

## **Ref# - -CARFRA-MEAL-GEDO-2026 - 1265 - Consultancy Service**

*Trócaire Somalia invites qualified and experienced consultants or firms to submit proposals to undertake an end-of-project evaluation of the School-linked Health, Immunisation & Essential Lifesaving Delivery (SHIELD) project implemented in Gedo Region, Somalia.*

*The evaluation will assess the extent to which the project has achieved its intended outcomes across health, nutrition, protection, and accountability, with a particular focus on the effectiveness of the integrated school–community–health facility model in improving service delivery, coordination, and uptake. It will also examine the quality of interventions, functionality of referral pathways, and the responsiveness of accountability mechanisms.*

*The assignment will adopt a mixed-methods approach, combining quantitative and qualitative data to generate actionable, evidence-based findings and recommendations to inform programme learning, adaptation, and future design.*

**Release Date: 21<sup>st</sup> April 2026. Deadline for Applications: 8<sup>th</sup> May 2026**

### **1. Introduction**

The School-linked Health, Immunisation & Essential Lifesaving Delivery (SHIELD) project is an integrated, multi-sectoral approach designed to improve access to essential health, nutrition, protection, and accountability services for school-aged children and surrounding communities in fragile settings. In Somalia, where preventable illness, malnutrition, and protection risks continue to affect vulnerable populations, Trócaire implements the SHIELD model to strengthen coordinated service delivery across schools, communities, and health facilities, improving access, utilisation, and quality of care.

In order to support evidence-based programming, learning, and accountability, Trócaire seeks to undertake an end-of-project evaluation of the SHIELD project. The evaluation will assess the performance, effectiveness, and contribution of the integrated model in achieving intended outcomes, while generating actionable findings and recommendations to inform programme adaptation, sustainability, and future design.

This document deals with:

- Section 2 Confidentiality
- Section 3 Profile of Trócaire
- Section 4 Scope of the work
- Section 5 Content and format of Tenders
- Section 6 General Terms and Conditions
- Section 7 Conflict of Interest
- Section 8 Intellectual Property
- Section 9 Termination of Contract
- Section 10 Evaluation of Tenders
- Section 11 Submission of Tenders.
- Section 12 Trócaire’s safeguarding policies

### **2. Confidentiality**

Trócaire will treat all information contained within submitted tenders as strictly confidential. The information provided will be used solely for the purpose of evaluating the tenders and determining the award of a contract, in accordance with the procedures outlined in this document.

### 3. Profile of Trócaire

Trócaire is the official overseas development agency of the Catholic Church in Ireland, established in 1973. Operating in over 17 countries worldwide, Trócaire supports vulnerable communities through humanitarian aid, development programming, and advocacy for social justice. The Somalia Country Programme contributes to this global mission by implementing integrated health, nutrition, and resilience-building interventions across the Gedo Region. This consultancy aligns with Trócaire's commitment to accountability, transparency, and sound project management, ensuring effective stewardship of resources in line with donor and internal compliance standards.

### 4. Scope of the Work

The consultant/firm will undertake an end-of-project evaluation of the SHIELD project to assess its performance, effectiveness, and contribution to achieving intended outcomes across health, nutrition, protection, and accountability sectors. The evaluation will examine the quality-of-service delivery, functionality of referral pathways, and effectiveness of coordination between schools, communities, and health facilities, as well as the accessibility and responsiveness of accountability mechanisms. Using a mixed-methods approach, the assignment will generate evidence-based findings on service utilisation, integration, and outcomes, while identifying key lessons, best practices, and factors influencing performance. The evaluation will also assess sustainability and scalability of the integrated model and provide practical, actionable recommendations to inform programme adaptation, learning, and future design, in line with ethical standards, safeguarding principles, and data protection requirements.

