Terms of Reference
Monitoring & Evaluation (M&E) Consultants

Flood Management of Kachhi Plains
Balochistan Water Security and Productivity Improvement Project

TERMS OF REFERENCE

1. Introduction

The Government of Balochistan (GoB) has obtained a credit (No. 7790-PAK) from the World Bank (WB) for the implementation of the Balochistan Water Security and Productivity Improvement Project (BWSPIP). The BWSPIP will be implemented by the GoB through its Irrigation Department with support from other government departments and getting services of various consultants. A full description of the project is available in the Project Appraisal Document (PAD) at https://documents1.worldbank.org/curated/en/099051225163528707/pdf/BOSIB-d5f825d8-fa60-461f-b51f-0994a030c196.pdf.

Balochistan, the largest province of Pakistan by area, faces persistent challenges related to water scarcity, climate variability, recurrent flooding, land degradation, and limited institutional capacity for effective water resources management. Frequent seasonal floods, particularly in the Kachhi Plains, cause extensive damage to agricultural land, infrastructure, and livelihoods, and also to the canal system, which is the backbone of agricultural productivity in the related area. Inadequate floodwater retention and utilization mechanisms result in the loss of valuable water resources that can otherwise be useful for agriculture and rural development.

To address these challenges, the Government of the Islamic Republic of Pakistan, through the GoB, with the financial support from the International Development Agency (IDA), is implementing the **BWSPIP**. The project aims to enhance water security, strengthen flood resilience, improve agricultural productivity, and reinforce institutional systems for sustainable and climate-resilient water resources management across selected river basins and flood-prone areas of the province.

The **Flood Management of Kachhi Plains Project (FMKP)** is a major sub-project under BWSPIP, focusing on both structural and non-structural flood management interventions, including spate irrigation, flood protection and conveyance infrastructure, floodwater harvesting and retention, watershed and catchment restoration, and community-based flood risk management measures. The Project Management Unit (PMU), supported by Project Implementation Units (PIUs), is responsible for the overall implementation and coordination of FMKP activities. In line with the WB's results-based management approach and the Environmental and Social Framework (ESF) 2018, the project requires a comprehensive E&S system. The Environmental and Social Safeguard Specialists of the BWSPIP will play a critical role in ensuring compliance with national environmental regulations and international standards (e.g., World Bank Environmental and Social Standards).

The Project intends to hire Monitoring and Evaluation Consultant for about 40 months, to provide the services described in these Terms of Reference (ToRs).

2. Project Development Objective (PDO)

The overall Project Development Objective (PDO) along with full description of the project is available in the Project Appraisal Document (PAD) at:
https://documents1.worldbank.org/curated/en/099051225163528707/pdf/BOSIB-d5f825d8-fa60-461f-b51f-0994a030c196.pdf.
Bidders are requested to familiarize themselves with the project design, scope, and implementation arrangements.

3. The Project Area

The project area under this component covers the three river basins of Nari, Talli, and Lehri across the Kachhi plains. The northern boundary of the Project area comprises the Marri-Bugti hills, whereas the southern limit is the proposed alignment for Package-02 & 03 of the Kachhi canal. The project area is spread across the Districts Kachhi, Sibi and Jhal Magsi.
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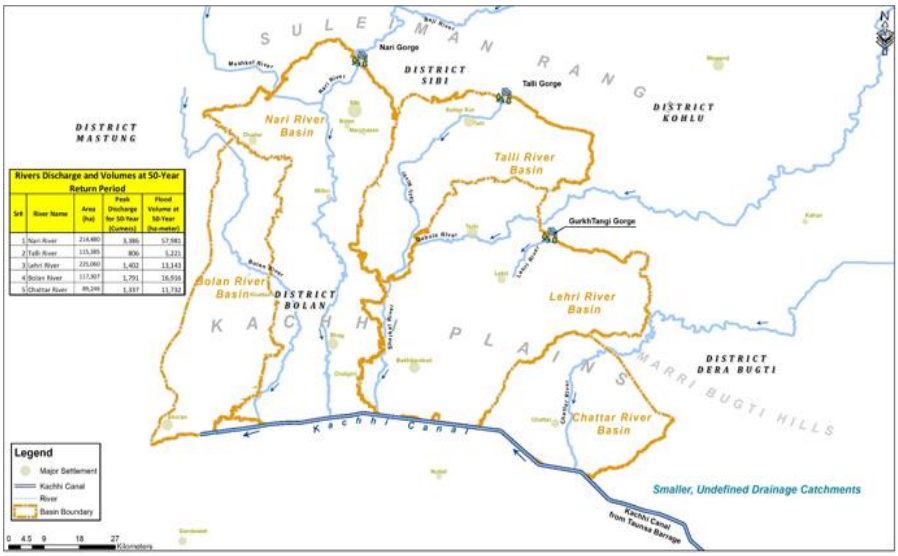


