

CARE Bangladesh
Appendix I: Terms of Reference for Final Evaluation
Bangladesh Climate and Environment Programme (BCEP) - NABAPALLAB (Nature-Based Adaptation towards Prosperous and Adept Lives and Livelihoods in Bangladesh)

Project Summary:

Type of Study	Final Evaluation
Name of the project	NABAPALLAB
Project Start and End dates	October 18, 2023 to March 31, 2027
Project duration	3.5 Years
Project locations:	Sundarbans Ecological Critical Area (ECA): Bagerhat, Khulna, Satkhira Hakaluki Haor ECA: Moulvibazar, Sylhet
Thematic areas	• Protection and restoration • Climate resilient and nature-positive livelihood practices • Renewable energy solutions • Climate resilient infrastructure and technical know-how • Climate-resilient water supply and sanitation services • Climate and weather information services
Sub themes	-
Donor	The UK Foreign, Commonwealth and Development Office (FCDO)
Estimated beneficiaries	145,000 households (698, 900 people)
Overall objective of the project	The project aims to improve ecosystem-based protection and restoration and increase climate resilience of ECA dependent communities in the Sundarbans and Hakaluki Haor by 2026.

CARE Bangladesh is looking for a consultant/firm to carry out a final evaluation in two target ECAs for the NABAPALLAB.

Context:

Bangladesh is among the world's most climate-vulnerable countries, exposed to cyclones, flooding, salinity intrusion, drought, heatwaves, and sea-level rise. Over 80% of Bangladesh is under 5m above sea level. In addition, climate change represents a major threat to long-term growth and prosperity in Bangladesh. The World Bank estimates climate change will result in 1 to 2% reduction in Gross Domestic Product (GDP) per year by 2041. High poverty, rapid rural-to-urban migration, and limited adaptive capacity amplify risk. Bangladesh contributes under 1% of the global total greenhouse gas emissions, which are set to double in the next decade.

Climate impacts disproportionately affect women and marginalised groups due to restricted mobility, limited access to resources, and social norms, making gender-sensitive adaptation critical to avoid reinforcing inequalities and ensure resilience strategies benefit all. These shocks also threaten food security and political stability, while warming trends and extreme events are likely to intensify.

Bangladesh has made notable progress in building resilience, especially to tropical cyclones, where pioneering solutions have dramatically reduced fatalities and damage to people and ecosystems. However, these gains are becoming increasingly vulnerable to the growing frequency and intensity of extreme weather events, as demonstrated by the eastern floods in 2024 and the northeast floods in 2026, which test the limits of existing systems and demand new approaches.

Bangladesh is a priority for the UK's climate and nature objectives due to its extreme climate-vulnerability and abundant nature. Climate action is also a core part of the UK-Bangladesh partnership. The Bangladesh Climate and Environment Programme (BCEP) is the UK's flagship bilateral climate initiative and a key component of UK-Bangladesh Climate partnership – it helps deliver a more climate resilient, less carbon intensive and cleaner Bangladesh. BCEP contributes to the Government of Bangladesh's National Adaptation Plan (NAP) and Nationally Determined Contributions (NDC), as well as to the UK's commitment to international climate finance (ICF). It also remains an integral part of the UK's climate diplomacy in Bangladesh, strengthening partnerships with key government counterparts on locally led adaptation, ecological protection and restoration, climate finance and the energy transition.

NABAPALLAB (Nature-Based Adaptation towards Prosperous and Adept Lives and Livelihoods in Bangladesh) is a climate adaptation project implemented under BCEP. The project aims to increase resilience of climate vulnerable people and help protect and restore two Ecologically Critical Areas (ECA): the Sundarbans Reserve Forest¹ and Hakaluki Haor². It is implemented by a consortium of international and national NGOs led by CARE International. The other partners³ are CNRS, Cordaid, C3ER-BRAC University, Dushtha Shasthya Kendra (DSK), Friendship, Humanity & Inclusion (HI), iDE, and Practical Action. It has six technical components:

- Protection and restoration: CNRS in the Sundarbans and Hakaluki Haor ECAs
- Climate resilient and nature-positive livelihood practices: CARE (Bagerhat and Hakaluki Haor), Practical Action (Khulna), Cordaid (Satkhira), innovation and market Based approach (MBA) iDE (both ECA)
- Renewable energy solutions: CARE (Bagerhat), Friendship (Satkhira), Practical Action (Khulna) and CRNS (Hakaluki Haor), technical and innovation by iDE (both ECAs)
- Climate resilient infrastructure and technical know-how: CARE (Bagerhat and Hakaluki Haor), Friendship (Khulna and Satkhira)
- Climate-resilient water supply and sanitation services: DSK (in the Sundarbans and Hakaluki Haor ECAs), technical and innovation by iDE (both ECAs)
- Climate and weather information services: CARE (Bagerhat and Hakaluki Haor), Practical Action (Khulna), Cordaid (Satkhira)

Please see Annex 1 for Theory of Change (ToC) and Logical Framework. Please see Annex 2 for more details on the Technical Components.

Equity and Inclusion:

The programme promotes equity through its partners' inclusive approaches, specifically targeting women, adolescent girls, persons with disabilities, and minority groups. Humanity and

¹ Sundarbans, the largest mangrove forest in the world, is one of the ECAs which plays a crucial role in protecting lives and livelihoods on the country's southwest coast. With a population of over 4 million and a rich habitat with rare species, including tigers, the Sundarbans' inhabitants are threatened by climate changes due to rising sea levels and frequent cyclones. Over-extraction of forest resources by locals and industrial development in the nearby areas is currently threatening this World Heritage Site.

² Another ECA at risk is the Hakaluki Haor in northeast Bangladesh, which is part of a complex wetland system of the Meghna-Surma River basin. Hakaluki Haor is one of the most extensive marsh wetlands in the country, inhabited by over 200,000 people and 558 animal and bird species and is a breeding ground for fisheries.

Inclusion is the technical partner in the consortium that provides guidance on strengthening gender and inclusive approaches. More than 60% of beneficiaries have historically been women, ensuring that those most vulnerable to climate impacts are prioritised and empowered to participate in resilience-building efforts.

