws or official regulations of the client’s country or not been subject to a debarment recognized under the Agreement for Mutual Enforcement of Debarment Decisions (the "Cross-Debarment Agreement")[[5]](#footnote-5), beyond those declared in paragraph 9 of this EOI submission form.
4. We acknowledge and accept the IFAD Revised Policy on Preventing Fraud and Corruption in its Activities and Operations. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any prohibited practices as provided in ITC Clause 6. Further, we acknowledge and understand our obligation to report to anticorruption@ifad.org any allegation of prohibited practice that comes to our attention during the selection process or the contract execution.
5. No attempt has been made or will be made by us to induce any other consultant to submit or not to submit an EOI for the purpose of restricting competition.
6. We acknowledge and accept the IFAD Policy on Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any sexual harassment, sexual exploitation or abuse. Further, we acknowledge and understand our obligation to report to ethicsoffice@ifad.org any allegation of sexual harassment, sexual exploitation and abuse that comes to our attention during the selection process or the contract execution.
7. The following commissions, gratuities, or fees have been paid or are to be paid with respect to the selection process: *[Insert complete name of each recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity.]*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of Recipient | Address | Reason | Amount | Currency |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

(If none has been paid or is to be paid, indicate “none.”)

1. We declare that neither our consulting firm nor any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners have any actual, potential or perceived conflict of interest as defined in ITC Clause 5 regarding this selection process or the execution of the contract. *[insert if needed: “other than the following:” and provide a detailed account of the actual, potential or perceived conflict].* We understand that we have an ongoing disclosure obligation on such actual, potential or perceived conflicts of interest and shall promptly inform the client and the Fund, should any such actual, potential or perceived conflicts of interest arise at any stage of the procurement process or contract execution.
2. The following criminal convictions, administrative sanctions (including debarments) and/or temporary suspensions have been imposed on our consulting firm and/or any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the measure (i.e., criminal conviction, administrative sanction or temporary suspension) | Imposed by  | Name of party convicted, sanctioned or suspended (and relationship to the consultant) | Grounds for the measure (i.e., fraud in procurement or corruption in contract execution) | Date and time (duration) of measure |
|  |  |  |  |  |
|  |  |  |  |  |

If no criminal convictions, administrative sanctions or temporary suspensions have been imposed, indicate “none”.

1. We acknowledge and understand that we shall promptly inform the client about any material change regarding the information provided in this EOI submission form.
2. We further understand that the failure to properly disclose any of information in connection with this EOI submission form may lead to appropriate actions, including our disqualification as consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.
3. We understand that you are not bound to accept any EOI that you may receive.

|  |  |
| --- | --- |
| *[Authorized signatory]* |  |
| *[Name and title of signatory]* |  |
| *[Name and address of firm]* |  |

Form EOI-2
Organization of the Consultant

**Re: Consulting Services for *[insert assignment]***

**Ref: *[insert]***

*[Provide a brief description of the background and organization of your firm/entity and of each associated firm for this assignment. Include the organization chart of your firm/entity. The EOI must demonstrate that the consultant has the organizational capability and to carry out the assignment. The qualifications document shall further demonstrate that the consultant has the capacity to field and provide experienced replacement personnel on short notice. Key staff CVs are not required at the shortlisting stage.]*

|  |  |
| --- | --- |
| Name of the firm |  |
| Date of establishment |  |
| Country of registration |  |
| Full address of the firm |  |
| Focal point: name, position, contact information (telephone, email): | Name: |
| Tel: |
| Email: |
| Number of branches in the country |  |
| Country(ies) of operations with number of branches in each country |  |
| Number of full-time employees |  |
| Number of part-time employees |  |
| Field(s)of expertise of the firm |  |
| Number of professional staff with experience related directly to the assignment |  |
| Subsidiary and associated companies (*wherever applicable*): (details in the following format to be provided for all associates) – * 1. Name of the company
	2. Nature of business
	3. Address of the company
	4. Website of the company
	5. Brief description of company (maximum of 120 words)
 |  |
| Any other information that the consultant would like to add: |  |

**Maximum 10 pages**

Form EOI-3

Experience of the Consultant

**Re: Consulting Services for** *[insert assignment]*

**Ref:** *[insert]*

*[Using the format below, provide information on each relevant assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the preliminary terms of reference included in this EOI. The EOI must demonstrate that the consultant has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement.*

***Maximum 20 pages]***

|  |  |
| --- | --- |
| Assignment name: | Approx. value of the contract (in current US$): |
| Country:Location within country: | Duration of assignment (months): |
| Name of client: | Total No. of staff-months of the assignment: |
| Address, and contact details (including email address(es)): | Approx. value of the services provided by your firm under the contract (in current US$): |
| Start date (month/year):Completion date (month/year): | No. of professional staff-months provided by associated consultants: |
| Name of associated consultants, if any: | Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader): |
| Narrative description of project: |
| Description of actual services provided by your staff within the assignment: |

Name of Firm: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ANNEX 1**

 **TERMS OF REFERENCE**

**Terms of Reference (ToR)**

***TRTP******Mid-Term Outcome Survey***

1. **Client**

The client for this assignment is the Consolidated IFAD Programme Implementation Unit (CPIU IFAD) which is responsible for day-to-day management and implementation of Talent Retention for Rural Transformation Project (TRTP) which has established a robust and well-recognized track record of competent and diligent project management of IFAD’s previous and ongoing projects.

1. **Country background**

Moldova is a small lower-middle-income economy. Although it is among the poorest countries in Europe, it has made significant progress in reducing poverty and promoting inclusive growth since the early 2000s. Agriculture is a central pillar of the Moldovan national economy and the main source of livelihood in rural areas. The last years are marked by drought, which highlighted another major vulnerability of the country - increased exposure to climate shocks. Climate change and its consequences on agriculture and forestry in Moldova are the key topics discussed at Government level.

