



EU TUMO
CONVERGENCE CENTER
FOR ENGINEERING
AND APPLIED SCIENCE

External mid-term evaluation

Simonian Educational Foundation (SEF), a non-profit foundation based in Yerevan, is announcing a call for proposals from professional and dedicated individuals as well as companies to conduct a mid-term evaluation of the EU TUMO Convergence Center.

1. Introduction

1.1 Background on TUMO and the Convergence Center

The TUMO Center for Creative Technologies is an after school learning center attended by close to 19,000 teenagers every week. The EU TUMO Convergence Center project represents TUMO's expansion to university age students and young professionals. More information on TUMO and its' projects can be found here: <https://tumo.org/>

1.2 Project summary

The Convergence Center is a project jointly funded by the European Union and TUMO, with the participation of the French University in Armenia.

The project pursues two key objectives:

- To provide cutting edge STEM education to Armenian university age students and young professionals in order to prepare them for the labour market and render them more employable;
- To offer a platform for existing initiatives (universities, startups and industry players) in order to build linkages and allow for synergies between stakeholders and to strengthen the links between academia and the business sector.

It is designed as an open platform promoting project-based learning and entrepreneurship, but also as a self-sustaining financial ecosystem that will generate sufficient revenues by renting offices, conference and convention venues and retail facilities to cover its operating costs and offer free or highly subsidized education services to local students and young professionals. The following are the main program elements of the Convergence Center campus: Tumo Labs, 42 Coding Bootcamp, French University, Shared hub, Offices, Retail space, Conference and Convention center.

For more information, please visit this link <https://www.convergence.center/>

2. Purpose of the evaluation

The purpose of this mid-term evaluation is to provide an overall assessment of the project's performance in relation to achievement of the intended results and in terms of how they have been delivered to date. The evaluation will assess how the project is advancing, whether there are factors that are likely to influence the sustainability of the action, the key takeaways and practical recommendations that will enable SEF, its partners and other stakeholders to enhance the impact of the project as well as future, similarly focused projects.

2.1 Scope

The mid-term external evaluation of the project will be carried out in Yerevan, Armenia and will look over the following delivery period: 19 March 2019 - 19 July 2021, and assess the intended direct results and also consider some of the indirect benefits brought about through the project's work. Specifically, it will focus its scope around the following workstreams:

- Success of the design and construction process of the project building;
- Effectiveness and efficiency of the TUMO Labs component, including relevance, students; participation and satisfaction, and correspondence to stated project objectives;
- Current and expected impact of the 42 Yerevan component;
- Effectiveness and efficiency of the French University in Armenia component;
- Integration of women, people with disabilities and vulnerable populations;
- Capacity assessment of human resources to implement the project;
- Visibility assessment of the EU TUMO Convergence Center;
- Partnerships with corporate sponsors to finance projects/secure co-financing units

2.2 Major tasks and deliverables of the Evaluator

The evaluator will be required to undertake the following tasks:

1. Design the evaluation methodology, tools and workplan, detailing the resources and support need to complete the evaluation to time and quality, and agree with SEF;
2. Undertake the evaluation activities;
3. Analyze the data and present findings to SEF and project partners;
4. Prepare first draft of the mid-term evaluation report for review by SEF;
5. Finalize the mid-term evaluation report considering the feedback provided by SEF

The report, written in English, a maximum of 40 pages (including the annexes), should be submitted to the Chief Development Officer and *five official hard copies* should be sent to SEF. The issued report should comply with the following standards and specification:

1. Executive Summary
2. Introduction

3. Methodology
4. Findings and Discussions
5. Conclusions
6. Lessons learned and associated recommendations
7. Annexes

2.3 Users for the Evaluation Results

The evaluation results will be shared with the Delegation of the European Union in Armenia, SEF, project partners, Ministry of Education, and other relevant stakeholders to consider the findings and recommendations for future programming.

2.4 Methodology

The evaluator will be responsible for developing the evaluation design and methodology in order to meet the above stated goal and objectives. The methodology should be informed by the Development Assistance Criteria (DAC) of Relevance, Effectiveness, Efficiency, Impact and Sustainability and use both qualitative and quantitative research methods to answer the questions articulated in this announcement. It is expected that the evaluator uses participatory methods including key informant interviews and focus group discussions as well first-hand direct observations. Desk-based review of key project documents including the project proposal, logframe, reports and procurement documents is also anticipated. A list of key stakeholders that the evaluator will be expected to consult will be provided during the course of the evaluation.

2.5 Evaluation questions to be answered

The following are indicative questions to be considered by the evaluators. All questions that the evaluator deems appropriate must be agreed with SEF in advance, prior to the start of the assignment.

Relevance

- How appropriate is the design of the project with regards to achieving the intended overall outcome?
- Is the project responsive to its needs, priorities and future aspirations?

