



পল্লী কর্ম-সহায়ক ফাউন্ডেশন (পিকেএসএফ)

www.pksf.org.bd

Terms of References (ToR) for Interim Evaluation under Extended Community Climate Change Project-Drought (ECCCP-Drought) Palli Karma-Sahayak Foundation (PKSF)

Project Title	Extended Community Climate Change Project-Drought (ECCCP-Drought)
Project Duration	4 Years (48 months)
Project Area	Three Barind districts (Naogaon, Rajshahi and Chapainawabganj)
Development Partner	Green Climate Fund (GCF)
Accredited Entity	Palli Karma-Sahayak Foundation (PKSF)
Evaluation focus area:	Output, Outcome and Forward-looking Impact projection

1. Introduction and Project Background

The Extended Community Climate Change Project -Drought (ECCCP-Drought), funded by the Green Climate Fund (GCF), aims to promote a paradigm shift towards climate-resilient drought solutions in the North-Western region of Bangladesh. This region, particularly the Barind tract, is highly vulnerable due to over-abstraction, changing rain patterns, and persistent water scarcity. The project implements an Integrated Water Resources Management (IWRM) concept using the '4-R' (Reuse, Recharge, Recycle, and Reduce) approach.

Key interventions include the re-excavation of canals and ponds, and the installation of Managed Aquifer Recharge (MAR) systems to replenish groundwater. A Baseline Study (completed Dec 2024) and the first Real-Time Evaluation (RTE) have already been conducted. This Interim Evaluation serves as the mid-term assessment.

2. Purpose and Objectives of the Interim Evaluation

The purpose of this Interim Evaluation is to assess the project's progress towards achieving its main objective: to increase the resilience of climate-vulnerable communities in drought-prone areas of Bangladesh.

This objective is pursued through interventions covering:

1. Improved institutional and technical capacities to address climate change-induced drought.
2. Increased availability of surface and groundwater for irrigation and drinking.
3. Creation of drought-resilient livelihoods through sustainable agricultural production.

The Interim Evaluation will specifically assess progress and results performance contributing to the GCF Adaptation Results Areas (**ARA 1 – Most Vulnerable People and Communities** and **ARA 2 -Health, Well-being, Food and Water Security**) in alignment with GCF IRMF Core Adaptation Indicators **A1.1** (Direct beneficiaries with increased climate resilience) and **A2.1** (Increased ecosystem resilience / physical assets / natural assets secured or strengthened).



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3. Scope of Work

The Interim Evaluation will cover project activities implemented across all project outcome areas and geographical locations up to the end of the evaluation coverage window.

The scope includes:

- Measure the progress of quantitative indicators against established baseline values, taking into account the mid-term targets set in the approved IRMF of the ECCCP-Drought Project.
- Conduct field validation of all activities-such as pond and khal re-excavation and MAR system installations-as well as agricultural interventions, with a focus on assessing their outputs, outcomes, and overall impact.
- Forward Projection Analysis: Assessing whether the current trajectory of results is likely to achieve the GCF impact-level targets by project completion (endline). Note: This assessment is for trajectory likelihood only and will not propose revisions to the approved IRMF targets.
- The quantitative survey must be conducted using the **exact sample size is 1937 and sample scheme** as the Baseline Study.
- Water quality testing for 100 water points will be conducted based on a list of sampling locations provided by PKSf. The analysis will cover the following parameters: pH, EC, TDS, Temperature, Ca^{2+} , Mg^{2+} , Na^+ , K^+ , NO_3^- , PO_4^{3-} , SO_4^{2-} , HCO_3^- , Cl^- , Fe, Mn, and As.

4.0 Project Area: 14 most drought vulnerable and poverty stricken upazilas of Naogaon (Nine upazilas), Rajshahi (two upazilas) and Chapainawabganj (three upazilas) districts.

Table 1: Name of Upazilas and Districts under the Project

SL. No.	Upazilas	Districts
1	Naogaon Sadar	Naogaon
2	Niamatpur	
3	Patnitala	
4	Shapahar	
5	Porsha	
6	Mohadepur	
7	Dhamoirhat	
8	Manda	
9	Badolghachi	
10	Tanore	Rajshahi
11	Godagari	
12	Nachole	
13	Gomostapur	Chapainawabganj
14	Chapainawabganj Sadar	

5. Target Beneficiaries: Number of Direct beneficiaries are 215,000 and Indirect beneficiaries are all the people of the selected upazilas.