### 5. Content and Format of Tenders

To facilitate a transparent and efficient evaluation process, bidders are required to submit a complete and structured proposal comprising administrative, technical, and financial components. The technical proposal should demonstrate the bidder's understanding of the assignment, proposed methodology, relevant experience, and qualifications of key personnel, supported by appropriate evidence. The financial proposal should provide a clear and detailed budget breakdown aligned with the proposed approach and deliverables, indicating all applicable costs and taxes separately. All submissions must be well-organized, clearly labeled, and supported with relevant documentation, including CVs, references, and sample work, as outlined in this Request for Proposals. Failure to provide complete and compliant documentation may result in disqualification.

#### 5.1. Technical Proposal

**The Technical Proposal shall be concise and structured, and must include the following:**

**Understanding of the Assignment:** A clear demonstration of the bidder's understanding of the objectives, scope, and key evaluation questions.

**Methodology and Approach:** A detailed description of the proposed methodology, including data collection methods, sampling approach, data analysis plan, and justification for the chosen approach, ensuring alignment with mixed-methods evaluation.

**Work Plan and Timeline:** A realistic and detailed work plan outlining key activities, deliverables, and timelines for the assignment.

**Team Composition and Key Personnel:** CVs of proposed team members, clearly indicating qualifications, relevant experience, and roles in the assignment.

**Relevant Experience:** Evidence of previous similar assignments, particularly in public health, multi-sectoral evaluations, and humanitarian or fragile contexts, including references.

**Quality Assurance and Ethical Considerations:** Description of quality control measures, adherence to research/evaluation ethics, safeguarding standards, and data protection requirements.

**Sample Work:** At least two examples of similar evaluation reports or relevant work (extracts acceptable).

**Compliance Documents -**

- Valid company or individual registration certificate.
- Current tax compliance certificate.
- Signed Trócaire Safeguarding Declaration (to be completed upon selection).

**B. Financial Proposal**

The Financial Proposal shall be submitted as a separate document and must present a clear, detailed, and itemised budget aligned with the proposed methodology, work plan, and deliverables. The proposal should include:

**Professional Fees:** Daily or lump-sum rates for each team member, indicating level of effort (number of days).

**Cost Breakdown:** All costs associated with the assignment, including fieldwork, data collection, travel, accommodation, logistics, and any other operational expenses.

**Taxes and Charges:** All applicable taxes (e.g., VAT) must be clearly indicated separately.

**Currency:** All prices should be quoted in USD (unless otherwise specified).

**Price Validity:** The financial proposal must remain valid for a minimum of 120 days from the submission deadline.

- The proposal should clearly state the total contract amount and payment schedule aligned with deliverables.
- **Payment Terms** – proposed milestones, including any advance payment, progress billing, and final payment.
- **Proposal Validity** – confirmation that the financial proposal remains valid for **120 days** from submission deadline.

**5.1. Format Requirements**

- All proposals must be typed, paginated, and submitted in English.
- The Technical and Financial Proposals must be separate documents clearly marked as such.
- Submissions must be signed by an authorized representative of the bidding firm.
- All Proposals (Technical and Financial) shall be via electronic submissions, must be in PDF format with no alterations permitted after submission.

**5.1** All shortlisted applicants will be invited to a virtual interview immediately after deadline date to present their key points to the Tender Committee and answer any relevant questions.

**6. General Terms and Conditions**

- a) Trócaire does not undertake to accept the lowest priced or any tender received.
- b) Trócaire reserves the right to:
- c) Accept none of the proposals submitted.
  - i. Re-advertise or republish this Request for Tenders.
  - ii. In the event that no proposal is accepted, Trócaire shall be free to make such alternative arrangements as it deems necessary for the provision of the required services.
- d) Trócaire will not be liable for any costs or expenses incurred by tenderers in the preparation or submission of their proposals.
- e) Tenderers are required to maintain strict confidentiality in respect of the services being procured and the tendering process.

- f) Any resulting contract shall be deemed to have been made in Ireland, governed by Irish law, and subject to the exclusive jurisdiction of the Irish courts.
- g) The Standard Terms and Conditions, to which Trócaire expects all suppliers to adhere, are attached in **Appendix 1**.
- h) The Suppliers' Code of Conduct, which all suppliers and service providers are expected to respect and comply with, is attached in **Appendix 2**.