1. **Background on projects**

Talent Retention for Rural Transformation Project (TRTP), the eighth Project in Moldova (IFAD VIII), financed by IFAD and Adaptation Fund (AF), and local contribution, was designed to be implemented during 81 months period, starting from 13th of January 2021 and completing 30th March 2027. The TRTP is joint GoM and IFAD response to the significant challenges facing the rural poor and strengthening resilience to climate change, increasing competitiveness and economic opportunities for small farmers in rural areas.

|  |  |
| --- | --- |
| Project | Talent Retention for Rural Transformation (TRTP) |
| Project launch | 13/01/2021 |
| Project end | 30/03/2027 |
| Project objectives | * Reduction in poverty and outmigration from rural areas through the enhancement of smallholder resilience to climate change and economic risk and ensuring access to markets.
 |
| Project target area and groups  | * TRTP has a national coverage and is implemented in the areas controlled by the Government of Moldova (GoM) except the entities registered in Chisinau and Balti.
* Target Group: commercially-oriented smallholder farmers and youth entrepreneur’s cultivating up to 10 hectares, especially women farmers.
 |
| Implementation agency  | IFAD Consolidated Program Implementation Unit |
| Project components | Component 1. Resilient Economic Transformation:* 1. Enhancing Climate Resilience
	2. Agribusiness Development

Component 2. Entrepreneurship Finance:* 1. Affordable credit for youth and women
	2. Rural Finance sector development
 |

1. **Background of the assignment**

The mid-term outcome survey is a critical component of ongoing TRTP project, which aims to enable the rural poor (especially youth, women, and smallholders) to increase their productive capacity, resilience to economic, environmental, and climate-related risks and their access to markets. The overall goal of TRTP is reduction in poverty and out-migration from rural areas through the enhancement of smallholder resilience to climate change. This survey is designed to assess and analyse the project's progress and its impact on the intended beneficiaries. TRTP has reached a critical juncture, nearing the mid-point of its implementation phase. Evaluating the progress made so far is essential to ensure the Project is on track to meet objectives. The stakeholders involved in TRTP including donors, government and the project team, seek a transparent and accountable assessment of project outcomes and the efficient utilization of resources. Conducting this mid-term survey will provide an opportunity to gather valuable insights and lessons learned. These findings will enable CPIU team to make necessary adjustments and enhancements to the project strategy, improving its overall effectiveness.

1. **Objectives of the assignment**

The survey will focus on understanding the initial impact of TRTP on the beneficiaries. It is crucial to assess the changes in their lives and livelihoods resulting from the project's interventions. For the activities which are not yet started, the survey will collect additional data to guide the implementation and targeting strategy. The survey's findings will inform our decision-making for the latter stages of the project, ensuring that we are well-prepared to achieve the desired long-term outcomes.

The successful execution of this mid-term outcome survey will serve as a valuable tool for informed decision-making and strategic adjustments, ensuring that our efforts continue to benefit our target beneficiaries and fulfil the project's overarching mission.

1. **Scope of work**

In order to perform the middle term survey of the project, CPIU IFAD is seeking a service provider to conduct the Mid-term Outcome Survey based on importance of assessing and enhancing beneficiaries’ performance.

The survey will include both quantitative and qualitative data collection and it will cover the period from January 2021 to December 2023. The survey will measure the values of project outcomes and individual/household characteristics in compliance with the International Fund for Agricultural Development.

The contracted firm will also be responsible for analysis of the data, presenting a report outlining the values of key outcome indicators and presenting attributable impact estimates in compliance with the methods outlined in this ToR. These terms of references outline the key elements of the data collection, analysis and deliverables. The set of data to be collected will be based on the Project's logical framework indicators and [IFAD’s COI Guidelines](https://www.ifad.org/en/coitraining/). The list should specify which indicators are IFAD Core Indicators (COI) and which indicators are specific Outcome indicators included in the project Logical Framework (Annex 1). This mid-term evaluation involving qualitative and quantitative methods to evaluate the implementation and the performance and to make recommendations for the remaining implementation period.

The Mid-Term Outcome Survey will collect quantitative and qualitative data of the outcomes indicators determined in the project logical framework.

The objective of the Survey is to establish the achievement of outcomes according to the logical framework.

The survey will measure the project outcomes indicators on individual/household characteristics at the end of 2023. The survey will be conducted on a sample 400 persons: 200 beneficiaries as treatment group and 200 non-beneficiaries as control group.

The survey should:

* focus on key indicators required to measure the outcomes and impact mentioned in the Project’s Logical Framework;
* not duplicate existing available data;
* not require an excessive amount of interviewees time;
* generate accurate and reliable results based on sound statistical best practice, and;
* allow disaggregation by gender and age.
1. **The Project consists of the following Components and Sub-components:**

**Component 1: Resilient Economic Transformation**

This component is aimed at enhancing resilient economic transformation in the rural areas and will provide the entry point for addressing constraints related to infrastructure, agribusiness, and marketing. Particular attention will be devoted to the promotion of climate-resilient technologies and building the capacity of government institutions for enhancing awareness and technical knowledge about conservation agriculture and strengthening government capacity for economic and market analysis regarding the agribusiness sector for smallholder farmers. This component will have two sub-components; 1.1: Enhancing Climate Resilience and 1.2 Agribusiness Development.

*Sub-component 1.1: Enhancing Climate Resilience*

A. Climate Resilient Infrastructure (CRI): The subcomponent is designed to support investments in productive rural infrastructure enhancing resilient rural economic transformation by removing infrastructure bottlenecks.

B. On-farm Climate Adaptive Water Management: The subcomponent is designed to build smallholder farmer’s resilience to climate change by fostering the adoption of climate smart, water saving technologies and building smallholder awareness and capacity in climate adaptive agricultural practices.

*Sub-Component 1.2 Agribusiness Development*

A. Strengthening Value Chains for Producer Groups: This sub-component will be focused on enhancing the potential for agri-processing and agribusiness in rural areas aimed at individual farmers willing to undertake agro-processing and agribusiness development through producer groups, farmer associations or cooperatives.

B. Strengthening MAFI Technical Capacity: The project will strengthen the capacity of MAFI by providing it technical specialists for economic and market analysis. These specialists will be kept informed of the experience of the project in undertaking some of the innovative arrangements in organizing the market facilitation meetings, partnership with private sector entities and the experience of PGs in the equity partnerships.

**Component 2: Entrepreneurship Finance**

This component will consist of two complementary subcomponents: 2.1. Affordable credit for youth and women; and 2.2. Rural finance sector development.

Sub-component 2.1. Affordable credit for youth and women: Will be focused on addressing the two main bottlenecks affecting access to credit for the rural youth and women – the cost of capital and lack of collateral to access loans.

Sub-component 2.2. Rural finance sector development: This sub-component is designed to build capacity and strengthen some of the initiatives of the previous IFAD projects and will further strengthen the SCA sector and the regulatory and supervisory capacity of the National Commission for Financial Markets (NCFM).

1. **Project Area**

TRTP has a national coverage and shall be implemented in the areas of Moldova which is under control of the Government of Moldova (GoM). The project will prioritize interventions in the more climate vulnerable and deprived areas throughout the country based on Small Area Deprivation Index and data on climate vulnerability from the 4th National Communication of the Republic of Moldova on Climate Change.

The table below shows the numeric distribution of direct beneficiaries by rayons and number of villages in which beneficiaries develop the activities.

