

Terms of Reference

Subject: Final Evaluation (Endline) Consultant / Third-Party Monitoring (TPM) Firm

Publication Date: 21 January 2026

Submission Deadline: 29 of January. 2026, 16:00 (Yemen Time)

Location: Aden and liberated governorates, Yemen

Issuing Organisation: Saferworld, MEAL Unit

1. Introduction

Saferworld is an independent non-governmental organisation working to prevent and reduce violent conflict and to promote cooperative and inclusive approaches to security. Saferworld works with civil society organisations (CSOs), governments, and international actors through advocacy, research, policy engagement, and capacity strengthening.

Saferworld is seeking a qualified evaluation consultant or TPM firm to conduct an independent final evaluation of an EU-funded project “*Strengthen EU partnerships with Yemeni CSOs for the Development of Yemen*”. The evaluation will assess project results, sustainability and partnership approaches, with a view to supporting organisational learning, transparency and engagement with stakeholders, and to inform future programming.

Project Overview

The project is implemented by **Saferworld** in partnership with **YWBOD** and **Resonate! Yemen**, and is funded by the European Union over a three-year period.

The overall objective of the project is to strengthen the EU’s partnership with Yemeni CSOs as independent actors contributing to good governance and development. The project focuses on strengthening CSO engagement and impact across three priority areas:

- Integrated human and social development
- Economic stability and growth
- Peace and security

The project supports 15 CSOs, 6 Networks, and 4 Hubs through a combination of the following approaches

1. Flexible core funding
2. Demand-led capacity strengthening and accompaniment
3. Support to CSO networks and hubs for learning, coordination, and advocacy
4. Strengthening collective civil society voice, including that of marginalised actors
5. Improving communication channels between CSOs and the EU

The project is grounded in a humanitarian–development–peace (HDP) nexus approach.

Objectives of the Evaluation

This is a comprehensive final evaluation, combining summative and learning components. The objectives of the evaluation are to:

1. Assess the project's contribution to intended and unintended outcomes in relation to its objectives and Theory of Change, drawing on available baseline and monitoring data.
2. Analyse progress and sustainability of outcomes, with particular attention to local ownership, capacity and the enabling environment for Yemeni CSOs.
3. Examine implementation processes, adaptations, and contextual factors, and how these have influenced project results over time.
4. Assess the partnership model underpinning the project, including issues of equity, added value, decision-making and power-sharing between Saferworld, partners and supported CSOs.
5. Generate lessons learned and actionable recommendations to inform future approaches to supporting CSOs.

Key Evaluation Questions

The following key evaluation questions are indicative and will be refined and finalised during the inception phase in consultation with Saferworld team, while maintaining the independence of the evaluation. All evaluation questions should be considered through relevant gender, inclusion and conflict sensitive lens, and that the evaluation should recognise the complexity of the context in Yemen.

A. Relevance & Design

- 1) To what extent was the project design and Theory of Change relevant and appropriate to the context and needs of Yemeni CSOs, Networks, and Hubs across the three priority areas of human and social development, economic stability, peace and security?

B. Effectiveness & Outcomes

- 2) To what extent has the project contributed to strengthening Yemeni CSOs/Hubs/Networks as independent actors of good governance and development?
- 3) What changes occurred in the capacity, coordination, and effectiveness of CSOs, Networks, and Hubs as a result of the project?
- 4) How have CSOs/Hubs/Networks contributed to addressing community needs, particularly in relation to women, peace and security, and development priorities?

C. Impact & Contribution

- 5) What intended and unintended outcomes can be identified, and how has the project contributed to these outcomes within a complex and fragile context?
- 6) How did the project support linkages across the humanitarian–development–peace (HDP) nexus, and what difference did this make in practice?

D. Partnership & Power-Sharing

- 7) How effective and equitable was the partnership model between Saferworld, consortium partners, CSOs, Networks, and Hubs?
- 8) To what extent did the project contribute to shifting power, ownership, and decision-making to Yemeni CSOs/Hubs/Networks?

