

Impact Evaluation for the ‘Growing Together Program’

Information notice for Selection Guidelines – 28th April 2025

No.	Chapter and page of the Guidelines which the question refers to (if applicable)	Quote of the text of the Selection Guidelines which the questions refers to (if applicable)	Question	Answer
1	Chapter 1 Introduction. Page 3	<i>These Selection Guidelines are for the restricted tender procedure (this “tender procedure”) for the Letter of Assignment (the “Contract”) to conduct baseline, mid-term and end-term evaluations to meet the partnership requirements between IDH and The Norwegian Agency for Development Corporation (NORAD) for the ‘Growing Together’ program, funded by Norad and implemented by IDH, in collaboration with private and public actors.</i>	What is the geographic coverage expected for primary data collection? Which and how many regions will be included? What is the timeline of the Growing Together program across the different countries? Specifically, is the implementation timeline similar across countries or staggered by phase or region?	Primary data is sampled from 7 regions: 4 in Tanzania (Mbeya, Dodoma, Iringa, and Morogoro), and 3 in Ethiopia (South Ethiopia, Central Ethiopia and Oromia). Note -primary data collection is undertaken by the program. This assignment will review the existing data and extra data when necessary. Implementation is undertaken concurrently in the program countries from January 2024 to December 2028.



2	Chapter 3.2 Program Background. Page 6	<i>The stakeholder groups involved in delivery of the program are: Eighteen (18) SMEs and large companies (10 in Tanzania and 8 in Ethiopia) in selected value chains with influence and/or potential to impact to food security, climate resilience, and inclusion of small-scale food producers with intentionality for economic participation of women and youth. 2. Two (2) sector platforms (1 in Tanzania and 1 in Ethiopia) that will influence changes in business practices at scale, as well as sector coordination and regulatory policies that strengthen food security. 3. Three (3) implementing partner organizations that provide specialized technical assistance support to agri-food SMEs and sector platforms to optimize their</i>	How and to what extent are local partners expected to be involved in the evaluation process? Specifically, will local staff from implementing partners contribute to activities such as data collection, validation, or analysis?	The evaluator is expected to engage with local partners (SMEs, sector platforms, and partner implementing organizations) to clarify and or validate their data and reports which feed the program reports that inform the evaluation. Their staff can clarify and validate information and/or observations of the evaluator but will not collect data or undertake analysis for the evaluator.
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		<i>value chains for improved food security in the targeted countries.</i>		
3	Chapter 3.3 Intervention logic and theory of change. Page 6	<i>The theory of change of the Growing Together program prioritizes transforming African food systems through a business-led approach to achieve food security.</i>	To what extent is the evaluation team expected to propose refinements to the existing TOC and RMF, or is the primary focus on validation of the current framework? Does the program envision the evaluation contributing to adaptive management and strengthening M&E systems, including evaluation readiness of implementing partners? Are there any visuals or diagrams available of the current TOC? Additionally, are there sector-specific or contextualized versions of the ToC for different value chains, countries, or intervention areas within the program?	Evaluation team will validate and can recommend improvements IDH considers evaluation as opportunity for learning and improvement. Findings of evaluators can help to make amendments and improvements, but evaluators are not expected to advise on possible re-design of the systems The ToC diagram is included in the annex. The ToC will be contextualized per intervention area and in the projects with the SMEs and sector platforms but not at value chain and country. This process is still in progress, and they will be available from 2026.



4	Chapters 3.4 and 3.5, Purpose and Scope of Evaluation, pages 7-8	<i>asks the evaluator to “advise on the scope and quality of baselines and learning questions,” while Section 3.5 emphasizes a “light” mid-term evaluation with a focus on two pathways.</i>	It's unclear how much design flexibility the consultant has at each stage. What degree of flexibility will the selected consultant have to revise the evaluation design and focus areas during the inception phase, particularly in terms of the number of learning questions addressed	There will be flexibility to adapt the evaluation design within the scope of the assignment defined in this ToR and in concurrence with IDH.
5	Chapter 3.5, Scope of Evaluation, page 8	<i>If necessary, additional baseline information may be collected as part of this assignment</i>	To what extent is the selected consultant expected to conduct additional primary data collection as part of the baseline review	The baselines collected by the project are comprehensive and additional baseline needs are expected to be minimal, if necessary.
6	Chapter 3.5 Scope of evaluation. Page 8	<i>IDH has already completed a baseline, and this assignment will assess the quality and scope of that baseline information. If necessary, additional baseline information may be collected as part of this assignment.</i>	Are there baseline data for both countries? Could you clarify the design and content of the existing baseline data as outlined in the RMF and MEL plan?	Yes, baselines are collected for each country. The program baselines are a consolidation of project baselines, sector and landscape studies, and business analytics reports of SMEs.



