

TERMS OF REFERENCE

Monitoring & Evaluation Consultancy End Project Survey Final for Component 1, 2 & 4

1. BACKGROUND AND PROJECT OVERVIEW

The World Bank is assisting the Government of Albania (GoA) with the financing of the “Water Resources and Irrigation Project” (WRIP) with the objective to: (i) establish the strategic framework to manage water resources at the national level and at the level of the Drin-Buna and Semani River basins; and (ii) sustainably improve the performance of irrigation systems and irrigation institutions in the project area.

This Project is jointly financed through a loan from International Bank for Reconstruction and Development (IBRD Loan: No.: 8211 – AL) became effective on May 13, 2013, the Grant of Swedish International Development Agency (SIDA Grant No.: TF 014255) became effective on August 23, 2013 and by the Government of Albania for VAT (Value Added Tax). The Project closing date was on May 31, 2018.

The Government of Albania has received an additional funding of US\$ 27 million equivalents from the World Bank on 2018 toward the cost of the Water Resources and Irrigation Project, and it intends to apply part of the proceeds for Consulting Services. The Project closing date is on May 31, 2021.

The WRIP has been subject to a Second Order Restructuring, approved on December 23, 2015 and became effective on July 20, 2016 to: (i) reflect the transfer of the water resources management mandate from the Ministry of Environment to the Ministry of Agriculture; (ii) update the Results Framework; and (iii) effect a limited reallocation amongst the disbursement categories. There is no change in the Project Development Objective (PDO). Following Project’s Restructuring the Loan Agreement (No.: 8211 – AL) was accordingly amended.

The WRIP is implementing by the Ministry of Agriculture and Rural Development (MoARD), as the Implementing Agency of the Client. The Project is on track towards meeting the Project Development Objective (PDO) and intermediate indicators.

These Terms of Reference (ToRs) corresponds to Component 4 “Implementation Support” of the Project, specifically to Sub-component (b) “*Establishment of a Monitoring and Evaluation system*” and are tailored to the needs of MoARD to carry out the Project Evaluation and Beneficiaries Survey at the end of the Project, as an essential requirement.

2. PROJECT DESCRIPTION

2.1 Project components

The Water Resources and Irrigation Project as originally designed and approved consists of the following components:

Component 1: Dam and Irrigation and Drainage System Rehabilitation

Component 2: Institutional Support for Irrigation and Drainage

Component 3: Institutional Support for Integrated Water Resources Management (this component is completed on May 31, 2020)

Component 4: Implementation Support

3. CURRENT STATUS OF THE “WATER RESOURCES AND IRRIGATION PROJECT” (WRIP)

The WRIP is in the 8th year of implementation and the current status of its components and activities is as follows:

3.1 Component 1: Dam and Irrigation and Drainage System Rehabilitation

This Component was designed with the objective to rehabilitate and where possible modernize I&D systems and dams’ infrastructure and comprises of the following two Sub-components:

- **Sub-component (a) “Rehabilitation and modernization of selected dams and I&D systems”.**

Investments have been mostly located in the Drin-Buna and Semani river basins. The Feasibility Studies and Detailed Design have been developed under the Project for the designated 14 dams and 13 I&D systems associated with these dams.

(i) Rehabilitation of 11 dams (located in Kukës, Berat, Fier, Korca and Murriz Thana)

Rehabilitation works for 11 dams have been completed on 2015 within schedule and time, with specific data as follows:

No.	Name of dam	Amount of investment (ALL)	Area to be irrigated (ha)	Capacity (million m ³)	Height (m)	Length (m)
Murriz Thana dam						
1	Murriz Thana	265,089,956	29,500	66.00	17	3,570
Fieri dams						
2	Kurjan	14,859,500	5,430	31.50	17	540
3	Strumi	7,463,967		17	700	
4	Zharrëzi	74,632,514	600	1.90	22	520
Korca dams						
5	Leminoti	53,530,100	400	1.20	33	180
6	Koshnica 1	238,416,705	350	2.35	31	300
Berati dams						
7	Duhasas	92,945,611	550	1.90	39	
8	Belesova	70,654,911	1,280	1.40	42	304
Kukesi dams						
9	Tregtan 2	21,733,190	28	0.06	10	254
10	Tregtan 3	26,436,520	315	0.95	32	137
11	Vranisht 2	55,640,243	217	0.65	27	158
	TOTAL	921,403,224	38,112	105.56		

Rehabilitation works of Divjaka dam have been financed from GoA budget, as the condition for financing of Divjaka Irrigation scheme from the Bank.

