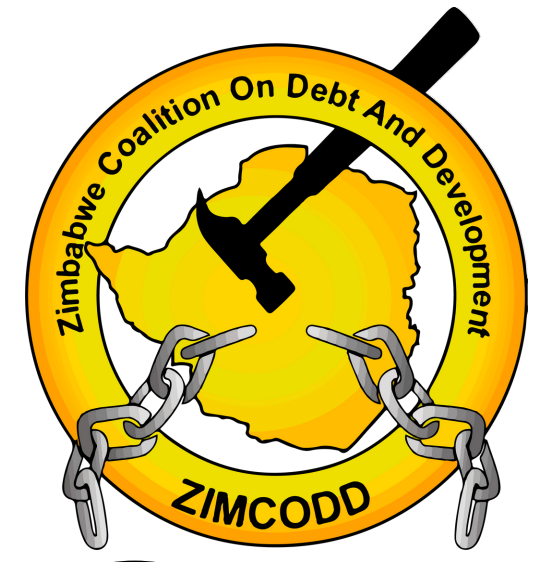


CALL FOR EXPRESSION OF INTEREST



TO CONDUCT: PROJECT END OF TERM EVALUATION (ETE)

The Zimbabwe Coalition on Debt and Development (ZIMCODD), working in the area of economic governance particularly seeking to strengthen transparency and accountability in public finance management is seeking qualified consultant(s) to conduct an end of project evaluation assignment.

TERMS OF REFERENCE

Assignment Title: END TERM EVALUATION (ETE)

Location of Assignment: Zimbabwe

Project Geographical Areas include - Harare, Bulawayo, Gweru, Mutare, Hwange

Duration of Assignment: **30 working days**

Effective Start Date: **10 July 2023**

Reporting to: Programmes Manager

PURPOSE

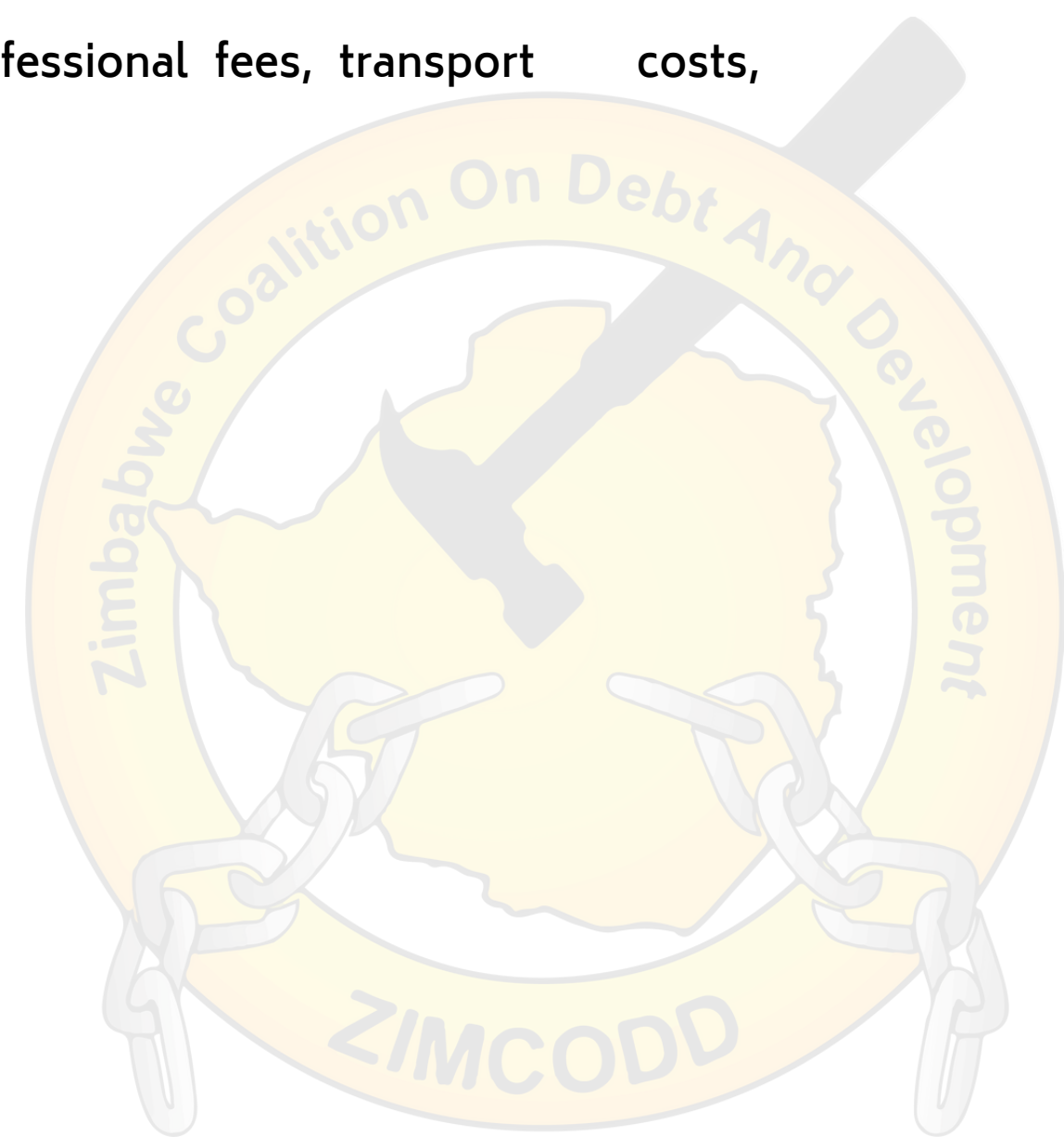
The End Term Evaluation seeks to document results, lessons, challenges, opportunities and measure the effects and/or contributions of the Strengthening Transparency and Accountability in Public Finance Management (STAP) Project that was implemented between 2018 and 2023. The STAP Project was conceptualised following concerns of growing fiscal leakages, lack of accountability, transparency and the resultant economic regression which has negatively impacted citizens' livelihoods in Zimbabwe. It sought to increase citizen capacity to hold solution holders accountable through the use of various accountability tools at national level. It also sought to engage and facilitate collective action and organise citizens to assert their rights and demand accountability at the grassroots level. Against this background, the evaluation will also seek to generate recommendations based on evidence and findings from the process to guide forward planning and the implementation of sustainability initiatives.