E. Implementation, Adaptation & Learning

- 9) How was the project implemented in practice, and what key management decisions and adaptations were made in response to contextual changes?
- 10) What factors enabled or constrained implementation, including security, political, operational, and partnership-related factors?

F. Sustainability

- 11) To what extent are the project's outcomes likely to be sustained beyond the end of EU funding, considering institutional capacity, resources, and local ownership?
- 12) What conditions are necessary to sustain and, where appropriate, scale the results achieved by CSOs, networks, and hubs?

G. Lessons & Future Programming

- 13) What key lessons and best practices emerge from this project for supporting CSOs, networks, and hubs in fragile contexts?
- 14) What actionable recommendations can inform future EU and INGO support to civil society?

Scope of the Evaluation

Time period: Entire project duration.

Locations: Aden, Taiz, Lahij, Abyan, Shabwa, Hadhramaut, Al Mahra, Marib, Ad Dhale and Socotra.

The evaluation is not expected to cover all locations directly. Evaluators are expected to propose an appropriate sampling strategy based on security, access and feasibility.

Targeted groups:

- 15 Yemeni CSOs (approximately 30% WROs)
- 6 CSO networks
- 4 hubs (two CSO hubs and two women's hubs) in Aden and Taiz

Stakeholders to be consulted may include project staff, consortium partners, sub-grantees, network members, community representatives (where safe and appropriate), and the EU Delegation.

Note: Evaluators may propose a combination of in-person and remote data collection approaches, justified by security, access, and feasibility considerations.

Methodology and Ethics

The evaluator is expected to propose a clear mixed-methods approach, which may include:

- Desk review of project documents and baseline study
- **Comparison of endline findings with baseline data.** The evaluation will use the baseline as starting point and compare it with endline findings to assess changes overtime.
- Use of interviews and discussion to help explain and understand the observed changes.
- *Building on **baseline data collection tools** and core questions where applicable, while adapting tools as needed to assess change over time, sustainability, partnership effectiveness and lessons learned*
- Theory-based methods such as Contribution Analysis and **Outcome Harvesting** (noting that Outcome Harvesting is a methodology commonly used by Saferworld).
- Key Informant Interviews, surveys, and FGDs with CSOs, networks, partners, and the EU
- **Limited** community-level validation where applicable and safe.
- Inclusive approaches to capture perspectives of women, youth, and marginalised groups
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Note: Evaluators are not required to use all methods listed above and should clearly justify their methodological choices in the inception report

Ethics

The evaluator must adhere to the principles of **Do No Harm, safeguarding, confidentiality, and informed consent**, and **ensure respectful and inclusive participation**. The evaluation must comply with Saferworld's safeguarding policies.

Management, Governance and Reporting

The evaluation will be managed by Saferworld **MEL Coordinator/Advisor**. The evaluator will work in close coordination with Saferworld's assigned team on the development and implementation of the evaluation, while maintaining the independence of the analysis and findings.

The evaluator will be required to submit a draft evaluation report to Saferworld ahead of the final submission deadline. This will allow sufficient time for review and feedback to ensure that the evaluation meets the requirements and specifications outlined in this Term of Reference.

Access to Project Documents

Saferworld will provide the following documents to the selected evaluator upon contract signature:

- Project proposal and approved budget summary
- Logical Framework (Logframe) and Theory of Change
- Baseline study report
- Outcome Harvesting (OH) reports
- Monitoring and evaluation data and progress reports
- Safeguarding and data protection policies
- Any other relevant documents required for the evaluation.

Deliverables

The evaluator will submit the following deliverables in English language;

- Inception Report (10–15 pages) including methodology, work plan, sampling, and draft data collection tools
- Draft Evaluation Report (for review)
- Final Evaluation Report, including executive summary, methodology, findings, conclusions, recommendations, and annexes. The report should not **exceed 34 pages**, (excluding annexes) and must include:
 - An Executive Summary (maximum 2 pages)
 - A 2-page Learning Brief for external audiences.
- Presentation of findings to Saferworld and other key stakeholders
- Learning Brief (2-page summary for external audiences)

Annexes should include the workplan, maps (where applicable), list of key informants (disaggregated by type of CSOs/Networks and Hubs), finalized data collection tools (in English and Arabic), and raw data in agreed formats.