(ii) Rehabilitation of 5 irrigation schemes (location in Municipality of Lushnje, Divjaka, Roskovec and Devoll)

A process of screening was done for ranking and prioritization of the schemes based on the Detailed Design and multi-criteria analysis, which considers: cost-benefit analysis/cost/ha indicators, improved irrigation area or area entered for the first time in the irrigation system, condition of existing irrigation infrastructure, number of beneficiary farmers, intensity of agricultural development in the respective areas, availability of water resources, social and environmental impacts, etc. Only the 5 (five) following schemes resulted technically, economically, socially and environmentally viable have been selected for the rehabilitation.

	Name of Irrigation Scheme	Amount of investment (ALL)	Irrigation area under rehabilitation (ha)
	MURRIZ THANA – Krutje Branch	825,556,135.4	7,600
	MURRIZ THANA – Terbuf Branch	602,087,652.0	4,680
	KURJAN - STRUM	469,725,083.3	4,730
	KOSHNICA	86,264,961.8	350
	DIVJAKA (Northern and Southern scheme)	702,204,809.0	2,650
	TOTAL	2,685,838,642	20,010

The Civil Works for “*Rehabilitation of 5 irrigation schemes (location in Municipality of Lushnje, Divjaka, Roskovec and Devoll)*”, Lot 1: Murriz Thana Irrigation scheme – Krutje & Terbuf branches, Kurjan – Strum Irrigation scheme, Koshnica Irrigation scheme and Lot 2: Divjaka Irrigation scheme (Northern and Southern Irrigation scheme have been completed. With their completion one of PDO’s Indicators is achieved before deadline, ensuring a rehabilitated area with improved irrigation services of 20.000 Ha.

Related Consultancy Services contracts, specifically, “*Supervisory Services for the Rehabilitation of Dams*” and “*Supervisory Services for Irrigation and Drainage Works*” are also financed under the Project. In addition, “*Local Consultant(s) were hired to assist MoARD on technical oversight for the CWs and Supervision contract(s) for rehabilitation of up to 11 additional I&D schemes and safeguards compliance*”.

(iii) Rehabilitation of Murriz - Thana Irrigation scheme - Krutja (V1 & V2)

Efficient procurement of Civil Works for 5 I&D schemes and other Project’s activities generated savings of funds. Agreed that the savings to be used to finance additional works, specifically, “*Rehabilitation of Murriz - Thana Irrigation scheme - Krutja (V1 & V2)*”, extremities of Murriz - Thana Irrigation scheme, Krutja branch, which provides re-entering in the scheme of an additional area of 4,300 ha, which is currently not irrigated. The works of rehabilitation for this scheme have completed. The schemes are in the full operation.

(iv) Rehabilitation of irrigation schemes (location in Municipality of Has, Kucove, Maliq & Lushnja): Tregtan 2, Tregtan 3, Slanice, Leminot, Murriz – Thana: Lushnja branch – Upstream & Murriz – Thana: Cukas branch

In the AF it was planned to rehabilitation of irrigation schemes (location in Municipality of Has, Kucove, Maliq & Lushnja): Tregtan 2, Tregtan 3, Slanice, Leminot, Murriz – Thana: Lushnja branch – Upstream & Murriz – Thana: Cukas branch

Name of Irrigation Scheme	Irrigation Area to be rehabilitated (ha)	Estimated duration period of construction
Tregtan 2	28	8 months
Tregtan 3	160	8 months
Leminot	400	8 months
Slanica	260	8 months
Murriz Thana Cukas	9760	8 months
Murriz Thana Lushnje	1940	8 months

The contract was signed with the Alba Konstruksion sh.p.k. on the July 03, 2019, and for Consultancy Services contracts were hired to assist MoARD the consultant J-V “SWS Consulting Engineering” (Leader) (Italy) & “Z&A Consulting Engineering” (Member) (Cyprus) & HE & SK 11 Consulting Company (Member) (Albania) and as Local Consultants, Mr. Arnold Zanaj and Meleq Karabina. Due to the irrigation season, the works will be completed within September 30, 2020.

