



## **TERMS OF REFERENCE FOR THE EXTERNAL EVALUATION OF THE PROJECT**

«Cutting edge improvements in the public procurement system in Moldova through inclusiveness, creativity and law-abiding practices», funded by the EU through the Civil Society Strengthening Program in the Monitoring of Budget Support. The project was implemented by the Institute for Development and Social Initiatives (IDIS) "Viitorul" a civil society organization and an independent research institute.

### **1. Background**

Public finance managements in public sector is one the key priorities of the governments. An efficient management of public finance is the key element for poverty reduction and sustainable economic growth of the country. Public procurement (PP) is an important component of the public finance sector since its function is to ensure a proper use of public resources.

*The overall objective* of the project is to enable civil society to evaluate, assess and monitor the public money spending through the existing public procurement practices by facilitating the policy dialogue between authorities and CSOs.

Within the project implementation the Institute for Development for Development and Social Initiatives (IDIS) "Viitorul" has developed different activities in order to achieve the following specific objectives:

1. Strengthening the watchdog role of civil society in economic good governance ensuring greater transparency of the procurements, making sure that public resources are used in the best interest of citizens. (capacity building activity for CSOs developed, a Procurement Monitoring Guide for CSOs developed, national best practices from in procurement monitoring shared: Rezina, Balti, Cahul) etc.
2. Assisting governmental authorities, procurement regulators and contracting authorities to comply with the principles of good governance benchmarks in order to improve the public procurement system and therefore the quality of public investments. In this context, round tables with government, central / local public authorities' representatives, contracting authorities, and economic operators were organized, policy recommendations drafting and presented to the public and authorities, public debates organized, etc.).
3. Ensuring a wider public access to relevant information in the public procurement system pertaining to the entire operational cycle, from the planning stage to the contract execution, as well as to any breaches of public procurement procedures, contracts' provisions or other irregularities. In order to achieve these objective were elaborated info graphics, journalistic investigations, were conducted interviews with economic operators and public debates, press-releases were elaborated and disseminated.
4. Contributing to effective and transparent review solving system in public procurement through capacity building and monitoring (Guide on the procedures for preparing and submitting complaints for economic operators, the activity of NASC in terms of compliance with the principles such as celerity/rapidity, transparency, efficiency and impartiality monitored and position paper developed). This project is built on the positive assumption that civil society and state agencies are bound to cooperate, and that despite the issues, civil society can be a valuable element of a better public



procurement system, if rules will be respected, and when CSOs will be capable to undertake monitoring and evaluation at certain international / domestic standards.

## **2. Purpose**

The purpose of the evaluation is to assess the results in order to inform the beneficiaries and donor about the relevance, effectiveness (achievement of the results), efficiency (ratio between results achieved and investment) and sustainability aspects according to the standard internationally accepted evaluation methodology.

## **3. Objectives**

The main objectives of the evaluation are:

- To ascertain results (output, outcome, impact) and assess the effectiveness, efficiency and sustainability of this development intervention;
- To provide findings, conclusions and recommendations with respect to the future projects.

## **4. Subject and focus (scope)**

The evaluation will focus on objectives, activities and the results of the project that covered the period March 2017 - September 2019. Also the evaluator will look to the relevance, effectiveness, efficiency and sustainability of the project.

## **5. The main target groups to be taken into consideration would be:**

- ✓ Ministry of Finance;
- ✓ Public Procurement Agency
- ✓ National Agency for Settlement of Complaints
- ✓ CSO representatives that have participated within the consolidation capacity activities and other public event
- ✓ Contracting authorities and economic operators that were involved within workshops, round tables and other public events.

For the evaluation process, it is required to apply five OECD/DAC evaluation criteria (relevance, efficiency, effectiveness, impact and sustainability). In addition, the evaluator (s) will apply the criteria of participation and responsibility / ownership etc.

## **6. Evaluation approach and techniques**

The estimated duration of the summative evaluation is 1 month.

The OECD Evaluation Quality Standards need to be applied.

