

TERMS OF REFERENCE FOR CONSULTANTS

A. Rural Development Specialist (International Consultant)

1. Scope of Work

1. The consultant will provide critical inputs to an ongoing evaluation of the Asian Development Bank's (ADB) development assistance in Nepal during 1997–2007 for agricultural and rural development. The consultant will work closely with the Team Leader, ADB staff Team Member (Senior Evaluation Specialist), and others involved in the evaluation. The main task of the consultant will be to prepare a synthesis report based on the analysis of data generated through top-down and bottom-up approaches as outlined in the evaluation approach paper. In addition, the consultant is required to assist with organization of workshops and other related activities that are included in the approach paper.

2. Detailed Tasks

2. The tasks of the international consultant are the following:

- (i) review relevant documents and obtain necessary background information through collection and analysis of statistical data, interviews, and discussions with the government officials, development partners, and various other stakeholders as identified in the evaluation approach paper;
- (ii) review government plans, policies, and regulations for the agriculture and rural development (ARD) of Nepal, and ADB's contributions in this area as applicable;
- (iii) in cooperation with ADB staff and other consultants involved in the study, conduct top-down and bottom-up assessments and rating of the ADB's assistance to the sector;
- (iv) prepare an overall synthesis report, identify key issues and lessons, and formulate recommendations for future ADB assistance in the sector;
- (v) prepare assigned section of draft report including relevant appendixes to support the Operations Evaluation Mission's (OEM) findings; and
- (vi) undertake other Sector Assistance Program Evaluation (SAPE) related assignments as required by the Team Leader, including the provision of clarifications after OEM, revision of draft report using feedback obtained from internal reviews at ADB, and possible external review.

3. Qualifications and Experience Required

3. The Consultant should have a masters or PhD degree in ARD or related disciplines, with at least 10 years of practical experience working in agricultural and rural development in countries in the region and internationally. The position requires broader in-depth knowledge and demonstrated experience in assessment of development assistances. Proven ability to collect and analyze both qualitative and quantitative data together with excellent writing skills are essential. Prior evaluation experience with ADB's Operations Evaluation Department (OED) will be an added advantage.

4. To avoid conflict of interest, the Consultant should not have had prior involvement in ADB's assistance in the sector in project design and implementation in the sector.

4. Deliverables

5. The consultant will submit a draft report according to the specifications of the terms of reference (TOR) within an agreed period. The consultant will also assist in the finalization of the report by providing timely response to any additional queries arising from ADB-wide and possibly external reviews.

5. Reporting Relationship

6. The Consultant will report to the Team Leader.

B. Senior Rural Development Specialist (Domestic Consultant)

1. Scope of Work

7. The consultant will work closely with the Team Leader in assessing ADB's assistance to ARD during 1997 to 2007. The inputs will focus on the top-down assessment of ADB's assistance to the sector as outlined in the evaluation approach paper.

2. Detailed Tasks

8. The tasks of the domestic consultant are the following:

- (i) in collaboration with the Team Leader, identify key players and issues in the sector, arrange for the meetings and actively participate in interviews and distil the findings;
- (ii) review relevant documents and obtain necessary background information through collection and analysis of statistical data, interviews, and discussions with the government officials, development partners, and various other stakeholders as identified in the evaluation approach paper;
- (iii) review government plans, policies, and regulations for the ARD of Nepal, and the ADB's contributions in this area as applicable;
- (iv) assess linkages across ADB's assistance to agricultural research projects and related sectors such as rural road projects as outlined in the evaluation approach paper;
- (v) in cooperation with ADB staff and other consultants involved in the study, conduct a top-down assessment and rating of ADB's assistance to the sector (for details, see OED's country assistance program evaluation [CAPE] guidelines Appendix 2, link available at <http://www.adb.org/Documents/Guidelines/Country-Assistance-Program/guide-preparation-0206.pdf>);
- (vi) identify key issues and lessons and formulate recommendations for future ADB assistance in the sector;

- (vii) prepare assigned section of draft report including relevant appendixes to support OEM's findings; and
- (viii) undertake other SAPE related assignments as required by the Team Leader, including the provision of clarifications after OEM, revision of draft report using feedback obtained from internal reviews at ADB, and possible external review.

3. Qualifications and Experience Required

9. The Consultant should have a masters or PhD degree in ARD or related disciplines, with at least 10 years of practical experience working in agricultural and rural development in Nepal. The position requires in-depth knowledge of ARD policies and issues in Nepal with recent experience in assessment of the sector. Proven ability to collect and analyze both qualitative and quantitative data together with excellent writing skills are essential. Prior evaluation experience with ADB's OED will be an added advantage.