(v) Rehabilitation of Janjari system (Location in Municipality of Konispol): Janjari canal and Janjari & Mursi dams and irrigation schemes Xarra-Bufi & Konispol

In the AF it was planned the fund for the works for “Rehabilitation of Janjari system (Location in Municipality of Konispol): Janjari canal and Janjari & Mursi dams and irrigation schemes Xarra-Bufi & Konispol”.

The rehabilitation of the Janjar Canal & Mursi Irrigation scheme is for an area of up to 5,500 ha and the drainage scheme of Mursi for an area up to 2,000 ha.

The consultant JV GAUFF GmbH & Co Engineering KG (Germany) and GR Albania (Albania) and EN SU E&C (Turkey) prepared Feasibility Study, Dam Rehabilitation & Safety Report, Detailed Designs and ESMP Study.

Based on this above documents, the PMT of WRIP finalized the ICB tender and signed the contract for “Rehabilitation of Janjari system (Location in Municipality of Konispol): Janjari canal and Janjari & Mursi dams and irrigation schemes Xarra-Bufi & Konispol” on June 05, 2020 with the company Gjoka Konstruksion sh.p.k. The period of the works are 9.5 months.

The supervisor for this works is the consultant JV GAUFF GmbH & Co Engineering KG (Germany) and GR Albania (Albania) and EN SU E&C (Turkey) and the local consultant Mr. A. Zanaj.

Sub-component (b) includes:

(i) Supply and Installation of Dam Safety Instrumentation with associated training

In the AF it was planned the fund for the contract for goods Supply and Installation of Dam Safety Instrumentation with associated training. The procedure of tendering is in the evaluation process. The deadline for delivery and installation of instruments is planned to be 4.5 months.

(ii) Strengthening the framework governing safety of agricultural dams

Sub-component (b) also includes the activities concerning strengthening the framework governing safety of agricultural dams, including capacity strengthening and awareness raising, and preparation of Emergency Preparedness Plans, Supervision and Quality Assurance Plans, and Dam Safety Operational

and Management (O&M) Plans, including an Instrumentation Plan. Under the Project the Consultancy Services contracts of Dam Safety Panel of Experts are financed, specifically, “*Dam Portfolio Risk Management Expert*” (International Consultant) and 4 (four) Local Consultants contracts as follows: “*Dam Engineering/Hydro technique*”; “*Engineering Geology Expert*”; “*Dam Hydrologist Expert*” and “*Mechanical Engineering Expert*”.

All activities under the Component 1 are financed by IBRD Loan and GoA funds (for VAT).

3.2 Component 2: Institutional Support for Irrigation and Drainage

This Component was designed with the objective to improve the performance of organizations that provide irrigation services and comprises of the following two Sub-components:

- **Sub-component (a) “*Institutional reforms of I&D sector*”**

Sub-component (a) includes the activities concerning definition of responsibilities for O&M of I&D systems among stakeholders (including Ministry, Drainage Boards (DBs), Local Governments (LGs), Water User Organizations (WUOs) and private operators). This will be achieved through:

(i) **Preparation of a National I&D Strategy**

Under Sub-component (a) the National I&D Strategy is prepared. The final document is under review by the MoARD and relevant institutions and will be submitted for GoA and NWC’s endorsement by December 2017.

(ii) **Development and formalization of I&D service delivery standards**

In the current reality with the decentralized responsibilities and the role of the LGs, the Municipalities play a major role in the operation of the irrigation facilities. I&D services are provided, but need to be adapted to the needs of LGs under transfer of the irrigation management and responsibilities.