Effectiveness

- Is the project making sufficient progress towards achieving its planned objectives? Will the project be likely to achieve its planned objectives upon completion?
- What problems in project implementation need to be resolved?
- What are the flaws, if any, in design, implementation, monitoring and evaluation?
- Which activities carried out by the project have been successful or less successful in achieving the results?

- What internal and external factors influence the effectiveness of the project in achieving its results?

Efficiency

- How well has the project used its resources to produce target outputs?
- How adequate are the quantity and quality of project inputs relative to the target outputs?
- How appropriate are project's management structures to support effective and efficient addressing of risks and key issues?

Resilience

- What risks has the project been subject to and is likely to be subject to in the near future?
- Has the project been able to effectively mitigate risks and adapt to emerging circumstances?

Impact

- How has the project contributed to the development of the capacity of the direct beneficiaries?
- What is the likely impact of the project beyond the direct beneficiaries?
- Are there any signs of a potential contribution to the enabling environment or to the broader development context (i.e., institutional, socio-political, economic and environmental)?

Sustainability

- Have mechanisms been put in place to ensure the sustainability of project results?
- Do the stakeholders have a sense of ownership of the project?

3. Assignment terms

3.1 Budget

The maximum budget of the project's mid-term evaluation, including per-diems, accommodation, transportation, translation and other costs, is EUR 10,000, excluding VAT.

3.2 Management arrangements

The evaluator will report to and liaise with SEF's focal person on all matters and decisions relating to this assignment. SEF will be responsible for arranging meetings with all relevant stakeholders. To enable this the evaluator must provide a list and schedule of meetings in good time to ensure all meetings can be arranged in a respectful and timely way.

3.3. Payment terms

Total budget for the contract will be paid in following two installments:

- 50% upon submission of approved evaluation methodology, tools and workplan, detailing the resources and support need to complete the evaluation to time and quality
- 50% upon submission of the final report

4. Application process

4.1 Eligibility criteria

- An individual expert or a legal entity
- Eligible according to EU rules on participation in procurement procedures and grants: <https://ec.europa.eu/europeaid/prag/document.do?isAnnexes=true> (See Annex A2A for the list of eligible countries). Please note that individual experts and international organizations may be of any nationality (<https://ec.europa.eu/europeaid/prag/document.do?nodeNumber=2.3.3&locale=en>)
- Not targeted by the EU's sanctions list: <https://www.sanctionsmap.eu/#/main>
- Not currently involved in similar or related activities in Armenia
- Not involved in criminal proceedings or tax evasion

4.2 Evaluator Experience

- At least 7 years of professional experience in conducting development project evaluations;
- Experience of evaluating large scale development projects;
- Experience evaluating EC-funded projects is an advantage;
- Understanding of project management principles;
- Proven experience and knowledge of conducting quantitative and qualitative research;
- Significant practical experience in report writing and formulation of recommendations;
- Excellent spoken and written English

4.3 Proposal Submission

All interested candidates whose profile matches the qualification requirements stated above are invited to send all of the below documents digitally in English or Armenian languages to evaluation.competition@tumo.org mentioning “**Mid-term Evaluation: EU TUMO Convergence Center**” in the subject line of the e-mail. Incomplete applications will not be reviewed. Only short-listed candidates will be contacted. The final decision will be made after the interview, considering candidates relevant experience, qualification and cost efficiency of the offer.

- Curriculum vitae or company profile, describing the composition of the team that will be assigned to the project;
- Cover letter stating how your experience and competencies can best deliver the assignment;

- List of evaluations conducted within the last 3 years in fulfilling similar tasks and the outcome of at least one (preferably an analytical report piece) presented as an attachment;
- Clear and concise proposal outlining the methodology, approach and questions to be asked
- Detailed budget for completing the assignment broken down by:
 - Evaluation activity costs
 - Anticipated logistics, travel and subsistence costs
- Copy of trade register in order to establish the company's nationality;
- Further declarations: Declaration of objectivity and confidentiality and Declaration of impartiality and confidentiality: <https://ec.europa.eu/europeaid/prag/document.do?isAnnexes=true>) (See Annex A3 and Annex A4)

4.4 Questions and answers

Competitors may address enquiries relating to the competition process prior to the deadline for submission. Questions should be e-mailed to **evaluation.competition@tumo.org**. Telephone enquiries will not be accepted.

4.5 Competition schedule

Competition launched: 17 June, 2021

Deadline for submission: 04 July, 2021

Award Notice: 13 July, 2021

Duration of evaluation: 19 July - 01 September, 2021

5. Evaluation criteria

The Selection Committee will evaluate all submissions of expressions of interest to ensure that the selected candidates meet the pre-qualification requirements and will assess qualifying candidates on the following.

- 1) Previous experience in managing and conducting similar evaluation - 30 points
- 2) Composition/expertise of the contracting team - 30 points
- 3) Overall understanding of the task, selection of correct methods and tools - 20 points
- 4) Understanding of approach to quality control - 10 points
- 5) Financial proposal - 10 points