## 7. Conflicts of interest

- 7.1 Any conflicts of interest involving an applicant must be fully disclosed to Trócaire. Failure to disclose a conflict may disqualify an applicant or invalidate an award of the contract. Applicants are required to declare any current or past work which might reasonably be considered to represent a conflict of interest. It will be for Trócaire to decide if a material conflict of interest exists and applicants in doubt in this regard should seek the advice of Trócaire.
- 7.2 Advice provided to Trócaire must be accompanied by a statement that there is no conflict of interest involving the applicant. In the event where there is a conflict, Trócaire reserves the right to retain another firm of solicitors to provide the advice, for that issue alone.

## 8. Intellectual Property

Any concept, guidelines or other material developed during the contract will be considered the property of Trócaire and may be used by Trócaire at any time.

## 9. Termination of Contract

- 9.1 Trócaire reserves the right to terminate the contract at any stage on payment of reasonable and agreed costs accrued to the date of termination. The contract may be terminated by either party on giving one month's written notice or a shorter notice period if both parties agree.
- 9.2 If at any stage during the contract, the work being undertaken by the tenderer is found to be unsatisfactory, the contract may be terminated by Trócaire. In the event of such a termination, the tenderer will only be entitled to receive payment in relation to the acceptable work done. The computation of such payment shall be based on the extent of approved work carried out to the date of termination valued, by use of the costs used in the tender submission.

## 10. Evaluation of Tenders

All submitted proposals will be evaluated in a fair, transparent, and competitive manner in accordance with Trócaire's procurement and consultancy selection procedures. The evaluation will be conducted by a designated Tender Evaluation Committee comprising representatives from the Supply Chain, Finance, and Programme departments.

The **Technical Evaluation** of the written proposal shall carry a **maximum of 70 points (70%)**. Only bidders meeting the minimum technical threshold and shortlisted accordingly will proceed to the **Oral Interview stage (35 out 70%)** and subsequent Financial Evaluation (**30%**).

The evaluation process will be carried out in four (4) stages:

### 10.1. Stage 1: Administrative Screening (Compliance Check).

All submitted proposals will first undergo an administrative and compliance screening to verify completeness and adherence to the mandatory requirements outlined in this Request for Proposals. Proposals that fail to meet any of the requirements at this stage will be considered non-responsive and will not proceed to technical evaluation.

**The administrative screening will assess, at a minimum, the following:**

- Submission of a complete proposal (Technical and Financial proposals submitted separately)

- Inclusion of all required supporting documents (e.g., company profile, registration documents, tax compliance, CVs, sample work)
- Confirmation of proposal validity period (minimum 120 days)
- Compliance with the required format and submission instructions
- Signed acceptance of Trócaire’s Terms and Conditions and Supplier Code of Conduct
- Disclosure of any conflict of interest

Only proposals that pass the administrative screening stage will proceed to the detailed technical and financial evaluation.

### 10.2. Stage 2: Technical Evaluation (70%).

The Technical Proposals of compliant submissions will be evaluated based on the following criteria and weights:

Main Criteria	Sub-Criteria	Evaluation Question & Scoring Bands (Scores Infused)	Max Score
<b>Relevant Experience &amp; Past Performance</b>	Similar evaluations conducted (number & relevance)	<b>Number of verifiable similar evaluations completed by the bidder in the last five (5) years in public health, multi-sectoral, or humanitarian contexts, supported by reports and references? Scoring:</b> 0 = None; 3 = 1 assignment; 6 = 2–3 assignments; 8 = 4–5 assignments; 10 = ≥6 assignments	10
	Experience in Somalia / fragile contexts	<b>Extent to which the bidder demonstrates experience conducting evaluations in Somalia or similar fragile and humanitarian contexts? Scoring:</b> 0 = None; 2 = Limited; 3 = Moderate; 5 = Extensive and relevant experience	5
	Experience in integrated/multi-sectoral programmes	<b>Extent to which the bidder has experience evaluating integrated programmes (health, nutrition, protection, education)? Scoring:</b> 0 = None; 2 = Limited; 3 = Moderate; 5 = Strong and relevant experience	5
	References & sample work	<b>Number and quality of submitted evaluation reports and verifiable references demonstrating previous performance? Scoring:</b> 0 = None; 2 = Weak/irrelevant; 3 = Adequate; 5 = Strong and highly relevant	5
<b>Methodology &amp; Technical Approach</b>	Understanding of the assignment	<b>Extent to which the bidder demonstrates a clear understanding of the ToR, evaluation objectives, and key questions? Scoring:</b> 0 = Poor/none; 3 = Limited; 5 = Adequate; 7 = Strong and clear understanding	7
	Evaluation design & methodology	<b>Quality and appropriateness of the proposed evaluation design, including mixed-methods approach, sampling, and analytical framework? Scoring:</b> 0 = Not provided; 4 = Weak; 7 = Adequate; 10 = Robust, well-justified, and context-appropriate	10
	Data collection & analysis plan	<b>Adequacy of proposed tools, data sources, and analysis methods (quantitative and qualitative)? Scoring:</b> 0 = Not provided; 3 = Weak; 5 = Adequate; 8 = Strong and comprehensive	8
	Work plan & feasibility	<b>Realism and feasibility of the proposed work plan, timelines, and deliverables? Scoring:</b> 0 = Not provided; 2 = Unrealistic; 3 = Acceptable; 5 = Clear, detailed, and feasible	5
<b>Team Composition &amp; Key Personnel</b>	Team leader / Lead consultant	<b>Extent to which the lead consultant meets required qualifications and experience in similar evaluations? Scoring:</b> 0 = Not provided; 3 = Limited; 5 = Adequate; 7 = Highly qualified and experienced	7
	Team composition & expertise	<b>Adequacy and complementarity of the proposed team in covering required technical areas (health, nutrition, protection, PMEAL)? Scoring:</b> 0 = Weak; 2 = Partial; 3 = Adequate; 5 = Strong and well-balanced team	5

	Experience in mixed-methods and PMEAL	<b>Extent to which the team demonstrates strong expertise in mixed-methods research and evaluation approaches? Scoring: 0 = None; 2 = Limited; 3 = Adequate; 5 = Strong and demonstrated expertise</b>	5
<b>Ethics, Quality Assurance &amp; PSEA</b>	Ethical considerations & data protection	<b>Extent to which the proposal demonstrates adherence to research ethics, safeguarding, and data protection requirements? Scoring: 0 = None; 2 = Basic; 3 = Adequate; 5 = Strong and compliant approach</b>	5
	Quality assurance mechanisms	<b>Adequacy of measures to ensure data quality, validation, and reliability? Scoring: 0 = None; 2 = Basic; 3 = Adequate; 4 = Strong and structured</b>	4
	PSEA compliance and safeguarding	<b>Extent to which the bidder demonstrates commitment and capacity to prevent and respond to Sexual Exploitation and Abuse (SEA)? Scoring: 0 = No evidence; 2 = Basic; 3 = Partial; 4 = Adequate; 5 = Strong and comprehensive</b>	5
<b>Local Context &amp; Operational Capacity</b>	Understanding of local context	<b>Extent to which the bidder demonstrates knowledge of Somalia context, including operational, cultural, and security considerations? Scoring: 0 = None; 2 = Limited; 3 = Adequate; 5 = Strong contextual understanding</b>	5
	Field implementation capacity	<b>Demonstrated capacity to conduct fieldwork, stakeholder engagement, and data collection in the target areas? Scoring: 0 = None; 2 = Weak; 3 = Adequate; 4 = Strong capacity</b>	4
<b>TOTAL TECHNICAL SCORE</b>			<b>100</b>

**Key Notes:**

1. **Technical Score = 100 points → prorated to 70%**
2. **Minimum Pass Mark = 70/100 (or 49/70)**

Only bidders meeting the pass mark proceed to financial evaluation (30%)

**10.3. Oral Interviews:**

Shortlisted bidders will be invited to an oral interview to assess their understanding of the Terms of Reference, proposed methodology, team capacity, and ability to deliver the assignment in the Somalia context. The interview will evaluate methodological rigor, practicality, risk management, communication skills, and the consultant’s capacity to translate findings into actionable recommendations.