Figure 1: Map of Project Area

4. Objectives of the Assignment

The objective of this consultancy assignment will be "to carry out effective result-based monitoring and evaluation of the project and indicate design adjustments and policy refinements based on the evaluated results".

The specific objectives of the assignment shall include preparation of a results framework and monitoring and evaluation system specific to the project after considering the established benchmark indicators in view of the baseline study.

5. Key Activities: The key tasks under this assignment include:

Task 1 - Create of a Comprehensive Monitoring and Evaluation Framework

Consultants are required to design an overall Monitoring and Evaluation Framework for the project, which should consider the given outcome indicators for monitoring Project Development Objectives (PDOs), Intermediate Results Indicators (IRIs) for all project components, and tentative baseline conditions for each indicator, year-wise achievement of targets against each outcome/output indicator. These indicators are described in the PAD under "Results Framework and Monitoring". This Framework would be used as a base document for the development of project specific M&E framework, if necessary, by adjusting and fine-tuning the indicators and targets. Client will facilitate stakeholders consultations

The M&E framework should also include indicators to monitor and evaluate project-specific operational risks and risk mitigation measures. The major objective of this dimension of monitoring is to ensure governance aspects of the project and minimize risks of misappropriation of project resources. Although the PAD identifies potential governance risks and issues together with suggested measures and implementation arrangements to minimize those risks, more operational indicators need to be developed along with methodologies for on-ground monitoring and compliance with the proposed broader remedial measures. The Consultants are expected to develop, establish, and monitor a sound and transparent system of record-keeping at the community level, related to the transfer and delivery of capital assets and consumable items and related financial transactions, especially for major infrastructure projects, OFWM, and Rangeland Management interventions proposed under the Project. The Consultants are expected to present the final M&E framework as one of the main outputs in their Inception Report.

Task 2: Develop Baselines for the PDO and Intermediate Results Indicators

The Consultants are responsible for determining or confirming the baselines for all indicators defined in the Results Framework at the onset of the consultancy. Consultants are required to design a baseline study for the project in consultation with the Cient and complete the survey before the start of project interventions, specifically those associated with Component A, including A1, A2, and A3 activities.

In addition, the M&E Consultants are expected to closely coordinate with the Community Support Group, established by the Engineering Design and Supervision Consultants, in establishing the baseline status of villages where specific project interventions are planned under the BWSPIP. Baseline status should also be established to measure the improvements in design standards, durability, utility, and resilience of the rehabilitated and newly constructed infrastructures under the Project. The Consultants are expected to start the baseline surveys and establish the baseline status immediately after the mobilizations and present the methodology for and progress of compiling baseline status for each indicator as one of the outputs of the Inception Report. Consultants are expected to suggest their proposed methodology for baseline surveys in their proposal to the Client, which will be used as one of the criteria for proposal evaluation.

Task 3: Track PDO and Intermediate Results Indicators

Consultants are expected to develop appropriate tools and analytical procedures to track and monitor project inputs, measure outputs, and determine outcomes resulting from the execution of project interventions throughout the project implementation period. Consultants are required to present their methodology for the proposed M&E Model for the BWSPIP.

