



Av. Eduardo Mondlane, 2091
C. Postal 1633
Maputo-Mozambique
Tel: +258-21-304 422 / 3
Fax: +258 21 32 0487
adramozambique@adra.org.mz
www.adramozambique.org

Terms of References – Baseline Study for Socio-Economic, Vulnerability and Market Analysis

I. ToR Expectation

This ToR aims to appoint a research consultant/consulting firm with a proven track record in socio-economic and market value-chain studies to conduct a baseline Socio-Economic, Vulnerability and Market Analysis study. This study will inform the strategy to improve climate resilient livelihoods opportunities and improved value chains. This study will take place in and around Mozambique's Maputo National Park and extended Environmental Protected Area (EPA) for a five-year project, titled: Ecosystem-based Adaptation to Climate Change - Conserving and Building Resilience. During the fieldwork, focus will be given to Administrative Posts of Bela Vista, Zitundo and Machangulo within the Matutuine District and in Inhaca Island (in the communities of Ngwane, Nhaquene and Ribjene). The consultant will work for ADRA Mozambique in close coordination with ADRA Germany and must work on the agreed conduct.

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization with a mission to work with people in poverty and distress to create just and positive change. ADRA Mozambique belongs to the worldwide ADRA network, comprised of over 120 supporting and implementing country offices. ADRA has four core sectors; (i) Sustainable Livelihood, (ii) Health, Nutrition and WASH, (iii) Education, and (iv) Emergency Management.

II. Project and study background and objective

ADRA in partnership with Peace Parks Foundation (Prime Organization) has been awarded a five-year contract by the Blue Action Fund which is titled: Ecosystem-based Adaptation to Climate Change – Conserving and Building Resilience.

The aim of the project is to reduce climate change-related risks and enhance resilience for vulnerable coastal communities through the conservation and sustainable use of vital ecosystems upon which they depend and increased adaptive capacity, as well as contribute to raising awareness and knowledge sharing of an Ecosystem-based Adaptation (EbA) approach.

The project aims to target 6,305 individual beneficiaries directly (around 3,724 households with over 18,620 people directly benefiting, and approximately 32,000 indirect beneficiaries).

The base line study should provide a basis for achieving the following outcomes of the project:

- ✓ Strengthened adaptive capacity and reduced exposure to climate risks;
- ✓ Enhanced climate resilience and sustainable livelihoods for communities;
- ✓ Improved resources, instruments, and capacities for marine protected area management and sustainable use;

This baseline study is a foundation for identification, analysis and management of impacts related to access restrictions to biodiversity that is intended to be conserved in the in Maputo Environmental Protection Area (MEPA). This evaluation should also provide a description of the vulnerable people (women, youth, elderly, and disabled), and give recommendations so that the project can ensure that these vulnerable people can equitably partake in project activities; also, the baseline is meant to analysis how they will be potentially affected by the conservation program and recommend measures to mitigate the negative effects and/or compensate in a culturally acceptable manner.

Data of this study will be used by all project stakeholders, specially ADRA, Livaningo and AMA as a basis for benchmarking progress and later to provide a basis for comparing the change in livelihood situation and engagement for marine protected area management.

III. Purpose of the assignment:

The purpose of the baseline study is to collect evidence and knowledge of the current socio-economic and vulnerability situation among the project beneficiaries regarding, livelihood and market providing an overview of the current supply chains / micro value chains, formal and informal related skills assessment and businesses' opinions on training and strategic skill needed as well as an overall assessment of economic, social and technical drivers of market growth in Matutuine district and Inhaca Island. That include, but is not limited to:

- Collect baseline values for project indicators (refer to **annex A** Indicator Matrix)
- Identify existing sources of income and the average income per household among project affected people (PAP) and **existing** climate-resilient livelihood opportunities
- Conduct an analysis of strengths and gaps of available value chains (including horticulture, fisheries, aquaculture, poultry, livestock and tourism) for both women and men, and recommend best practices for its sustainability, by assessing:
 - Current target communities socio-economic status;
 - To what extent the target population is applying best practices of climate smart agriculture);