**10.4. Stage 3: Financial Evaluation (30%)**

The Financial Proposals of technically qualified bidders will be opened and evaluated for cost-effectiveness, completeness, and clarity. The lowest-priced, technically compliant offer will receive the highest financial score.

**Final Selection and Award**

The final ranking will be determined based on the **combined weighted score** of the technical and financial evaluations:

$$\text{Final Combined Score} = (\text{Technical Score} \times 0.70) + (\text{Financial Score} \times 0.30)$$

The consultant or firm achieving the highest overall score will be recommended for award. Trócaire reserves the right to negotiate, accept, or reject any proposal, and to annul the procurement process at any stage without incurring any liability.

**10.5. Combined Assessment**

- The final selection will be based on the proposal that demonstrates the best balance of technical quality and financial competitiveness, ensuring value-for-money while meeting Trócaire's professional standards and compliance requirements.

10.6. During the evaluation period clarification may be sought in writing from tenderers. Responses to requests for clarification may not materially change any elements of the tenders submitted.

10.7. No unsolicited communications from tenderers will be entertained during the evaluation period.

#### 10.8. Estimated timelines

- Request for Proposals Issued: **21st April 2026**
- Clarification Deadline: **28th April 2026**
- Deadline for Submission of Proposals: **8th May 2026 (5:00 PM EAT)**
- Evaluation of Proposals: **12th – 16th May 2026**
- Notification & Contracting: **19th – 23rd May 2026**
- Commencement of Assignment: **1st July 2026**

### 11. Submission of Proposals

Your proposal, marked **“Ref: SOM-CARFRA-MEAL-GEDO-2026 - 1265 - Consultancy Service”** must be submitted by email to [tenders\\_som@trocaire.org](mailto:tenders_som@trocaire.org) no later than **8th May 2026 (5:00 PM EAT)**.

Proposals should be submitted in two separate PDF files - **one clearly labelled Technical Proposal and the other Financial Proposal**. Late or incomplete submissions will not be considered.

Shortlisted applicants may be invited to a presentation with the Tender Evaluation Committee to highlight key aspects of their proposal and respond to clarifications.

All enquiries regarding this tender should be directed by email only to [procurement-som@trocaire.org](mailto:procurement-som@trocaire.org).

### 12. Appendices

- Appendix 1 - Standard Terms and Conditions for procurement  
[https://www.trocaire.org/sites/default/files/trocaire\\_general\\_tcs\\_for\\_procurement.pdf](https://www.trocaire.org/sites/default/files/trocaire_general_tcs_for_procurement.pdf)
- Appendix 2 - Suppliers Code of Conduct  
[https://www.trocaire.org/sites/default/files/trocaires\\_supplier\\_code\\_of\\_conduct\\_v2\\_07.2019.pdf](https://www.trocaire.org/sites/default/files/trocaires_supplier_code_of_conduct_v2_07.2019.pdf) .
- Terms of Reference.

#### **Terms of Reference for End of Project Evaluation**

#### **About Trocaire**

Trocaire is an Ireland based INGO working in over 20 countries. Trocaire with its partners work with some of the world's poorest people, supporting women, men and communities for long term change.

Trocaire has been active in Gedo region of Somalia since 1992, providing comprehensive, safe and inclusive humanitarian and development programmes by integrating health, nutrition, WASH, protection, resilience and basic education in the Gedo region of Southern Somalia, with recent expansion in Kismayo district, Lower Juba region, Jubaland state.