ROLES AND RESPONSIBILITIES OF THE CONSULTANT

- Organize an inception meeting with ZIMCODD
- Design and customize appropriate methodology for the assignment.
- Collection of data from an agreed sample population.
- Data analysis and presentation
- Validation of preliminary findings of the evaluation.
- Compilation of the draft and final reports
- Provide a detailed work plan and budget (budget should include professional fees, transport costs, accommodation and per diem rates)

KEY DELIVERABLES

- Inception report
- Work plan
- Approved methodology/evaluation strategy
- Two draft reports
- Presentation of initial findings to ZIMCODD
- Validation meeting with ZIMCODD and key stakeholders
- Submission of final report to ZIMCODD



DURATION OF THE ASSIGNMENT

The assignment is expected to run for 30 working days from the date the contract is awarded.

PAYMENT

Payment terms will be disclosed and agreed upon with the successful applicant.

ROLES ZIMCODD

- Provide all the necessary support that may be required by the consultant during the assignment.
- Support with the mobilisation of key participants for the evaluation process
- Availing relevant project documents
- Review and signing off of deliverables
- Payment of the consultant upon satisfactory completion of assignment stages as highlighted in number 5 above.
- All travel related costs, including but not limited to per diems, transportation, incidentals, accommodation, printing or otherwise must be provided for in the professional fee estimates and ZIMCODD reserves the right to check for reasonability, allocability and allowability of these costs.

REPORTING

For this assignment, the consultant will work closely with the MEL Officer while reporting to the Programmes Manager.

COMPETENCIES OF THE CONSULTANT

- Strong interpersonal and communication skills;
- Strong analytical, reporting and writing abilities;
- Openness to change and ability to receive/integrate feedback;
- Ability to plan, organize, implement and report on work;
- Ability to work under pressure and tight deadlines;
- Comprehensiveness of knowledge of project monitoring and evaluation
- Proficiency in the use of office IT applications and the internet in conducting research;
- Outstanding communication, project management and organizational skills;
- Excellent presentation and facilitation skills;
- Demonstrates integrity and ethical standards;
- Positive and constructive attitude to assignment;
- Display of cultural, gender, religion, race, nationality and age sensitivity and adaptability.

REQUIRED SKILLS AND EXPERIENCE

Educational Qualifications:

The consultant should meet the following professional expertise criteria:

- Advanced degree in a relevant area such as social sciences, monitoring and evaluation, project management, economics. development studies or an equivalent relevant qualification.

Experience

- More than 6 years' experience of conducting end of project evaluations in the area of democracy and good governance, public policy and public finance management;
- Demonstrated knowledge of evaluation strategies in local and international organisations
- Demonstrated knowledge on political, economic, social and gender dynamics in the Zimbabwe.
- Evidence of good data collection, report writing, analytical and presentation skills

HOW TO APPLY:

Interested and qualified applicants with relevant experience and expertise should respond to the call for expression of interest no later than 7 July 2023 (close of business) by email, to: consultantzim2023@gmail.com

Applications should include the following:

- 1.Expression of Interest (EOI) demonstrating the applicant's understanding of the assignment along with an appropriate budget proposal. (While the budget total is not a qualifying basis in the assessment, applicants are encouraged to demonstrate their capacity for the assignment by appropriately costing assignment activities efficiently and economically).
- 2.Profile of referenced past similar assignments by the consultant.
- 3.Detailed CVs of the lead applicant(s) and support team
- 4.Three (3) contactable professional references.
- 5.Proposed evaluation design and methodology
- 6.Evaluation timelines and data collection proposal

