Terms of References (ToRs) - Project End Review

Title: *Smart and Intelligent Learning in Education - SmILE*

City, province and country: District Peshawar, Province Khyber Pakhtunkhwa, Pakistan

Project duration: 36 Months (1st May, 2021 to 30th April, 2024)

HOPE'87 is looking for individuals, teams or firms with expertise in Monitoring and Evaluation (M&E) to undertake the Project End Review (PER) of the project "Smart and Intelligent Learning in Education" in district Peshawar of Khyber Pakhtunkhwa province. *The deadline for submitting the application is Thursday 27th February, 2024.*

1. BACKGROUND

The education system in the public sector school is based on the 'rote' learning and does not prepare the children/students to 21st century skills. As a result, the learning outcomes are poor among students and not in pace with the rapid technology developments and weak competitiveness at the international level. One of the primary disadvantages to rote memory is that it doesn't allow for a deeper understanding of the subject. Only the bare facts of a subject such as a vocabulary or multiplication tables are memorized or understood. Rote learning also does not allow for complex connections between previous and new knowledge. It can also be very difficult to understand a concept by only using rote memory truly. The current teaching and learning methods result in weak to poor students' skills, attitudes, values and knowledge, and thus does not provide them with the skills needed for the development of lifelong learning.

The education system does not provide students with various forms of teaching and learning opportunities, including blended learning, group and individual class work, and field (out-of-classroom) activities. As a result, the students lack the 21st century skills such as self-learning, team work, communication, critical thinking, problem solving, research and discovery, and creativity to expand their capacity to deal with the surrounding world and with contemporary technologies.

One big reason the learning crisis persists is that the education system in Pakistan has little information on who is learning and who is not. The teachers and school heads/principals lack the tools to assess the level of learning of concepts, skills and knowledge retained by the students and learners at the end of each class session. This results in inequalities in learning among the students that are only highlighted at the mid-year or year-end examinations and tests.

There is absolute lack of a systemic approach to both teachers and children accessing content which ranges from teaching materials, explanatory videos, interactive content, stories, practice worksheets, and formative assessments. Lack of monitoring content that is used most frequently—and most beneficially—informed decisions cannot be made around future content.

HOPE'87 is implementing the project in district Peshawar, province Khyber Pakhtunkhwa. The duration of the project is 36 Months (1st May, 2021 – 30th April, 2024).

The **Principal objective** of the project is to contribute to the achievement of inclusive and equitable quality education and promotion of lifelong learning opportunities for all (SDGs 4, 5 and 10) in Pakistan.

The **Specific objective** is to improve higher order thinking and science learning among secondary school students through blended online learning with face-to-face instruction (SDG targets 4.1, 4.4, 4.5, 4.6, 4.7, 4.a and 4.c, 5.1 and 5.b, 10.2)22 in Khyber Pakhtunkhwa (KP) province.

The **project results** are;
Result 1: Blended learning solutions are introduced in 24 schools for secondary education levels (SDG targets 4.1, 4.4, 4.5, 4.6, 4.7, 4.a and 4.c, 5.1 and 5.b, 10.2).

Result 2: Blended Learning Methods using the "Learn Smart Classroom" tool available and in use among children in grades 6 to 8 at target schools (50% girls schools) (SDG targets 4.1, 4.4, 4.5, 4.6, 4.7, 4.a and 4.c, 5.1 and 5.b, 10.2)

Direct beneficiaries: At least 8,746 youth will benefit from the action.

2. PURPOSE OF THE PROJECT END REVIEW

The Project End Review will assess relevance, effectiveness, efficiency, coordination, sustainability, of the project. The aim of this Project End Review will be to identify strengths and weaknesses that could be used to improve similar actions in the future.

The Project End Review will involve to an appropriate degree all interested parties and will be undertaken by HOPE'87 by hiring an external consultant(s).

3. KEY PROJECT END REVIEW QUESTIONS

The Project End Review shall focus specifically on results, outputs and (short and medium term) outcomes. It shall be a desk review and field study with recommendations and lessons learnt for future interventions.