**Table 1: Distribution of direct beneficiaries by 31.12.2023**

|  |  |  |
| --- | --- | --- |
| **Rayon** | **Villages per rayon** | **Number of beneficiaries** |
| [Anenii Noi](https://ro.wikipedia.org/wiki/Raionul_Anenii_Noi) | 8 | 17 |
| [Briceni](https://ro.wikipedia.org/wiki/Raionul_Briceni) | 6 | 10 |
| [Cahul](https://ro.wikipedia.org/wiki/Raionul_Cahul) | 3 | 24 |
| Calarasi | 1 | 8 |
| [Cantemir](https://ro.wikipedia.org/wiki/Raionul_Cantemir) | 2 | 2 |
| [Causeni](https://ro.wikipedia.org/wiki/Raionul_C%C4%83u%C8%99eni) | 3 | 3 |
| Chisinau mun. | 1 | 1 |
| [Cimislia](https://ro.wikipedia.org/wiki/Raionul_Cimi%C8%99lia) | 2 | 2 |
| [Criuleni](https://ro.wikipedia.org/wiki/Raionul_Criuleni) | 1 | 6 |
| Donduseni | 2 | 4 |
| Drochia | 4 | 14 |
| Dubasari | 1 | 1 |
| Edinet | 6 | 6 |
| Falesti | 6 | 12 |
| Floresti | 6 | 9 |
| Glodeni | 9 | 20 |
| Hincesti | 5 | 33 |
| Ialoveni | 6 | 13 |
| Nisporeni | 5 | 6 |
| Leova | 12 | 27 |
| Ocnita | 9 | 18 |
| Orhei | 7 | 18 |
| Rezina | 3 | 3 |
| Riscani | 2 | 3 |
| Singerei | 4 | 9 |
| Soroca | 3 | 3 |
| Stefan Voda | 8 | 22 |
| Straseni | 3 | 5 |
| Taraclia | 2 | 2 |
| Telenesti | 1 | 2 |
| Ungheni | 7 | 8 |
| UTAG | 1 | 3 |
| **Total** |  | **317** |

1. **TRTP Targeting Strategy**

TRTP was designed to be socially inclusive. By so doing, it aligns with the Sustainable Development Goals and the associated Agenda 2030 principle of *Leave No One Behind*. In fact, the project follows guidelines developed by the IFAD in relation to targeting as well as for gender transformative and youth sensitive projects. Thus, the TRTP Targeting and Gender Strategy (document attached)serves as a reference document to managers and implementers alike to guide project management to ensure that outreach is loyal to the targeting and gender transformational expectations. For IFAD, targeting refers, firstly, to ensuring that the right people are considered for the project. Secondly, it entails that all relevant considerations are made for programmes and projects to effectively reach intended target groups. Lastly, targeting requires that adequate products, measures, and other forms of support are promptly provided so that each of the target groups can thrive beyond the project´s lifetime.

The primary target group of TRTP is commercially-orientated small-holder farmers and youth entrepreneurs. The project will focus on women, youth and men small-holder farmers cultivating land up to 10 ha, engaged in horticulture and cultivation of high value crops who face constraints in increasing productivity, in accessing finance and technical expertise, in aggregating their produce and accessing markets. TRTP will focus on youth entrepreneurs, women and men from rural areas facing challenges in accessing finances and business development support to establish and expand their on- and off-farm businesses. The project will also target smallholders who live under the national poverty line (primarily characterised by their dependence on agricultural production with low levels of productivity. Poor smallholders tend to be among those cultivating less than 3 ha of land. In addition, the project will engage with a range of actors such as agribusinesses, exporters, input suppliers, processors of agricultural goods, farmers with larger landholdings where they can function as aggregators, innovators and catalysts providing pathways for small-holder farmers to access national and international markets. In all project activities, there will be a strong focus on youth and women.

1. **Targeting quotas**

 In each of the different areas of intervention the project will reach 40% women and 40% youth. These targets have been set in line with the project being gender transformative and youth sensitive. The quotas will apply for the different areas of intervention, except the matching grants that come with a loan component given that these products have been conceived exclusively for women and youth. When targeting women, efforts will be made to ensure that women heads of households are also targeted across project areas of intervention.

1. **Direct Selection**. The set of households that met the project’s selection, eligibility criteria and targeting strategy.

IFAD activities in Moldova target rural poor, especially youth, women and smallholders, to increase their productive capacity, resilience to economic, environmental and climate-related risks and their access to markets. Gender mainstreaming will be strengthened with total direct targeting to include at least 40% woman and 40% youth. The project has been classified as Gender transformative and Youth sensitive and special attention should be given to these aspects.

1. **The Self Selection mechanisms involve the following measures:**
2. Information dissemination on opportunities provided by TRTP to as many persons as possible residing in rural areas of Moldova. Publishing the CPIU announcements with set eligibility criteria
3. Technical advice and support provided to eligible and interested beneficiaries to participate in project’s interventions.
4. Clear eligibility and selection criteria established for direct targeting. Checking the relevance, approve or reject.

Self-targeting measures include clear, inclusive eligibility and selection criteria, and affordable selections of crops and technologies for smallholders with upper limits on size of assistance and loans available.

**The TRTP self-selection targets are the following:**

*Micro and small enterprises (MSEs).* These are two types of enterprises, which share many similarities. The MSEs are registered legal entities. They are specialized in production, harvesting and storage of fruits, berries, vegetables, medicinal and aromatic plants, seeds and seedlings, field crops and table grapes, animal breeding, agroturism, production of renewable energy.

*Micro-entrepreneurs (MEs)* are small farmers from rural area, both, both physical and legal persons, Moldovan citizens who intend to develop or expand agricultural and/or non-agricultural income-generating activities based on private property.

*Young entrepreneurs* - is a crosscutting target group facing unique challenges and opportunities that also require tailor-made targeting strategies. *Women smallholder farmers* operate on a smaller scale, and more likely to work at the homestead plots cultivate vegetables and fruits on homestead plots, and/or land shares near the houses. The eligible beneficiaries for,, matching grant for youth and women’’ are rural enterprises (registered legal entities) owned and/or led by young men and/or women of up to 40 years old. The total area of land owned and/or rented by all members/founders of the applicant and all entities of the founders/members, will not exceed 10 hectares.

TRTP self-targeting measures refers to commercially oriented small farmers cultivating up to 50 hectares, registered as subjects of entrepreneurial activity, under any legal form, especially women and young farmers, from climate-vulnerable rural areas.

**Geographic targeting**

The TRTP is covering all rural Moldova, special prioritization will be given to climate-vulnerable and deprived areas.

Geographic targeting is applied throughout the Components and is demand driven. Targeting of most climate sensitive districts is conducted based on Livelihood Vulnerability Index (LIV), and targeting of rural municipalities is conducted based on poverty data of Small Area Deprivation Index for 2015 verified by the Household Budget Survey of 2015.