			Does the baseline include control or comparison groups, and what types of data (quantitative/qualitative) are available? In case additional baseline data collection is needed, should this be budgeted for in the proposal?	Baselines consist of both quantitative and qualitative data. The farmer surveys include those influenced by program interventions and those outside. However, the design of projects in the program will not include a control group but changes observed influenced by program. Additional baseline data needed by the evaluator should be budgeted in this proposal.
7	Chapter 3.7 Approach and Methodological requirements. Page 10	<i>It is expected that applicants describe and justify an appropriate evaluation approach/methodology and methods for data collection in the tender.</i>	Are there preferred or required tools for data collection and analysis that the evaluator must use, or is there flexibility in selecting tools and software?	There is flexibility but good to confirm that IDH wants access to primary / raw data for future use and analysis.
8	Chapter 3.9 Deliverables. Page 10	<i>Deliverables of assignment</i>	To what extent is the evaluation timeline negotiable, particularly for the fieldwork and reporting stages, given potential context-	The timelines in the ToR are indicative and will be made definitive in the contracting stage and agreed between IDH and the evaluator



			specific delays (e.g., harvest seasons, political cycles)?	considering the prevailing program context
9	Chapter 3.5, Scope of Evaluation, page 8	<i>If necessary, additional baseline information may be collected as part of this assignment</i>	Logistic support - While IDH states they will facilitate introductions and field logistics, the extent of logistical, language, and local data collection support is unspecified. Will the consultant be expected to recruit and manage local enumerators in Tanzania and Ethiopia, or will IDH facilitate these arrangements	The consultant will recruit and manage enumerators in accordance with any data collection/processing requirements according to the EU GDPR. IDH will introduce the consultant to the necessary stakeholder.
10	Chapter 3.9, Deliverables, page 10-11		The Selection Guidelines indicate a 3-year contract duration (Sept 2025–Sept 2028, assuming a Sept 2025 contract award date), yet the end-term evaluation deliverables are scheduled through December 2028. Could you please clarify whether the contract period will be extended to accommodate these final deliverables, or	The contract period for the evaluation will be until December 2028 without extension. Implementation of program activities are expected to close 6 months to the end of the program period to allow for all program tasks, including evaluation to be concluded by December 2028.



			whether the assignment scope will conclude before the final evaluation is submitted	
11	Chapter 4.2, Duration and Value of the Letter of Assignment, page 12	<i>IDH intends to enter the Letter of Assignment with the selected Consultant for a period of three (3) years with an estimated total value of EUR 370,000</i>	Can you confirm whether the total estimated contract value of EUR 370,000 is intended to cover all three components for the assignment - baseline review, mid-term evaluation, and end-term evaluation – including all associated costs (travel, staffing, local data collection, validation sessions, etc.)?	The indicated estimate of contract value covers all the three components of the assignment.
12	Chapter 5 Proposal Requirements, Page 15	<i>Track record: please include the following table and fill it in with information on relevant work completed which is of similar nature to the scope of the work requested in this TOR.</i>	The included table appears to contain similar information to the Model Reference Declaration Form. A) Do both the table and the Reference Declaration Form need to be completed for each relevant consultancy? B) If both are needed, does IDH wish to see different types of information or contracts across the form and	Both tables need to be filled. The reference form is to satisfy the criteria of experience. The expectation is that the table in the expression of interest will contain highlights of the key references and not the level of description in the reference declaration form.