- **Sub-component (b) “*Strengthening the capacity of organizations*”**

Sub-component (b) also includes the activities concerning strengthening the capacity of organizations that provide I&D services and of stakeholders (including Ministry, DBs, LGs, WUOs and private operators). This will be achieved through:

(i) **Provision of Consultancy and Training in the areas**

Under the Project was signed and completed the Consultancy Services contract for “**Technical Assistance to improving irrigation performance and Monitoring and Evaluation at municipal level**”

The objective of this TA programme is to structurally improve the performance of municipalities for sustainable management of irrigation and drainage services to their clients, through 3 clear distinct but complementary parts, namely:

Part A: Hands-on Technical Assistance (TA) on O&M of irrigation systems

Part B: Monitoring and Evaluation system (M&E) for MARD

Part C: Management Information system (MIS) for Municipalities

Part A: The TA programme is aimed to increase the performance of the IDUs of the participating municipalities for irrigation and drainage management, and it will support all municipalities that have

received assistance in irrigation rehabilitation under the project, and it will be concentrated in four municipalities with the largest irrigation area to be managed: Divjaka, Lushnje, Roskovec, Konispol.

Part B: The M&E system aims at the development, population, installation and roll-out of operation of a M&E system that will allow the MARD to follow up the progress of the development and management of the irrigations systems throughout the country. It will be also an important tool for the municipalities to undertake a self-assessment of the annual progress made in the main activities related to irrigation and drainage.

Part C: The Management Information System aims at providing a practical database management tool that will help municipalities to keep all the relevant information centralized in a single system. The data base systems will be enriched with two practical irrigation management applications that will be tested and included in the system. The system will have the potential for adding other relevant applications in the future. This is the first time that such MIS system will be introduced in Albania and the contractor should aim at simplicity in the management of the system.

The consultant was **ME&A USA in sub consultancy with IDRA Albania**.

Under the Project is a selection process the Consultancy Services contract for “**Mapping and evaluating I&D Infrastructure in agriculture-intensive municipalities in Albania**”.

The main objective of this project is to provide update I&D spatial information for improvement management of I&D schemes in Albania.

The objective of this project will be reached through the following tasks:

- map and evaluate the I&D infrastructure in agriculture-intensive municipalities in Albania through a combination of methods including orthophoto interpretation/ digitalization and field audit exercises at municipality level
- create a centralized GIS system with I&D spatial information to be used and accessed both by Municipalities and by the Ministry of Agriculture and Rural Development
- create procedures, guidelines and necessary tools for the maintenance and update of the system
- train the users both at municipal and ministry level on the use of the system

The preliminary evaluation which considers only those I&D schemes covering an agricultural area larger than 1000 Ha, identifies 31 Municipalities as “Agriculture-Intensive” for the purpose of this project

All activities under the Component 2 are financed by IBRD Loan and GoA funds (for VAT).

Implementation Progress of Component 2 is rated “Moderately Satisfactory”.

3.4 Component 4: Implementation Support

This Component was designed with the objective *to manage project resources in accordance with the project’s objectives and procedures as outlined in the Project Operational Manual*. The Project is fully mainstreamed in the activities of several departments in MoARD, as implementing agency, that are supporting project implementation oversight. The project provides support for the implementation of the project, including provision of technical assistance, training and goods, and establishment and implementation of a performance based Management Information System (MIS).

This Component comprises of the following two Sub-components:

- Sub-component (a) “*Project Management*”

As mentioned above Project implementation is fully mainstreamed into the regular functions of several departments in MoARD. Support for project implementation includes: (i) provision of technical assistance, training and office equipment, and incremental operating costs in support of project management; (ii) overall project planning, quality oversight and evaluation of project activities; and (iii)

strengthening procurement and financial management capacity at all levels. The Project Management Team (PMT) established in the Ministry of Agriculture and Rural Development (MoARD) is responsible for coordination, day-to-day management and implementation of the Project. The PMT led by the Project Manager has actively followed on all the agreed actions and strengthened the monitoring of the implementation of project activities, reflected in notable progress achieved in the Project implementation, and on the satisfactory performance of both procurement and financial management. Local Consultants for Procurement and Financial Management are hired under the Project as the Project effectiveness condition to support the PMT. The PMT has established and maintained very good relationships and coordination with other Government agencies like the Delivery Unit (DU) and Technical Water Secretariat in the Prime Minister's office and stakeholders involved, like mayors and the staff of beneficiary municipalities.