1. **Treatment Group**

Treatment Group includes the project beneficiaries that have received financing services under any aspect: on-farm and off-farm climate resilient infrastructure, entrepreneurship finance, technical assistance or trainings during the lifetime of the Project all over the TRTP implementation area.

Within the Component 1,, Resilient Economic Transformation’’ as of the end of 2023, 5 grants for the establishment of demo plots have been provided; 2 equity investment for agro-processing (Loans for micro and small enterprises) and 279 persons have been trained in on-farm climate resilient water management capacity building.

For the activities which are not yet started, under Component 1 ,,Resilient Economic Transformation’’, activities related to land restoration and irrigation infrastructure, the service provider will collect additional data to guide the implementation and targeting strategy to identify the surface areas to be rehabilitated and the type of climate-resilient practices already in use by target beneficiaries.

This survey will map out areas most in need of land restoration and improvement of irrigation infrastructure. This analysis can identify areas with high levels of land degradation, water stress, or vulnerability to climate change impacts.

Within the Component 2 ,,Entrepreneurship Finance”, during the period of Project implementation – there have been disbursed 29 matching grants for women and youth , 3 credits for MSEs for agroproduction and 4 loans for microentrepreneurs.

The table below shows the actual cumulative achievement by components at the end of 2023.

|  |  |  |  |
| --- | --- | --- | --- |
| **Component** | **Unit** | **Appraisal target** | **Actual Cumulative****31.12.2023** |
| **Component 1 Resilient Economic Transformation** | *Men* | *5302* | *215* |
| *Women* | *3496* | *71* |
| *Young*  | *3923* | *111* |
| *HH* | *8798* | *286* |
| **Component 2: Entrepreneurship Finance** | Men | *157* | *22* |
| Women | *103* | *14* |
| *Young*  | *103* | *30* |
| *HH* | *260* | *36* |
| **Total number of TRTP (excluded beneficiaries with more than one activity)** | *Men*  | *5459* | *234* |
| *Women* | *3599* | *83* |
| *Young* | *4026* | *139* |
| *HH* | *9058* | *317* |

For the assessment of the financing of entrepreneurship, including technical assistance, trainings, mentoring, loans and grants implemented by the project, the treatment group will consist of supported agribusiness, smallholder farmers, young entrepreneurs, and women farmers. They and their comparison group will constitute the recipients of the **quantitative survey**.

The treatment group for ,,On-Farm Climate Adaptive Water Management’’ activity will be smallholder farmers using/benefiting from financed projects for the establishment of water management demo plots (grants for climate-smart irrigation ). They and their comparison groups will be subject to **qualitative assessment.**

1. **Comparison Group**: In order to better understand the attribution of the project interventions on beneficiaries, a control group will also be used for both the quantitative and qualitative survey. **For the quantitative survey** to assess the financing of entrepreneurship, technical assistance, trainings, mentoring, loans and grants provided by the project, the comparison group will be formed of households and agribusinesses similar to those participating in the project identified based on their similar characteristics (i.e., nearby locations with similar demographics).

**For the qualitative assessment** of ,,On-Farm Climate Adaptive Water Management’’ (water management demo plots projects), the control group will be selected from villages who will submit the applications for the financing of the demonstration lots in the first half of 2024, or households and agribusinesses similar to those participating in the project identified based on their similar characteristics in case no application submitted in the first half of 2024.

1. **Theory of Change**

 The theory of change (TOC) of the TRTP project is that IFAD can help alleviate poverty reduction and drive the transformation of the rural economy by supporting smallholder farmers, young entrepreneurs and women in becoming more resilient and competitive through a range of complementary investments. A graphic illustration of the TOC is given in Annex 2. IFAD interventions represent a comprehensive and integrated approach to rural development in Moldova, addressing the root causes of poverty and inequality while harnessing the potential of rural communities to drive sustainable economic growth. By aligning investments, policies, and partnerships towards common objectives, stakeholders can work together to create a more inclusive, resilient, and prosperous future for all residents of rural Moldova.

The proposed interventions in Moldova aim to address the multifaceted challenges facing rural communities while leveraging opportunities for sustainable development and poverty reduction. By targeting key areas such as agricultural productivity, market access, infrastructure development, gender equality, financial inclusion, and capacity building, the interventions seek to catalyze positive and lasting changes in the lives of rural households.

Through investments in irrigation infrastructure, water-efficient technologies, and agricultural training, the initiative aims to enhance agricultural productivity and resilience to climate change, thereby improving food security and increasing incomes for rural households. Additionally, improvements in market access, processing facilities, and producer organization partnerships will enable farmers to access markets more effectively, increase sales, and generate new employment opportunities.

Empowering women and youth through equity participation, entrepreneurship training, and leadership development will promote gender equality, youth inclusion, and intergenerational resilience in rural communities. Strengthening institutional capacities, particularly in economic and market analysis, will enhance evidence-based policymaking and support the sustainable growth of rural economies.

Furthermore, by expanding access to financial services, providing matching grants, and collateral support, the initiative aims to unlock the entrepreneurial potential of rural communities, foster innovation, and stimulate economic growth. These interventions collectively contribute to the overarching goal of poverty reduction and rural transformation, with expected outcomes including increased access to water and infrastructure, improved market connectivity, enhanced agricultural production, and greater financial inclusion.

IFAD’s previous experience in the country has clearly shown that investments in demand driven physical infrastructure and water efficient technologies can help enhance productivity and build resilience to climate change and extreme weather events for smallholder farmers. Organizing producer groups and associations in innovative arrangements with clear specification of ownership rights, equity investments and professional management will encourage farmers to participate in collective agribusiness enterprises and access markets that are otherwise not accessible to them. Working with strategies that facilitate smallholders contacts with market drivers can provide mutually beneficial partnerships for a range of market players along the value chain.

1. **Project Key Outcome and Impact Indicators**

The set of data to be collected will be based on the Programme's logical framework indicators and IFAD’s COI Guidelines. The list should specify which indicators are IFAD Core Indicators (COI) and which indicators are specific Outcome or Impact indicators included in the project Logical Framework. The following list the key impact and outcome indicators are expected to be considered {(note for each indicator the unit of observation and the data source (quantitative, qualitative, etc.}:

**Outcome Indicators:**

1. 1.2.1 Households reporting improved access to land, forests, water or water bodies for production purposes.
2. 2.2.3 Rural producers’ organizations engaged in formal partnerships/agreements or contracts with public or private entities
3. 2.2.1 New jobs created
4. 3.2.2 Households reporting adoption of environmentally sustainable and climate-resilient technologies and practices

**Impact Indicators:**

1. Number of households that report an increase in income and % increase over the baseline value
2. IE.2.1 Individuals demonstrating an improvement in empowerment
3. Percentage reduction in the number of households reporting about their intentions and plans to migrate from their community due to the project

 **Specific Indicators for the Adaptation Fund**

1. Ha of smallholder agricultural land made climate resilient
2. Number of smallholder households benefitting from climate resilient improvements.
3. Number of persons trained in water saving technologies and trained in practices which are climate resilient

**Mandatory Indicator for all NEN COI Surveys**

Household asset-based poverty indicators computed from index of asset ownership using durable assets, productive assets, and housing assets as relevant

1. **Methodological requirements for the Quantitative survey**

The CPIU IFAD intends to conduct a survey to obtain quantitative data that will enable to monitor and evaluate the Project's outcomes results at the middle of the term of implementation. The quantitative data collection will consist of in-person surveys with households and rural enterprises. The survey will measure the project outcomes indicators at the end of 2023.