10. To avoid conflict of interest, the Consultant should not have had prior involvement in ADB's assistance in the sector in project design and implementation in the sector.

4. Deliverables

11. The consultant will submit a draft report according to the specifications of the TOR within an agreed period. The consultant will also assist in the finalization of the report by providing timely response to any additional queries arising from ADB-wide and possibly external reviews.

5. Reporting Relationship

12. The Consultant will report to the Team Leader.

C. Rural Development Specialist (Domestic Consultant)

1. Scope of Work

13. The consultant will work closely with the Task Manager in assessing ADB's assistance to ARD during 1997 to 2007. The inputs will focus on the bottom-up assessment of ADB's assistance to the 'agriculture sector development' as outlined in the evaluation approach paper. The consultant will be engaged for 2.0 person months from III June to II Oct 2008 on an intermittent basis.

2. Detailed Tasks

14. The tasks of the consultant are the following:

- (i) review relevant documents and obtain necessary background information through collection and analysis of statistical data, interviews and discussions with the government officials and their line agencies, project implementing officers, beneficiaries, and various other stakeholders as identified in the evaluation approach paper;

- (ii) review government plans, policies, and regulations for the ARD of Nepal, and ADB's contributions in this area as applicable;
- (iii) conduct the field assessment on selected projects following the methodology and involving stakeholders including beneficiaries as identified in the approach paper;
- (iv) in cooperation with the Team Leader, Task Manager, and other consultants involved in the study, conduct a bottom-up assessment and rating (i.e., relevance, effectiveness, efficiency, sustainability, and impact) of ADB's assistance as outlined in the evaluation approach paper (for details see OED's CAPE guidelines Appendix 2, link available at <http://www.adb.org/Documents/Guidelines/Country-Assistance-Program/guide-preparation-0206.pdf>);
- (v) produce consolidated assessments of the selected projects and 'agriculture sector development' analysis overview that includes qualitative and quantitative assessment;
- (vi) identify key issues and lessons, and formulate recommendations for future ADB assistance in the sector;
- (vii) prepare assigned section of draft report including relevant appendixes to support OEM's findings; and
- (viii) undertake other SAPE related assignments as required by the Task Manager, including the provision of clarifications after OEM, revision of draft report using feedback obtained from internal reviews at ADB, and possible external review.

3. Qualifications and Experience Required

15. The Consultant should have a masters or PhD degree in ARD or related disciplines, with at least 10 years of practical experience working in agricultural and rural development in Nepal. The position requires in-depth knowledge of ARD policies and issues in Nepal with recent experience in assessment of the sector. Proven ability to collect and analyze both qualitative and quantitative data together with excellent writing skills are essential. Prior evaluation experience with ADB's OED will be an added advantage.

16. To avoid conflict of interest, the consultant should not have had prior involvement in ADB's projects being evaluated.

4. Deliverables

17. The consultant will submit a draft report according to the specifications of the TOR within an agreed period. The consultant will also assist in the finalization of the report by providing timely response to any additional queries arising from ADB-wide and possibly external reviews.

5. Reporting Relationship

18. The Consultant will report to the ADB staff Team Member (Senior Evaluation Specialist).

D. Agricultural Economist (Domestic Consultant)

1. Scope of Work

19. The consultant will work closely with the Task Manager in assessing ADB's assistance to ARD during 1997 to 2007. The inputs will focus on the bottom-up assessment of ADB's assistance to subsectors (Agriculture, Production, Agroprocessing, and Agrobusiness) as outlined in the evaluation approach paper. The consultant will be engaged for 2.0 person months from III June to II Oct 2008 on an intermittent basis.

