



TERMS OF REFERENCE

Call for Technical and Financial Proposal to conduct End of Project Evaluation

1. Introduction

1.1. About TEN/MET

Tanzania Education Network/Mtandao wa Elimu Tanzania (TEN/MET) is a Network of 245 education Civil Society Organizations (CSOs), influencing the transformation of education and promoting equitable, inclusive and quality education in Tanzania since its inception in 1999. TEN/MET envisions a national education system through which all learners have the opportunity to access inclusive, equitable, and quality education. TEN/MET vision is collectively realized by proactively influencing and informing policy and practices that promote access to inclusive, equitable and quality education in Tanzania. Collectively we foster mutual collaboration with the government, development partners, civil society organizations, communities, parents and students for education for sustainable development.

Education is a fundamental right and a critical driver of social and economic development. Despite progress, many girls and boys still face significant barriers to completing their education due to factors such as poverty, gender-based discrimination, early marriage, child labor, and inadequate school infrastructure.

TEN/MET, with funding from the Malala Fund, implemented the project *Breaking Barriers to Girls' and Boys' Education to Improve Their Completion Rate, Minimize Dropout, and Enhance Academic Performance*. The project aimed to create an enabling environment for students, particularly marginalized girls and boys, to remain in school and succeed academically through advocacy, community engagement, and capacity-building initiatives.

As the project comes to an end, TEN/MET seeks to conduct an end-of-project evaluation to assess its overall effectiveness, impact, document key lessons learned, successes, and challenges to inform future project design and implementation as well as sustainability.

1.2. Project Overview

In 2023, TEN/MET partnered with the Malala Fund to implement a two-year project titled *"Breaking Barriers to Girls' and Boys' Education to Improve Their Completion Rate, Minimize Dropout, and Enhance Academic Performance."* The project has been implemented in Chemba District, Dodoma Region, covering eight schools—four primary schools (Kelema Balai, Kelema Maziwani, Mrijo Chini, and Soya) and four secondary schools (Chemba, Mrijo, Soya, and Kwamtoro).

1.2.1. Project Specific Objectives

The project aimed to enhance girls' retention and completion rates in primary and lower secondary education. Its specific objectives were:

- i. To raise community awareness on the importance of girls and [boys'] education and existence of re-entry guideline in the country.
- ii. To campaign for gender responsive budget and amendments of laws that undermine girls right to education.
- iii. To empower girls and boys with life skills education to address truancy, pregnancy, early marriage and harmful socio-cultural practices.

1.3. End of Project Evaluation

End of Project Evaluation is part of implementation of two-years' project aimed at assessing the extent to which the project achieved the intended targets, outcomes, challenges encountered and lessons learnt. The findings of the evaluation should be an input to the future project and inform a revised MEL strategy. The network therefore seeks for a consultant to conduct end of project evaluation to assess the implementation of the project from 1st April 2023 to 31st March 2025 and provide recommendations to realize the intended project objectives.

2. Purpose of the End of Project Evaluation

The purpose of the evaluation is to enable TEN/MET and Malala Fund to assess achievements of project objectives and learn what worked well and what could be adjusted and improved in the current socio-political context to draw conclusions, distill lessons learned, and more importantly build knowledge for the upcoming project phase.

Moreover, the evaluation will assess the performance of two years' Strategic objectives of the project against planned results. They will also assess the preliminary indications of potential impact and sustainability of results including the contribution to capacity development and achievement of Sustainable Development Goal 4 & 5. The findings and recommendations of the evaluation will inform TEN/MET's upcoming project phase III.

2.1. Main objective

The main objective of this evaluation is to assess the impact of the project during its two years' implementation towards its set of strategic objectives, outcomes and outputs [as defined in the log framework], identify challenges, lessons learned and provide recommendations for future programming.

2.2. Specific objectives:

- i. Assess the extent of achievement of the project's goals and objectives.
- ii. Evaluate the effectiveness, relevance, efficiency, and sustainability of the project activities.
- iii. Identify strengths, weaknesses, opportunities, and threats related to the project's implementation.
- iv. Provide recommendations for future improvements or modifications.

3. Evaluation scope

3.1. Scope

The end line evaluation will cover all project activities from 1st April 2023 to 31st March 2025. The evaluation will examine the results achieved and areas for future improvement. The evaluation will integrate human rights approach, gender equality perspective, disability inclusion and other non-discrimination issues as a cross-cutting concern throughout its methodology and all deliverables, including the final report.

3.2. Key guiding questions

The following key questions will guide the final project evaluation.

3.2.1. Relevance

- i. How was project aligned to international and national frameworks? The evaluation shall pay special attention to how the intervention is relevant to the national development strategy, particularly in relation to the implementation of SDG 4 &5, Education Sector Development Plan (ESDP), National five years' development plan 2021/22-2025/26, National Inclusive Strategy and Tanzania Vision 2025
- ii. To what extent have the project activities conformed to the needs and priorities of the beneficiaries, stakeholders and donor priorities or policies in the national political and socio-economic context?
- iii. How flexible has the project been in adapting to changing needs? In which aspects?
- iv. To what extent have the activities and outputs of the project been consistent with the overall goal and attainment of its objectives? Were the activities and outputs of each outcome consistent with the impacts and effects?