The survey will be conducted on a sample of 200 beneficiaries and 200 non-beneficiaries (comparison group). The Project Team will provide the firm with the list of project beneficiaries. The listing of comparison households will be arranged by the firm for which they’ll be provided relevant project and secondary data if available. Before proceeding with data collection, the firm should validate the sample with project team.

The survey should:

* focus on key indicators required to measure the outcomes mentioned in the Project’s Logical Framework;
* not duplicate existing available data;
* not require an excessive amount of interviewees time;
* generate accurate and reliable results based on sound statistical best practice, and;
* allow disaggregation by gender and age
* georeferencing the survey results
1. **Methodological requirements for Qualitative Survey**

The qualitative survey serves the purpose of complementing the quantitative survey by contextualizing the findings and providing information on the capacity of existing institutions and procedures. For the evaluation of the project at the middle term, the primary focus of the qualitative work will be evaluation of the ,,On-Farm Climate Adaptive Water Management’’, i.e. grants financed for the establishment of the demo plots. The purpose of the qualitative surveys is to verify and contextualize the results of the quantitative analysis, provide information on program design and implementations, and evaluate program activities at midline. The firm will develop the questionnaires and guidelines for the qualitative work, based on IFAD Core Indicators, subject to the approval of IFAD.

The qualitative data collection will consist of 5 In-depth interviews with the beneficiaries of grants for demo plots. The list of the beneficiaries will be provided to contracted firm.

The CPIU IFAD intends to conduct a survey to obtain quantitative and qualitative data that will enable to monitor and evaluate the Project's outcomes results from the beginning of the Project till its midline.

1. **Questionnaire**

The completed questionnaires are to be administered in an electronic form CAPI Software (Survey Solution, Survey CTO, ODK) format that will assure high data quality. The questionnaire has a roster structure that makes use of paper questionnaires infeasible. The household questionnaire will take 1 hour maximum to deliver on average and needs to be delivered through in presence interviews. The flow of the questionnaire will need to be calibrated and tested to avoid interviews fatigue and low response rate.

The selected firm will develop the questionnaires and guidelines for the qualitative and quantitative work, subject to the approval of IFAD. The questionnaire needs to be elaborated in order to allow calculation of outcome indicators from Logframe (Annex 1) and in compliance with the International Fund for Agricultural Development’s [Core Outcome Indicator Measurement Guidelines (COI).](https://www.ifad.org/en/coitraining/)

The **beneficiaries** **sample size** and sampling lists will include all TRTP persons that have benefited from at least one IFAD intervention during TRTP period from Project’s beginning till it’s midline. Only for ,,On-Farm capacity Building’’ beneficiaries the sample size will be calculated using standard statistical formula, using 95 per cent confidence level and with the margin of error at 5 per cent as the first choice.

The final determination of the sample size should be justified and submitted to IFAD’s approval. The sample will be also representative of the percentage of women and youth targeted by the Project or whatever other relevant feature.

The **comparison sample list** will be identified by service provider conducting the survey, list of non-beneficiaries can be identified from local public authority or other secondary sources. The project team will support in providing relevant data and linking to local authorities as relevant. The firm will need to develop a sampling frame of similar individuals and households working with the project team records, secondary sources, and public records. The sample size for the comparison group should be equal to that in the treatment group and should present the same socio-economic characteristics and poverty level.

Thus, the minimum total sample size for the survey will be 200 beneficiaries and 200 non-beneficiaries from which 40% women and 40% young (<40 year). The final sample selection and sampling plan for the control group will be submitted in the inception report and subject to the approval of the project team prior to launching data collection. It is necessary that the contracted party maintain an accurate register of households sampled for future reference and clearly enumerate and record all decisions and processes involved in sample selection.

1. **Data quality control**

The use of electronic devices and georeferencing for data collection is required. The use of Survey Solutions or a similar software is recommended for CAPI data collection. As data are collected and entered into SPSS Statistics or similar software, checking for errors and data quality is an important step and sufficient time should be allocated to review the data and assure its quality. The CAPI questionnaire should also be programmed for real time data quality control.

The following strategies should be used:

* Sort data to find missing data, outliers, high, or low values;
* Use automation, such as drop-down menus;
* Review data for anomalies;
* Discuss data discrepancies and/or findings with implementers.
1. **Detailed list of activities and deliverables**

This section presents the list of activities expected to be performed by the firm. It also describes the main deliverables to be provided.

The firm/consultants will work in close collaboration with the concerned general experts of the implementing agency and under the supervision of the Project Team and IFAD in the development and supervision of all phases of data collection and the following analysis of the survey data.

1. **List of activities**

**Phase 1 - Inception phase**

- Initial situational analysis - review of project materials and data. The Project Team shall be responsible for providing key background documentation to the firm (financing agreements, Logframe, startup reports, supervision reports, etc). In particular, existing and previous data to be provided by the project: Logframe, List of beneficiaries if any, etc.

**-** Preparation of listing survey

- Collect and analyze secondary data (from multiple sources where available).

**Phase 2 –Sampling strategy and survey instrument development**

**-** Development of the survey questionnaire, using IFAD’s Guidelines for the Measurement of Core Outcome Indicators (2020) as a guide, the questionnaire and contextualize it to the country setting and logic of the project. If necessary, the contractor must provide accurate and professional translation to the appropriate local languages of the survey instruments and manual.

- Development of the sampling design in accordance with the guidelines enumerated above. This includes determining the sampling frame, selecting survey locations respecting the distribution of project activities, and determining the sampling size.

- Survey plan: The contractor must deliver a survey plan outlining the sampling strategy and methods for approval before proceeding. The plan should detail the strategy used, justify the methods and sampling size, and outline measures to ensure representativeness as well as methods for data processing. Additionally, all calculations and data informing the plan’s development should be cited and shared. Only after approval of the survey plan may the consultant finalize the samples for data collection. The survey plan should also detail plans for data processing, reweighting, final estimation of outcome indicators, and quality control. Elements in survey plan:

* Adapt depending on data availability, sample design, and methodological choice, i.e. panel v. cross-sectional.