On September 3, 2019 the evaluator (s) will be invited to participate at the final conference where IDIS will present the main results, achievements of the project and also will present 2 evaluation reports related to the Strategy for Development the Public procurement system for the period 2016-2020 through its Action Plan for the period 2016-2018, and Anti-corruption Sectorial Plan on public procurement sector for the period 2018-2020.

An introduction workshop will be organized during which will be discussed in details all products, activities developed during the project implementation period. We will also deliver all information and documents relevant to the evaluation.



Afterwards, for the purpose of research (desk study), it is expected that the evaluator (s) analyses all relevant project-related documentation.

In the inception phase, the evaluator (s) will focus on the evaluation questions; hypotheses and indicators to individual questions identify methods and instruments to capture each evaluation question and plan the evaluation process in details.

During field research, the evaluator should visit the project counterparts in the Ministry of Finance; Public Procurement Agency; National Agency for Settlement of Complaints; CSO representatives that have participated within the consolidation capacity activities and other public event; Contracting authorities and economic operators that were involves within workshops, round tables and other public event in order to discuss their perception regarding project results.

No. of visits should be up to 8-10 and should not exceed 2 hours each.

A workshop will be organized for the presentation of the draft evaluation report to allow discussion and feedback. Comments and proposals made during the workshop should be captured by the evaluator (s).

The evaluator (s) may use various research and analysis methods: literature search, questionnaires, interviews, focus groups, direct observation, case studies, etc. Some methods are better for gathering quantitative data, others for qualitative data. The evaluators should select the method best suited for each evaluation phase.

### 7. Draft Timetable

No.	Evaluation phase	Time period / Deadline
1	Signing the contract	September 2, 2019
2	Participation at the final conference	September 3, 2019
3	Introduction workshop	September 9, 2019
4	Desk study	September 10 - 13, 2019
5.	Field research	September 16 - 20, 2019
6.	Preparation and presentation the draft report	September 23 - 27, 2019
7.	Preparation and submission of final report to IDIS	By October 4, 2019

### 8. Key qualifications of the evaluator (s)

- Multi-disciplinary professional backgrounds including management/ organisational behaviour, political economy/ economics, sectoral (social/ non-social) programmes and government structures and administration;
- Experience in monitoring and reporting development results;
- Experience in conducting strategic level (programmatic and/ or thematic) outcome & impact evaluations which assess „contribution“;
- Broad and in-depth knowledge of development cooperation and related institutional arrangements and relationships within/ relevant to the country (national government, donors & civil society);
- Prior experience of having worked together successfully on evaluations;
- Excellent communication skills in Romanian and English (written and oral).



**Applicant must demonstrate:**

- Advanced communication skills in Romanian and coherent, structured and accessible writing and writing capability in Romanian, including the terminology of the field of expertise;
- Advanced analytical and communication skills;
- Creativity, seriousness, system approach;
- Loyalty, good sense and professional integrity;

All qualifications will be proven by consultant(s) with personal CVs.

**9. Report**

The evaluator (s) is/are expected to deliver two reports: draft report and final report, according to the deadlines mentioned in the timetable. The final report (max. 20-25 pages) should focus on the evaluation findings, draw conclusions, discuss lessons learnt and recommendations formulated based on findings.

The report should be layout the information in a presentable and clearly arranged form and should be free from spelling mistakes and ambiguous linguistic formulations. The report should be made available in English and Romanian.

**10. How to apply / Application procedure**

Applicants must submit:

- **CV,**
- **Short technical proposal with methodology (max 2 pages) and**
- **Financial offer (salary, translation, transport, etc.).**

Until **August 23, 2019 at 17.00.** Please send your files to the following e-mail address: [ungureanu.carolina@gmail.com](mailto:ungureanu.carolina@gmail.com) or IDIS headquarters "Viitorul" on 10/1 Iacob Hincu Street, Chisinau city, MD - 2005. If you have additional questions you can you can contact Ungureanu Carolina at 022 22 18 44 or at the e-mail address mentioned above.



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Proiectul este implementat de Institutul pentru Dezvoltare și Inițiative Sociale (IDIS) Viitorul.

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