Funding and key adjustments:

The project is funded by the UK Foreign, Commonwealth and Development Office (FCDO) from October 2023 to March 2027. The project was initially envisaged to run until September 2028 but will now conclude in March 2027, with total funding of £16.5 million compared to the maximum funding envelope outlined in the original grant agreement.

During implementation, the programme has adapted its approach in response to evolving contexts, emerging learning and a transition strategy agreed between the consortium and FCDO. This has included an increased focus on strengthening systems, institutions and partnerships, including engagement with government, the private sector and other stakeholders, to help support sustainability, replication and longer-term impact beyond the life of the programme.

As part of this transition, some interventions have been scaled back, phased out or re-prioritised to reflect the revised programme timeframe, resources and strategic focus. For example, infrastructure and WASH-related activities are no longer being implemented in the final year of the programme. Evaluators should take these adjustments into account when assessing programme performance, recognising that some interventions may not have had sufficient time for longer-term outcomes and impacts to fully materialise by the point of evaluation

Geographic Area and Population Coverage:

The project aims to reach 145,000 households across 84 unions in 14 upazilas spanning five districts within these two ECAs of Bangladesh. In the Sundarbans ECA, interventions are being implemented in Shyamnagar and Assasuni upazilas of Satkhira district; Paikgachha, Koyra, and Dacope upazilas of Khulna district; and Sarankhola, Morrelganj, Rampal, and Mongla upazilas of Bagerhat district. In the Hakaluki Haor ECA, the project covers Golapganj and Fenchuganj upazilas of Sylhet district, and Kulaura, Juri, and Barlekha upazilas of Moulvibazar district.

ECA	District Name	Total Target (household)
Sundarbans	Bagerhat	37,674
	Khulna	36,965
	Satkhira	35,500
Hakaluki Haor	Moulvibazar	24,250
	Sylhet	10,611
Grand Total		145,000

Background of the Consultancy:

CARE Bangladesh seeks the services of a consultant/consultancy firm to conduct a final evaluation for NABAPALLAB. The final evaluation is anticipated to begin in October 2026.

Purpose, Scope, and Objectives:

The primary purpose of this evaluation is to assess the development contribution of the NABAPALLAB project against its key objectives throughout its implementation period, and to generate learning and evidence that will inform future FCDO climate adaptation and nature resilience programming, as well as partnerships and engagement with government, the private sector, and international financial institutions (IFIs).

In relation to accountability, the final evaluation will assess the project's performance against its approach, theory of change (Annex 1), results framework and interventions agreed between FCDO and the Consortium. It will document quantitative and qualitative achievements, and identify lessons learned and recommendations to inform future programming and engagement with government, the private sector and IFIs.

The final evaluation will generate robust evidence on the project's relevance, effectiveness, efficiency, impact, sustainability, and coherence. It will assess the extent to which NABAPALLAB has contributed to strengthening climate resilience among targeted households and communities to the protection, restoration, and sustainable management of critical ecosystems within its implementation areas.

The recipients of this assessment are the UK, the CARE-led NABAPLLAB Consortium, relevant ministries, other interested donors and knowledge platforms. Wider stakeholders e.g. private sector, NGOs will also be informed by this evaluation, lesson learned and recommendations. Findings will feed into an end of programme workshop, project completion report and future programme design.

Scope and Evaluation Questions:

The final evaluation will be guided by a set of research questions as follows. The evaluation should explore these questions in relation to both geographies targeted through the programme (Sundarbans and Hakuluki Hoar). The key objectives of this assessment are to document:

1. To what extent has NABAPALLAB achieved its intended results, and how has it contributed to these changes?

The evaluation should assess progress against the programme's outputs, outcomes and impact, including ecosystem protection and restoration, climate resilience, livelihoods, renewable energy, climate information services, WASH, and climate-resilient infrastructure. It should examine the programme's contribution to observed changes, including intended and unintended effects.

The evaluation should also assess the extent to which programme benefits were experienced equitably by different groups, including women, girls, people with disabilities and other marginalised populations. This should include consideration of changes in agency, participation, decision-making, access to services and livelihood outcomes.

2. To what extent are programme outcomes likely to be sustained beyond the lifetime of the project?

The evaluation should assess the likelihood that benefits and outcomes will continue after programme completion. This should include consideration of local ownership, institutional capacity, government engagement, private sector participation, and the effectiveness of transition, exit and handover strategies.

The evaluation should also assess the extent to which successful approaches are likely to be adopted, replicated or scaled by government, communities, private sector actors and other stakeholders.

3. To what extent were the programme's design, theory of change and adaptive management approaches effective?

The evaluation should assess whether the programme's theory of change and underlying assumptions proved valid in practice, and whether programme strategies were appropriate for achieving intended outcomes.

It should also examine how effectively the programme responded to changing circumstances, beneficiary needs and external shocks, and whether adaptive management approaches helped improve delivery and results over time. The evaluation should consider how well the programme complemented other initiatives and broader policy priorities (Jalmahal Policy 2009, Ecological Critical Area Rule 2016 and Protected Area Management Rule 2017).

4. What lessons and value for money considerations should inform future climate adaptation and nature programming?

The evaluation should identify key lessons, good practices and areas for improvement to inform future programming by FCDO, CARE, government and other stakeholders.

Using a proportionate and light-touch approach, the evaluation should assess value for money, including economy, efficiency, effectiveness, equity and cost-effectiveness. This assessment should draw primarily on available programme documentation, monitoring data and stakeholder consultations, rather than requiring a standalone economic evaluation.

Particular attention should be given to the extent to which programme resources were used efficiently and whether benefits were delivered equitably to marginalised and vulnerable groups.

Timing: The evaluation will take place between October 2026 to January 2027.

Methodology:

The CARE-led Consortium and British High Commission Dhaka will form a panel of technical experts which is termed as Technical Advisory Group (TAG) to provide technical advisory support for the evaluation process. The TAG will review the technical proposals submitted by bidders, assess the proposed methodology and tools, and review key evaluation outputs. FCDO will hold responsibility for approval of the final evaluation products.