• Decide on the sample frame: List of all the units in the desired population (s), from which random samples of units are selected to build the survey samples. The contractor should provide a listing of the project eligible population (potential beneficiaries and comparison group) in order to facilitate the drawing of the sample within the eligible population.

• Determine the sample size: The consultant must determine the sample size informed by relevant data and literature to ensure that the sample size is sufficient to detect impact on outcome indicators at endline.

• Select survey locations: it is important to respect the population distribution within geographic areas/communities, and the proportion of beneficiaries HH per type of activity in the sample. The sampling method should be such that it ensures representativeness across all relevant features

- Clearance by Project Team and IFAD of survey plan and the questionnaire.

- Develop interview manuals and instructions for field staff.

**-** Development of an appropriate data management system with adequate quality controls as enumerated in above.

- Test Questionnaire: Contractor is responsible for arranging the pre-testing. The pre-testing has the function of: (i) verifying the accuracy of translation; (ii) identifying questions that are difficult to understand for respondents; and (iii) identifying where improvements can be made in the general questionnaire design and flow. The pre-testing team should include all the supervisors. Once the pre-testing is completed and the survey tools are finalized, the enumerator training and the pilot phase with the entire group of enumerators is conducted.

- Development of the Final Questionnaire.

- Clearance of the final questionnaire and sampling design by Project Team and IFAD.

**Phase 3 Fieldwork Activities**

- Preparation for field work (recruitment of interviewers, printing of questionnaires and other fieldwork documents).

- Staffing, Enumerator training, and pilot: It is required that the enumerator training is undertaken in the same location for the entire team, and that all enumerators, supervisors and managers are present. The Contractor is required to ensure enumerator's capability to collect high quality data within the average amount of time indicated for household survey. This may require higher number of enumerators attending the enumerator training and pilot, after which, the Contractor will screen out enumerators based on their performance during training and pilot.

- Pilot study fieldwork.

- Revision of the pilot study questionnaires.

- Analysis of pilot study results, introducing adjustments to the draft questionnaire.

- Development of the Final Questionnaire.

- Administrative approval from necessary authorities

- Qualitative data collection at the appropriate level of analysis

- Data quality control mechanism established and approved by IFAD team

- Quantitative data collection

**Phase 4 - Data Processing, Analysis and Final Report Preparation**

- Database formation

- Data entry and cleaning

- Statistical analysis of the data

- Analysis of Georeferenced data and preparing maps

- Preparation of the final report

- Final report should be elaborated in English.

- Clearance of the report

1. **Analysis and report**

**Analysis**

At midterm, the analysis relies largely on presentation of effect sized on various indicators and updating the logical framework. At this stage, the focus of the analysis should be on the estimation of treatment effects (ATE, ATET, ITT, etc.) not the presentation of descriptive statistics. Analysis should explain how the estimation, interpretation and presentation of the results was done.

* analyze and interpret the data collected, using agreed methodology, taking into consideration the goal, objectives, outcome and outputs and target group of RRP;
* prepare a detailed report and analysis on the collected data based on the outline submitted to CPIU IFAD during the preparation phase.

**Report**

While writing the report, the service provider will work in close collaboration with the Project Team, to enable a learning process and to maximize transparency and accountability.

Once the surveys have been conducted and their quality controlled, the analysis of the results should be presented in a report. The report summarizes the conclusions emerging from the analysis and includes the following elements:

* the description of the methodology used;
* the questionnaire;
* the results of the survey;
* the updated logframe (at outcome or impact levels);
* the analysis and interpretation of the results (detailed analysis with statistical significance and summarized tables for each indicator);

The survey database should also be provided to project staff in Excel format including the recording of the qualitative interviews.

All data collected should be georeferenced.

1. **Competencies required**

**Firm expertise and required qualifications**

The selected company shall possess the following qualifications: see Annex 2

**Key staff/ required staff**

The proposed team should consist of reasonable number of qualified and experienced professionals having proven track record in designing and implementing socio-economic and/ or evaluation studies and having good depth of understanding of rural development as well as of and gender and social inclusion. The bidders are expected to propose Team Leader and appropriate number of experts, field supervisors, enumerators and support staff.

Minimum key professional staff positions:

**Team Leader:** Advanced degree in economics, statistics, agricultural economics or related field. At least five years relevant experiences in conducting impact evaluations, large quantitative survey implementation and analysis, experience in household and agricultural data collection and analysis required, ability to coordinate teams and ensure timely reporting.

Team Leader will be in charge of coordinating the planning, implementation of the studies and ensuring that the work is conducted following the highest professional standards.

**One expert in survey implementation and field supervision:** Minimum five years’ experience with large survey implementation, experience in implementing household and agricultural surveys required. Preferably with previous experiences in conducting surveys in Republic of Moldova.

**One socio-economic researcher:** Advanced degree in economics, agricultural economics or related fields, at least five years' experience in analyzing survey data using SPSS. Strong background and experience in statistics and econometrics is required. Ability to write clearly and concisely in English. Previous experience in impact evaluation is preferred.

**One computer specialist in data entry and data bases:** Minimum experience of three years with large survey data sets and data entry software required. The data specialist will develop appropriate data management system with adequate quality controls, and finalize the data management system before the data collection process start. The data management system would also be organized in such a way as to deliver partial datasets on a regular basis to the Project Team.

**Survey enumerators:** Minimum qualifications include knowledge of local language. Preference should be given to candidates with experience in quantitative data collection in Republic of Moldova, namely, on the themes of the questionnaire. Minimum of 2-3 field supervisors should be hired (best ratio would be 1 supervisor every 4 enumerators). They should be chosen based on the firm’s best practices. At least two years’ experience in conducting or managing household surveys is required.

1. **Payment schedule and timeline**

*(Payment terms will be based on deliverables.)*

|  |  |
| --- | --- |
| ***Deliverables*** | **%** |
| 1. Inception report
 |  10 % |
| 1. Raw database for survey-based activities
 | 20 % |
| 1. Qualitative data, recording and transcripts
 | 20 % |
| 1. Final Mid Term Outcome Survey
 | 50 % |
|  **TOTAL** | **100%** |

The exact timeframe for this assignment will be negotiated in line with the proposal submitted by the interested party.

The methodology proposed for this assignment will influence, to some extent the duration of the assignment. The study should be completed during the period of maximum 12 weeks from the date of signing the contract with service provider.

