

Terms of reference (TORs)

Consultancy service for evaluation of the Biovision Foundation funded project “Integrated Sustainable Production Of Tomatoes (ISPOT) Phase II in Kenya”

1.0 Background

From 2019 to 2021, *icipe* and its partners implemented the Biovision Foundation-funded project titled “Combating the Invasive Tomato Leafminer, *Tuta absoluta*, through the Implementation of an Eco-Friendly IPM Approach on Tomato in East Africa” (*Tuta IPM*). This initiative focused on addressing the significant threat posed by *Tuta absoluta* to tomato production in Kenya. The project, implemented in Kirinyaga County, was granted a no-cost extension into 2022. During this period, and informed by monitoring, evaluation, and learning findings, the project evolved into a broader initiative: *Integrated Sustainable Production of Tomatoes (ISPOT)* (Grant No. BV DPP-012/2019 -2022). The transition was driven by recommendations to adopt a more holistic approach to tomato production beyond managing a single pest. Building on the success of and learnings from the first phase, Biovision Foundation approved a second phase: *ISPOT Phase 2* (Grant No. DPP-012/2023–2025). This phase expanded the geographic scope to include Narok County, alongside Kirinyaga, and broadened the objectives to enhance the quantity and quality of tomato production through the demonstration and scaling of eco-friendly and climate-smart production methods, value addition activities, and improved market linkages. As the project nears its conclusion in December 2025, there is a need for an independent end-of-project evaluation. The evaluation will provide *icipe* and Biovision Foundation with an objective assessment of the project’s relevance, effectiveness, efficiency, coherence, impact, sustainability, and fulfilment of objectives, in line with international evaluation standards.

2.0 Purpose of the evaluation

This evaluation is intended primarily as a learning tool rather than a compliance or audit mechanism. Its purpose is to encourage reflective learning among stakeholders and to provide insights that support informed, strategic decision-making for future programming. Specifically, the evaluation seeks to:

1. Provide an independent and comprehensive analysis of the ISPOT project’s overall performance, relevance, and value in promoting sustainable tomato production through integrated pest management and improved soil health.
2. Inform future programming and policy by identifying what worked well, what did not, and why, - drawing out key lessons and strategic insights to enhance the design and implementation of similar interventions.
3. Ensure transparency and accountability to stakeholders by assessing the project’s achievements, documenting its impact, and offering evidence-based recommendations for sustaining and scaling successful approaches.

3.0 Objectives of the evaluation

The evaluation will systematically examine key dimensions of the project’s design, implementation, outcomes, and broader contextual relevance to generate evidence-based insights aligned with the following objectives:

1. Evaluate the knowledge farmers have gained in IPM and soil fertility management over the course of the project, and how these learnings have translated into practice and adoption on their farms.
2. Examine the accessibility, affordability, and long-term willingness to pay for IPM and soil fertility inputs after the project concludes.

3. Identify any gaps i.e. informational, market-related, access to products, infrastructural- that may affect continued safe production of tomato.
4. Review the effectiveness of project implementation, including institutional arrangements, partnerships, and M&E systems.
5. Assess the extent to which the project's objectives and results have been achieved.
6. Review and critically assess all publications (scientific, magazine and newspaper articles, manuals etc) and working papers produced under the project.
7. Identify key lessons learned and any project shortcomings or failures, and provide clear, actionable recommendations for the future.
8. Assess the long-term sustainability of the intervention and its contribution to improved management of key tomato pests and soil health.

4.0 Scope and coverage of the evaluation

The evaluation will cover the full implementation period of the ISPO Phase 2 project, from 2023 to 2025, with a focus on activities carried out in the target counties of Kirinyaga and Narok in Kenya. It will examine the core components of the project and assess performance against the intended results. In addition, the evaluation will consider how contextual factors may have influenced the achievement of these outcomes.

5.0 Evaluation approach and methodology

The evaluation will involve a multi-layered analysis, engaging perspectives from the project's leadership team, county governments, input suppliers, farmers, and any relevant structures within the target areas. A participatory approach is expected, using a combination of qualitative and quantitative methods. Data should be gathered from both primary and secondary sources. The consultant should incorporate methods that capture human experience and perceived value, to provide a more comprehensive understanding of project outcomes. All methods employed should be clearly justified, context-appropriate, and aligned with the Organisation for Economic Co-operation and Development - Development Assistance Committee (OECD-DAC) Standards for Evaluation - Ethics & Quality and other related ethical standards for conducting evaluations involving community stakeholders and public institutions.

6.0 Obligations of the consultant

- a) The consultant shall ensure that all activities related to this assignment are conducted professionally, ethically, and in a manner that respects the rights, confidentiality, and interests of all stakeholders involved.
- b) The consultant is responsible for managing their own work schedule and resources to ensure timely delivery of agreed outputs, in line with the approved work plan and timelines.
- c) The consultant must ensure that all fees charged cover all associated work-related expenses, including professional fees, travel, accommodation, subsistence, insurance, taxes, communication costs, and any other necessary operational expenses.
- d) The consultant shall maintain regular communication with *icipe* project PI and co-PI, providing updates on progress and promptly addressing any emerging issues that may affect the assignment.
- e) The consultant shall safeguard all documents, data, and information obtained in the course of this assignment and ensure that no confidential information is disclosed to unauthorized parties.
- f) The consultant shall obtain any required research permits, approvals, or ethical clearances related to the assignment, where applicable.
- g) The consultant shall maintain high standards of integrity and avoid any conflict of interest throughout the duration of the assignment.
- h) Upon completion, the consultant shall submit all final deliverables in the required formats, along with any supporting documentation or raw data, as specified in the ToR.