The consultant is expected to propose a methodology fit for purpose to assess the programme's contribution to observed changes, the likelihood of sustainability of outcomes, and lessons for future climate adaptation and nature programming. At the same time, methodology will focus on generating lessons that can be adopted going forward. The proposed methodology should be proportionate to the available budget and timeframe while ensuring sufficient rigour to address the evaluation questions.

The evaluation team is expected to undertake primary data collection and field visits in both the Sundarbans and Hakaluki Haor programme areas. Bidders should propose a sampling and site selection approach that is proportionate to the available budget and timeframe while ensuring adequate coverage of programme interventions, stakeholder groups and geographic contexts.

Bidders are required to include a detailed risk matrix identifying potential risks and challenges associated with the evaluation, along with corresponding mitigation measures and management strategies.

The following risks should be elaborated upon:

- Extreme weather and seasonal flooding disrupt access to project sites and delays fieldwork.
- Poor accessibility to remote communities leads to incomplete coverage of target populations.
- Attribution challenges due to multiple climate, economic and development interventions influencing outcomes.
- Stakeholder response bias resulting in overly positive or inaccurate feedback from beneficiaries and partners.
- Political unrest or local security issues affect travel, access and stakeholder engagement.
- Unintentional exclusion of women and marginalised groups from consultations, leading to incomplete findings.
- Safeguarding and do-no-harm risks when engaging vulnerable populations affected by climate impacts.

Methods and Data Collection

The final evaluation design will be developed jointly with the successful application but is expected at minimum to include both quantitative and qualitative data collection from across all targeted geographies and intervention areas and across the different levels of stakeholder outlined in the scope section above.

Proposed evaluative methods and analytical techniques should be suitable for the suggested evaluation questions. The evaluation team should propose the most appropriate analytical methods to assess programme contribution and outcomes. Where baseline data and methodological conditions allow, comparative quantitative analysis may be undertaken.

This should be complemented by appropriate qualitative and theory-based approaches to explore intended and unintended outcomes, assess the programme's contribution to observed changes, and identify factors that have enabled or constrained progress and sustainability.

The technical proposal should outline the sampling methodology, disaggregated where appropriate by geography, gender, disability status and technical intervention area, together with the data collection techniques and activities to be undertaken by the evaluation team. It will be important to show how NABAPALLAB beneficiaries and stakeholders will be selected and how objectivity will be ensured in this selection.

Standard tools will be used to conduct the qualitative component of the evaluation. These tools will be developed in Bengali language and will be back translated into English for reporting, Ethical Review Board submission (if required) etc. The quantitative sampling approach, data collection methods, and tools should be aligned with those used in the baseline study to ensure methodological consistency and comparability of results. The supplier is encouraged to use online platforms for data collection and appropriate software for data analysis and interpretation.

As part of the evaluation, the team should draw upon existing programme datasets and, where appropriate, local and national data sources. This might include direct beneficiaries' data base, entrepreneurs list, co-management group database, and lists of plantation sites and canal re-excavation sites.

The evaluation team will be expected to develop at least two case studies using primary and secondary data around: 1) locally led adaptation; and 2) nature-based solution for protection and restoration of critical ecosystem and other co-benefits- such as resilient livelihoods, water security, and community cohesion. The case studies should explore whether the programme made progress against its intended outcomes, and whether there were any (positive or negative)

unintended consequences as a result of the interventions. CARE will provide existing M&E data, case stories, and learning products to the consultant to validate and finalising the case studies mentioned above.

Gender equality, disability and social inclusion should be integrated as a cross-cutting theme throughout both case studies. The case studies should examine whether programme outcomes were experienced equitably by different groups, including women, girls, people with disabilities and other marginalised populations, and identify key lessons for inclusive and locally led climate resilience programming.

Findings should be presented in a clear and accessible format, supported where appropriate by tables, figures, case studies and visualisations.

Major Responsibilities of the Consultants/Consultancy Firm:

The consultancy firm will be responsible for developing the study methodology and data collection tools; hiring and training enumerators on the use of the data collection tools and guidelines; conducting data collection; cleaning and analysing data; and preparing the report as outlined in the key deliverables section.

CARE & Consortium member Responsibilities:

CARE will be responsible for overall coordination throughout the study process; reviewing the methodology, tools, and reports to ensure the quality of the study; verifying adherence to FCDO and CARE data quality standards; and ensuring that study procedures are aligned with GoB, FCDO, and CARE's policies on safeguarding and responsible data management. Consortium members will provide support to ensure the inclusiveness of the data collection tools, assist in logistics for field data collection, and contribute to validation processes and review of the report.

Management:

The selected supplier will complete the assignment under the leadership of the Head of MEL, NABAPALLAB and guidance from the CoP and DCoP, NABAPALLAB for necessary coordination and management of operational issues with active involvement of the NABAPALLAB MEL working group members, and Programme focal points of respective partners. The consultant will engage with TAG NABAPALLAB *or other departments as required* for related issues/support. The field level support will be coordinated by NABAPALLAB regional Offices in Khulna and Moulvibazar. The survey/research organisation will need to manage the required logistics and duty care issues. Head of MEL of NABAPALLAB will be the point of contact for reporting line and day to day communication.

In additions, NABAPALLAB is a multi-party consortium with high-level engagement of Head Quarters/Home Office-based technical staff for majority of the technical partners and expected to undergo several rounds of review process before finalizing any products (reports, instruments, presentations, etc.). FCDO/British High Commission Dhaka will review and provide quality assurance and expert opinion and comments on reports and presentations at different stages of the evaluation. These are essential to meet requirements (at points agreed) relating deliverables.

Key Deliverables & Timeline:

The consultancy is expected to start in October 2026. The winning consultants/consultancy firm will get 120 days from signing the contract to provide satisfactory final deliverables without fail as no time extension will be granted.