3.2.2. Effectiveness

- i. To what extent were the objectives achieved/during the timeframe of the project?
- ii. What factors have contributed to achieving or hindering the achievement of the intended outputs and outcomes?
- iii. To which extent has the project achieved its expected outcomes and agreed original or updated outputs?
- iv. What are the underlying factors beyond the control of the project that have influenced its performance?
- v. To what extent has the Network contributed to the Quality, Inclusive and equitable Education in Tanzania?
- vi. How can the learning systematically be brought back into the planning cycle and M&E plan?

3.2.3 Efficiency

- i. To what extent can the costs of the project activities be justified by its results?
- ii. What strategies did the project use to become more efficient over the course of its existence?
- iii. Were the organization resources managed in a transparent and accountable manner?
- iv. What were the results achieved versus resources invested [human, time, financials and equipment's]?
- v. Where the strategies cost effective and efficient in realizing the expected results?

3.2.4 Sustainability

- i. To what extent has the implementation of the project resulted in leveraging of knowledge and interventions to ensure sustainable impact?
- ii. What sustainability mechanism have been put in place to ensure sustainability of project outcomes? What are the other major factors that have influenced the project outcomes?
- iii. How sustainable is the progress made and the achievements?
- iv. What are the key factors that will require attention to improve prospects of sustainability of the project achievements for replication of the approach?
- v. What are key lessons learnt and best practices that can contribute to the knowledge base of the TEN/MET members, Secretariat, implementing partners and donors?

4. Methodology

The evaluation will employ a mixed-method approach. Data will be collected through the document review as well as interviews with project stakeholders to evaluate project implementation and performance and to make recommendations for the future project implementation.

5. Expected Deliverables:

The following deliverables are expected from the consultant:

5.1. Inception report

The consultant will prepare an inception report which details his/her understanding of the assignment. This is to ensure that the consultant and TEN/MET have a shared understanding in the production of the report. The inception report will include but not limited to the following;

- i. Preparation of a concept note which will lay out the methodology in details
- ii. Determine the instruments and methods to gather relevant information and data.
- iii. Determine the approaches and evaluation methods for the analysis and interpretation of data.
- iv. Develop a work plan- indicating timeline for conducting activities.

5.2. Draft report

The consultant will prepare a draft report for TEN/MET. The report will be submitted to TEN/MET for review and validation. Comments will be provided within 3 days after receiving the draft report. The report will be reviewed to ensure that the consultant meets the required quality criteria. The report shall be produced in English language.

5.3. Final report

The final report shall consist a maximum of twenty-five (25 pages without annexes) pages after incorporating comments provided by TEN/MET and be professionally proof -read and submitted within 5 days after receiving all comments.

6. Required expertise and qualification

An individual registered consultant/ firm with the following expertise and qualification should apply:

- i. A lead consultant with a minimum of Master's Degree in Education, Research, Development, Social sciences or related field, a PhD qualification in relevant field would have added advantage.
- ii. A multi-disciplinary team with hands on experience on project evaluation.
- iii. A firm/individual with a track record of developing and conducting various types of evaluation studies using qualitative and quantitative methods.
- iv. Demonstrate experience in the design and implementation of evaluations including the use of participatory methodologies.
- v. Demonstrate experience and skills in quality data collection and high-level data analysis using participatory methodology and triangulation.
- vi. At least 10 years of experience in working with educational organizations; Extensive experience in programme formulation, monitoring and evaluation.

- vii. Strong financial analytical and budget analysis skills. Ability to write high quality, clear, and concise reports.
- viii. Excellent written and verbal English communication skills.
- ix. The evaluator must be independent from the evaluation object and evaluated activities and have no stake in the outcome of the evaluation.
- x. A CV for each team member, it should contain a full description of relevant qualifications and professional work experience.

7. Other requirements

- i. The consultant must have a physical address and valid business license.
- ii. The consultant should have TIN and VAT certificates issued by the Tanzania Revenue Authority.
- iii. The consultancy should demonstrate that she/he has the capacity, capability and experience required to undertake the end term evaluation within 21 days.
- iv. The consultant should have at least 3 charity organizations or NGOs references among its client.
- v. Specify the evaluation duration, estimated cost and procedures.

8. Time frame for the final evaluation process

The final evaluation will be conducted from 9th to 27th April 2025 for a maximum of 21 working days. Upon signing of the contract, the consultant will be given the necessary working documents for reference and will be provided with all the necessary information.

9. Submissions/Applications

Interested candidates should apply by presenting the following documents:

- i. Letter of interest and confirmation of availability.
- ii. The technical proposal clearly explaining the outline on how to deliver the tasks and deliverables.
- iii. Sample performance evaluation reports or references of similar consultancy assignments (if available).
- iv. Technical and Financial proposal in separate application clearly marked technical proposal and Financial Proposal inclusive of all travel and subsistence costs in if any.
- v. Detailed CV of the Lead Consultant and Technical personnel to ascertain the technical capacity of the available workforce.

All submissions should be made via email: recruitment@tenmet.or.tz cc fgam@tenmet.or.tz. The deadline for submission is 7th April 2025.