In recent years, Trocaire Somalia has diversified its programs by engaging communities in developing sustainable solutions to immediate humanitarian needs, employing a resilience/transformational approach. This involves capacity-building for local actors, supporting women's leadership, and enhancing their participation in decision-making processes. Additionally, the organization works in remote environments, aiming to empower women's groups and community-based organizations (CBOs) at the district level.

Recognized as the primary health supporter in Gedo, Trocaire Somalia work in coordination with key stakeholders (Ministry of Health, District Health Boards, national and regional clusters), to ensure essential life-saving services and inclusive programming for the most vulnerable, including internally displaced persons, women, children, and people with disabilities, in five districts: Belet Hawa, Dollow, Luuq, Garbaharey, Ceelwaaq and Burdhubo; with intervention in Kismayo.

More information about Trocaire is available at [www.trócaire.org](http://www.trócaire.org)

## Background

Trocaire Somalia, with funding support from Secours Catholique – Caritas France (SCCF), is implementing an integrated initiative titled **School-linked Health, Immunisation & Essential Lifesaving Delivery (SHIELD)** in Gedo Region, Somalia. The SHIELD project introduces a first-of-its-kind school-linked model that strengthens access to essential health, nutrition, protection, and accountability services for school going children and surrounding communities in **Balad-Hawa and Dollow districts**.

The intervention aims to improve the wellbeing of school-aged children and their families by delivering coordinated services across four result areas: Health, Nutrition, Protection and Accountability.

The intervention brings together a diverse range of stakeholders essential to its successful implementation, including multi-sectoral teams across programmes for **Trocaire Somalia, education stakeholders**, including ministry of education representatives at district level, teachers and community education committees (CEC) who participate in delivering school-linked interventions and sector updates relevant to the project's integrated model, **local authority and community focal points** who contributes to community awareness activities reflecting the central role of community structures in project oversight and implementation. This is in addition to the **wider community** who are part of the project participants. Together, these stakeholders form a coordinated ecosystem that drives the SHIELD project's integrated approach.

## Scope and evaluation questions

The evaluation will determine the extent to which the SHIELD project achieved its primary goal of reducing preventable illness, acute malnutrition, and protection risks, and expanding access to integrated, quality health, nutrition, and protection services across facilities, communities, and schools.

The evaluation will assess the performance and quality of core health, nutrition, and protection interventions while examining on the effectiveness of school, facility, community linkages in improving coordination and service uptake in addition to the functionality, inclusiveness, and responsiveness of the feedback and complaints mechanism. Further, the evaluation will assess and inform on the project management and collaboration with government and school structures.

The evaluation will document key lessons, innovations, and opportunities for sustainability and scalability, while applying relevant DAC criteria on effectiveness, impact, and sustainability.

In this regard, the evaluation will be answering on below questions:

- a. To what extent has the project achieved its intended health, nutrition, and protection outcomes?

- b. How effectively were the integrated services delivered to target communities?
- c. How did the integration of schools, particularly as an entry point, contributed to the achievement of the project outcomes?
- d. How well did the integrated school-community-health facility model enhance coordination, service uptake, and multisectoral results?
- e. How effective, inclusive and accessible was accountability mechanisms, particularly the FCHM, in supporting quality and adaptive implementation?
- f. What lessons, innovations, and sustainability or scalability opportunities emerged?
  - i. What aspects of the integrated education, community, health, protection and accountability were most effective, and why?
  - ii. What contextual including from target communities and operational factors that influenced the success or limitations of delivering integrated services?
  - iii. What key lessons and innovations from the intervention can be applied, scaled, or strengthened in future programming within similar humanitarian contexts?

The evaluation findings will be disaggregated based on different project participants (communities, schools & health facilities stakeholders) while drawing comparison and difference from the target locations of implementation, alongside different levels of sectorial integration. The findings will be reviewed collaboratively between the consultant and Trocaire team to confirm evidence, clarify emerging insights, and refine recommendations. The evaluation findings will be validated through a participatory process involving debrief sessions with Trocaire programme teams, to ensure accuracy and shared interpretation of results. Once validated, the final findings will be disseminated through tailored formats, including presentation briefs, stakeholder workshops, and community-friendly summaries, targeted to programme teams, education and health authorities, school structures, and community groups. These findings will be used to inform decision-making, strengthen integrated programming models, guide adaptation of ongoing interventions, and support learning across Trocaire Somalia and partner institutions to enhance future programme design and implementation.