Deliverable	Description	Timeline (tentative)
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Contract signature and inception period begins	Contract signed and mobilisation of the evaluation team. Initial document review and inception activities commence.	28 September 2026
Inception report approved by CARE	Submission and approval of inception report, including methodology, workplan, Evaluation and Influence Plan, stakeholder mapping, and risk assessment.	12 October 2026
Data collection and field visits	Primary and secondary data collection, including field visits in both the Sundarbans and Hakaluki Haor programme areas.	12 October - 16 November 2026
Findings presentation to CARE and BHC	Presentation of preliminary findings to CARE, consortium partners and BHC Dhaka for initial review and discussion.	23 November
Validation workshop / validation process	Validation of emerging findings with selected stakeholders to gather feedback and strengthen the accuracy and usefulness of conclusions and recommendations.	23-30 November
Draft report shared with CARE and BHC	Submission of draft evaluation report and draft case studies for review and comments.	7 December 2026
Final draft submitted	Submission of revised report incorporating comments received from CARE, BHC and validation participants.	21 December 2026
FCDO EQUALS review	Independent quality assurance review through the FCDO EQUALS process and incorporation of any required amendments.	21 December 2026 - 15 January 2027
Final report and dissemination event	Submission of final report and case studies, and presentation of key findings and recommendations at the programme dissemination and learning event.	25-28 January 2027

The evaluation team needs to submit the final report to CARE and FCDO by the end of January 2027 without fail.

Final deliverables will include the following:

- **Inception Report:** The evaluation team will submit an inception report that includes the elaboration of the methodology and tools included in the technical proposal, a work plan and detailed schedule of timelines and deliverables, within two weeks of contract signature. This should also include an Evaluation and Influence Plan, including stakeholder mapping and taking into account the timing of evaluation outputs and their dissemination to maximise uptake. Any external factors that could affect the usefulness of the evaluation output should also be discussed as risks.
 - **Presentation to BHC Dhaka and CARE International:** at the end of field work and data collection, the consultants will make a presentation for BHC Dhaka and CARE consortium on the primary results obtained from analysis of data.
- **Draft evaluation report:** the evaluation team will submit a draft report for review and comments by BHC Dhaka and CARE Consortium.
- **Final evaluation report:** the evaluation team will submit a professionally written final report (proof checked in English) incorporating feedback from BHC Dhaka and CARE Consortium. The report should not be more than 40 pages divided into four main areas, plus appendices:
 - Executive summary (2 pages) highlighting major findings and recommendations. This should be accessible as a standalone document.

- Evaluation context focusing on purpose and scope of the final evaluation, key evaluation issues and questions, and summary of the evaluation methodology.
- Detailed findings, challenges, lessons and best practices.
- Conclusions and recommendations.
- All relevant annexes
- **Case studies:** The evaluation team will submit two case studies as mentioned above (approximately 5-7 pages each, excluding annexes and photographs).
- **Presentation and participation at the end of programme dissemination event.**
- All deliverables must be quality assured prior to submission. This includes a technical review, ensuring that the objectives of the evaluation have been met, and full proofread.

Quality Assurance: The evaluation report will undergo FCDO's EQUALS review and quality assurance process to ensure that the report meets the required standards.

Team Structure

The supplier will be selected through a competitive procurement process led by CARE International and supported by FCDO. Bidders should propose an evaluation team with a balance of methodological, thematic and contextual expertise appropriate to the scope and budget of the evaluation.

In their bid, the supplier should demonstrate:

- At least five years of experience conducting evaluations of international development programmes, preferably in climate adaptation, resilience, and related sectors.
- Experience delivering evaluations in South Asia, with preference for experience in Bangladesh.
- Proven experience using mixed-method approaches, including quantitative and qualitative methods, contribution analysis, case studies, and value-for-money assessment where relevant.
- Experience managing complex evaluations involving multiple stakeholders, partners and donors.
- Strong analytical, report-writing and communication skills for international donor audiences.

CARE and FCDO welcome proposals that combine national and international expertise.

However, bidders should ensure that team composition represents value for money and is proportionate to the available budget. Proposals should clearly indicate the number of personnel to be deployed, their roles and level of effort, and arrangements for deployment across locations. Adequate time allocation for each technical expert should be reflected in both the workplan and budget.

The Team Leader should possess:

- An advanced degree (Masters level or higher) or equivalent professional experience in evaluation, economics, development studies, environmental sciences, social sciences, or a related field.
- At least 8 years of experience leading evaluations of complex donor-funded programmes, preferably in climate adaptation, resilience, natural resource management, livelihoods, agriculture, WASH, renewable energy, market systems development, or related sectors, including experience working across multiple countries and contexts.
- Demonstrated experience designing and delivering mixed-methods evaluations, including application of OECD-DAC evaluation criteria and theory-based approaches.
- Proven experience leading multi-stakeholder evaluations and managing multidisciplinary teams.

- Strong understanding of climate adaptation, resilience, nature-based solutions and rural livelihoods in Bangladesh or comparable contexts is desirable.
- Experience leading evaluations in South Asia is desirable; prior experience with FCDO-funded programmes will be an advantage.
- Excellent analytical, facilitation, communication and report-writing skills in English.

The evaluation team will undertake a comprehensive review of available programme documentation and data, including but not limited to baseline studies, annual and quarterly reports, integrated ecological assessments, political economy analyses, market systems studies (see annex 3-8), monitoring data, learning products, case studies and transition/sustainability strategies, to inform the final evaluation design and findings.

Data collectors should have:

- A minimum of 3 years of experience conducting large-scale surveys and qualitative data collection, and at least five years of overall field research experience.
- Demonstrated experience using digital data collection platforms.
- Knowledge of local languages and contexts within the target areas.
- Appropriate training on research ethics, safeguarding and informed consent.

The evaluation team should utilise personnel with strong English writing and communication skills capable of producing high-quality outputs for UK Government, CARE consortium members, and national and international stakeholders. All deliverables should undergo appropriate quality assurance processes, including technical review, methodological oversight, and professional editing/proofreading prior to submission.

A panel of technical experts from BHC Dhaka and the CARE Consortium will provide oversight of the evaluation process and review key deliverables.