			table? C) For the track record table, which currency should be used? "	The currency to be used in the track record is EUR.
13	Chapter 5 Proposal Requirements, Page 15		Can IDH give additional clarification on the amount of detail it wishes to see in the budget indication?	Budget indication should indicate lumpsum figures for the key cost centres. A detailed breakdown will be expected in the tender stage.
14	Chapter 5, Proposal Requirements, page 15		Can IDH please confirm if there is a specific budget template the Offeror must use?	There is no defined budget template; the consultant has leeway to present the budget in the simplest form that has high level details.
15	Chapter 5, Proposal Requirements, page 16	<i>The Interested Party will provide the additional documentary evidence as mentioned below...An extract of the entry in the local Chamber of Commerce or comparable register in the country of establishment.</i>	Can IDH confirm it will accept a screenshot from the US government contracting system sam.gov (showing our active registration entity ID and physical address) as comparable to a Chamber of Commerce entry?	Yes, IDH can accept a screenshot from the US government contracting system SAM.gov showing your active registration, entity ID, and physical address as comparable to a Chamber of Commerce extract, provided it clearly demonstrates your legal status, registration, and address. The screenshot must be clear, up-to-date, and include the legal name, unique entity ID, and physical



				address. We encourage supplementing it with an official document (such as a PDF export or confirmation email) if available. IDH reserves the right to request additional information and to reject the documents provided if they are deemed insufficient to meet the guideline requirements..
16	Chapter 5.2 References. Page 17	<i>All reference client projects must have been finalized within the last five (5) years.</i> •<i>References may be in the process of being commissioned, provided that the assignment is finished.</i> •<i>One reference can cover more than one Suitability Requirement.</i> •<i>References must be related to projects with mid-line and end-line evaluation.</i>	Are references from evaluations or assignments previously commissioned by IDH acceptable?	Yes, references from IDH assignments are acceptable.



17	Chapter 5.3. Documentary evidence, page 17	<i>The Interested Party will provide the additional documentary evidence as mentioned below...A 'certificate of good conduct for tendering', as referred to in Article 2.89 Paragraph 2 Dutch Procurement Law, issued by the Minister of Justice or a comparable document from the country of establishment issued by a judicial or authorized government body regarding the grounds for exclusion as referred to in Article 2.86 Dutch Procurement Law.</i>	If the offeror is registered in a country that does not provide certificates of good conduct or similar, would IDH accept a signed self-certification letter?	If an official certificate of good conduct or equivalent document cannot be obtained because it is not issued in the country of establishment, the offeror may submit a signed self-certification letter, accompanied by (i) supporting evidence such as a sworn statement before a notary or other legal authority, and (ii) evidence demonstrating that no such official certificate is available in the country of establishment. IDH reserves the right to request additional information and to reject the documents provided if they are deemed insufficient to meet the guideline requirements.
18	Validity period		<i>Does IDH require a specific validity period for the proposed budget?</i>	Yes, IDH requires that the proposed budget remain valid for at least six (6) months from the expression of interest submission deadline. This ensures that the prices and terms offered remain binding throughout



				the anticipated evaluation and contracting process.
19	Question regarding 'baseline stage'		To support with our planning and budgeting for the baseline stage, could you share insights on weakness or gaps in the baseline report and views on the extent of additional data collection that will be required?	The program collects data from multiple sources to inform the baseline position i.e., farmer surveys, business analytics, and sector and landscape studies. We consider these to be adequate. The evaluation will assess adequacy of the baseline information and may collect additional data within the scope of this assignment for evaluation purposes.
20	Question regarding 'total participant numbers and locations'		Could you share details on total participant numbers and locations to inform sampling and budgeting?	The program predominantly engages three stakeholder groups to deliver the impact results i.e. 20 SMEs, 2 sector platforms, 3 implementation partners.
21	Question regarding 'budget'		Do you have any guidance on how the budget should be	Allocation of the budget in the phases is at the discretion of the evaluator. The level of effort is



			allocated across the baseline, midline and endline phases?	expected less in baseline evaluation, considerable at the midline evaluation, and significant at endline evaluation.
22	Question related to 'stakeholder'		What are the roles and expectations of coordination with the SMEs, CIAT, Rikolto and EAGC in the evaluation – and what data do they collect?	SMEs, CIAT, Rikolto and EAGC implement interventions contribute to the impact results of the program. They report of outputs and outcomes that contribute to the program impact results. The evaluator is expected to interact with their reports and engage them in the evaluation process.
23	Currency conversion	<i>"Total value of the assignment; Include EUR amount excluding VAT"</i>	If contracts were awarded in a currency other than EUR, which exchange rate should be used?	The contract will be awarded in EUR



Annex: Theory of change diagram

