



Expressions Of Interest (EOI)



Ministry of Agriculture, Livestock, Lands and Irrigation Smallholder Agribusiness and Resilience Project (SARP)

The Smallholder Agribusiness and Resilience Project, funded by IFAD and Sri Lanka, aims to improve market access and resilience for 40,000 rural households in climate-affected 5 districts. We have already done a Baseline Survey and Mid-Line Survey (MLS) is a crucial part of the project's Monitoring & Evaluation plan, assessing key indicators and providing insights into intervention effectiveness, aiding project management in understanding beneficiaries' impact and long-term development benefits.

Calling EOI for Hiring

A Consultancy Firm for Midline Survey of Smallholder Agribusiness and Resilience Project

The closing date for the submission of EOI will be **30th March 2025**

Please visit www.sarp.lk for more details about the TOR and the application procedure.

**Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

16th March 2025



Expressions of Interest (EOI)

DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA

Smallholder Agribusiness and Resilience Project (SARP)

Ministry of Agriculture, Livestock, Lands and Irrigation

Hiring a Consultancy Firm for the Midline Survey of Small Holder Agribusiness and Resilience Project

Ref: SARP/CS/QCBS/Midline/2025/375

Development Objective: The goal of SARP will be to contribute to Sri Lanka's smallholder poverty reduction and food security in the dry zone region. The development objective is to build resilience and market participation of 40,000 rural smallholder households in the project area (180,000 persons).

Project Area: SARP will focus on priority districts (Puttalam Kurunegala, Matale, Anuradhapura, Vauniya and Mannar) in the North, North-Central, Central, and North-Western provinces of the dry zone. The project will focus on rehabilitation of selected 260 tanks forming water management cascades in three river basins – the Malwathu Oya, Mi Oya and Deduru Oya - identified jointly with the Department of Agrarian Development (DAD) as most vulnerable, ecologically and socially. The selected cascades are located in the so called 'hot spot' geographical areas where farmers and farming livelihoods are highly exposed and vulnerable to increasing climatic variability.

Objectives and the Scope of the Assignment

This assignment is to track the following mentioned indicator achievement of the SARP as referenced in the results framework by conducting indicator tracking survey 2025 after the Project officially started on 10th June 2021.

Consultant/ Consultant Firm should collect representative sample, which can elaborate project targeting strategy and objectives in meaningful manner. Further, proposed methodology is considered for evaluation.

The Project Procurement Consultants Committee (CPCP) on behalf of the Smallholder Agribusiness and Resilience Project (SARP) now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services.

The following factors are considered when shortlisting the organizations as qualified firms for calling proposals for specific assignments in the year 2025.

- Business registration evidence
- Experience of the firm with evidence
- Experience of the firm in dealing with similar assignments with evidence
- Team composition of the firm (at present)

The selection process will be conducted using Quality and Cost Based Selection (QCBS) as laid out in the IFAD Procurement Handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement. Consultant Firm/ Consultant may associate with other firms in the form of joint venture or a sub-consultancy to enhance their qualifications.

Expressions of Interest (EOI) must be delivered to the address below by hand or by registered post on or before 4.00 p.m. on 30th March 2025.

Please mark “Midline Survey” on the top of Left-Hand corner of the envelop. Only the short-listed consultants will be contacted for future assignments.

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Smallholder Agribusiness and Resilience Project (SARP)
Procurement Division (4th floor)
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Smallholder Agribusiness & Resilience Project (SARP)

**Terms of Reference for
Consulting Services**

for

Mid Line Survey (MLS) for SARP

Ref No: *[insert ref #]*

Submission date:

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Terms of Reference

Hiring of Consultancy Firm to Track the Indicators of the SARP by conducting Mid Line Survey (MLS) covering Project Districts - 2025 for Smallholder Agribusiness and Resilience Project (SARP)

Background Information

Development Objective: The goal of SARP will be to contribute to Sri Lanka's smallholder poverty reduction and food security in the Dry Zone region. The development objective is to build resilience and market participation of 40,000 rural smallholder households in the project area (180,000 persons).

Project Area: SARP will focus on priority districts in the North, North Central, Central, and North West provinces of the dry zone. The project will focus on selected 260 tanks forming water management cascades in three river basins – the Malwathyu Oya, Mi Oya and Deduru Oya - identified jointly with the Department of Agrarian Development (DAD) as most vulnerable, ecologically and socially. The selected cascades are located in the so called 'hot spot' geographical areas where farmers and farming livelihoods are highly exposed and vulnerable to increasing climatic variability.