Task 4: Carry out Project Process Monitoring

Consultants are expected to carry out process monitoring of the sub-projects being executed by the FOs and WUAs, using specialized techniques and tools. The process monitoring in respect of participatory-based project implementation is very important because the project implementation is designed on the principles of a community-based approach across all phases: from need identification, targeting and selecting beneficiaries; developing infrastructure; and recovering costs and monitoring the inputs. The Consultants will design, establish, and carry out a sound process monitoring system for this purpose. The Consultants are expected to submit evaluation reports to this effect, enabling the PMU to make appropriate and timely decisions in respect of the sub-projects.

Task 5: Develop a User-Friendly, Interactive, Web-based Project Monitoring Information System

A special geo-referencing tool that provides all information on the planned and ongoing activities would provide a useful tool to the Project Steering Committee, ID, and overall Client structures. At the same time, it would serve as a useful tool to monitor project-specific interventions. This system should be interactive and user-friendly to allow collation of inputs from various implementing agencies; produce standard reports; enable troubleshooting, tracking delays and identifying shortfalls in progress against physical and financial targets; allow specialized queries to track all aspects of project progress (including physical and financial progress and project impacts) at any time. The Consultants are expected to orient and guide the Project's staff responsible for M&E of project activities.

Task 6: Recommend Appropriate Corrective Actions

Consultants are expected to play a continuing role in analyzing the findings and results of M&E and make recommendations to the Client to be able to take timely corrective actions to steer implementation strategies and refine practices. The Consultant will provide regular feedback to all implementing partners to ensure and maintain satisfactory implementation progress against the set targets and work plans. Based on the evaluations of the monitoring results, they will recommend necessary changes in the project scope, interventions, and implementation processes, etc., to ensure timely and satisfactory achievement of the expected outcomes of all project components and the overall development objectives of the project.

Task 7: Quarterly and Annual Monitoring and Progress Reports

The Consultant will develop appropriate reporting formats in consultation with the Client and guide and provide training to the officials and staff of the implementing agencies for the timely preparation of the quarterly and annual work plans, budgets, and progress reports. In addition, the Consultant will provide reporting to the Client on project status and lessons learned during implementation (including data, analysis, surveys, interviews, photographs, description, and easy-to-read visuals) to enable better adaptive management. The M&E Consultants will report separately about their observations and suggestions for improvement during project implementation.

Task 8: Monitor and Evaluate the Resettlement Action Plan

The consultants will be responsible for Monitoring and Evaluation of the Resettlement Action Plan (RAP) under the project for compensation of the affected people, as and when required. They will be required to monitor all aspects of the RAP implementation process including compensation criterion and mode of payment, in-kind assistance to local communities, consultations with communities, and grievance redress mechanism established under the RAP. The specific monitoring tasks under RAP monitoring shall include but not limited to:

- People's participation in preparing and implementing the Land Acquisition Plan.
- Activities of implementing agency and other governmental (administrative) departments in determining and implementing eligibility and entitlements under RAP.
- Effectiveness of Grievance Redress Committee (GRC) and the relevance of the participatory approach suggested in GRC.
- Monitoring activities of the touts and elites and their followers in the process of land acquisition and resettlement program
- Monitor effectiveness of the training program workers/officials for land acquisition and resettlement program.
- Evaluate proposed Market Price of different types (agricultural, homestead, ponds etc.) of land in the year before the acquisition, in the year of acquisition and also in the year of the survey.

Task 9: Monitoring of Environmental and Social Safeguards Implementation

The consultant will monitor the implementation of the Environmental Management Plan (EMP) prepared for the entire project and the Site – specific EMPs and SIAMPs which shall be prepared for individual sub-projects during the course of implementation of the project by PSIA and PMU.