BID Evaluation Criteria:

The technical aspects of the proposal carry approximately 70% and the financial aspects carry approximately 30% of the evaluation marking. The research proposal will be evaluated as highlighted below:

The ranking to evaluate is between 1 and 5, where 5 is the highest score:

- | | |
|---|-------------------------|
| 1 | <i>Non-complying</i> |
| 2 | <i>Below Acceptable</i> |
| 3 | <i>Acceptable</i> |
| 4 | <i>Good</i> |
| 5 | <i>Excellent</i> |

SI	REQUIREMENTS	Score (%)
A	Technical part – 70%	70%
A.1	<u>Understanding of the assignment and proposed methodology</u> Overall objectives and methodology, sample size, sampling design and distribution, overall work management, timeliness, field plan, data collection steps, quality control and supervision process, standardization of measurement tools, addressing qualitative & quantitative aspects of the survey	30

A.2	<u>Organizational capacity</u> Experience of conducting climate adaptation and nature related large-scale research. Summaries or examples of at least two relevant assignments of comparable scope and complexity undertaken by the service provider of previously completed assignments with International NGO /UN Organization/ Development partners	15
A.3	<u>Experience of team leader & team composition</u> Background, qualification of TL & other members, analysis team, statistical background, nutritional background, experience of analysing anthropometric data, large scale datasets	15
A.4	<u>Quality Assurance, workplan and deliverables</u> Quality assurance arrangements, risk management approach, feasibility of the workplan and timeline, and ability to deliver high-quality outputs within the required timeframe.	10
B	Financial part – 30%	30%
B.1	<u>Financial proposal and value for money</u> Overall cost, appropriateness of resource allocation, level of effort, and demonstrated value for money in delivering the assignment.	30
	Total	100%

Financial Evaluation Criterion: (Weight is 30%)

All bidders will be considered for this evaluation, and the lowest bidder will be assigned with full/highest marks that is 100 and the subsequent highest bidders will get proportionate lower score out of 100.

The total score derived from the submitted proposals (technical and financial) will be the final score and converted to a score out of 100. CARE Bangladesh also reserves the right to cancel or disqualify any proposal without explaining any reason whatsoever.

Application process:

If you are interested and feel competent to carry out this very exciting consultancy work, please submit your technical and financial proposal in two separate documents:

Technical Proposal: (maximum 20 pages, excluding annexes), including:

1. Demonstrated understanding of the programme, evaluation objectives and operating context.
2. Proposed evaluation approach and methodology, including sampling strategy, data collection and analysis methods, and data quality management arrangements.
3. Proposed workplan, timeline and key milestones.
4. Identification of risks and assumptions, together with proposed mitigation measures.
5. Quality assurance and quality control processes to be applied throughout the assignment.
6. Proposed team structure, including roles, responsibilities and level of effort for each team member.
7. Summaries or examples of at least two relevant assignments of comparable scope and complexity undertaken by the service provider.

Financial Proposal:

1. Filled up Financial Proposal that outlines the fees (itemised budget, clearly showing professional fees, daily rates, level of effort, travel and subsistence, fieldwork costs, administrative costs and any other anticipated expenses associated with delivery of the

assignment) and associated costs including govt. circulated VAT & TAX and provide narrative.

Supporting Documentation

- CVs of key personnel (maximum three pages per CV).
- Contact details for at least two recent client references.
- A signed declaration of any actual, potential or perceived conflicts of interest.
- Any additional information considered relevant to demonstrating the service provider's qualifications and experience (optional).

Applications not including all of the above information will not be reviewed. CARE Bangladesh is an equal opportunity employer.

Terms of Payment

The Consultants/Consultancy firm will be paid as per the following schedule:

PAYMENT MATRIX	
Deliverables	% on total Purchase Value
Inception report	30%
Draft Report	40%
Final report and dissemination event	30%

Payments in local currency will be paid as per standard procedure. There will not be any scope to pay in advance before starting work. Consultants/consultancy firm shall provide CARE Bangladesh with periodic and final invoice statements indicating services performed, expenses incurred, past payments made, and any other information CARE Bangladesh shall reasonably request. Consultants/consultancy firm shall provide a final invoice statement whenever requested by CARE Bangladesh up to sixty (60) days after the date set for the completion of the services in this SOW.

CARE Standard Payment Terms are 30 days from receipt of goods or service and accurate & complete invoice acceptable to CARE Bangladesh.

Penalty Terms:

If the consultants/consultancy firm fails to provide services of any or all of the contract within the period (s) specified in the Contract / Purchase Order, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price / Purchase Order amount, as penalty, a sum equivalent to the percentage stated below:

Sl No.	Total Delay	% to be deducted on the contracted value
01.	First 5 days	2%
02.	From 6 to 11 days	4%
03.	From 12 to 20 days	6%
04.	Above 20 days	The termination clause may be applicable as per terms of PO

****Deduction of the penalty amount will not be applicable in case if any extended completion time/ period is officially agreed and accepted by CARE Bangladesh after the completion date mentioned in PO.**

Intellectual Property Rights

CARE Bangladesh's copyrights are reserved for every dataset, report, and strategy documents generated by the consultant during the consultancy period for the said purpose. The consultant may not share these documents or use the evidence without informing CARE Bangladesh in writing.

Ethics and Safeguarding:

The evaluation shall be conducted in accordance with internationally recognised ethical research standards, CARE International safeguarding policies, and FCDO safeguarding requirements. The evaluation team must ensure that the rights, dignity, safety, and wellbeing of all participants are protected throughout the evaluation process. Particular attention should be paid to women, adolescent girls, persons with disabilities, minority groups, and climate-vulnerable communities targeted by the programme.

