

TERMS OF REFERENCE

I. International Consultant (Rural Infrastructure Development Specialist; 30 days, intermittent input)

1. The OEM will require a rural infrastructure development specialist, with at least 10 years of professional experience, well versed in the rural development and water resources sector in Viet Nam and in monitoring and evaluation. He/She must be highly analytical and flexible and with excellent writing skills. The consultant will be recruited for 30 days of intermittent input from I December 2008 until II February 2009. Consultancy services would start fieldwork in Viet Nam by participating in the OEM from I to II December 2008 and the remaining days in the contract, at the consultant's home office. He/She will undertake the following tasks.

2. **General Responsibilities.** The international consultant will assist the Mission Leader in producing the draft PPER on the Rural Infrastructure Sector Project in accordance with the with the ADB *Guidelines for Preparing Performance Evaluation Reports for Public Sector Operations* (the Guidelines). He/she will participate in meetings and discussions with the Government and other stakeholders.

Specific Terms of Reference

- (i) Review relevant documents and background information related to the Project as well as information on national development plans for the rural development sector.
- (ii) Assist the Mission Leader in formulating the methodologies and criteria for evaluating the relevance, effectiveness, efficiency, sustainability, other impacts (socioeconomic, environmental, and institutional) of the Project, and in drawing up the project-specific outline for the PPER.
- (iii) Together with the Mission Leader, the evaluation specialist and the domestic consultant, address the major issues of concern to the OEM as discussed in the Evaluation Approach Paper
- (iv) Evaluate the operations of the civil works and water resources development facilities completed under the Project by visiting selected subproject sites with the Mission Leader and the domestic consultant, and conducting focus group discussions with key informants on development issues and concerns, including outcome and impact of ADB's assistance.
- (v) Assess the physical quality of the civil works and quality of the O&M introduced by the Project. Evaluate the technical and operational performance of the selected subprojects.
- (vi) Assess the extent of success (or shortcomings) of the Project and how to sustain this success (or remedy the failure) in the long term.
- (vii) Evaluate the performance of the associated TA with emphasis on its contribution to project management.
- (viii) Conduct an economic reevaluation of selected subprojects using updated data and compare the results with the economic internal rate of return calculated at appraisal; Define/assess the counterfactual.
- (ix) Identify key issues and lessons learned from the Project and formulate recommendations for future ADB assistance in the sector/country for sustainable rural infrastructure development/management.
- (x) Submit all findings and recommendations related to the terms of reference together with background material, information, and analytical working papers. Assist in writing the aide memoire and the draft PPER.

- (xi) Assist the Mission Leader and the domestic consultant in formulating and finalizing questionnaires for the survey. Supervise the work of the domestic consultant who will collect qualitative and quantitative data required for the preparation of the PPER and in conducting the field surveys, as necessary.
- (xii) Undertake other project-related assignments as required by the Mission Leader, including the provision of clarifications after the OEM, revision of PPER draft during the internal and interdepartmental review process in ADB.

II. Domestic Consultant (Rural Development Specialist; 35 days, intermittent input)

3. The OEM will require a qualified domestic rural development specialist with at least 10 years of experience, who is well versed in rural infrastructure development and management. He/she must be highly analytical and flexible and with good command of English and good writing skills. He/she must have experience in organizing and leading beneficiary surveys. The consultant, whose services will commence on IV November 2008 until III January 2009 for 35 days on intermittent basis, will conduct an assessment of selected project sites prior to the OEM's arrival in Viet Nam in consultation with an international consultant. The domestic consultant will form a data team to do a survey and collect primary data from beneficiary respondents in selected provinces. He/She will participate in the OEM and will have the following TOR.

4. **General Responsibilities.** The domestic consultant will assist the Mission Leader in producing the draft PPER on the Rural Infrastructure Sector Project in accordance with the with the *ADB Guidelines for Preparing Performance Evaluation Reports for Public Sector Operations* (the Guidelines). He/she will participate in meetings and discussions with the Government and other stakeholders.

Specific Terms of Reference

- (i) Review relevant documents and background information related to the Project and obtain necessary information through the collection of statistics and interviews/discussions.
- (ii) Assist the international consultant in reviewing Government policies and regulations related to the rural infrastructure development sector and in assessing the Project's contribution to the sector's development.
- (iii) Assist the international consultant by conducting field assessment for the preparation of basic data to be used in evaluating and confirming the PCR findings on the achievement of project outputs, including the quality and timing. Assist in examining how the project outputs have contributed to the achievement of overall project objectives.
- (iv) Visit selected subproject sites with the mission leader and international consultant and conduct focus group discussions with key informants to gain insight on the Project's performance and relevant issues during implementation.
- (v) Assist the mission leader and the international consultant in preparing survey questionnaires. Transform these questionnaires in Vietnamese for use in the field surveys. Train and lead the enumerators in the field surveys. Provide guidance and quality control on the data collection and do an analysis of the survey results.
- (vi) Assist the international consultant in evaluating the performance of the associated TA with emphasis on its contribution to beneficiary participation and project management.
- (vii) Assess the social, environmental, and institutional impacts of the Project.
- (viii) Assist the international consultant in assessing overall implementation arrangements and practices. Identify problems (or success factors) in project design and implementation to ensure the sustainability of rural infrastructure development and management in the

- future. Analyze factors that affected project performance, including shortcomings in project design and evaluate rural infrastructure management approach used in the Project.
- (ix) Obtain quantitative and qualitative data on the impact, benefits and effectiveness of the Project for the economic reevaluation, financial impact on the beneficiaries, and social, environmental, and institutional impact assessment of the Project.
 - (x) Assist the Mission Leader in reexamining the Project's relevance, effectiveness, efficiency, sustainability, and other impacts (social, environmental, and institutional) by reflecting the outcome of the field assessment.
 - (xi) Prepare working paper or PPER appendixes as agreed with the international consultant. Assist in writing the aide memoire and the draft PPER.
 - (xii) Assist in mission logistics, the organization of itineraries and meetings. Contribute to interviews and meetings; translate proceedings conducted mainly in Vietnamese. Assist in translating the aide memoire to Vietnamese.
 - (xiii) Submit a report on the results of the field assessments including surveys.
 - (xiv) Undertake other project-related assignments as required by the mission leader or international consultant, including the provision of clarifications after the OEM, revision of PPER draft during the internal and interdepartmental review process in ADB.