Target Group: SARP will target three categories of households – the extreme rural poor, poor with potential to sell in local markets and more commercially oriented smallholder farmers. The extreme poor include non-labour constrained households that are rain fed producers, with small fragmented holdings, and the landless. Both categories are food insecure. The main category of farmers will be moderately poor households that are economically active in agriculture and are located in cascades with minor irrigation systems. These farmers have holdings of less than 1 hectare that produce surpluses of rice, depending on the water availability and during the yala season some cash crops, albeit the level of marketed sales is usually low. The households are at risk of slipping into the lower ranks of poverty and food insecurity due to climate and economic shocks. The better-off farmers (with holdings of between 1-2 ha.) and other value chain actors are more commercially oriented and play an important role in value chain development. Other vulnerable groups include households suffering severe malnutrition, disabled persons and ex-combatants. The targeting mechanisms include: (i) geographic targeting, (ii) self-targeting; and (iii) direct targeting.

SARP Components and Sub Components

Component 1 Capacity building for climate resilience and inclusive value chains

Sub Component 1.1: Strengthening adaptive capacity of service providers and farmers to climate change

1.2: Strengthening capacity for inclusive value chain development.

Component 2 Investments for climate resilience and inclusive value chains

Sub Component 2.1 Investments for climate resilient production and infrastructure

2.2: Investment for inclusive value chain development.

Component 3 Project Management and Coordination

Component 1 will be implemented through two sub-components: 1.1: Strengthening adaptive capacity of service providers and farmers to climate change and 1.2: Strengthening capacity for inclusive value chain development. The objective of sub-component 1.1 is to strengthen the capacity and skills of local service providers, water user associations, watershed management organizations and farmers to adapt to climate resilience. The objective of sub-component 1.2 is to strengthen capacity for inclusive value chain development through trainings in nutrition, business management, finance and marketing for Producer Organizations, Self Help Groups and individuals to improve nutrition, access markets and enhance their income.

Component 2 will be implemented through two sub-components: 2.1: Investments for climate resilient production and infrastructure and 2.2: Investment for inclusive value chain development. The objective of sub-component 2.1 is to enhance climate resilience and promote better production conditions through investments in the construction of water and land development and adaptive farm technologies. The objective of sub-component 2.2 is to increase profitability and income through investments in markets, feeder roads and service support centres for smallholder farmers, women and youth.

Component 3: Project Management and Coordination Unit (PMU) at national level will be led by a National Project Director. The PMU will coordinate SARP together with the sister project SAPP for synergy effects. Project Management Unit has been placed at 2/2/1, Kandewatta Road, Pelawatta, Battaramulla under the Ministry of Agriculture, Livestock, Lands and Irrigation (MoALLI). MoALLI include the Department of Agrarian Development, the Department of Agriculture and the Department of Irrigation. A National Steering Committee (NSC) will provide strategic oversight. At District level, SARP will set up two hub offices in selected districts led by Area Coordinators responsible for day to day implementation.

Project Benefits: SARP will increase household family income by at least 50 percent. The overall investment would yield an ERR of 18.6 percent assuming a 70 percent adoption of new climate smart agricultural and climate resilient practices. Financial benefits will be in the form of increased cash incomes of beneficiary households. Social benefits will include a reduction in poverty rates, with special measures taken to ensure inclusion of disadvantaged groups, and increased food and nutrition security. Environmental benefits will consist of reduced land degradation through better land and water management and community forestry.

Project Costs: Total Project costs are USD 82 million (LKR 14,757 million) which include 5 percent physical contingencies and 7 percent price contingencies.

The component structure of the project including contingencies is:

Component 1: Capacity building for climate resilience and inclusive value chains - USD 11.6 million;

Component 2: Investments for climate resilience and inclusive value chains - USD 65.4 million;

Component 3: Project Management and Coordination Unit - USD 4.9 million.

Implementation Structure: The project will be executed by the Ministry of Agriculture, Livestock, Lands and Irrigation (MOLLI). The Secretary of the MOLLI will establish a Programme Management Unit (PMU) to manage and supervise the project. The Project Management Unit (PMU) will be led by a National Project Director, who will have overall responsibility for project implementation. The PMU will be supported by a team of technical specialists and administrative and financial support staff. Two area based hubs will be set up to provide overall coordination and oversight of all project activities within the 6 districts and ensure an adequate presence and implementation support at district level.