Task 10: Adaptation of Monitoring Tools

The M&E Consultant shall support the Project Implementation Unit in strengthening its monitoring framework by adopting geo-enabled monitoring tools such as KOBO Toolbox for digital data collection and real-time tracking. The assignment will include designing and deploying mobile-based data collection forms with integrated GPS coordinates, time stamping, and photo documentation to ensure transparency, accuracy, and field-level verification of project activities. The consultant will also establish data validation protocols, build staff capacity for effective use of the system, and facilitate the generation of geo-referenced reports and dashboards to enhance evidence-based decision-making and overall project oversight

Task 11: Project Completion Report (PCR)

The M&E consultant will prepare annual Project work plans and budgets, and periodic updating of the Project Operations Manual; it will also include monthly and quarterly reporting, as well as preparation of Mid-Term and Project Completion reports (as per World Bank requirements) and the "PC-IV" report of the project for submission to the Government of Pakistan upon Project completion.

CONSULTANCY STAFFING

Table 1 provides a preliminary estimate of the person-months required for the entire assignment. Prospective M&E consultants should propose a staffing plan and skill mix necessary to meet the objectives and the scope of work. However, the Consultants should not reduce the overall time commitment of the key staff.

Firms are encouraged to use Balochistan expertise to the extent possible. However, national experience and experience with the World Bank-financed projects will also be necessary. Additionally, firms are strongly encouraged to ensure a gender balance across the team, and to ensure appropriate skills and experience in gender issues relevant to Project implementation.

Table 1. Expected Staffing Requirement

No.	Position	Staff Months
A- Key Staff		
1	Team Leader	40
2	M&E Specialist	40
3	Information Management & GIS Specialist	12
4	Agriculture Economist	12
5	Environmental Expert	12
6	Social and Gender Expert	12
7	Irrigation Engineer	18
8	Watershed Management Expert	18
	Sub-Total	164
B- Non-Key Staff		
		144
9	Project Coordinator	36
10	Field data Collectors - 4 Positions	144
11	Support Staff (2 Drivers, 4 Office boys, 2 Watchman)	320
12	Office Assistant (1 Position)	24
13	Finance Accountant (1 Position)	24
14	Administrative Accountant (1 Position)	24
15	Data & Information Analyst (2 Positions)	36
16	Media Person	36
	Sub-Total	***644***
	GRAND TOTAL	***808***

Qualification of Consultants:

- Demonstrated experience of 10 years in Operational Review/ Process Monitoring/ M&E work
- The firm must have completed at least two (02) similar assignments in the last five years. These assignments should indicate the nature and scope of services provided, including the use of M&E indicators, data analysis, statistical and research expertise, monitoring, verification and evaluation expertise, MIS tools and systems development, and measuring target achievements.
- Experience in social sector survey work and spot checks, process evaluation, beneficiary feedback, and impact evaluation is essential.

Key Experts:

The **Team Leader** will have overall responsibility for the organization, conduct, and delivery of the consultancy services and will work directly with the PMU. He/she will have at least a Master's degree (should be minimum of sixteen years of Education) with at least ten (10) years of professional experience after Masters, in public/private organizations, preferably in development sector or water sector projects. with proven record in Monitoring & Evaluation of similar infrastructure projects.

The **GIS & Data Information Management Specialist:** should have Master's degree (should be a minimum of sixteen years of Education) in Geographical Information Science/ Information Technology with at least 10 years of working experience in developing GIS based MIS. He has worked for environment and other water-related natural resources information management systems with national or international organizations. Out of these 10 years, at least 05 years of experience should be after acquiring Master's Degree.

The **Environmental Expert:** Master's degree (should be minimum of sixteen years of Education) in Environmental Sciences or MS in Environmental Management / Environmental Engineering with at least ten (10) years of professional experience after Masters, in public/private organizations, preferably in development sector. Should be well versed with Environmental Safeguard policies of the World Bank and must have carried out Environmental Impact Assessments and prepared Environmental Management Plans.

