Terms of Reference

External Endline Evaluation Consultancy

Promoting Access to Water and Education (PAWE) Project

Mandera County

IRK/PAWE/CONSUL/002/10/2026

ISSUED ON: Friday, 16th October 2026

CLOSING DATE: Thursday, 22nd October 2026 at 11:00 AM

October, 2026

Project:	**Promoting Access to Water and Education (PAWE) Project**
Activity:	**External Endline Evaluation**
Location:	**Mandera County**
Duration:	**28 days**

1.0 BACKGROUND

IR Kenya started operations in Kenya in 1993 through a local CBO in Mandera District, Northern Kenya. It opened its fully-fledged office in March 2006 at the height of the drought in the Horn of Africa. Since then, it has been providing humanitarian and development assistance to vulnerable communities. Over these years, IRK has remarkably changed the lives of the vulnerable and disadvantaged communities. In January 2010 and October 2011, IRK extended its operation to Wajir County and Garissa County, to serve both the local community and refugees at Dadaab Camp. Islamic Relief Kenya is currently implementing programmes in the following sectors: Health and Nutrition; WASH (Water, Sanitation and Hygiene); Sustainable Livelihoods and Disaster Risk Reduction (DRR); Child Welfare/Protection & Education; and Emergency Response. Over the years, IR Kenya has implemented various development and relief activities which have remarkably changed the lives of vulnerable and disadvantaged communities in Garissa, Wajir, Mandera, Kilifi, Marsabit, Tana River and Kajiado Counties.

IR Kenya commits to standards which ascribe to program quality and improved programming. This obliges us to conduct an end-line evaluation study for PAWE Project – Mandera County, focusing on the specific areas of the project interventions to document intended and unintended changes that can be attributed to the project.

2.0 PROJECT SUMMARY

The Promoting Access to Water and Education (PAWE) Project is an 18-month integrated community support initiative implemented by Islamic Relief Kenya (IRK) in Mandera County. The project aims to empower vulnerable communities by addressing critical gaps in Education and Water, Sanitation and Hygiene (WASH). It seeks to improve access to inclusive, safe and accessible education for children while increasing the availability of clean and potable water for households, schools and food production, thereby contributing to improved well-being and resilience among targeted communities.

The project combines infrastructure development with service improvement and capacity strengthening. Key interventions include the construction and rehabilitation of school infrastructure and boreholes, provision of education and learning materials, improvement of school WASH facilities, and installation of solar-powered water systems and associated infrastructure. Sustainability and community ownership are embedded in the project through capacity building of beneficiaries and relevant community structures, alongside active engagement of government departments at national, county and sub-county levels in the monitoring and technical supervision of Education and WASH interventions. The project is aligned with the Mandera County Integrated Development Plan (CIDP) 2023–2027, IR Kenya's strategic priorities, and relevant NDMA plans.

Project goal/impact: Improved learning outcomes for children and enhanced access to clean, potable water for households in Mandera County

Project outcomes:

Outcome 1: Improved education facilities and materials for schools in Mandera County

Outcome 2: Increased access to potable water for targeted households and schools

Project outputs:

Output 1.1: 1500 pupils have access to quality education

Output 2.1: 3,000 households and 2 schools have access to clean portable water for household and livestock use

3.0 Purpose and Objectives of The Endline Evaluation

As the project approaches completion, IRK seeks to engage a qualified consultant/consultancy firm to conduct an independent external endline evaluation which will assess the extent to which the PAWE Project has achieved its intended objectives, outcomes and results against the established baseline and results framework. The evaluation will examine the relevance, effectiveness, efficiency, impact and sustainability of the interventions, identify intended and unintended results, and document key achievements, challenges, good practices and lessons learned. The findings and recommendations will support accountability to project rightsholders and stakeholders and provide evidence to inform the design and implementation of future integrated Education and WASH programming by IRK.