Key Project End Review Questions would be;

a) Relevance
- Was the project design and implementation appropriate to meet the priority needs of the education department and its alignment of National Education Policy, the sustainable development strategy 2019 of KP education department and the Education Sector Plan 2020-2023?

b) Effectiveness
- During project implementation, to what extent was the project successful in achieving the specific objective "to improve higher order thinking and science learning among secondary school students through blended online learning with face-to-face instruction".
- What are the key internal and external factors that have contributed/hindered such achievements during project implementation? (identify the opportunities and constraints under SWOT of the project)?
- How far the mainstreaming of gender was ensured during project implementation?

c) Efficiency
- To what extent, the action achieved the planned outputs?
- To what extent inclusive approaches were made part of implementation; what challenges and barriers were faced and the respective mitigation measures taken?
- What kind of gender sensitive measures were taken, i.e. how girls were supported to equally participate in the project, given the predominant inequality described in the proposal and what has been done to combat the proportionally higher drop-out rate of girls etc.?
- To what extent did the project staff use mitigating measures to overcome new challenges and needs during the project implementation?

d) Coordination
- How effective was the coordination of HOPE'87 and Knowledge Platform with external stakeholders (KP Ministry of Elementary & Secondary Education, Directorate of Elementary & Secondary Education, Directorate of Curriculum and Teachers Education) to enhance impact for beneficiaries?

e) Sustainability

- Were activities carried out in a context that takes post project sustainability into consideration?
- To what extent will the trained teachers and school principals (trained on blended learning model) would able to continue implementing and exercising the learned skills and knowledge after the project?

4. EXPERT/CONSULTANT:

The lead consultant is expected to:

- Have proof records of at least 5 to 7 years of experiences M&E in the development field with focus on evaluating the education related projects, out of which at least 2 years in independent consultancy.
- Knowledge and working experience on education projects will be considered as an asset and a competitive edge.
- The consultant(s) shall be fluent in English, Urdu and preferably in the local language (Pashto).
- Shall have women team member to interact with girls.
- Be paid an agreed amount for the Project End Review including the Project End Review report.
- *During assignment and visits to project location (district Peshawar), HOPE'87 offices in Islamabad and Peshawar, stay and travel will be under his/her responsibility and part of the lump sum payment*.
- Takes own liability for security risks related to the service.
- To report to the Assistant Secretary General HOPE'87 in Vienna, Austria, Country Director HOPE'87 Pakistan Office, Director Programs/Grants and National Program Manager of HOPE'87.

5. TIMETABLE AND WORK PLAN:

The staff of HOPE'87 based at Peshawar will assist in coordinating the visit to the field, meetings with beneficiaries, stakeholders and relevant authorities/agencies.

The work plan with methodology will be as follows:
- Project briefing by HOPE'87 at Islamabad or at Peshawar
- Analysis of project information i.e., grant agreement, project proposal, LFA, monthly reports etc.
- Development of detailed checklist/questionnaires for each key project end review questions
- Meeting with staff and visit to the project location (district Peshawar) - the consultant will meet with project beneficiaries and stakeholders.
- Key Informant Interviews with school principals, trained school teachers, trained school students, project staff (Knowledge Platform, Education Department, HOPE'87) etc.
- Post-Project End Review de-briefing to the Country Director, Director Programs/Grants and program staff.
- Drafting Project End Review report against the review objective
- Finalization of report after receiving feedback and comments from HOPE'87 headquarter of HOPE'87 in Austria.
- Presentation and submission of the report.

The consultant's quote/fee shall be **inclusive of ALL applicable taxes (income/sales per filer/non filer status of the party)** for his/her Project End Review service and report, inclusive his/her travel, boarding and lodging costs.

The Project End Review exercise is expected to be held within the calendar period of **15ᵗʰ of March *2024 – 15ᵗʰ April, 2024 with the final report to be submitted by the consultant no later than 15ᵗʰ May, 2024.***

Note: First draft of the summary report and recommendations should be available/submitted to HOPE'87 for review and comments by **25ᵗʰ April, 2024** to give at least 7 days for review by HOPE'87 & Head Quarter staff.

NOTE: For any pictures to be taken of beneficiaries during filed assessment, Consultant and their teams **MUST** have consent forms signed. For all the pictures to be used in final report, relevant signed consent forms should be shared with HOPE'87.

6. REPORT:

- The consultant will submit a precise report in English in printed and electronic version to HOPE'87.

