



ISLAMIC DEVELOPMENT BANK

INDEPENDENT EVALUATION DEPARTMENT (IEVD)

TERMS OF REFERENCE FOR CONSULTANCY SERVICE FOR POST-EVALUATION OF JORDAN HEALTH EMERGENCY PROJECT

1.1 The Independent Evaluation Department (IEvD) of the Islamic Development Bank (IsDB) reports directly to the IsDB's Board of Executive Directors (BED). The IEvD is an independent and specialized organ with the prime responsibility to plan, design, and conduct the evaluation of the operations funded by IsDB in line with internationally recognized evaluation principles. The primary objective of IEvD is to conduct project, sector, thematic, process, program, and country assistance evaluations, covering the activities of the IsDB. Evaluations conducted by the department provide a sound assessment of the relevance, efficiency, and effectiveness of the IsDB's interventions and the sustainability of the development results achieved.

1.2 IEvD has selected Jordan Health Emergency Project in Jordan to undergo an independent evaluation. IEvD is seeking the service of a consultant to conduct the evaluation under the supervision of an IEvD-designated staff.

2. CONTEXT OF THE PROJECT

2.1 The IsDB Board of Executive Directors (IDB/BED/319/1438) approved the Framework for an on 14/5/2017. It was signed on 03 August 2017, and declared effective 27 November 2017. The total cost of the project is estimated at US\$ 150 million. The proposed IDB financing is for an amount of US\$ 79 million through Service Ijarah financing. It will be blended with a concessional amount of US\$ 21 million from the GCFF. The remaining US\$ 50 million will be covered by the World Bank and it will be also blended with a concessional amount of US\$ 14 million from the GCFF. The Steering Committee of the GCFF has approved the concessional amount on April 20, 2017.

2.2 The **Project Development Objective:** The project is among the first batch of projects to be processed under the Global Concessional Financing Facility (GCFF). The aim is to provide health services for Syrian refugees and poor/uninsured Jordanians in the short term and create a more efficient health system to increase fiscal space in the medium to long term. This is envisaged to be achieved by covering the government's share of health care costs for Syrian refugees and

poor/uninsured Jordanians for two years and creating a more efficient health care system to promote sustainability in the medium to long term that will reduce the pressure on the Jordanian health system due to the Syrian refugee crisis.

2.3 **The project scope** is to provide health care services through public hospitals and provide technical assistance to the Ministry of Health (MoH) to improve the efficiency of the health system. The project will fund part of the cost for delivering health care services to the beneficiaries, which is estimated at US\$ 13.00 per beneficiary for primary care and US\$ 80.00 secondary care. The costs mainly cover MoH's expenditures for key recurrent non-medical expenditures such as human resources and operating costs of health facilities such as rental and utilities (water, electricity, fuel). The Project does not finance the cost of medical items such as vaccines, medicines, equipment, or consumables.

2.4 The Ministry of Planning and International Cooperation is (MoPIC) - was the Executing Agency as well as the managing entity of the project. The project was implemented by the Ministry of Health (MoH). The project was expected to take two years to complete starting from the date effectiveness.

3. RATIONALE AND OBJECTIVE OF THE ASSIGNMENT

3.1 Islamic Development Bank assesses the outcomes of its projects to show evidence of sustainable impact, effectiveness, and value for money, and to capture learnings and draw recommendations to improve future similar operations.

3.2 The project evaluations use a mixed-method approach of both quantitative and qualitative data collection and analysis. They seek to measure the relevance, effectiveness, efficiency, and sustainability of the project.

3.3 In line with the above, the IsDB-Jordan Health Emergency Project aims to give an independent and comprehensive assessment of the project for accountability and learning purposes. The evaluation will assess the achievement of expected results considering the theory of change, the logical framework, and the implementation process. The evaluation will also assess the contribution (the extent to which the project contributed to changes), identify lessons learned, draw conclusions, and provide recommendations to mitigate the negative effects of the refugee influx on health services and infrastructure. Furthermore, it aims to support sustainable social, economic, and health development in countries with similar contexts and to enhance the development effectiveness of IsDB operations in general.

4. METHODOLOGY AND MAIN TASKS

4.1 The objective of the consultant assignment is to collect the necessary data and information in order to prepare a comprehensive post-evaluation report on the project. The evaluation exercise will follow the internationally accepted MDBs and OECD/DAC (Development Assistance Committee) evaluation criteria of Relevance, Effectiveness, Efficiency, and Sustainability and two additional criteria (Bank performance and performance of the beneficiary of IsDB financing). It will also assess the roles of different stakeholders in the project. The report's content should be supported by statistics, documented references, and pictures from the assessed project. The report should support the conclusions with quantitative and qualitative data and information, along with illustrative charts, figures, and statistics, with clear and up-to-date

documented references. The assessment will be based on the IsDB's Guidelines for Preparing Project Performance Evaluation Report for Public Sector Operations and the related templates and rating matrix.