4.0 Evaluation Scope

The evaluation will assess the overall performance, results and sustainability of the 18-month PAWE Project, with particular focus on the following areas:

1. Implementation and achievement of results across the project's key thematic areas of Education and WASH, including the extent to which planned outputs, outcomes and objectives were achieved against the project results framework and baseline findings.
2. Relevance, effectiveness, efficiency, impact and sustainability of the project interventions, including the extent to which they responded to the priority needs of targeted communities and the likelihood that benefits will continue beyond the project period.
3. Quality and functionality of project-supported infrastructure and services, including constructed or rehabilitated education facilities, WASH facilities, boreholes, solar-powered water systems and other associated infrastructure.
4. Community perspectives and satisfaction regarding the relevance, timeliness, appropriateness, quality and adequacy of the assistance and services provided, including perceived changes resulting from the project.
5. Cross-cutting considerations, including gender, disability and social inclusion, safeguarding, protection, conflict sensitivity and Accountability to Affected Populations (AAP), with particular attention to equitable access and participation of vulnerable and marginalized groups.
6. Effectiveness, accessibility, confidentiality and perceived safety of IRK's feedback and complaints mechanisms, including community awareness and utilization of available channels and the extent to which feedback was received, responded to and used to improve implementation.
7. Community ownership, institutional capacity and sustainability, including the effectiveness of capacity-building initiatives, participation of community structures, and engagement of relevant county and sub-county government departments in monitoring, management and continued support of project interventions.

8. Key lessons, good practices, challenges and unintended results arising from implementation, with practical and actionable recommendations to strengthen the design and delivery of future integrated Education and WASH programmes.

5.0 Methodology

The consultants will propose the most suitable study design, sampling methods and approach, sample size, data collection, and analysis approaches that are suitable for this project at the endline. This should be clearly outlined in the bidding document/proposal, and if qualified, at the interview stage, to have further discussion with the evaluation management team. The consulting team should propose respondents' interviews or data sources that can answer the log frame indicators and provide comparable statistics (meaningful comparison between baseline/needs assessment and endline) to document any changes.

6.0 Expected Deliverables

The following are the expected deliverables.

1. Inception report and data collection tools.
2. Draft report to be validated by the Islamic Relief Kenya and Islamic Relief Worldwide technical team.
3. Final Report after addressing inputs from both IRK and IRW technical teams (the report must be submitted in MS Word and PDF format as well as three printed copies, which should be handed to the IRK team upon completion of this activity).
4. Datasets for quantitative data in Excel format and KII and FGD transcripts in Word. Beneficiary data is personal data and MUST be protected within the IRK data protection policy, which will be shared with the consultant.
5. A PowerPoint presentation which summarises the entire study

In performing the activities related to the evaluation, the consultant is expected to strictly adhere to IRK, **data protection and privacy policy, Child safeguarding, and the IRK code of conduct.**

7.0 Roles and Responsibilities

Role/Responsibilities of the Consultant

- Develop an inception report detailing the study design, methodology, indicators, data collection tools, and work plan schedule for carrying out the assignment agreed in consultation with the MEAL coordinator
- Conduct a desk review of relevant project documents
- Develop quantitative and qualitative data collection tools in consultation with the MEAL Coordinator
- Conduct training for the data collection teams, including pre-testing/piloting of tools
- Plan and coordinate quantitative and qualitative data collection
- Work with the IR Kenya project team in planning study logistics
- Conduct data quality assurance
- Review, clean, and analyze data collected
- Presentation of the preliminary findings for input from the IRK team and stakeholders
- Incorporate input from project stakeholders and submit a final report

- Produce Endline study report

Role of IRK

- Recruit an external consultant for the endline study
- Review and provide input on the consultant's deliverables
- Guide on the engagement with the consultant
- Provide consultants with background documents, reports and available secondary data for review
- Provide oversight during data collection
- Ensure smooth flow of consultancy engagement processes, including all contractual obligations

Reporting

The consultant will report to the MEAL Coordinator and work closely with the IRK Mandera field office -Field Coordinator, MEAL and other project staff**.** The Project staff will support the coordination of the data collection process.