Ethical Principles: The evaluation team shall:

- Obtain informed and voluntary consent from all participants prior to data collection.
- Clearly explain the purpose of the evaluation, the intended use of information collected, and participants' right to refuse participation or withdraw at any time without consequences.
- Ensure confidentiality, privacy, and anonymity of respondents in data collection, analysis, reporting, and dissemination.
- Comply with all applicable data protection and information security requirements.
- Ensure that participation does not expose respondents to physical, social, economic, political, or psychological harm.
- Adopt a "Do No Harm" approach throughout the evaluation process, particularly in climate-vulnerable and socially sensitive contexts.
- Ensure that all data collection tools and approaches are culturally appropriate, gender-sensitive, disability-inclusive, and contextually relevant.
- Seek approval from an appropriate Ethical Review Board (ERB) where required

Safeguarding Requirements: The evaluation team shall:

- Demonstrate compliance with safeguarding policies and provide evidence of organisational safeguarding procedures.
- Ensure all personnel engaged in the evaluation understand and comply with safeguarding principles and codes of conduct.
- Establish clear procedures for identifying, reporting, and responding to safeguarding concerns that may arise during fieldwork.
- Ensure that no participant is exposed to exploitation, abuse, harassment, discrimination, retaliation, or any form of harm as a result of participation in the evaluation.
- Pay particular attention to safeguarding risks affecting women, children, persons with disabilities, minority groups, and other vulnerable populations.
- Ensure interviews and focus group discussions are conducted in safe, accessible, and appropriate environments.
- Use same-gender facilitators or interviewers where appropriate, particularly for discussions involving sensitive topics.
- Put in place referral mechanisms for participants who disclose protection, safeguarding, or psychosocial concerns during data collection.

AI and Digital Tools

The evaluation team will be required to adhere to the principles outlined in the following guidelines when conducting the evaluation:

- AI Playbook for the UK Government

- Mitigating the Hidden Risks of AI
- Guidance to civil servants on use of generative AI

This includes adherence to the principles of rigour, proportionality, transparency, and replicability, and confirmation that any AI-produced output used by the supplier (including in the preparation of the tender documents) does not relinquish human responsibility and accountability.

Proposals should clearly state any proposed uses of AI (including their role in data collection, analysis, and interpretation), including clarification on which role the AI tools will play, and which role humans will play for these tasks. Clear justification should be provided for this approach, considering factors such as quality, cost, ethics and environmental impact.

Bids should also provide a clear outline of the methodology that will be used to quality assure any output produced using AI assistance, and any plans which are in place to manage relevant ethical considerations and risks associated with AI usage.

Special Terms and Conditions related to submission of this tender:

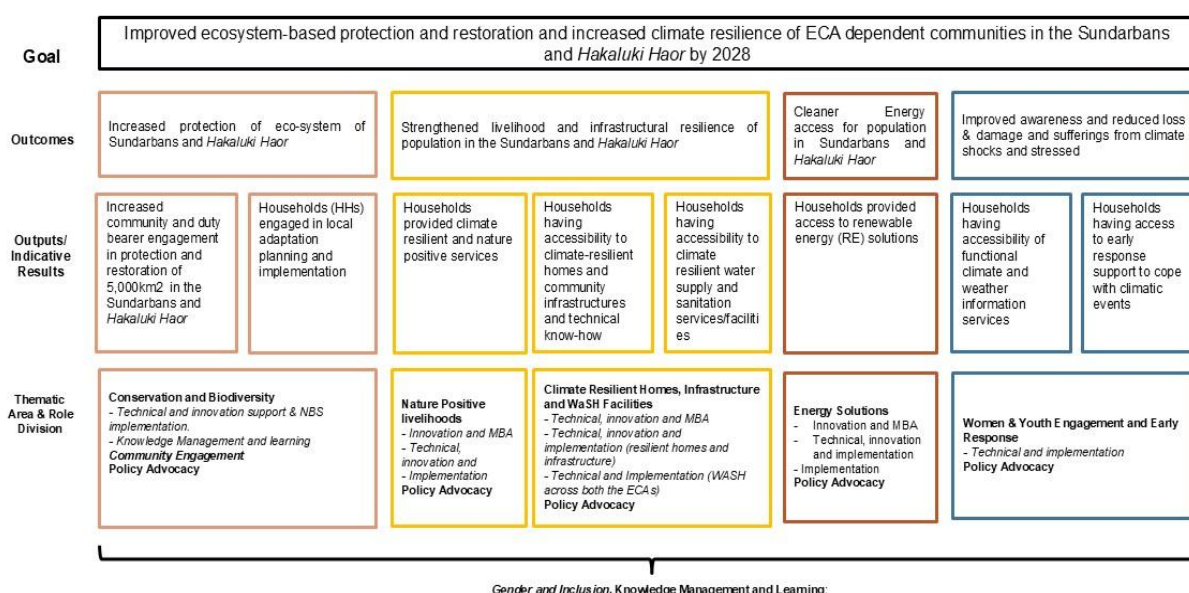
1. Financial and technical proposal soft copy should be submitted in two separate documents.
2. Soft copy proposal submission: no late submission after 7 calendar days is going to be considered for evaluation. Rather it will be considered as disqualified unless otherwise a common valid reason is applicable for all other participators and considered by the procurement committee.
3. Timely submission by e-mail has to be maintained very strictly as well. To avoid any unnecessary hassle due to network quality or jamming it is requested to submit the proposal minimum 02-03 hours before the time is expired. However, if any sender sent their document at right time but it reached to us after the mentioned submission time will also be disqualified.
4. In case of soft copy submission please submit proposals to the correct email mentioned in the Request for Proposals (RFP).
5. You are requested to submit your proposal or financial offer in your company letter head pad or if it is on white page then with company seal and sign.
6. Any kind of solicitation or effort to bribe any current CARE Bangladesh staff is not going to be entertained to get any special facility. Rather reporting of similar kinds of activities will be dealt with severely and the proposals shall not be considered.
7. CARE Bangladesh (BD) does not require to receive any payment in cash or in kind for including a vendor to its Approved Vendor List, invite to submit quotation or for final selection as a supplier for goods and services. Likewise, it also strictly prohibits its employees to demand such payment from a vendor or involvement in any form of conflict of interest. In case of any attempted request for such kind of payment from any employee, as a vendor you are kindly requested to send complaint to CARE BD Country Director (CD) at email account BGDProComplaint@care.org, or any of CARE BD's senior leaders. Please label the emails as "confidential & privileged". Any proposals submitted to the complaints email, they will be treated as spam and the sender will be blocked, which will mean they will not be considered in the future for any submission. Moreover, the Vendor hereby declares and confirms that it and its employees do not attempt to make such unlawful payment directly or indirectly to CARE employee or allow involvement of CARE employee in any activity that lead to any form of conflict of interest. Such unlawful attempt and involvement shall be a ground for disqualification and blacklisting of the vendor and cancellation of any existing order.