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6. Key Evaluation Questions (Matrix)

The Interim Evaluation must address the following key questions, aligned with GCF IEU Evaluation Criteria:

Dimension	Evaluation Questions	Evidence Source
Effectiveness	What level of progress has been achieved against Output and Outcome level Log frame indicators?	Baseline, RTE, M&E data, field survey data
Efficiency	Are the project interventions cost-efficient and producing timely benefits as planned in the operational timeline?	PMU data, cost review, implementation schedule
Relevance	Are the interventions aligned with the priority climate vulnerability (drought and water scarcity) of the target communities?	Project design document, field evidence, KIs
Relevance to ARA1 & ARA2	To what degree are the project interventions contributing to resilience outcomes under ARA1 (most vulnerable communities) and ARA2 (health, food & water security)?	Baseline, IRMF, survey data, community evidence
Impact Pathway Projection	Based on current progress, what is the likelihood that the targets for A1.1 and A2.1 are achievable by final evaluation? (Trajectory assessment only)	Baseline, IRMF, trend analysis, M&E data
Sustainability	Are irrigation, safe water, and drought-resilient agriculture practices likely to be sustained by community structures and farmers beyond project closure?	Qualitative data, institutional arrangement review, field validation

7. Methodology

The Interim Evaluation must employ a mixed-method approach including:

- **Quantitative Survey:** Rigorous household survey using the same sample size and sample scheme as the project Baseline Study.
- **Qualitative Data:** Key Informant Interviews (KIs) and Focus Group Discussions (FGDs) with beneficiaries, PKSf officials, Partner Organizations, and relevant local stakeholders.
- **Data Triangulation:** Mandatory triangulation between multiple datasets (M&E, Quantitative, Qualitative) to confirm findings.
- **Reporting:** All findings must be disaggregated by gender and other vulnerable groups (e.g., disability, poverty level).

The selected Consultancy Firm will be responsible for arranging all necessary logistics, field enumerators, devices, software, accessories, and field management.

8. Deliverables and Timeline

The total duration of the contract will be 90 calendar days. Key deliverables and tentative timelines are:

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Sl.	Activities	Deliverables	Nature of Deliverables	Submission Timeline
1	Submission of Draft Inception report and conduct Inception Meeting at ECCCCP-Drought Project, PKSf	- Draft Inception Report (including literature review, detailed work plan, methodology, and randomized sampling plan) - Draft questionnaires, Interview checklists/guidelines (IDI, KII, FGD) - Checklists for observational studies and case studies	Five (05) hard copies and one electronic copy	Within 15 days of contract signing
2	Submission of Final Inception report	- Final Inception Report - Final questionnaires - Final interview checklists/guidelines (IDI, KII, FGD) - Final checklists for observational and case studies	Two (02) hard copies and one electronic copy	Within 20 days of contract signing
3	Field-level Data Collection	- Cleaned quantitative questionnaires - Qualitative interview transcripts and completed checklists	Electronic copies (Word, Excel, SPSS, STATA, etc.)	Within 60 days of contract signing
4	Submission of Draft report Report and Dissemination Seminar/Presentation	Draft interim evaluation Report prepared as per agreed reporting outline	Five (05) hard copies and one electronic copy	Within 75 days of contract signing
5	Submission of Final interim evaluation report	- Final Study Report - Cleaned quantitative survey dataset - Qualitative interview transcripts and checklists - Data analysis and tabulation sheets	Five (05) hard copies and one electronic copy (Word, Excel, SPSS, STATA, etc.) including computerized datasets and transcripts	Within 90 days of contract signing

9. Reporting Outline:

The Final Report (Volume I) must include: Executive Summary, Methodology, Findings, Indicator Status Charts, Forward Projection Narrative, Conclusions, Evidence-based Recommendations and Annex.

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10. Qualification of the Firm/Institution and Team Composition for the Study:

a) Institutional (Firm-Level) Qualification Requirements

1. Core Technical Experience:

The firm must have a minimum of 15 years of proven experience in research consultancy or in providing technical support related to water resource management, groundwater assessment, hydrological investigations, groundwater level monitoring, climate change adaptation and mitigation, and Integrated Water Resources Management (IWRM) projects. The firm should also have relevant assessment experience in Managed Aquifer Recharge (MAR) system design, installation, monitoring, and performance assessment, as well as Rainwater Harvesting Systems (RWHS). Assessment experience in the Barind Tract (Naogaon, Rajshahi, and Chapainawabganj) is required, particularly in the areas of sub-surface geology, MAR-specific data acquisition (including recharge measurement, hydraulic data, and water quality).

The firm should have assessment experience and technical understanding in climate change adaptation and mitigation, water quality testing and water chemistry analysis, and performance assessment of water-related infrastructure.

The consulting firm must have successfully completed at least five (05) relevant assignments in areas such as water resource assessment, drought and climate change studies, feasibility assessments of water management projects, climate change adaptation and mitigation, crop diversification, drought-tolerant agricultural practices, drought vulnerability assessments, MAR performance evaluations, groundwater resource assessments, or analyses of water infrastructure performance. Only firms with such experience will be considered eligible for this assignment.

2. Evaluation and Research Experience

The firm must demonstrate: Minimum 10 years of experience in conducting surveys, assessments, reviews, and evaluations for development or donor-funded projects. Strong understanding of: Survey methodologies, Quantitative and qualitative research tools, Sampling design, data analysis, and interpretation, Proven experience producing high-quality analytical evaluation reports, preferably for climate-resilience or water-resource-focused projects.