A Financial Software provided by a Local company and acceptable to the Bank was installed being accommodated to use the budgeting information for each Category, Component, Sub-component and source of Financing.

- **Sub-component (b) “*Establishment of a Monitoring and Evaluation system*”**

The project has supported the establishment of a performance based MIS and arrange for data collection and reporting on key performance output and impact indicators through a baseline survey that was completed during project preparation, and followed up surveys at the Mid-Term Review (MTR). The intermediate results indicator is the number of project monitoring reports based on the established MIS submitted on time.

A Monitoring & Evaluation (M&E) end Project survey completed and carried out the Final survey for the Component 3 completed and Interim for ongoing Component 1, 2 & 4. The Consultant was IDRA Research & Consulting Albania in sub consultancy with Institute of Economics Studies and Knowledge Transfer Albania.

4. OBJECTIVES OF THE ASSIGNMENT

To increase the impact of the Project in the irrigation systems and support agricultural development and its growth, an Additional Financing (AF) was proposed with the purpose to scale up the now successful WRIP and include additional investments and activities. The implementation period of the activities under AF was estimated to be 2 (two) years, thus extended the original Closing Date from May 31, 2018 to May 31, 2020 to ensure sufficient time for the completion of activities under the additional financing. Since some of the activities were not closed on time and efficient procurement of civil works contracts made new activities be proposed, was revised of the Closing date from May 31, 2020 to May 31, 2021.

Since only Components 1, 2 and 4 received AF, the “Monitoring & Evaluation Consultancy End Project Survey Final for Component 1, 2 & 4”. The Ministry of Agriculture and Rural Development seeks the Consultancy Services of a qualified company, who will carry out the assessment of the project outcomes and of the institutions concerned and on that basis the likelihood of sustaining the project results. To assess the above comprehensively, the Consultant will also design and conduct a Beneficiary Survey. This will allow to: i) validate results, ii) measure changes as a result of project interventions, and iii) assess the perceived impact of project investments from the perspective of project beneficiaries. The final analysis should identify/document lessons learned and provide recommendations that the Project partners and stakeholders might use to improve the design and implementation of other related projects and programs.

5. SCOPE OF WORK

To effectively achieve the objectives of the Consultancy Services the Consultant will be responsible for providing all required services and mobilizing a collaborative team of the qualified professional staff during execution of the Consultancy Services. The Scope of Work of the Consultancy Services shall comprise, but not necessarily be limited to the following tasks:

(i) Situation analysis, strategy and methodology to be used for the Consultancy Services

The first task of the Consultant Company will focus on:

- Acquaintance with the Project documents and other relevant Project-related materials through a desk review;
- An assessment of the available information/documents, concerning the implementation of project activities;
- Collection of the additional information, if necessary, and other quantitative data from different organizational structure/institutions and key stakeholders that might have a stake in the Project, including concerned Ministry of Agriculture and Rural Development and its departments (e.g.: PMT, Directorate of Water and Land Administration (for Component 1 & 2), Irrigation and Drainage Directorate (for Component 1 & 2), Legal Directorate and Budget and Finance Directorate), National Water Council (NWC) and its Technical Secretariat (TS), River Basin Councils (RBCs) and River Basin Agencies (RBAs) in the Drini-Buna and Semani river. Useful information can also be provided by direct beneficiaries: Directorate of Irrigation and Drainage (former Drainage Boards (DBs) and Water Users Organizations (WUOs), Municipalities and their Irrigation and Drainage Unit (IDU). It is important to get information from different partner entities of the Project, as well as donors providing Project's funds;
- Elaboration of appropriate strategy and methodology for effective assessment of impact of the results and conducting a Beneficiary Survey, including the methods for data collection and analysis (e.g. field observations, interviews, focus groups, questionnaires, participatory methodologies, etc.) and how this methodology will be applied;

(ii) Design and carry out of a Beneficiary Survey

A Beneficiary Survey will be undertaken as part of this Consultancy Services to measure Social and Economic impact of the Project investments and assess the perception of the beneficiaries (women and men) on the benefits, mainly of the project investments.