4.2 The methodology used in conducting the evaluation will use various sources of information, including review of project documents, interviews with key staff, field visits to project sites, discussion with relevant representatives of the line ministries, executing agency, and project management unit, project end-beneficiaries, and IsDB project team. The detailed methodology will be developed in the Approach Paper

5. DELIVERABLES OF THE CONSULTANT

5.1 The consultant will work from Jordan under the supervision of IEvD staff to conduct a comprehensive evaluation of the project. The deliverables of this consultancy shall be in English except for the questionnaire, which could be in the working language of the recipient country.

5.2 The consultant will be responsible for producing the following deliverables:

- (a) Reviewing and finalizing the approach paper detailing (i) the methodology of the evaluation, (ii) proposed schedule/work plan of the evaluation activities, (iii) retrofitted logical framework of the project, (iv) schedule for the meetings and the field visit and (v) an evaluation questionnaire for data collection.
- (b) A two-page progress report reflecting the main takeaways from meetings conducted with different stakeholders and observations drawn from the project site visit and any challenges encountered during the evaluation at that point;
- (c) A Draft Report (V0.1) is to be submitted to the IEvD Department (four weeks after the completion of site visits) for review and comments. The IEvD will send its comments and feedback to the consultant within two (02) weeks after receiving the draft report. The consultant should submit an updated draft report (V0.2) based on the IEvD review and comments within seven (07) working days. IEvD will then share the updated draft report with the department(s) concerned for feedback and comments. The IEvD will send the comments it receives from the department(s) concerned within 15 working days of receiving the updated draft report (V0.2) (IsDB's Guidelines for Preparing Project Performance Evaluation Report and a report template will be provided. An outline of the report is annexed to this ToR);
- (d) A Final Report, including a recommendation and follow-up matrix, will be handed over to the IEvD within two weeks after receiving comments on the draft report. The final report should be around 20 to 25 pages, excluding annexes.
- (e) Draft a one-page Knowledge-Series/ flyer reflecting the Evaluation findings and lessons (Template will be provided);
- (f) A comprehensive PowerPoint presentation on the evaluation report to facilitate the dissemination of findings to different stakeholders.

5.3 The main deliverables of this assignment are expected to be delivered by the Consultant within the specified timeframe:

- i. **August 2024:** Finalize the Desk Review and the Approach Paper.

- ii. **August – September 2024:** A two-page progress report reflecting the main findings from the meetings and the project's site visit, and the challenges encountered during the evaluation mission.
- iii. **15th October 2023:** The draft Evaluation Report
- iv. **30th November 2024:** The Final Evaluation Report, Knowledge-Series/ flyer for dissemination and recommendations and follow-up matrix; and a comprehensive PowerPoint presentation reflecting the content of the evaluation report.

6. DURATION OF AND PAYMENT FOR THE ASSIGNMENT

6.1 The Consultant is expected to commence the assignment tentatively by **August 1st, 2024**, and the assignment should be completed by **November 30th, 2024**. The distribution of the working days during the period will be flexible. The consultant will be paid a lump sum amount of **USD 16,000**. This amount has been established based on the understanding that it includes all the Consultant's allowances and benefits, accommodation and transportation costs, as well as any tax obligations and any related cost items that may be imposed on the Consultant. The consultant will have the flexibility of working home-based.

Breakdown of payments:

- 30% upon submission and acceptance by IEvD of deliverable (a) of section 5.2.
- 40% upon submission and acceptance by IEvD of deliverables (b) and (c) of section 5.2.
- 30% upon submission and acceptance by IEvD of deliverables (d), (e) and (f) of section 5.2.

7. QUALIFICATION

7.1 The required Consultant Qualification includes: (i) Relevant Academic Background in Health Care field or related areas; (ii) At least ten years of experience on Health care project design and management or hands-on experience developing and financing projects in least developed countries.(iii) Sound knowledge and proven experience of evaluation standards, methods and terminology; (iv) Excellent oral and written communication skills in English; (v) Computer skills in word processing, data analysis and presentations.

8. EXPRESSION OF INTEREST

8.1 IEvD invites eligible consultants to indicate their interest in providing the above-mentioned services. Interested consultants must provide the following:

- i. Information on availability for the expected services.
- ii. Curriculum Vitae, including relevant publications and assignments; and
- iii. Sample of similar works

8.2 Interested candidates are requested to submit their Expression of Interest (EOI) through IsDB Procurement System through email message to EOI Submission - BCC2024-048 Post-Evaluation Of Jordan Health Emergency Project _Jor1010_ 82c9ecd5.isdb.org@emea.teams.ms, Attn : Consultancy Service Unit , Corporate Procurement Division, Administrative Services Department, Islamic Development Bank; template and instructions for submitting the EOI will be provided in the invitation for Expression of Interest (IEOI). The Expression of Interest should be

submitted not later **than July 15th, 2024**. Please note that this Expression of Interest entails a non-binding commitment.

