



TERMS OF REFERENCE

For END OF PROJECT EVALUATION CALL FOR EXPRESSION OF INTEREST AND SCOPE OF WORK

About WCoZ

Women's Coalition of Zimbabwe (WCoZ) is a network of women's rights advocates and women's rights organizations in Zimbabwe with national structures established in 1999. WCoZ brings women from diverse backgrounds to advocate for the attainment and enjoyment of their rights and ensure that the women and girls empowerment agenda remains central to the national agenda.

Background of the Consultancy

WCoZ has been working on an intervention which seeks to promote equal representation and participation of women and men in all spheres of the Zimbabwean society being benchmarked on Section 17, 56, 80 of the Constitution which mandates the State to take measures to ensure that there is gender balance, equal representation and participation of women and men in all spheres of the Zimbabwean society. It is against this background that we are looking for an external consultant to conduct an End of Project Evaluation for the Women Rights Advocacy Campaign (WRAC) project.

Tasks under this consultancy

The consultancy will be expected to conduct End of Project Evaluation for the WRAC project, reporting to the National Coordinator and under the supervision of the Project team. The Consultant shall:

- Submit a detailed inception report outlining the Consultant's understanding of the assignment and the approach to be employed.
- Review literature relevant to the assignment and project
- Collate and analyze data
- Present preliminary findings to WCoZ
- Development of draft report based on preliminary findings.

Deliverables:

The Consultancy will be responsible for the following deliverables:

- Inception report.
- Facilitate a meeting to unpack the findings to WCoZ Secretariat
- Submission of Draft report to WCoZ for comments.
- Final report incorporating comments and recommendations for future implementation.
- PowerPoint presentation on the End of Project Evaluation to be presented to WCoZ which summarizes the key findings, implications, key learnings and recommendations captured.

Duration

The detailed assignment timelines will be agreed on with the successful candidate.

Bid Format

- The EOI must detail the Consultant's understanding of the Scope of Work, and methodological approach. It will also detail work-plan, including dates for when specific tasks will be done. The EOI should also include a detailed budget, indicating a breakdown of all costs for conducting this work such as consultancy daily rate. The EOI must not exceed five pages.
- Cover letter summarizing the applicant's skills and experience relevant to conducting the outlined SOW.
- Detailed C.V(s)/resume(s), with names of three referees and their contact details (email and phone)
- At least 2 recent sample similar to that called for in this SOW for which the applicant was a lead author.
- The complete bidding proposal documents should be submitted to wcozprocurement@gmail.com copying coalitionzw@gmail.com by end of day 20 August 2023 clearly marked "PROPOSAL FOR CONDUCTING END OF PROJECT EVALUATION FOR WRAC PROJECT.

Qualifications & Experience

- Advanced degree in Social Science or related field with experience in monitoring and evaluation of women's rights. A qualification in women's rights and gender studies and monitoring and evaluation will be an added advantage.
- More than 5 Years' experience in related work

NB: WOMEN ARE STRONGLY URGED TO APPLY