The I&D schemes where the Beneficiary survey will be focused on are:

Name of Irrigation Scheme	Irrigation Area to be rehabilitated (ha)
Tregtan 2	28
Tregtan 3	160
Leminot	400
Slanica	260
Murriz Thana Cukas	9760
Murriz Thana Lushnje	1940

The survey will be undertaken through a combination of quantitative and qualitative data collection methods such as semi-structured interviews (for example with focus groups, individual interviews, etc.),

as necessary to obtain robust findings. If needed focus groups will be divided to ensure both women and men are heard.

As a first task the Consultant should develop the overall methodology as well as the survey tools. At a minimum, the survey tools (focus groups and questionnaires) should allow for disaggregating of data by sex and socio-economic status to assess whether the project results and perceptions varied among beneficiary groups. The questionnaire should be discussed and agreed with the Client prior to distributing. Special attention should be given to the direct beneficiaries' perception of the results and outputs. The survey tools suggested for the survey are focus group discussions and interviews, including separate focus groups for male and female farmers. The surveyors should be both women and men (preferably 50/50). The surveyed should be both women and men (preferably 50/50).

In order to conduct the survey, the Consultant shall, based on the focus group discussions, devise the draft questionnaire for distribution to the Project's beneficiaries. A sample size should be established and determined prior to validate the questionnaire. After reviewing tested questionnaire and its finalizing, the interviews should be conducted, through physically questionnaire implementation (e.g: assist the interviewees during filling the questionnaires.). For a robust survey results, critical mass of interviewees is needed, to ensure the material is statistically viable.

The questionnaire should contain the questions to assess the levels of awareness amongst beneficiaries, including male and female beneficiaries, concerning the projects identification and proposal, project evaluation, design and approval, sources of financing for the investments in their area. In particular, the questions should be addressed to assess extent to which the necessary measures have been undertaken for their proper and sustainable operation and maintenance.

Data gathered will be analyzed and processed through detailed data analysis. The survey results will be summarized in a Survey Report including quantitative and qualitative assessment and will provide a summary on the finding and conclusions of the Beneficiaries Survey in form of charts, graphs and illustrations. Wherever relevant, the report shall, also, include photos and descriptions of the data collection process.

(iii) Assessment of the impact of the Project results and outputs

To carry out this task the Consultant will highlight the Project results and outputs and asses the achievement using applicable indications. To do this the Consultant will, also, measure the development results and evaluate how effectively the Project' objectives and targets have been achieved based on project indicators. This is more important for which this evaluation is Final. On this regard, it is important to assess to what extend the IWRM Strategy has provided the strategic priorities for improving water resource management, including addressing the environmental objectives of the EU-WFD, assess the usefulness of the IWRM for GoA in its current structures, analysis and specification of related policy and resource implications (including the EU gender Acquis) and how these objectives have been adopted to Albanian conditions for making IWRM Strategy realistic and effective. Concerning the RBMPs for Drini-Buna and Semani rivers it is important to assess to what extend the identified cost-effective priority measures have improved the efficiency of water-resource management in the basins and service delivery.

The evaluation should include the following principal tasks:

- Assess the project design in terms of its relevance to the overall development situation at the national level, relevance to the national strategies, and relevance to beneficiaries (women and men, rural and urban and other parameters as deemed necessary);
- Assess the quality and timing of the inputs and to what extent these have been effective to meet the component objectives;

- Assess relevance and appropriateness of the different strategies and approaches for achievement of project outcomes and outputs, with the view to assess whether the Project' interventions met the needs of the intended beneficiaries and the area of operation;
- Provide a quantitative and qualitative assessment of the project' performance, including the effectiveness, efficiency, and deadlines of producing the expected outputs and the sustainability of the different outputs/results;
- Assess the cost-efficiency/cost-benefit analysis of the Project interventions, supported by an appropriate methodology for such assessment;
- Asses the level of involvement and contribution of the stakeholders in successive Project' stages towards the Project goals and objectives, including their ability and efforts for social and gender inclusion in the public consultation, training and technical assistance efforts of the project;
- Asses to what extent the context has changed over time (mainly institutionally) and how that has positively and negatively affected the outcomes and outputs and what it means for the future;
- Asses to what extent the organizational structure/institutions and key stakeholders have facilitated the Project implementation and utilized the Project' funds;

6. REQUIRED QUALIFICATIONS AND EXPERIENCE

This assignment will be undertaken by a Consultant Company, qualified and experienced in the Evaluation of Project outcomes and Beneficiaries Survey, with proven good records of accomplishment. High degree of flexibility and ability to meet strict deadlines will be required.