Planing, Monitoring and Evaluation

Planning

The main planning tools for SARP will comprise the Logical Framework / M&E Framework including its indicators and targets, and the Results Based Annual Work Plan and Budget (AWPB). The AWPB preparation will be conducted initially at local led by the Area-Based Coordinators in collaboration with district level line department staff. The local work plans will be discussed and validated in a national stakeholder workshop and compiled into a consolidated AWPB. The consolidated AWPB will be submitted in advance of the GoSL annual budgeting process to ensure that sufficient counterpart funds are made available. Preparation of the AWPB will be grounded on the principles of results-based planning. Indicators for planning and monitoring will be based on those given in this report.

Monitoring and Evaluation

SARP puts in place a results-based monitoring and evaluation system. This system generates comprehensive and reliable information to support planning and decision-making. An annual survey is conducted from PY3 to report on Core Indicators. The system is participatory, decentralized, and compliant with IFAD requirements, and relevant data, analysis, and reporting are disaggregated by gender and age. The data informs the preparation of the above-mentioned AWPBs and annual progress reports compatible with Organizational Resilience Management System (ORMS).

Mid – Term Review mission will be fielded by IFAD in November 2025 :

- (i) Assess achievements and interim impact, the efficiency and effectiveness of management arrangements, and the continued validity of project design
- (ii) Identify key lessons learnt and good practices
- (iii) Provide recommendations for improved performance. The mid-term Mission will review and implementation progress of programme components, document performances on key implementation aspects such as approaches, strategies and processes and make recommendations for adjustments or restructuring as needed.

Baseline Survey

The Baseline Survey was conducted in 2024 and the report finalised on 15th November 2024. The main objective of the baseline study was to capture data and information that enabled the SARP to establish the pre-project situation in the targeted river basin households on poverty, food security, and climate resilience. Sample of households was selected using a multistage sampling technique and the actual HHs surveyed was 1729. The scope of the baseline survey included the collection of quantitative data via a household survey for the indicators given in the logframe; the collection of quantitative data relating to village societies; a field assessment of a representative sample of cascades for biodiversity, water quality, and air quality assessments; and a field assessment of a representative sample of cascades to determine the cascade situations. The baseline was conducted using the Multidimensional-Poverty-Assessment-Tool (MPAT) instead of the mandatory IFAD Core Indicator (COI) methodology which should have been used.

The findings of Baseline Survey should be compared with the Midline Survey results. As the Baseline Survey did not use the mandatory IFAD COI standard questionnaire, the questionnaire for the midline survey needs to be adjusted according to the COI framework. Moreover, this needs to be considered when developing the methodology as well as for the comparison and analysis. .

Project Mid Line Survey:

As part of the M&E plan and the LF of the project, it is required to conduct an Mid-Line Survey (MLS) to track the achievement of indicators in result framework that are necessary to track the project performance. The following indicators in the result framework need to be updated with the information collected from the MLS of the project through an indicator tracking survey. MLS is measuring the values (negative or positive) of the selected indicators against the MLS status. This enables the project management to update progress level of indicators on MLS to assess the achievement of project interventions which are being implemented by the project together with partner organizations in terms of results or changes made to the beneficiaries and measure long-term development benefits and their sustainability of the project interventions.

A MLS will be conducted halfway through implementation to assess the performance of the project, results attained against the established objectives, and the efficiency and effectiveness of SARP management. The MLS will evaluate whether the Project is on course to achieve the objectives and will identify any constraints and recommend remedial measures to achieve them. The recommendations will consider the likelihood of achieving the Project's targets during the remaining time.

In order to inform the Mid-term Review Mission scheduled for November 2025, the midline survey report (covering 6 districts) needs to be available by October 2025 latest.

Objectives and the scope of the assignment

This assignment is to track the following mentioned indicator achievement of the SARP as referenced in the results framework by conducting indicator tracking survey 2025 after the the Project officially started on 10th June 2021.

Tasks of the Consultancy Firm

The overall scope of this task is to conduct the indicator tracking survey to update the achievement of the indicators which have to be tracked by the MLS as per the monitoring and Evaluation plan of the project.