## Methodology

While Trocaire suggests consideration of the following mixed methodology to collect the relevant data, the consultant is expected to determine the final methodological approach for presentation and approval during the inception phase. Final approval will be made by Trocaire.

The evaluation is expected to be based on the findings and factual statements identified from review of relevant documents including the project document, which include both periodical and technical reports produced by the project. Trocaire will provide the consultant with all available project documentation at the beginning of the consultancy. The project integration approach as indicated in the scope and the implementation context shall also be key component of the project evaluation. The consultant will also undertake field visits and interview project participants alongside engaged stakeholders from Schools, Health facilities and community leadership etc, reflecting on their opinions, expectations and vision about the contribution of the project towards the achievement of its objectives.

This is through a mixed-methods approach that integrates quantitative and qualitative evidence to generate a comprehensive understanding of project performance. Quantitative analysis will draw on Trocaire database & EMR platforms, DHIS2 and school-based records to measure service uptake indicators such as EPI coverage, primary healthcare utilisation, MUAC screening rates, OTP/TSFP enrolment and outputs, participation in psychosocial support activities, and FCHM usage and resolution timelines. Complementing this, qualitative inquiry through focus group discussions and key informant interviews with caregivers, adolescents, teachers, community health workers, nurses, and Protection Assistants will explore service acceptability, barriers related to gender norms, access, safety, and perceived changes in wellbeing and service quality. The evaluation will also include a protection systems review to map and test the functionality, timeliness, confidentiality, and survivor-centred nature of child-protection referral pathways, alongside an accountability review assessing the

accessibility, child-friendliness, and effectiveness of the FCHM, including evidence of how community feedback informs programme adjustments.

The methodology must consider participants’ safety throughout the evaluation as well as research ethics. Alongside Trocaire data protection policy, the General Data Protection Regulation at Country level and global, will guide in ensuring data ethics for any information to be collected, stored and used for the purpose of this evaluation and the project at large. Trocaire is committed to ensuring all Personal Data is processed in line with Data Protection principles and good practices. This includes lawfulness, fairness and transparency, with purpose limitation, data minimisation, accuracy of the information collected, storage limitation, security integrity and confidentiality. All individual rights with regards to data protection will be observed during the evaluation. Appropriate digital data collection platform (CommCare, Kobo Collect, etc.) will be determined by the consultant and with final approval by Trocaire in consideration to data quality, protection and ethics.

The above-described methodology is indicative where the consultant is expected to provide a detailed methodology and workplan. This is in addition to collect additional data with consideration on data quality, protection and ethics, to further inform the evaluation.

### Schedules/Timeline

The assignment is anticipated to take a period of **eight weeks** and tentatively, anticipated to commence in July 2026.

Evaluation activities	Suggested Schedule
Conducting inception meeting for commencement of the consultancy service	1 <sup>st</sup> July to 8 <sup>th</sup> July
Understand of the project approach, desk review of program activities, reports ad hoc meetings and related documentations	9 <sup>th</sup> July to 15 <sup>th</sup> July
Development of an Inception Report, outlining the activity workplan, the methodology for data collection and analysis plan	12 <sup>th</sup> July to 19 <sup>th</sup> July
Field level data collection, both quantitative and qualitative alongside coordination of the data collection process.	20 <sup>th</sup> to 29 <sup>th</sup> July 2026
Data cleaning, analysis, and development of preliminary findings based on the above highlighted scope of evaluation.	2 <sup>nd</sup> August to 13 <sup>th</sup> August 2026
Drafting of the Final Evaluation Report and Validation.	13 <sup>th</sup> August to 20 <sup>th</sup> August 2026
Finalization and dissemination of the findings.	23 <sup>rd</sup> August to 31 <sup>st</sup> August 2026

This timeline will be further refined, discussed, and mutually agreed upon with the consultant, including any adjustments required to accommodate unforeseen circumstances.