The consulting firm should have the following minimum qualification requirements:

- at least 5 years of previous engagement in similar assignment (Monitoring & Evaluation Consultancy, Survey assignment, etc.)
- must have completed at least 2 similar contracts in the last 5 years (Monitoring & Evaluation Consultancy, Survey assignment, etc.)

Human resources to be provided and consultant qualifications

Team Leader/Liaison Expert

The candidate suitable for this position should have the following qualifications:

- University degree (MSc) in Social Science, Economics, Business Administration or equivalent professional qualifications appropriate to this Consultancy Services;
- More than 15 years overall working experience with, at least, 10 years research experience in development studies and evaluation;
- Previous experience as Team Leader is appreciated;
- Knowledge and experience working with the National and Local Governments and Albanian Institutions, demonstrating good communication and liaison skills would be an advantage;
- Skills for designing and developing survey tools for the evaluation, tabulation and data analysis and doing so with a gender perspective (which include designing for and making use of disaggregated data);
- Knowledge of both quantitative and qualitative research methods (including methodologies for female engagement and gender disaggregated research or assessments)

- Proven experience in successful implementation of, at least, two assignments in conducting evaluations of similar projects;
- Knowledge on Impact Assessments and Beneficiary Survey of the World Bank' projects and understanding of their specifics would be considered as an advantage;
- Demonstrated capability in report writing;
- Fluency in English (comprehensive writing skills) is required;

The Team Leader of the Consultant Company will be responsible for the overall quality and consistency of all reports and documents produced and delivered.

- Surveyor (1)

The candidate suitable for this position should have the following qualifications:

- University degree (MSc) in Social Science or equivalent professional qualifications appropriate to this Consultancy Services;
- More than 10 years overall working experience with, at least, 5 years of relevant experience, even in the field;
- Proven experience working with the National and Local Governments and Albanian Institutions would be preferred;
- Proven experience in successful implementation of, at least, two assignments in the last 5 years in conducting Beneficiary Surveys;
- Demonstrated capability on developing proper questionnaire;
- Experience in analyzing and summarizing the survey data is highly desirable (including making use of disaggregated data and cross tabulation of results);
- Record keeping and report writing skills;
- Fluency in English is required;

- Surveyor (2)

The candidate suitable for this position should have the following qualifications:

- University degree (MSc) in Finance, Business Administration or equivalent professional qualifications appropriate to this Consultancy Services;
- More than 10 years overall working experience with, at least, 5 years of relevant experience, even in the field;
- Proven experience working with the National and Local Governments and Albanian Institutions would be preferred;
- Proven experience in successful implementation of, at least, two assignments in the last 5 years in conducting Beneficiary Surveys;
- Demonstrated analytical skills and ability to merge data from multiple sources is highly desirable;
- Experience in qualitative and quantitative data collection analysis using statistical software;
- Record keeping and report writing skills;

- Fluency in English is required;

The selection method to be applied is CQS – Consultant’s qualifications-based selection method, in accordance with the procedures for the selection set out in the World Bank’s Procurement Regulations for IPF Borrowers, Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services July 2016, Section VII. Approved Selection Methods: Consulting Services.

7. DELIVERABLES

All reports will be prepared and submitted in English (2 copies) and Albanian language (3 copies), except the Final Report, which will be submitted in English (3 copies) and Albanian language (4 copies). The reports will be submitted both in hardcopy as well as by full electronic copy (2 CD), including all annexes (word and PDF version). All reports will be submitted as a draft for Client’s comments/approval (as scheduled below) in electronic form only (by e-mail). Once the Client’s approval is provided the Consultant shall reflect comments (if any) and submit the hard copies and CD, as required. For any other important issues, the Consultant Company may contact the Project’ representatives or inform them (by e-mail).