8.0 Duration of the Assignment and Logistics

The consultant should describe the evaluation's overall schedule (i.e., duration, phasing, and timing of different activities), required preparations for work, conditions that might affect data collection, analysis and reporting. However, below are some suggested timelines owed to the urgency of this assignment and are open for deliberation.

ITEM	# of days to complete	Suggested dates
Selection of the consultant	-	
Inception meeting between IR Kenya and the consultant to discuss the understanding of the assignment	1	
Review of project documents and submission of the inception report, including data collection tools	5	
Finalize the inception report and data collection tools based on feedback received	3	
Planning & actualization of consultancy logistics	2	
Conduct training for enumerators, including pre-testing and preparing for fieldwork	2	
Conduct data collection	6	
Data cleaning, analysis and submission of data tables and syntax	3	
Developing a draft evaluation report	6	
Drafting and submission of the final draft report after incorporating input on the preliminary report and from the validation workshop	3	
Validation workshop with IR Kenya and stakeholders	1	
Incorporation of final report review comments and submission of final report to IR	3	
TOTAL	**35**	

9.0 Consultants Qualifications, Skills and Experience

The Consultant/s will possess the following minimum skills.

- A minimum master's degree in social sciences or a relevant field
- At least 6 years' experience undertaking evaluations and/or assessments for Food security, livelihoods, WASH, Education and integrated projects
- Must have led at least two to three similar/assignments in the past 3 years
- Proven skills in research, monitoring and evaluation
- Proven experience in conducting qualitative, quantitative and mixed methods evaluation studies
- Computer proficiency with good knowledge of MS Office (Word, Excel, PowerPoint) and SPSS is desirable
- Experience in undertaking evaluations in ASAL areas will be an added advantage
- Excellent analytical and report writing skills
- Excellent written and spoken English
- Excellent time management skills
- Ability to work well both independently and in a team
- Excellent conflict-sensitive approaches and able to work in highly sensitive environments

10.0 ETHICAL CONSIDERATIONS

The below ethical considerations will be adhered to during the evaluation survey:

- IRW recognizes the personal dignity and rights of children and vulnerable adults, towards whom it has a special responsibility and duty of care and respect. The consultant is expected to adhere to the IRW Safeguarding policy and sign as an appendix to their contract of engagement and agree to conduct themselves by the provisions of these documents.
- The evaluation will be conducted by an independent and impartial external consultant, assisted by the IR Kenya MEAL Teams.
- Quantitative data will be obtained from a randomly selected representative population sample.
- Assert that their participation in the survey will be voluntary, and they are aware that they can opt out at any time. (Note that participants may leave or refuse to answer any question at any time, and that this will not affect their standing with the organization.)
- Anonymity, confidentiality and safeguarding of survey data will be guaranteed.
- There will be no risks and benefits for individual participants
- The culture, norms and traditions of study populations will be respected.
- Consent will be sought before commencing data gathering
- Views and opinions of the different survey subjects will be respected.
- For interviews with children, there will be an informed consent process to ensure that all children, their parents/guardians and vulnerable adults are fully aware of all aspects of the evaluation process and voluntarily provide their consent to take part. All caregivers/guardians will be asked to provide informed consent for children's participation in the study, in line with UNCRC's recognition of children's evolving capacities and a parent/guardian's responsibility to ensure a child's well-being and safety.

- All the respondents' data will be kept confidential and shared only with the consent of IR Kenya

11.0 Product rights and ownership

The ownership of the evaluation reports and associated products will belong to IR Kenya, and any documents or publications related to this evaluation will not be shared externally except with the consent of the IRK country director

12.0 Evaluation Criteria

The evaluation committee shall evaluate the proposals based on their responsiveness to the Terms of Reference, through the following stages:

- Preliminary/mandatory evaluation
- Technical evaluation
- Financial evaluation

Preliminary evaluation

The following shall form the basis for the preliminary evaluation. Interested bidders MUST attach the following.