- The consultants will map relevant supporting documentation in a bibliography.
- The report will include an executive summary and will address all the key questions as identified.
- The document format must be adhered to:
  - ! Cover page
  - ! Title
  - ! Date of the final version
  - ! Name of the consultants
- Table of contents
- Executive Summary
- Methodology
- Findings of report including detailed analysis
  - o Relevance,
  - o Effectiveness,
  - o Efficiency,
  - o Coordination,
  - o Sustainability
- Recommendations and conclusion
- Annexes, including bibliography and supporting documents
- The report will include the objectives, framework, collection of information and analysis, reporting and work schedule.
- The report will be structured to provide key findings/conclusions for each Project End Review question.
- Recommendations for improvements and future programs will be provided.
- The report will be submitted to HOPE'87 within the timing defined above.

7. ETHICAL STANDARDS:

The Project End Review team will make clear to all participating stakeholders that they are under no obligation to participate in the Project End Review. All participants will be assured that there will be no negative consequences if they choose not to participate. Study team will obtain informed consent from the participants. In case if study team does not understand participants' first language, they will be taking interpreter/s along. Team will have to receive prior permission for taking and use of visual still/ moving images for specific purposes, i.e., for Project End Review report and presentations. The study team will assure the participants' anonymity and confidentiality and will ensure the visual data is protected and used for agreed purpose only. The study team will also take care of standards operating procedures for safety and security according to HOPE`87 policy while working in field as well as in HOPE`87 premises.

8. COMPLIANCE WITH INTERNATIONAL LABOUR ORGANISATION (ILO) STANDARDS:

By submitting their bid, the Consultant undertakes and acknowledges to practice sound business ethics, including but not limited to:
- Promote fair, ethical and legal services/trade;
- Ensure that no child labor is in any case involved in delivering the services;
- Everything possible is done to ensure no fraud or corruption in any case in line with the HOPE'87 policy on fraud and corruption which has a commitment to "zero tolerance with fraud and corruption".
- Ensure that the operations of the service provider are environment friendly.
- Ensure compliance to humanitarian principle of neutrality.
- Accord prompt and courteous reception in an atmosphere of good faith and equal treatment, devoid of intentional misrepresentation;
- Treat all information received from HOPE'87 in the strictest confidence.
- Decline to take advantage of HOPE'87 errors and show cooperation;
- Avoid causing needless expenses or inconvenience
- Ensures that HOPE'87 remains absolutely free from any obligations to any vendor;
- Make every reasonable effort to negotiate an equitable and mutually agreeable settlement of any controversy with HOPE'87.

9. PROJECT END REVIEW CRITERIA:

9.1. The bidder must be clear from the US or other sanction lists.
9.2. The profiles of the consultant/firm shall be evaluated based on the aforementioned scope of work & deliverables.
9.3. Award will be made on overall past and related experience, capacity and quality of firm/team along with competitive quote/price among the qualified consultant/firm.

S. No	Description	Score
Technical		
1	Past experience	30%
2	Capacity & Gender balanced Team composition	20%
3	Project End Review Methodology	20%
	Total	**70%**
Financial		
1	Cost proposed	**30%**
	Total -Technical (70%) + Financial (30%)	**100%**

10. INTELLECTUAL PROPERTY RIGHTS

Donors, HOPE'87 will retain all intellectual property rights for any and all material produced, in any media format, for this consultancy assignment.

11. PROPOSAL SUBMISSION

The interested Consultants/Firms will submit technical and financial proposals through email at the following email IDs: kiran@hope87.org, dawood@hope87.org

The Consultant/Firms must include women staff into their team to interact with trained women teachers and girl students. This is a MUST.

Last date for submission of proposal is **Thursday 27th February, 2024 latest through email, by hand or by courier**. HOPE'87 Islamabad office address is as follow;

Hundreds of Original Projects for Employment (HOPE '87)

House # 321 (Ground Floor), Street # 16, Sector G 10/2, Islamabad.

Any queries in regard to this consultancy can be sent to dawood@hope87.org by **22nd February, 2024.** Response to all queries will be *shared with potential parties* latest by **23rd February 2024,**

Individual response to queries will not be sent to any party.

NOTE: The HOPE'87 anti-fraud and corruption policy and the HOPE'87 complaints procedures governing this consultancy can be obtained by emailing at **ahmed@hope87.org** from HOPE'87 Pakistan up to two weeks after launch of this consultancy.