The following reports providing information on the progress of the Consultancy Services are expected to be prepared and delivered:

- **Inception Report:** This report should provide a comprehensive description and the results from the **Task (i)** “*Situation analysis, strategy and methodology to be used for the Consultancy Services*”. A detailed Work Plan should be provided; the report shall contain the draft strategy and methodology to be used, as well as, how this methodology will be applied and be effective. Together with the Inception Report the Consultant should submit for Client’s review and approval a draft questionnaire, which should reflect the socio-economic factors which may have affected beneficiaries’ access to project benefits or perceptions of benefits (female and male). The Inception Report will be submitted 4 weeks after the contract’ signing;
- **Survey Report:** This report should provide a comprehensive description and the results from the **Task (ii)** “*Design and carry out of a Beneficiaries Survey*”. A summary of quantitative and qualitative data collection (interview with focus groups, individual interviews, etc.), results and conclusions should be provided as an annex of the report (as described in Task ii), disaggregated by sex, socio-economic status and other parameters as deemed relevant). The Survey Report will be submitted 11 weeks after the contract’ signing;
- **Draft Final Report:** This report should provide a comprehensive description and the results from the **Task (iii)** “*Assessment of impact of the Project outcomes and outputs*”, **Task (iv)** “*Record of lessons learnt, challenges, successes, positive or negative experiences*”. The Draft Final Report will be submitted 13 weeks after the contract’ signing;
- **Final Report:** This report shall incorporate all comments provided in the Draft Final Report. The results of the Beneficiaries Survey will be, also, included, as an annex. In a separate section the Final Report should underline findings and conclusions from this Consultancy Services. The Final Report will be submitted 1 week from the approval of the Draft Final Report.

Deliverables and Time Frames

Deliverables	Time Frame (Weeks from the date of contract' signing)	English language	Albanian language
Contract Signature	0		
1. Submission of Inception Report & draft questionnaire	3*	by e-mail	by e-mail
Comments issued by the Client			
Submission of Inception Report & draft questionnaire	4	2 (two) copies & CD	2 (two) copies & CD
2. Submission of Survey Report	10*	by e-mail	by e-mail
Comments issued by the Client			
2. Submission of Survey Report	11	2 (two) copies & CD	2 (two) copies & CD
3. Submission of Draft Final Report	13*	by e-mail	by e-mail
Client's approval	14		
4. Submission of Final Report	14	3 (three) copies & CD	3 (three) copies & CD

**The Time Frame represents the deadline for submission of the report by e-mail*

8. REPORTING

The Consultant Company will submit all deliverables to the PMT/Responsible Department(s) of the Water Resources and Irrigation Project (WRIP)/Ministry of Agriculture and Rural Development for comments/approval. The Project Manager will forward the reports to the World Bank, as appropriate.

9. DOCUMENTS TO BE PROVIDED BY THE CLIENT

The PMT will provide all relevant documents to the Consultant Company to facilitate the assignment. These include, but are not limited to:

- The Project Appraisal Document (PAD) for the Water Resources and Irrigation Project (October 18, 2012);
- Restructuring Paper of the Water Resources and Irrigation Project (October 13, 2015);
- Mid-Term Review Report and Semi-Annual Reports produced under the Consultancy Services for "Establishment of a M & E System";
- The report of the Baseline Survey for the new I&D schemes and lessons learned from project implementation

Any other relevant documents that might be deemed useful will be provided by the PMT in the course of the Consultancy Services.

10. PERIOD, TIME SCHEDULE AND SUPERVISION OF THE CONTRACT

The expected duration of the assignment for the "**Monitoring & Evaluation Consultancy End Project Survey Final for Component 1, 2 & 4**" will be **4.5 months**, commencing tentatively on **December 2020** and continuing until end **April, 2021**. The minimum expected effort is **10.35-man months** for the entire team (Key Experts and non-Key Experts).

The supervision of the Consultancy Services contract will be direct responsibility of the Directorate of the Water Resources Policies, Directorate of Projects' Conception and Feasibility and Directorate of Agriculture, Food Safety and Rural Development' Programs, in close collaboration with the Project Management Team in the Ministry of Agriculture and Rural Development.

It is expected that the Consultant Company to be available to start shortly after the contract signing and make all possible efforts for timely completion of the services.