8. The terms and conditions mentioned here shall remain same in the final agreement document.
9. CARE Bangladesh reserves the right to accept or reject partially or fully any or all quotations without assigning any reason whatsoever. CARE Bangladesh may not select the lowest bidder, if the quality, specifications etc. are not up to the mark and not bound to provide any explanation about the selection process.

Annexes:

Annex-1: NABAPALLAB ToC, Logframe

ToC: Shorter version



The ToC summary and modifications made throughout the programme:

A comprehensive Theory of Change (ToC) for AECAB/NABAPALLAB was developed during the proposal development stage and was subsequently revised in February 2025 following a review by CARE and BHC, Dhaka. During the current assessment period, no further changes to the ToC were required.

The ToC outlines a clear pathway, under six thematic areas and eight outputs, leading to four outcomes concerning improved ecosystem and biodiversity, resilient livelihood and infrastructure, cleaner energy access, and reduced loss and damage by climate and weather information services towards improved ecosystem-based protection and restoration and increased climate resilience of ECA dependent communities in the Sundarbans and Hakaluki Haor. The ToC considers all possible barriers and risks, and associated assumptions in its pathway to achieve the project goal. It also underscores the principles of gender and inclusion as well as role division of the consortium organisations reflecting their respective responsibilities and accountability across the thematic areas and distinct geographic coverage with policy advocacy and scale up for sustainability at the core of the ToC framework.