Duration and Timeline

The expected evaluation period is **February 2026 – March 2026**. The evaluator must propose a **realistic timeline**, and indicate the total number of consultant days across the evaluation team, with a justification of how time will be allocated across the different phases.

As an indication, the level of effort is expected to be in the range of **40–70 days**, depending on the proposed methodology and field engagement approach.

Indicative phases include:

- **Inception Phase (One week):** Desk review, co-creation workshop, and submission of the Inception Report.
- **Data Collection Phase (Two weeks):** data collection, coordination with local partners, and preliminary analysis
- **Analysis, Reporting & Validation Phase (Two weeks):** Drafting and finalizing reports, validation and finalisation

Payment schedule

The consultant/TPM firm will be paid in USD as consultancy fees for the duration of the assignment, according to the following schedule:

- 40% upon approval of the Inception Report
- 60% upon approval of the Final Evaluation Report

Application and Submission Process

Interested applicants are invited to submit their proposals in English Language in accordance with the instructions below. Proposals that do not comply with these requirements may not be considered.

Submission Format

Applicants must submit two separate sealed envelopes/files:

- Technical Proposal
- Financial Proposal

The Technical and Financial Proposals must be clearly labelled and sealed separately.

1) Technical Proposal (max 15 pages, excluding CVs and annexes) in English Language should include:

- Understanding of the ToR and proposed methodology, including a detailed work plan and timeline
- Proposed team composition and CVs of key personnel
- Two professional references
- A statement confirming adherence to ethical and safeguarding standards

2) Financial Proposal should be submitted as a separate document in USD and include a detailed budget breakdown (e.g. *daily rates, travel, local staff/enumerator costs, and other expenses*).

Submission Process

Proposals must be submitted as sealed bids to the **Saferworld** office and deposited in the designated tender box located at the **Saferworld Office, Khor Maksr district, October neighborhood- Behind Abdulbari School - Fakhri Qasim Building, third floor**

Submission Deadline: The first of February 2026, 17:00 Yemen Time

Late submissions will **not** be accepted

Clarification Questions

Applicants may submit clarification questions related to this call by **25 January 2026** to the following email s.hazaa@saferworld-global.org

Responses to clarification questions will be shared with all applicants maximum by **27 January 2026** to ensure transparency and fairness.

Evaluation Criteria

Proposals will be evaluated based on:

- Technical quality (60%): Understanding of the ToR, Methodology and ethics, Team competence and regional experience
- Financial proposal (40%): Cost-effectiveness and realism

Preference will be given to teams with demonstrated experience evaluating civil society or peacebuilding programmes and in conducting evaluations on shifting power and partnerships. Key Competencies and Qualifications

The evaluator or team should demonstrate:

- Advanced university degree in social sciences or related field (for consultants)
- Minimum 5 years of experience in evaluations and/or TPM
- Experience with CSOs, CSOs and youth networks, and CSOs and Women Hubs
- Demonstrate capacity to conduct evaluations across multiple locations using appropriate sampling approaches
- Strong analytical and report-writing skills

- Ability to travel to project areas where safe and feasible
- Fluency in English and Arabic (reading and writing)
- Ability to collect data online and offline and manage enumerators and field teams.

Clarifications and Additional Notes (Important)

Please note:

- Both individual consultants and firms are eligible to apply. If applying as a firm, provide an agreement outlining roles and responsibilities.
- Applicants should indicate any security or access constraints and how these will be managed.
- For proposal development purposes, a summary of the baseline assessment and the project logical framework (including objectives, outcomes, indicators, and sources of verification) is shared as annexes to this ToR.
- The contracting organisation reserves the right to clarify, modify, or cancel this call.
- For any procedural clarifications, contact S.hazaa@saferworld-global.org All clarification responses will be shared with all applicants to ensure fairness.