9. ABSENCE OF CONFLICT OF INTEREST

9.1 According to IsDB rules, the consultant must not have been involved in the design and/or implementation, supervision, and coordination of and/or have benefited from the program/project (or theme) under evaluation. The consultant will be requested to sign a declaration that the s/he has not worked in this program in any capacity.

ANNEX-1: EXPRESSION OF INTEREST

Invitation for Expression of Interest (IEOI) – Individual Consultant

Invitation for Expression of Interest

Date_____

[Copy the Name of the Assignment/Project from the IEOI]

1. The Islamic Development Bank (IsDB) has approved an administrative budget for financing consulting services (the Services) for the above project. The Terms of Reference (TOR) of the Services is in Appendix A. The Services will be provided by consulting firm. IsDB will select and engage the Consultant in accordance with the IsDB Corporate Procurement Policy (Policy).
2. IsDB now invites Expression of Interest (EOI) from potential individual applicants for consideration by IsDB in determining a shortlist of candidates to be invited to submit proposals. Depending on the number of the EOIs received and the qualifications of the applicants, IsDB may or may not short list all potentials who have submitted EOIs.
3. Applicants who wish to submit an EOI should complete the EOI Form in Appendix B and submit it through IsDB's online IEOI facility or by email, fax or courier to the following authorized representative of IsDB:

Tarik G.Wassal
Manager
Corporate Procurement Division,
Administrative Services Department
Islamic Development Bank

Email: EOI Submission - BCC2024-048 Post-Evaluation Of Jordan Health Emergency Project _Jor1010_ 82c9ecd5.isdb.org@emea.teams.ms

Appendix A: Terms of Reference

Appendix B: EOI Form

Expression of Interest (EOI) by Applicant

[Copy the Name of the Assignment/Project from the IEOI]

Date: _____

Attn : Consultancy Service Unit,
Corporate Procurement Division,
Administrative Services Department
Islamic Development Bank

I have read carefully your Invitation for Expression of Interest for the captioned assignment/project and find the Terms of References (TOR) and Scope of Work match my skill mix and experiences for providing the services required in the TOR. I would like to express my interest for our firm being considered for the Shortlist. I understand that IsDB does not have an obligation that I must be shortlisted.

I have attached to this EOI supporting documents highlighting the relevant expertise and Experience for your consideration. Some of the key information is highlighted below:

Personal Profile

Nationality:

Date of Birth:

Permanent Address:

Phone No.:

Email:

Past Consultancy Assignment References

[Notes to consultant: Please select most relevant consultancy assignments you have recently completed to demonstrate your technical qualifications and experience.]

Period	Client	Project	Country	Your role (As lead consultant or as member of a team?)	Value of the Contract

III. Availability

I shall be available for the services from _____ to _____.

IV. Eligibility Declaration

I, the undersigned, certify to the best of my knowledge and belief:

- ☐ I have read terms of reference (TOR) and Scope of Work (Appendix A), for this assignment.
- ☐ I confirm that the project references submitted as part of this EOI accurately reflect the experience of myself.
- ☐ I confirm that I have never been convicted of an integrity-related offense or crime related to theft, corruption and fraud.
- ☐ I understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with IsDB's

Integrity and Anti-corruption Policy.

Signature:

Name of the Applicant

ANNEX-2: REPORT OUTLINE

Acknowledgments

List of Acronyms & Abbreviations

Executive Summary

{The summary should not exceed three (3) pages in length}.

Chapter - 1: Background

{This chapter should not exceed three (3) pages in length}.

Chapter - 2: Criteria-Based Assessment

- 2.1 Relevance
- 2.2 Effectiveness
- 2.3 Efficiency
- 2.4 Sustainability
- 2.5 Overall Assessment
- 2.6 Assessment of Cross-cutting Themes (Women & Youth, Capacity Development, Climate Change, and others as applicable).

{This chapter should not exceed eight (8) pages in length}.

Chapter - 3: Performance of Stakeholders

- 3.1 Bank Performance
- 3.2 Performance of The Beneficiary of IsDB Financing
- 3.3 Performance of Other Stakeholders

{This chapter should not exceed six (6) pages in length}.

Chapter - 4: Issues, Lessons and Recommendations

- 4.1 Issues
- 4.2 Lessons Learned
- 4.3 Follow-Up Actions and Recommendations

{This chapter should not exceed three (3) pages in length}

Annexes

- Annex-1: Photographs of Project Facilities
- Annex-2: Retrofitted Log-Frame
- Annex-3: Planned and Actual Project Outputs
- Annex-4a: Main Assumptions for Re-Estimation of Project's Economic Internal Rate of Return (EIRR) At Post-Evaluation
- Annex-4b: Re-Estimation of Project's Economic Internal Rate of Return (EIRR) At Post-Evaluation
- Annex-5a: Main Assumptions for Re-Estimation of Project's Financial Internal Rate of Return (FIRR) at Post-Evaluation
- Annex-5b: Re-Estimation of Project's Financial Internal Rate of Return (FIRR) At Post-Evaluation