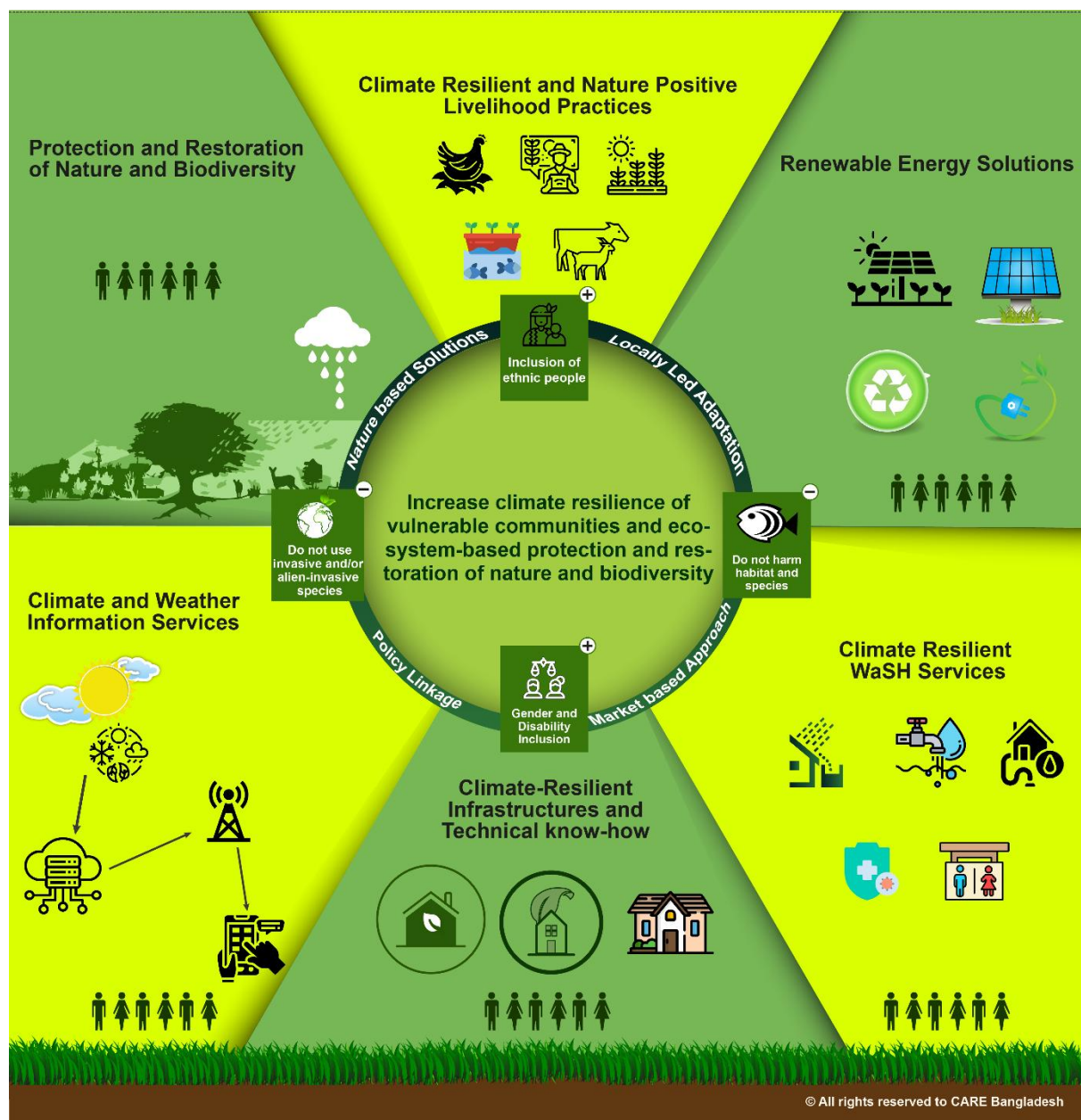
Logframe

IMPACT	Impact Indicator 1	Assumptions
Improved ecosystem-based protection and restoration and increased climate resilience of ECA dependent communities in the Sundarbans and Hakaluki Haor by 2028	KPI-4: Number of people with improved climate resilience.	Protection and restoration are the key priorities for national environment policies and legislations, as well as duty bearers Enforcement of law, policies and strategies related to EbA are ensured by GoB
	Impact Indicator 2	
	Custom: Area (in Sq km) under EbA protection and restoration measures, as a result of ICF interventions	
	Impact Indicator 3	
	Scale up and replication of good climate resilient and nature-based solutions in wetland ecosystems across Bangladesh	
OUTCOME 1	Outcome Indicator 1.1	
Increased protection of eco-system of Sundarbans and Hakaluki Haor.	KPI-17: Area under sustainable management practices (ha)	Locally-led initiatives are the core of national and local adaptation plan and strategies Gender transformative approaches are welcome in ensuring rights of women and other marginalized people and communities
	Outcome Indicator 1.2	
	Custom: # and % of people benefitted from the protection and restoration initiatives taken in the Ecologically Critical Areas (ECAs) in the Sundarbans and Hakaluki Haor	
	Outcome Indicator 1.3	
	Custom: # and % of people recognise the EbA initiatives contributing to protection and restoration of Ecologically Critical Areas (ECAs) in the Sundarbans and Hakaluki Haor	
	Outcome Indicator 1.4	
	CARE-28.6. [14 Climate Justice (CJ)] # and % of people who have actively participated in formal and informal climate-relevant decision-making spaces	
	Outcome Indicator 1.5	
	Custom: # of communities with local adaptation plans produced as result of project support.	
OUTCOME 2	Outcome Indicator 2.1	
Strengthened livelihood and infrastructural resilience of population in the Sundarbans and	KPI-1: Number of people supported to better adapt to the effects of climate change	People practice their knowledge of nature positive and climate smart practices, solutions and services.
	Outcome Indicator 2.2	

Hakaluki Haor	CARE-28.1: # and % of people that have applied at least 3 practices to protect their livelihoods from negative impacts of climate related shocks and stresses	Weather, soil and water condition are favourable to climate smart livelihood options Disaster pattern, intensity and seasonality remains manageable and not become unprecedented drastically
	Outcome Indicator 2.3	
	CARE-14 WEJ (Women's economic justice): # and % of women who have meaningfully participated in economic decision making in the household	
	Outcome Indicator 2.4	
	CARE 28.4 # and % of people of all genders that took at least 3 steps to protect their dwellings and direct surroundings from the negative impacts of climate related shocks and stresses	
	Outcome Indicator 2.5	
	CARE-27 (custom): # and % of targeted population with direct access to WaSH services through implementation of climate resilient adaptation measures	
OUTCOME 3	Outcome Indicator 3.1	
Cleaner Energy access for population in Sundarbans and Hakaluki Haor	KPI-2: Number of people and social institutions with improved access to clean energy.	Weather, soil and water condition are favourable to climate smart livelihood options.
OUTCOME 4	Outcome Indicator 4.1	
Improved awareness and reduced loss & damage and sufferings from climate shocks and stresses	CARE-28.2: # and % of people that have applied climate knowledge and information services to inform their adaptation strategies	Information network remains stable and accessible to the Haor and the Sundarbans communities and fishermen
	Outcome Indicator 4.2	
	Custom: # and % of people of all genders that took at least 2 CIS-informed actions to protect assets and livelihoods from climate shocks and stresses	
OUTPUT 1	Output Indicator 1.1.1	
Output 1.1: Increased community and duty bearer engagement in protection and restoration of 5,000km2 in the Sundarbans and Hakaluki Haor	Number of community groups and GoB Agencies engaged in protection and restoration activities in the Sundarbans and Hakaluki	Protection and restoration are the key priorities for national environment policies and legislations, as well as duty bearers
Output 1.2: Households engaged in local adaptation planning and implementation	Output Indicator 1.2.1	Locally-led initiatives are the core of national and local adaptation plan and strategies
	Custom: # of households engaged in local level adaptation planning	
OUTPUT 2	Output Indicator 2.1.1	
Output 2.1: Households provided climate resilient and nature positive services	Custom: # of households supported with climate resilient and nature positive livelihood capacities and assets (Inputs)	Service providers and communities acknowledge the significance of resilient technologies, know how with NbS approach as the key solutions for EbA
	Output Indicator 2.1.2	

	Custom: # of households reached with climate resilient and nature positive livelihood services through local service providers and entrepreneurs developed/supported in the project	
Output 2.2 : Households having accessibility to climate-resilient homes and community infrastructures and technical know-how	Output Indicator 2.2.1	
	Custom: # of households supported with climate resilient homes and other infrastructures	
	Output Indicator 2.2.2	
	Custom: # of local entrepreneurs developed/equipped with skills on climate resilient home and infrastructure and # of HHs provided with services by them	
Output 2.3: Households having accessibility to climate resilient water supply and sanitation services/facilities	Output Indicator 2.3.1	
	Custom: # of households reached with installation or repair of water and sanitation services/facilities	
	Output Indicator 2.3.2	
	Custom: # of local entrepreneurs developed with climate resilient WaSH technologies and the # of HHs provided with resilient WaSH services by those entrepreneurs	
	Output Indicator 2.3.3	
	Custom: Number of households reached with awareness sessions on WaSH	
OUTPUT 3	Output Indicator 3.1.1	
Output 3.1: Households provided access to renewable energy (RE) solutions	Custom: # of households accessing renewable energy for their economic activities/ livelihoods	Households have increasing interest in renewable energy solutions and related livelihood options
	Output Indicator 3.1.2	
	Custom: # of households directly connected/supported in/through the RE based value chain established by the project intervention	Renewable energy solutions and climate resilient livelihood practices are attractive, reasonable and cost-effective to the communities and fishermen
OUTPUT 4	Output Indicator 4.1.1	
Output 4.1: Households having accessibility of functional climate and weather information services	Custom: # of households received relevant/ tailored climate information services	Climate and weather information are integrated in service delivery and livelihood practices
Output 4.2: Households having access to early response support to cope with climatic events	Output Indicator 4.2.1	Timely and effective disaster response through local level contingency fund and shock responsive Social Safety Nets to help the communities to sustain the results of EbA
	Custom: # of households received early response support	

Annex-2: NABAPALLAB Technical Components.



Annex-3: [Baseline Summary Report](#)

Annex 4: [Barrier and Facilitators Assessment & Inclusion Strategy](#)

Annex 5: [Ecological Assessment and Detailed Scoping Study](#)

Annex 6: [Household WaSH Practices and Services](#)

Annex 7: [Mud Crab Life Cycle Study Report](#)

Annex 8: [Political Economy Analysis](#)