Below mentioned indicators (including Core Indicators) in the Logical framework have to be tracked against the MLS figures of project. The survey has to cover the 100 Grama Niladari Divisions in 6 districts and find out figures for the indicators and have to be analyzed to show the achievement under the Project interventions.

The selected consultant Firm will

- a) Conduct the survey using the draft questionnaire presented in Annex 05. This is the IFAD standard questionnaire for the so-called Core Indicators (IFAD standard indicators). The questions in the questionnaire need to be contextualized and adapted where and as indicated, but not changed. For the other Logframe indicators at outcome-and impact-level (the so-called Project Specific Indicators - PSI), the firm will develop questions that will complement the IFAD standard questionnaire. To develop these questions, the firm should make reference to the questionnaire used for the baseline survey (which will be shared by SARP in due time). As far as possible, for the project-specific indicators the same questions should be used as those used at baseline.
- b) The same consultancy firm may be considered for the end-line survey, provided that all procedural terms and conditions of the project are duly met. Additionally to that following conditions should be met by the Consultancy Firm

Following the midline study, an end line study will be conducted in the last year of Project implementation (During Jan 2027 – June 2027). The midline and the endline studies are interrelated and the follow up end line study is downstream work. Therefore, for the end line study, single sourcing of the same company can be applied with four conditions. These conditions are:

- a. Good performance as assessed by the client
- b. Continued need
- c. Availability of Funds
- d. Willingness of the Consultant to accept amendments to the TORs

The end-line assignment will be confirmed based on the quality and timeliness of the mid-line report. The assessment will be conducted by the project M&E Specialist, in consultation with other team members (and with IFAD, using the criteria presented here below:

- a. Quality of report (80 points)
- b. Implementation of methodology as proposed in the RFP: (50%)
- c. Completeness of data (all indicators agreed in the inception report are included): (50%)
- d. Timeliness of final report submission: 20 points (20%)
- e. Total Score = A+B = 100

Performance ratings of 75 and above will be considered adequate for confirmation of the following assignment.

1. Project Goal¹

Contribute to smallholder poverty reduction, food security and nutrition in target Dry Zone districts

Indicator - 70% of project supported HHs reporting a > 30% increase in their income

Number of HHs - Number of people

Indicator - % HH reporting improved food security

Households - Percentage (%)

2. Development Objective

Build resilience and market participation of rural households in geographical areas affected by climate change

Indicator - No. of individual entrepreneurs and HH report a > 50% increase in resilience score (PSI)

Males – Number

Females – Number

Young – Number

Not Young – Naumber

Number of People – Number of People

Indicator - 1.2.8 Women reporting minimum dietary diversity (MDDW) - Core

Women (%) - Percentage (%)

Women (number) – Females

Households (%) - Percentage (%)

Households (number) – Households

Household members - Number of people

3. Outcome

Climate resilient and value chain capacity built

Indicator - No. of Producer Organizations with capacity to manage group enterprises in a financially profitable and sustainable way (PSI)

Number of POs – Number

Climate resilient climate change and value chain investments made

Indicator - Number of smallholder farmers, women and youth managing their enterprises profitably (PSI)

Males – Number

Females – Number

Young – Number

Not Young – Naumber

Number of People – Number of People

Indicator - No. of farmers, women and youth reporting the use of knowledge in business and marketing (PSI)

Males – Number

Females – Number

¹There might be slight changes in the outcome indicators, SARP is revising the LF

Young – Number
Not Young – Naumber
Number of People – Number of People

1.2.1 Households reporting improved access to land, forests, water or water bodies for production purposes - Core

Households reporting improved access to water - Percentage (%)
Size of households reporting improved access to water - Number of people
Total no. of households reporting improved access to water – Households

3.2.2 Households reporting adoption of environmentally sustainable and climate-resilient technologies and practices – Core

Total number of household members - Number of people
Households - Percentage (%)
Households – Households

2.2.2 Supported rural enterprises reporting an increase in profit - Core

Number of enterprises – Enterprises
Percentage of enterprises - Percentage (%)
Farm - Farms

Sample Structure

This assignment will be carried out by the selected individual consultant under the supervision of the PMU of the Smallholder Agribusiness and Resilience Project (SARP).

1. Revised the existing Core Indicator questionnaire according to the need to track other MLS indicators with support of the M&E Specialist PMU.
2. Basis for the midline sample is the baseline sample, which consisted of 1729 HHs. This were identified consistng of 559 HH in the command are, 787 HH in the upstream area and 383 HH from out side the river basin covering all six districts.