- Certificate of registration (applicable to consultancy firms – CR12) and ID of proprietor or ID for individual consultant.
- Copy of VAT/PIN certificate from KRA.
- Valid Tax compliance certificate
- Should be a firm/individual consultant with office/operational establishments within Kenya (attach business permit)**.**

A proposal shall be rejected at this stage if it does not have all the valid preliminary/mandatory documentation.

Technical evaluation.

The evaluation committee shall evaluate the proposals based on their responsiveness to the Terms of Reference, with keen interest in the following:

1. Experience in conducting similar services within the last five years. Attach contracts, LPOs, or recommendations, etc. - 20 points.
   Demonstrable consultancy experience working in similar assessments with NGOs focused on livelihoods, WASH and Education development sectors. - 10 points
   Maximum points 30
2. The lead consultant must have a minimum of 5 years' experience in conducting evaluations, development of strategic plans, Outcome harvesting, etc., with international NGOs, preferably with a broad understanding of livelihoods, WASH and Education development sectors. - 20 points
   The lead consultant/applicant must have a master's degree in project planning and management, Development Studies, or other Social Sciences fields. (Attach academic certification and CV). -10 points
   Maximum points 30
3. Adequacy of methodology in responding to the terms of reference and proposed work plan. (20 points will be awarded for an adequate methodology and 10 points for an adequate work plan)

Maximum points 30

4. Attach at least two samples of similar work done, preferably for an international non-governmental organisation with programming around livelihoods, WASH and Education development sectors, etc., will be an added advantage.

   Maximum points 10

Each responsive proposal will be given a technical score. A proposal shall be rejected at this stage if it does not respond to important aspects of the Terms of Reference or if it fails to achieve **the minimum technical score of 80%.**

Financial evaluation

Bids determined to be substantially responsive to the requirements of the terms of reference shall be subjected to financial evaluation.

13.0 Submission of interest

Point of contact for clarifications, questions and amendments: procurement.irk@islamic-relief.or.ke
Email Address for submission of Proposals/Quotes: tenders@islamic-relief.or.ke on or before 22nd October 2026 at 11:00 AM.
The subject of the email should read **EOI: PROMOTING ACCESS TO WATER AND EDUCATION (PAWE) PROJECT ENDLINE EVALUATION – MANDERA COUNTY**

14.0 Application

Filled **BID DOCUMENTS** along with the following:

- Capability statement: How the consultant or firm is structured for the assignment, the role each staff member will play, including the CVs of the key personnel who will take part in the consultancy.
- Technical Proposal: The consultant's understanding and interpretation of the Terms of Reference (TOR), a detailed methodology on how the data collection and analysis will be done, and a detailed implementation schedule for the study, as well as any other proposed approaches the consultant may deem fit for this endline study.
- Financial proposal: Itemized budget proposal that should include the consultancy fees and operational costs.
- References: Names, addresses, and telephone numbers of three organizations that you have conducted baseline/evaluations for within the last three years, that will serve as your professional referees.
- List of Evaluation reports done in the past three years: Final reports for the baselines or evaluations conducted for the three reference organizations provided.

Note: Only electronic applications will be accepted. Incomplete applications will not be considered, and only successful candidates will be contacted. Any form of canvassing will lead to automatic disqualification.

SECTION II: QUESTIONNAIRE

It is mandatory that a potential bidder avails the information required in the questionnaire (i.e., section A to F) then sign and stamp same.

A: Organization and Contact Details

Full Name of Organization			
Date of Registration			
Registration Certificate Number			
Street		**Road**	
Address		**Code**	
Town			
Email		**Telephone No.**	
PIN No.			
Other Certificate			
Type of Organization		A Public Limited Company	
		A Limited Company	
		A Limited Liability Partnership	
		Other Partnership	
		Sole Trader	
		Other (Please Specify)	

Name of Owners/Director

No.	Name	ID/Passport No.	Nationality
1.			
2			
3			

DETAILS FOR CONTACT PERSON	
Contact details for enquiries about this tender	
Name of Staff	
Address	
Post Code	

Town	
Phone	
Mobile	
Email	