**Tentative schedule is as follows:**

|  |  |
| --- | --- |
| **Time Schedule for MTOS**  | **WEEKS (after signing the contract)** |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| Desk Review/Planning and drafting of Inception Report |   |   |   |   |   |   |   |   |   |  |  |  |
| Development of Methodology, Questionnaire and Data Management Tools |   |   |   |   |   |   |   |   |   |  |  |  |
| Comments from local and IFAD M&E team & revision of Methodology & Questionnaire |  |  |  |  |  |  |  |  |  |  |  |  |
| Listing Survey (if relevant) & Development of Sampling Frame |  |  |  |  |  |  |  |  |  |  |  |  |
| Data collection and entry |   |   |   |   |   |   |   |   |   |  |  |  |
| Data analysis |   |   |   |   |   |   |   |   |   |  |  |  |
| Submission of Draft Report |   |   |   |   |   |   |   |   |   |  |  |  |
| Approval of Draft Report by the IFAD |   |   |   |   |   |   |   |   |   |  |  |  |
| Submission of Final Report |   |   |   |   |   |   |   |   |   |  |  |  |

1. **Deliverables**

The following deliverables will be provided to the project upon completion of corresponding phases:

* **Inception Report** –This report will include a fully elaborated Midline Outcome Survey proposal, including the approach and proposed survey instrument, sampling frames and sampling methodology, interviewing method, questionnaires and other survey tools, data processing and analysis methodology, outline of the final report and schedule of activities; it will include the following elements:
	+ Updated working calendar and delivery schedule
	+ Survey design describing the sampling strategy, data collection instruments and data entry methodology
	+ Final questionnaire including electronic format (SPSS).
* **Raw data (in SPSS format)**; cleaned data (same format); analyses files (do files and scripts)- this will help us determine how indicators was computed;
* **Final Midline Outcome Survey Report-** The final report should be written in a clear and simple style, documenting the results of the Survey in accordance with the above terms of reference and including: (i) a description of any limitations which may affect the accuracy/representativity of the results; (ii) a detailed description of the methodology used and the justification for its selection; (iii) a summary of the major findings of the survey, using photographs, maps and diagrams as necessary; (iv) technical details, documents consulted and other data in one or more Appendices; (v) feedback on the effectiveness and viability of the survey process, highlighting any issues identified during survey preparation. Final Midline Outcome Survey Report should be presented to CPIU IFAD Staff.

Final Survey Report and Database shall be submitted in English. All reports and data collected must be provided to the project, together with other relevant material and information collected or generated during the survey.

The clean dataset as well as the resulting reports will be property of the Project Team and IFAD.

**Services and facilities to be provided by the consultant**

The Consultant will provide the following items while carrying out the assignment:

* Office space;
* Office equipment;
* Any other equipment materials and/or tools.
1. **Language**

The final survey, the data base, the questionnaire as well as all subsequent deliverables will be provided in English. Based on needs from beneficiary side, the company will make proper accommodation in Romanian and Russian languages.

1. **Offer Content**

Interested consulting companies should submit their applications consisting of the following documents/information to demonstrate their qualifications:

**Technical Proposal** will include:

* the profile of the company
* relevant experience for the assignment, including:
* experience in design and execution of quantitative surveys,
* experience in projects with international organizations, agencies, NGOs;
* staffing (CV of each team member);
* proposed methodology to perform the survey;
* the work plan (activities) and resources sufficient to implement in the proposed timing;
* duration of the assignment and survey timetable;

**Financial proposal** will obligatorily include the consulting fee and operational expenditures related to the assignment. The survey company will provide a break-down of the budget by the activities mentioned in the Activities section above.

Financial proposal will include total cost for the activities according to the present ToR. The cost of services must be provided in EUR at 0% VAT.

1. **Evaluation Criteria**

|  |  |
| --- | --- |
| **Criteria:** | **Score:** |
| Relevant specific experience: | 10 |
| Proposal and methodology: | 40 |
| Key personnel: | 30 |
| Non-key personnel involvement: | 10 |
| Timeframe | 10 |
| **Total:** | **100** |

The award will be made to the bidder offering the highest combined score based on the QCBS methodology. The financial offer will be admitted for evaluation only if the provided technical offer will pass the minimum technical score of 70 points.

1. **Coordination of activities**

Coordination of the implementation of activities under these Terms of Reference will be carried out by the M&E Manager of CPIU IFAD.

1. **Services and facilities to be provided by the client**

The Service provider together with the team will work in close collaboration with the CPIU IFAD specialists responsible for the activities foreseen in the ToR, who will provide support and advice in the implementation of the activities.

1. **Services and facilities to be provided by bidders**

For the proper organization and execution of the planned activity, the service provider will have the necessary transport, facilities and equipment to provide the required services (office, computer, telephone, printer, scanner and software).

1. **Additional information**

The CPIU is entitled to cancel the tender at any stage of the competition due to the impossibility of financial coverage or due to unconformity of tenders to the requirements set out in the tender documents or other justified reason.

**Consolidated Programme Implementation Unit (CPIU IFAD)**

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 **Annex 1** TRTP Logical Framework