The **Monitoring & Evaluation Expert:** Master degree (should be minimum of sixteen years of Education) in Social Sciences, Development Planning, Engineering, Statistics, Rural Development or related fields with at least 10 years of professional post qualification experience at national/provincial level in program planning, monitoring and evaluation, with at least five years of which should be in public/private development sector; must be well versed with quantitative and qualitative methods of M&E including those of participatory nature; must have experience of community driven development projects funded by international donors

The **Agriculture Economist:** Master degree (should be minimum of sixteen years of Education) in Economics/ Agricultural Economics/ Development Economics with at least 10 years' relevant work experience of development sector particularly experience of agriculture economic assessment, natural resources management projects, including but

not limited to Irrigation & Portable Water Supply Infrastructure, Watershed & Rangeland Management Interventions, Enhancement of Agriculture Productivity etc.; should have experience with donor funded similar project and the Experience will be counted after acquiring stipulated Qualification.

Watershed Management Expert: Master's degree (minimum sixteen years of education) in Watershed Management / Natural Resource Management / Environmental Engineering / Hydrology / Water Resources Engineering or a related discipline, with at least 10 years of relevant professional experience in the development sector, particularly in watershed planning and management, soil and water conservation, catchment treatment, rangeland and upland management, flood and erosion control measures, groundwater recharge interventions, and integrated natural resources management. The expert should have hands-on experience in the design, implementation, and monitoring of watershed and catchment management interventions, preferably under donor-funded projects. Experience shall be counted after acquiring the stipulated qualification

The Social and Gender Expert: Master's degree (minimum sixteen years of education) in Sociology / Social Sciences / Gender Studies / Development Studies or a related discipline, with at least 10 years of relevant professional experience in the development sector, particularly in social assessment, gender analysis, stakeholder engagement, community mobilization, participatory planning, and social inclusion in infrastructure and natural resource management projects. The expert should have demonstrated experience in integrating gender and social dimensions into project design and implementation, including grievance redress mechanisms, community consultation processes, and social safeguards, preferably under donor-funded projects. Experience shall be counted after acquiring the stipulated qualification

The Irrigation Engineer: Master's degree (minimum sixteen years of education) in Irrigation Engineering / Water Resources Engineering / Civil Engineering or a related discipline, with at least 10 years of relevant professional experience in the development sector, particularly in the planning, design, rehabilitation, and supervision of irrigation and water conveyance infrastructure, including canals, distributaries, watercourses, and on-farm water management systems. The engineer should have hands-on experience in hydraulic design, contract management, construction supervision, and quality control, preferably under donor-funded irrigation or water sector projects. Experience shall be counted after acquiring the stipulated qualification

Deliverables and Schedule

The deliverables of this assignment and the schedule are given in Table 2. The inception report will include a detailed schedule and task-flow diagram depicting the interrelationship of various tasks in the assignment, the deliverables leading to the mechanism and arrangement of coordination with the client and other related stakeholders. This would be kept updated throughout the Project duration.

Table 2. Key deliverables and delivery schedule

Consultancy Staffing and Management

#	Document	Copies	Due
1.	Draft Inception Report	5	28 days after the effectiveness of the Consulting Services Agreement
2.	Final Inception Report	15	One week after the issuance of comments by the Client on Draft Inception Report
3.	Baseline Survey Report	10	10th of the following month
4.	Quarterly Progress & Monitoring	10	10th of the first month of following quarter
5.	Updating the Project Operational Manual	10	10th of the first month of following year
6.	Annual Summary Progress & Monitoring Report	5	At completion of physical works/activities
7.	Draft Project Completion Report	10	At completion of works.
8.	Preparation of MIS with Geo-tagging of the interventions	1	4th Month from the effectiveness of the contract agreement
9.	Preparation of Final Project Completion Report	10	At completion of the project

Assignment Duration:

The duration of the assignment will be for 40 months.

Selection Process:

A consulting firm will be selected in accordance with Quality and Cost Based Selection method set out in the World Bank's Procurement Regulations for IPF Borrowers", dated September 2023. www.worldbank.org/procure.