For the MLS, the 1729HH sould categorized into following three categories:

- i) HHs received services from SARP
- ii) HHs who are expected to receive services from SARP, and
- iii) HHs not received services and not expected to receive services from SARP.

Accordingly, the 750 treatment HH for the midline could be picked from category (i) and the 750 control HHs could be picked from category (iii).

If not sufficient available per category, the remaining number could be added with a random selection of beneficiaries/non-beneficiaries.

Biodiversity Survey and Climate Risk Surevy should be included with key factors to determine livelihoods, ecosystems and critical infrastructure/ livelihood systems and people in the target area

and impact on value chain (climate change impacts and implications on production, harvesting, post-harvesting, access to markets and wider landscape characteristics).

3. Please make sure the selected sample having 50% of the female beneficiaries for the survey.
4. Conduct the MLS using desirable trained enumerators. Use the KOBO Toolbox software for the survey and calculate the indicator achievement of the above-mentioned indicators.
5. When doing the survey with the sampling, it is needed to make separate data sheet for the 06 project districts so that it can be track the indicator achievements in 06 project districts.
6. Communicate with two Hub office and arrange the survey and always get the support from Hub office Coordinators and M&E Assistants.
7. Calculate the indicator achievements of above-mentioned indicators against the MLS values.
8. Submit the figures of indicator achievement to the PMU and discuss it with M&E group of the project.
9. Submit the final values with data analysis sheets of the MLS.
10. Submit the report of MLS in October 2025.

Note: Individual household surveys should be conducted during a single visit to the household. In exceptional cases (if respondents do not have time or are not at home or coding errors need to be verified) it may be necessary to return to the household on more than one occasion, but this should not be the norm.

Data Quality Control

As data is collected and entered into a storage mechanism, 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 following strategies should be used:

- Double data entry.
- Spot checking.
- Sort data to find missing data, outliers, high, or low values.
- Use automation, such as drop-down menus.
- Format a database to accept only numbers.
- Review data for anomalies.
- Discuss data discrepancies and/or findings with implementers.

Data-quality checks can be implemented while collecting the data rather than ex-post as in the case of paper -based surveys by using electronic devices for the data collection.

Deliverables, Duration and Time Schedule

This assignment has to be completed within **three (3) months** (90 days) and the date of starting the work shall be the day of following date of signing the agreement (see timeline below). The firm 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 following analysis of the dataset.

The consultancy firm is expected to provide a detailed time schedule of various activities to be undertaken during the consultancy together with survey design. It should be included major reports that are to be produced.

Deliverables ;

The consultancy firm, through a survey team (see required team composition below) will carry out the following tasks to produce the above expected deliverables/outputs:

1. An inception report explaining the overall plan and timetable for the work, along with the proposed sample, the questionnaire, data collection tools (survey instruments, GIS maps), staffing, with their roles and responsibilities – within 3 weeks of signing the contract. The survey instrument being an important output, it will have to be finalized in consultation with the project. Data collection on the ground can start once these tools have been validated by IFAD.
2. A draft report on MLS conditions of beneficiaries and control farmers in the six Project Districts. The report summarizes the conclusions emerging from the analysis and includes the following elements:
 - the description of the methodology used
 - the questionnaire
 - the list of villages/communities surveyed
 - the results of the survey, including a comparison with the situation of beneficiaries and control group at baseline
 - the updated logframe with data for all indicators at impact and outcome levels
 - the ToC and its description based on the results of the survey
 - the analysis and interpretation of the results (detailed analysis with statistical significance and summarized tables for each indicator)
3. A final report addressing comments by SARP and IFAD. The report must incorporate the following; MLS report with a well analyzed and presented data in tables and graphs. For each indicator, the report should compare the situation of the control group and the beneficiary group with the situation of these groups at baseline.

The updated project logframe with mid-line data at impact and outcome level.

The list of households interviewed for the two groups, with GIS locations

All individuals filled in data collection tools - ~~hard~~ and soft copies

MS Excel (or other acceptable) sheets containing data analysis

Command syntax or algorithms used in STATA or any other statistical software used for data cleaning and analysis

4. Five(05) hard copies of MLS reports and softcopies in MS word and PDF formats
5. Soft copies all material developed by the firm including all data files with the the Community family profile (data file)

Support to the Consultant by the Project

The project will provide the SARP Project Design Report, baseline survey report, the theory of change, updated project logframe, supervision mission reports, progress reports, Special studies conducted by the project, background information on the project area, reports from M&E studies, etc.