|  |
| --- |
| **Logical Framework Talent Retention for Rural Transformation** |
| **Results Hierarchy** | **Indicators** |
| **Name** | **Baseline** | **Mid-Term** | **End Target** |
| **Outreach**Number of persons directly receiving services promoted or supported by the programme (Core indicator outreach 1) | **1.b Estimated corresponding total number of households members** |
| Household members - Number of people | 0 | 10507 | 26268 |
| **1.a Corresponding number of households reached** |
| Households - Households | 0 | 3623 | 9058 |
| **1 Persons receiving services promoted or supported by the project** |
| Males - Males | 0 | 2184 | 5459 |
| Females - Females | 0 | 1440 | 3599 |
| Young - Young people | 0 | 1440 | 3599 |
| Total number of persons receiving services - Number of people | 0 | 3623 | 9058 |
| **Project Goal**Reduction in poverty and outmigration from rural areas through the enhancement of smallholder resilience to climate change | **Number of households that report an increase in income** |
| Households - Number | 0 | 2174 | 5435 |
| **Percentage reduction in the number of households reporting about their intentions and plans to migrate from their community due to the project**  |
| Households - percentage  | 0% |   | 20% |
| **Development Objective**To enable the rural poor (especially youth, women and smallholders to increase their productive capacity, resilience to economic, environmental and climate-related risks and their access to markets | **Percentage increase in average monthly income of supported smallholders over baseline** |
| Income increase - Percentage (%) | 0 |   | 30% |
| **IE.2.1. Perecentage of persons reporting an improvement in empowerment (the means of verification pro-WEAI)** |
| Total persons - Percentage (%) | 0 | 10 | 25 |
| Total persons - Number of people | 0 | 906 | 2265 |
| Females - Percentage (%) | 0 | 5 | 10 |
| Females - Females | 0 | 362 | 906 |
| Males - Percentage (%) | 0 | 5 | 15 |
| Males - Males | 0 | 544 | 1359 |
| **3.2.2 Percentage of households reporting adoption of environmentally sustainable and climate-resilient technologies and practices** |
| Percentage of households | 0% | 30% | 70% |
| Households | 0 | 419 | 838 |
| **Outcome**Enhanced resilience and increased employment opportunities though investments in rural infrastructure, facilitation of access to market and strengthening of farmer organizations | **1.2.1 Households reporting improved access to land, forests, water or water bodies for production purposes** |
| Total no. of households reporting improved access to water - Households | 0 | 644 | 1611 |
| **2.2.3 Rural producers’ organizations engaged in formal partnerships/agreements or contracts with public or private entities** |
| Number of POs - Organizations | 0 | 5 | 10 |
| **2.2.1 New jobs created** |
| Job owner - men - Males | 0 | 231 | 462 |
| New jobs - Jobs | 0 | 385 | 773 |
| Job owner - women - Females | 0 | 154 | 308 |
| Job owner - young - Young people | 0 | 154 | 308 |
| **Output**Climate resilient infrastructure is built | **2.1.5 Roads constructed, rehabilitated or upgraded** |
| Length of roads  | 0 | 3 | 3 |
| **1.1.2. Farmlands under water-related infrastructures**  |
| Ha of farmland | 0 | 900 | 2800 |
| **Number of farmers provided with water saving technologies and trained in practices which are climate resilient** |
| Males - Number | 0 | 112 | 280 |
| Females - Number | 0 | 64 | 160 |
| Young farmers - Number | 0 | 80 | 200 |
| Total Number of People - Number | 0 | 176 | 440 |
| **Number of persons trained in water and soil conservation agriculture which promotes CA** |
| Males - Number | 0 | 1200 | 3000 |
| Females - Number | 0 | 800 | 2000 |
| Young - Number | 0 | 1000 | 2500 |
| Not Young - Number | 0 | 1000 | 2500 |
| Total | 0 | 2000 | 5000 |
| **Output**Producer groups linked to markets | **2.1.3. Rural producers' organizations supported** |
| Total size of POs - Organizations | 0 | 160 | 400 |
| Rural POs supported - Organizations | 0 | 5 | 10 |
| Males - Males | 0 | 112 | 280 |
| Females - Females | 0 | 48 | 120 |
| Young - Young people | 0 | 64 | 160 |
| **Numbers of Market Facilitation meetings organized**  |
| Market Facilitation meetings - Number | 0 | 18 | 32 |
| **Number of business ideas/plans supported and mentored which assist in diversification of product**  |
| Business plans - Number | 0 | 5 | 10 |
| **Number of producer groups assisted processing, grading and/or packaging facilities** |
| Total size of POs - Organizations | 0 | 20 | 50 |
| Producer groups - Number | 0 | 6 | 10 |
| Males - Number | 0 | 13 | 32 |
| Females - Number | 0 | 7 | 18 |
| Young - Number | 0 | 8 | 20 |
| **Output**Increased capacity of academic institutions and Government in disseminating policy and lessons learned regarding Conservation agriculture | **Number of institutions that have introduced CA in their curricula** |
| Institutions - Number | 0 | 1 | 4 |
| Number of knowledge products completed |   |   | 1 |
| **Outcome**Increased access to rural finance for youth and women and increased sustainability of rural finance institutions, such as SCAs, through transformative changes in the sector | **1.2.5 Households reporting using rural financial services** |
| Total number of households | 0 | 70 | 182 |
| Total number of household members - Number of people |   | 203 | 528 |
| **Output**Affordable credit for youth and women is made available | **1.1.5 Persons in rural areas accessing financial services** |
| Women in rural areas accessing financial services -Females | 0 | 41 | 103 |
| Young people in rural areas accessing financial services - Young people | 0 | 41 | 103 |
| Not-young people in rural areas accessing financial services |   | 63 | 157 |
| Men in rural areas accessing financial services - Males | 0 | 63 | 157 |
| Total persons accessing financial services -Number of people | 0 | 104 | 260 |
| **Number of young entrepreneurs provided matching grant and collateral support**  |
| Males - Number |   |   |   |
| Females - Number |   | 55 | 136 |
| Young - Number |   | 82 | 204 |
| Not Young |   |   |   |
| Total |   |   |   |
| **Persons receiving mentoring in entrepreneurship** |
| Males - Number | 0 |   | 30 |
| Females - Number |   |   | 120 |
| Young - Number  |   |   | 150 |
| Not-Young-Number |   |   |   |
| **Output**SCA Stabilization Fund Established | **Number of SCAs whose savings are protected by Stabilization Fund**  |
| SCAs protected by stabilization fund - Number | 0 | 20 | 60 |
| **Output**Change in Policy Regarding SCAs | **Policy-relevant knowledge products completed (MoF and NCFM policy)**  |
| Knowledge product - Number | 0 | 0 | 1 |



**ANNEX 2**

**Qualification Criteria for Shortlisting**

|  |  |  |
| --- | --- | --- |
| **Item** | **Criteria** | **Points** |
| 1 | Applicant has been established for at least 5 years; In case of Joint Venture, this applies to the lead member | Pass/fail |
| 2 | Applicant has successfully conducted a minimum 3 data collection surveys in the past 5 years. | 30 |
| 3 | Previous demonstrated and successful experience in carrying out evaluation surveys, including designing and conducting evaluations and of organizing surveys on the scale of this project (including survey and sampling design). | 30 |
| 4 | Strong capacity and experience in planning and organizing survey logistics as evidenced by the size and geographical distribution of the surveys executed. | 10 |
| 5 | Strong capacity in data management and statistics as is evidenced by the software systems and tools used in successfully completed surveys, | 10 |
| 6 | Experience doing household survey work and carrying out evaluations in Republic of Moldova. | 10 |
| 7 | Possess staff with strong experience in statistics and econometrics and in survey analysis and reporting of results. | 10 |
|  | **Total Points** | **100** |
|  | **Minimum points required to pass** | **70 points** |

\* Firms who do not meet the above qualification requirements on their own may associate with other firms (in a joint venture or consortium) to be able to pass these criteria. *A minimum of 3 and a maximum of 6 firms will be shortlisted and invited to the next stage for proposal submission.*

1. This document refers to legally constituted consulting firms as “consultant”. [↑](#footnote-ref-1)
2. The policy is accessible at [www.ifad.org/anticorruption\_policy](http://www.ifad.org/anticorruption_policy). [↑](#footnote-ref-2)
3. The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>. [↑](#footnote-ref-3)
4. The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>. [↑](#footnote-ref-4)
5. The Cross-Debarment Agreement was entered into by the World Bank Group, the Inter-American Development Bank, the African Development Bank, the Asian Development Bank and the European Bank for Reconstruction and Development, additional information may be located at: http://crossdebarment.org/. [↑](#footnote-ref-5)