7.0 Obligations of the contracting party (*icipe*)

- a) *icipe* shall provide the consultant with access to all relevant project documents, data, and background materials necessary to carry out the assignment effectively.
- b) *icipe* shall facilitate introductions and, where necessary, obtain permissions to enable the consultant to engage with project stakeholders, partners, and beneficiaries.
- c) *icipe and the Biovision Foundation* shall provide timely feedback on submitted deliverables, including the inception report, draft reports, and any other outputs requiring review and approval.
- d) *icipe* shall ensure that its staff and the Biovision Foundation Project Manager are available for scheduled meetings, inception presentations, validation workshops, and any other key engagements agreed in the work plan.
- e) *icipe* shall process agreed payments in accordance with the terms and conditions of the contract, subject to satisfactory performance and delivery of the required outputs. The latter shall be assessed by *icipe* and the Biovision Foundation.
- f) *icipe* shall maintain open and regular communication with the consultant to address any emerging challenges or changes that may affect the scope or timelines of the assignment.
- g) *icipe* shall uphold confidentiality of any information shared by the consultant where appropriate and ensure that data security and privacy obligations are met.

8.0 Deliverables

- a) Inception presentation of consultant proposal to project staff and the Biovision Foundation Project Manager to ensure a shared understanding of the evaluation scope, objectives, methodology, work plan, and reporting arrangements, and to agree on roles, responsibilities, timelines, and logistical details before implementation begins.
- b) An inception report capturing key agreements, refinements to the methodology, finalized work plan, and next steps arising from the inception presentation.
- c) A draft evaluation report presented to project staff and the Biovision Foundation Project Manager at a validation workshop arranged by *icipe*.
- d) Final versions of all data collection tools (questionnaires, interview guides, checklists, or survey instruments) used in the evaluation assignment, together with the raw data sets generated during the project evaluation.
- e) A Final evaluation report prepared in English. The report shall be a maximum of 30 pages long, excluding annexes and cover page.

9.0 Tentative work plan/ Schedule

The evaluation assignment is expected to be carried out between October and November 2025, with a maximum of 15 working days allocated for the entire exercise including the submission of final report.

10. Qualifications and experience

- a) The evaluation will be conducted by a team of external evaluators. The required qualifications and experience include at least **(i)** one IPM specialist with a PhD in agriculture, entomology, horticulture, plant protection or related field, **(ii)** A Social Scientist with a PhD in agricultural economics, rural development, environmental science, development studies, or a closely related field.
- b) Proven experience in designing and conducting external evaluations of agricultural development projects, preferably in horticulture or related value chains.
- c) Strong background in qualitative and quantitative evaluation methodologies, including survey design, data analysis, participatory approaches, and theory-based evaluation frameworks.
- d) Solid understanding of sustainable agriculture, integrated pest and disease management, climate-smart farming, input supply systems, and market access in Kenya or similar contexts.
- e) Familiarity with gender integration, youth engagement, and environmental sustainability within agricultural projects.
- f) Demonstrated experience conducting evaluations or research in Kenya or East Africa, with strong knowledge of the local agricultural landscape, institutions, and policy environment.

- g) Excellent analytical, writing, and presentation skills, with a track record of producing clear, concise, and actionable evaluation reports for development partners, donors, or government agencies.
- h) If applying as a firm or consortium, the team must include a blend of experts in evaluation, agronomy/horticulture, socioeconomics, and gender/inclusion, led by a team leader with relevant experience of at least two similar assignments and a strong track record in managing similar evaluations.
- i) Fluency in English is mandatory, while working knowledge of Swahili or the engagement of local team members fluent in Swahili and relevant local dialects is considered an added advantage.

11. Budget and Payment terms

The maximum available budget allocated for the external review is inclusive of all applicable Kenyan taxes, travel, accommodation and any other related expenses. The Consultant(s) shall be paid by *icipe* upon completion of the following milestones.

- 40% after signing the agreement and approval of the inception report
- 60% after final presentation and approval of the final report

12. How to apply

Interested and qualified applicants are invited to submit a comprehensive proposal that includes the following components:

- a) A brief cover letter addressed to *icipe*, summarizing the applicant's interest in the assignment, relevant qualifications, availability, and a signed declaration confirming that there are no actual or potential conflicts of interest related to this assignment.
- b) Technical proposal which should include clearly defined evaluation questions aligned with the purpose and objectives of the assignment, a detailed description of the proposed methodology, and a realistic work plan with timelines. A financial proposal must also be included, presented with breakdown of costs in Kenya Shillings for Kenyan applicants and in USD for international applicants.
- c) Applicants should provide an organizational profile (for consultancy firms), along with CVs of all proposed consultants. Each CV must outline the individual's role in the assignment, demonstrate experience in similar evaluations, and include contact details for three professional referees. Collectively, the CVs must contain attributes listed under qualifications and experience for this ToR.

More details on the application process and submission deadline are available in the Invitation for Bids (IFB) document.