2. Detailed Tasks

20. The tasks of the consultant are the following:

- (i) review relevant documents and obtain necessary background information through collection and analysis of statistical data, interviews and discussions with the government officials and their line agencies, project implementing officers, beneficiary and various other stakeholders as identified in the evaluation approach paper;
- (ii) review government plans, policies, and regulations for the ARD of Nepal, and ADB's contributions in this area as applicable;
- (iii) Conduct the field assessment on selected projects following the methodology and involving stakeholders including beneficiaries as identified in the approach paper;
- (iv) In cooperation with the Team Leader, Task Manager, and other consultants involved in the study, conduct a bottom-up assessment and rating (i.e., relevance, effectiveness, efficiency, sustainability, and impact) of ADB's assistance as outlined in the evaluation approach paper (for details, see OED's CAPE guidelines Appendix 2, link available at <http://www.adb.org/Documents/Guidelines/Country-Assistance-Program/guide-preparation-0206.pdf>);
- (v) produce consolidated assessments of the selected projects and subsector analysis overview that includes qualitative and quantitative assessment;
- (vi) identify key issues and lessons, and formulate recommendations for future ADB assistance in the sector;
- (vii) prepare assigned section of draft report including relevant appendixes to support OEM's findings; and
- (viii) undertake other SAPE related assignments as required by the Task Manager, including the provision of clarifications after OEM, revision of draft report using feedback obtained from internal reviews at ADB, and possible external review.

3. Qualifications and Experience Required

21. The Consultant should have a masters or PhD degree in ARD or related disciplines, with at least 10 years of practical experience working in agricultural and rural development in Nepal.

The position requires in-depth knowledge of ARD policies and issues in Nepal with recent experience in assessment of the sector. Proven ability to collect and analyze both qualitative and quantitative data together with excellent writing skills are essential. Prior evaluation experience with ADB's OED will be an added advantage.

22. To avoid conflict of interest, the consultant should not have had prior involvement in ADB's projects being evaluated.

4. Deliverables

23. The consultant will submit a draft report according to the specifications of the TOR within an agreed period. The consultant will also assist in the finalization of the report by providing timely response to any additional queries arising from ADB-wide and possibly external reviews.

5. Reporting Relationship

24. The Consultant will report to the ADB staff Team Member (Senior Evaluation Specialist).

E. Rural Infrastructure Specialist (Domestic Consultant)

1. Scope of Work

25. The consultant will work closely with the Task Manager in assessing ADB's assistance to ARD during 1997 to 2007. The inputs will focus on the bottom-up assessment of ADB's assistance to subsectors (irrigation and drainage, and livestock) as outlined in the evaluation approach paper. The consultant will be engaged for 2.0 person months from III June to II Oct 2008 on an intermittent basis.

2. Detailed Tasks

26. The tasks of the consultant are the following:

- (i) review relevant documents and obtain necessary background information through collection and analysis of statistical data, interviews and discussions with the government officials and their line agencies, project implementing officers, beneficiary, and various other stakeholders as identified in the evaluation approach paper;
- (ii) review government plans, policies, and regulations for the ARD of Nepal, and ADB's contributions in this area as applicable;
- (iii) Conduct the field assessment on selected projects following the methodology and involving stakeholders including beneficiaries as identified in the approach paper;
- (iv) In cooperation with the Team Leader and Task Manager, and other consultants involved in the study, conduct a bottom-up assessment and rating (i.e., relevance, effectiveness, efficiency, sustainability and impact) of the ADB's assistance as outlined in the approach paper (for details, see OED's CAPE

guidelines Appendix 2, link available at <http://www.adb.org/Documents/Guidelines/Country-Assistance-Program/guide-preparation-0206.pdf>);

- (v) Produce consolidated assessments of the selected projects and subsectors analysis overview that includes qualitative and qualitative assessment;
- (vi) Identify key issues and lessons and formulate recommendations for future ADB assistance in the sector;
- (vii) Prepare assigned section of draft report including relevant appendixes to support OEM's findings; and
- (viii) Undertake other SAPE related assignments as required by the Task Manager, including the provision of clarifications after OEM, revision of draft report using feedback obtained from internal reviews at ADB, and possible external review.

3. Qualifications and Experience Required

27. The Consultant should have a masters or PhD degree in ARD or related disciplines, with at least 10 years of practical experience working in agricultural and rural development in Nepal. The position requires in-depth knowledge of ARD policies and issues in Nepal with recent experience in assessment of the sector. Proven ability to collect and analyze both qualitative and quantitative data together with excellent writing skills are essential. Prior evaluation experience with ADB's OED will be an added advantage.

28. To avoid conflict of interest, the consultant should not have had prior involvement in ADB's projects being evaluated.

4. Deliverables

29. The consultant will submit a draft report according to the specifications of the TOR within an agreed period. The consultant will also assist in the finalization of the report by providing timely response to any additional queries arising from ADB-wide and possibly external reviews.

5. Reporting Relationship

30. The Consultant will report to the ADB staff Team Member (Senior Evaluation Specialist).