### Deliverables

#### Inception Report

The inception report shall include the following elements:

- Detailed description of the methodology for the evaluation
  - Data collection methods
  - Data collection tools

- Sampling
- Approach to quality control
- Data analysis methods
- Detailed workplan
- Analysis of anticipated limitations and mitigation measures

### **Final Evaluation report**

- Executive summary,
- Background,
- Methodology,
  - Limitations,
- Findings,
- Conclusion
  - Lessons learned,
  - Best Practices,
- Recommendations
- Annexes

### **Expertise**

The consultant should have the following background:

- Post- graduate qualifications in development/humanitarian studies or relevant area
- Proven expertise and experience in the PMEAL sector in an international NGO environment.
- At least 5 years' experience working in Somalia, particularly the Gedo region.
- Demonstrated experience in evaluating integrated or multi-sectoral programmes (e.g. education–health–nutrition–protection linkages).
- Experience in assessing service delivery systems, referral pathways, and coordination mechanisms
- Strong track record in learning-focused evaluations, including producing practical, actionable recommendations for programme design and scale-up
- Prior experience of undertaking PMEAL methods and approaches in **at least TWO** of the following sectoral areas:
  - Health & Nutrition,
  - Education, and
  - Protection.
  - Excellent communication, facilitation, analytical, communication and presentation skills.
- Excellent knowledge of the Somalia context, especially in terms of security, and culture is required
- Proven expertise in a Results Based Management (RBM) approach to MEAL.
- Strong knowledge of Core Humanitarian Standards

The consultant shall identify a focal point for communication and reporting purposes, with appropriate skills and experience. During the inception meeting, the focal point should submit a full contact list of all those involved in the evaluation.

### **Application Process**

To apply, please submit an expression of interest outlining:

- How you meet the skills and experience outlined above. Please be specific to the sectoral areas, methodologies and PMEAL outputs described in the ToR,
- Experience of undertaking similar processes in the Gedo region,
- Language skills,
- Consultancy availability,
- Leading consultant short curriculum vitae summarising your experience and qualifications relevant to this work.

Leading consultant is requested to include the following in the application:

- CV(s) of the personnel deployed (including field team) to support the consultancy,
- Organogram of the team structure (where the consultancy works with a team/a firm),
- Sample from previous work (max. 10-20 pages) from at least 2 separate projects,
- Technical Proposal including a detailed methodology, proposed budget breakdown, and filled in workplan, signed and stamped by the consultancy based on deliverables

Please note that the consultancy will have to comply with all government rules and will be responsible for government taxes.

By undertaking this evaluation, consultants are expected to abide to humanitarian principles and to ensure the confidentiality of the data collected. It is also demanded that consultants follow at all times Trocaire's Security Plan and Code of Conduct.

All data collected as part of this evaluation will remain Trocaire's property. By the end of the final evaluation, the consultancy shall submit all Trocaire/project related documentation back to Trocaire management. The Final External Evaluation Report produced under the present contract shall not be shared externally without Trocaire's prior written approval.

Trocaire will not take the responsibility of the transportation, access, accommodation and food-related expenses. It is the sole responsibility of the evaluator to take the appropriate measure to ensure access and lodging of the team on the field.

To ensure equal treatment of applicants, Trocaire cannot give a prior opinion on the eligibility and selection of bidders.

Any offer submitted after the deadline will be automatically rejected. Any missing document will lead to the direct disqualification of the applicant.

Offers that do not comply with the overall length and deadline of the assignment (as provided above), do not include field visits and/or do not plan to assess the aspects under the evaluation scope will be disqualified.

Any error or major discrepancy related to the instructions listed in the Terms of Reference may lead to the rejection of the bid.