Monitoring and Evaluation Specialist in PMU and the Monitoring and Evaluation Assistants in PMU, HUB 1 and HUB 2 will support to the consultancy firm at the field level when it is necessary and when deciding the survey plan and doing the enumerator training, they will join with the consultant.

Confidential and Data Ownership

The consultant will protect the confidentiality of those participating in the survey at all stages. All data is confidential and is the property of the SARP (MoALLI).

Deliverables with Payment Schedule

Deliverables	Expected delivery date(weeks following signature of contract)	Payment %
1. Submission of advance guarantee bond and performance bond	1 st week	5
2. Inception report An inception report outlining the following with all operational details: <ul style="list-style-type: none"> a) The methodology to develop sampling frame or population from which we are going to select a sample for the MLS. b) Description on how to ensure representation of women, youth, and women headed households, widows, and ex-combatants and other vulnerable groups in the sample and how to decide proportion for each group to generalize the results to the population and sampling weights. c) Activity schedule for conducting the MLS d) Survey questionnaire which will be administered. e) The approach to assess the MLS situation of each indicator; this approach should be presented with adequate detail since each indicator has its own characteristics and one method may not be suitable for all. Hence, multiple stakeholders may be involved in creating outcomes. f) List of the sample of beneficiary HH and estimation approach to assess the mid term situation of each indicator: specific issues to be addressed include sampling units for each outcome; sample size; how representative the sample would be of the total affected population; how sample results to be extrapolated to population level, the sampling technique, and the total mid trem sample g) Key data collection methods (such as questionnaires / interview guides, focus group discussions) for each outcome and description and methodologies for training Enumerators, Enumerator guidelines relevant training manuals and codebooks should be developed and shared h) The expected statistics that would be presented to establish the mid term status of the indicators. i) Project specific Climate resilience Index 	3 rd week	20

<p>3. Draft validated final report annexed with all necessary data and information</p> <p>a) A draft report for review for PMU. Further, the consultant should undertake a review from a panel of experts appointed by the SARP project.</p> <p>b) Data analysis and reporting framework.</p>	7 th week	25
<p>4. Final Draft MLS report</p> <p>a) Final draft report on the findings of the MLS survey, clearly showing the counterfactuals of all outcome indicators, including updated logframe with mid-line data.</p> <p>b) Locations of the selected HHs should be submitted to the PMU as a map and as individual coordinates.</p> <p>c) Sets of raw primary and secondary data collected during the MLS survey and data collection instruments.</p>	10 th week	30
<p>5. Seminar for the stakeholders</p> <p>a) Seminar for the stakeholders to present and validate the findings of the MLS survey</p>	11 th week	10
<p>6. Final MLS Report</p> <p>Five(05) hard copies (each book binded with all volumes as one book with hard cover) of MLS reports and softcopies in MS word and PDF formats and clean dataset.</p>	12 th week	10

No data or other information from this survey will be released to third parties without the written approval of the project. The consultancy firm will turn over all data and questionnaires to SARP and will not destroy information and material at the end of the project and after all data and original documentation has been delivered to the SARP in electronic form. All data and the software developed for the survey have to be handed over with the final report as soft copies and hard copies as mentioned in **tasks and responsibilities of the consultancy firm**.

The expected tasks for the firm should be performed in accordance with the mutually agreed schedule. Final deliverables should be submitted according to this schedule and within the limits of the contract duration.

Deliverables are subject to agreement by the Project Team and IFAD and preliminary versions should therefore be submitted by the firm in time allowing for comments to be shared and if required changes to be introduced by the firm.

Time Frame

Task	Wee k 1	Wee k 2	Wee k 3	Wee k 4	Wee k 5	Wee k 6	Wee k 7	Wee k 8	Wee k 9	Wee k 10	Wee k 11	Wee k 12
Submission Adv/Performance Bonds												
Inception Report												
Survey												
Draft Validation Final Report												
Final Draft Report												
Seminar												
Final MLS Report												

Budget

The payment of the assignment is around Rs. 15.0 Mn including staff charges, travel, equipment, hardware, software, ground surveys, technical meetings, report preparation, Enumerator Trainings, Final Seminar for present the findings of the Survey and other related activities related to the indicator tracking survey of above mentioned 6 districts.