3. Thematic Expertise

Preference will be given to firms with strong knowledge and practical experience in: Climate change adaptation, drought mitigation, and climate-resilient livelihood development, IWRM, watershed management, groundwater management, Working with rural communities, local institutions, and climate-vulnerable populations, Gender equality, social inclusion, and environmental safeguards

4. Additional Organizational Competencies:

Demonstrated ability to lead and manage multi-disciplinary technical teams, Strong coordination experience with: Government agencies, NGOs, Local stakeholders and community groups, Excellent communication (English & Bangla), documentation, and stakeholder engagement capacity, Evidence of published work or technical reports in: MAR, IWRM, Water quality, Climate change adaptation, Water resource management (Considered an added advantage)



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B. Key Personnel Requirements

The consulting firm must propose a competent team with the following specialists:

1. Team Leader

- Master's degree in Urban and Rural Planning / Geology / Climate Change / Environment / Development Studies / Statistics / Agriculture / Geography or a relevant field
- Preference will be given the person who have PhD in Environment / Disaster Management / Water Resource Management / Hydrology / Climate Change (preferable)
- Minimum 15 years' experience in development, climate change, or evaluation assignments
- Leadership in at least five (05) similar evaluations or research studies
- Strong command over research methodology, climate adaptation, and evaluation tools

2. Sociologist / Social Analyst

- Master's degree in Sociology / Anthropology / Development Studies / Social Welfare
- Minimum 10 years' relevant experience (socio-economic analysis, food security, community resilience, qualitative research)
- Proven publications/reports and strong analytical skills

3. Climate Change Expert

- Master's degree in Environmental Science / Disaster Management / Geography / Climate Change
- Minimum 10 years' experience in climate change, drought, adaptation, or related research
- Skills in GIS/Remote Sensing, watershed mapping, and climate data analysis
- Strong knowledge of qualitative and quantitative climate research methodologies

4. Hydro-Geologist

- Master's in Geology / Hydrogeology / Water Resource Engineering
- Minimum 10 years' experience in aquifer characterization, borehole logging, groundwater assessment, and hydrogeological surveys
- Experience in Barind region preferred

5. Agriculturist

- Master's in Agronomy / Agriculture / Irrigation Engineering / Agricultural Extension
- Minimum 10 years' experience in crop diversification, drought-resilient agriculture, and field-level agronomic assessment
- Experience in Barind region preferred

6. Statistician & Data Analyst

- Masters in Statistics / Economics / Anthropology; PhD preferred
- Minimum 10 years' experience in data management, quantitative analysis, and evaluation datasets
- Strong command of SPSS, STATA, R, Python, SQL, GIS
- Experience in at least three evaluation/survey assignments



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7. Field Coordinator

- Demonstrated experience in managing large-scale field data collection teams in North-West Bangladesh

8. Enumerators / Data Collection Team

- Entire data collection team must be arranged, trained, supervised, and managed by the firm.

C. Additional Requirements

- Fluency in English and Bangla
- Ability to work collaboratively with multi-disciplinary teams
- Experience working with climate-vulnerable rural communities
- Strong adherence to research ethics, safeguarding, and data protection standards

11. Mode of Payment Method

The payment for the service will be paid as follows:

- i) Thirty percent (30%) will be released after submission and acceptance of the inception report.
- ii) Thirty percent (30%) will be released after submission and acceptance of the draft final independent evaluation report.
- iii) The final instalment for forty percent (40%) will be released after submission and acceptance of the final report of the final independent evaluation report by PKSf along with data (soft copy).

Government Tax, VAT, etc. as applicable will be deducted at source by PKSf as per NBR (National Board of Revenue, Bangladesh) rules.

12. Ethical Standards and Data Ownership

The Consultancy Firm must ensure strict compliance with national research ethics, confidentiality, and data protection protocols. PKSf (Executing Entity) owns all data, tools, codes, and final datasets generated during this assignment.

13. Rights of PKSf

- (a) In case of consultant team/firm fails to provide service or perform under the terms and conditions of the contract by the agreed delivery dates, PKSf may, after giving the consultant team/firm reasonable notice to perform and without prejudice to any other rights or remedies, exercise one or more of the following rights.
 - Obtain all or part of the service or output from other sources or consultant/firm, in which event PKSf may hold the consultant team/firm responsible for any excess cost occasioned thereby.
 - Refuse to accept all or part of the service or output.
 - Terminate the contract.
- (b) Contract any or all references supplied by the consultant team/firm;
- (c) The consultant team/firm shall not assign this contract or sub-contract of any portion of it without the PKSf's prior written consent;
- (d) Request additional supporting or supplementary data (from the consultant team/firm);
- (e) Accept any proposals in whole or part;



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- (f) Negotiate with the most favourable consultant firm/firm (s);
- (g) PKSf reserves the right to make revisions to this ToR;
- (h) PKSf reserves the right to all aspects of monitoring and supervision of the consultant team/firm and other forms of support during the duration of the project;
- (i) PKSf reserves the right to reject any or all proposals.

Signature
19.11.2025
ড. মোঃ ফিরোজুর রহমান
সহকারী প্রকল্প সমন্বয়কারী (এমএলই)
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