Qualifications and experience

The consultancy firm shall at minimum demonstrate the following qualifications of the firm and team of experts to perform the required services.

Consultancy Firm

- 1) Scope of the consultancy firm as mentioned in the business registration/certificate of incorporation
- 2) Legal status and administrative setup
- 3) Previous experience in carrying out evaluation surveys is a compulsory requirement, including demonstrated experience in designing and conducting evaluations and of organizing surveys on the scale of this project (including survey and sampling design)
- 4) Experience doing household survey work and carrying out evaluations in Sri Lanka, ideally for agribusiness and climate resilience sector. Strong capacity in survey analysis and reporting of results
- 5) Experience in involvement of international projects or foreign funded projects in government sector
- 6) Financial capacity and recent audited accounting reports of last consecutive three (03) years
- 7) The members who are mentioned in the consultancy team should participate in person all kinds of meetings regarding the task.

Team members

The survey team should consist of a minimum of Ten (10) main categories of consultants, namely, Field Survey Manager, Statistician, Sociologist, Environmental specialist, Hydrologist/Water Engineer, Agricultural Economist, M&E specialist, GIS specialist, Enumerators, and Data Analyst.

The CV of each consultant should be signed (by the consultant) and submitted to the SARP. All the consultants should participate in the meetings with the Project Director and the PMU staff.

Previous experience in similar studies is a must.

Team Leader

The Team Leader will have overall responsibility for design and implementation of the midline survey.

General professional experience

The Team Leader should possess the following qualifications and experience as a minimum standard Post graduate degree/ bachelor's degree (UGC approved) in statistics; or economics, socioeconomics, development studies or other relevant field with knowledge of statistics;

- 1) The Team Leader shall have at least 10 years' experience in socio economic, food and nutrition security, vulnerability, agriculture and value chain analysis sectors.
- 2) Number of successfully completed socio economic surveys.
- 3) Excellent communication skills
- 4) Excellent report writing, computer and analytical skills

Specific professional experience of the Team Leader

- 1) Should have at least 05 years working experience in survey design and implementation, including Outcome surveys in the areas of development analysis/Livelihood enhancement project/feasibility and outcome/impact surveys in agriculture/food security, vulnerability to random climate variation shocks or relevant areas
- 2) Familiarity with results-based management concepts and logical framework approach

Field Survey Manager

The survey manager will be responsible for overseeing all day-to-day field activities.

General professional experience

Education: University degree (accepted by the University Grants Commission (UGC) of Sri Lanka in Social Science, Development Planning, Statistics or related field

Language: The candidate should be fluent in spoken and written Sinhala and English.

Specific professional experience

At least 5 years' experience in the design and implementation of high quality socio economic surveys

Statistician

To design the MLS survey.

Education: University degree in Statistics, Economics, or a related field accepted by the UGC

Language: The candidate should be fluent in spoken and written English.

Experience: At least 5 years' experience as a senior statistician and/or econometrician with extensive experience in survey sample design and data analysis. Familiarity of Statistical software such as STATA, R, SPSS, SAS or any other with skills in creating log files. Familiarity of national surveys and raw data, sampling weights is required

Value Chain and Marketing Specialist

Sociologist

Hydrologist

Agriculture-Economist

M&E Specialist

GIS specialist

Education level for the positions of the above categories

University degree in related fields accepted by the UGC.

Language for the positions

The candidate should be fluent in spoken and written English.

Experience for the positions

At least 5 years' experience in the related fields with 2 years' experience in socio-economic surveys.

The overall team should also include:

Two Field Supervisors for the midline survey (one for each HUB office of the Project areas; Bachelor's degrees and at least 5 years' experience with managing field surveys)

Field Enumerators Should have completed advanced level (minimum) and should have at least 3 years prior experience with field surveys)

Data entry staff

Note: If the firm does not have expertise in any of the above-mentioned specializations, they are free to hire the services of specialists with the above-mentioned skills. Inputs in terms of man months of each of these staff should be included in the technical and financial proposals.

Annexures

- Annex 01: Logical framework
- Annex 02: SARP Project Design Report
- Annex 03: Baseline Survey Report
- Annex 04: Core Indicators and Related Questionnaires
- Annex 05: Draft Questionnaire