- The current status of value chains among other initiatives to increase the value added in supply chains across all livelihoods;
 - The current trend of horticulture, beekeeping, poultry, livestock, fisheries/aquaculture, tourism value chains and localize these opportunities within the project area;
 - Current fishing sector practices, map of fish site and CCPs, good fish practices and post-harvest management;
 - The status of existing Community Based Natural Resource Management Committees (CBNRM) in terms of the gaps, weakness and strengths in the project sites; also, map the CBNRM within the project sites;
 - The current early warning system being applied by the communities in the project site;
 - The current preparedness of the target population to respond to climate shocks (cyclones, extended droughts, extreme temperatures, flash floods, excessive winds);
 - To what extent the target population is applying environmentally best practices such as production of cooking stoves and its market availability for income generation, etc.;
 - The vocational and skills that can best fit in response to the available labour market;
 - Map the current VSL groups and their functionality and recommend financial literacy training packages that the project can assist with.
- Conduct an analysis of the projected growth of the industry within the formal and informal sectors to inform job opportunities and internships for project beneficiaries, specially youth;
 - Capture lessons learned and good practices feeding into recommendations and planning process

This will allow the project to have a basis against which to measure progress over time. It will also allow the project to have evidence-based validation and revision, wherever it will be required.

IV. Timeframe

The study is planned to take place in Zitundo, Machangulo and Bela Vista administrative posts of Matutuine district, and Inhaca Island.

. It is expected that in the first days, he/she will be based in Matutuine and during the finalization of the data analyses, he/she can work remotely from Matutuine and Inhaca Island.

The consultancy is expected to take place over 16 days starting October 12th 2022.

The consultant should submit a work plan and timetable which allows for the deliverables outlined above to be achieved in line with the dates specified below:

	Task	Date	Responsible	Location
--	------	------	-------------	----------

01	Sign contract	October 12 th	ADRA Moz	ADRA Office in Maputo
02	Orientation with ADRA – Protocols and existing information	October 12 th and 13 th	ADRA Moz & Consultant	ADRA Office in Maputo and Online
03	Inception report	October 18 th	Consultant	Online
04	Hiring of enumerators/supervisors	October 21 th	Consultant under ADRA supervision	Matutuine and Online
05	Organise training plan and materials	October 21 th	Consultant	Online
06	Conduct Enumerator training including pilot	October 24 th and 25 th	Consultant	Matutuine
07	Data Collection (HH survey and KII)	5 Business Days October 26 th to November 1 st	Consultant	Matutuine and Inhaca Island
08	Submission of first draft report	November 14 th	Consultant	Online
09	Feedback from ADRA on the draft report	November 21 st	ADRA	Online
10	Submission of final report and presentation	November 24 th	Consultant	Online

Application deadline: October 6th, 2022

V. Methodology

The baseline study will follow a mixed-methods approach that includes a combination of document review, household surveys, in-depth interview with key informants, and focus group discussions. It is expected that enumerators/ facilitators with proven past experience that are fluent in local language RONGA and in Portuguese are hired by consultant.

The consultant will be responsible for defining and carrying out the overall baseline approach, with guidance from the program staff at ADRA Germany and ADRA Mozambique and will also collaborate with local partners AMA and Livaningo.

The consultant is responsible for the list of resources (Staff, tools and equipment) required for the data collection, data entry and other activities up to the final report write up and submission.

Evaluation tools, methodology and findings should be reviewed and approved by the evaluation manager at ADRA.

VI. Deliverables

The consultant will be responsible for leading the baseline study and its report design, under ADRA supervision and its regular contributions through a collaborative process. The consultant will incorporate feedback from the ADRA review team throughout the review process, including responding to and incorporating comments, and cutting and condensing text to fit within the page limits. The consultant will ultimately produce a final copy of the report in line with the quality requirements needed.

The following documents must be submitted:

- An **Inception Report** explaining the team's understanding of the ToR, the general approach to the assignment, the methodology to be used (approach, tools, means, coordination) as well as a work plan and schedule of the assessment. The Inception Report must be approved by ADRA before the next steps of the task can take place.
- A **final report** with key findings, filled matrix of baseline values for project indicators (incl. row clean data in xlsx – collected by Kobo-Toolbox, etc.) and all annexes according to ADRA's standards.

In case of satisfactory completion of the work there might be an option for follow-up contracts for interim/midterm evaluations, as well as the endline assessment.

VII. General Data Protection Regulation

All documents and data collected are to be treated confidentially and, in the case of personal data, in accordance with the provisions of data protection law (in particular the EU General Data Protection Regulation and the Federal Data Protection Act) and are to be used exclusively for the evaluation. Interviews are always anonymized. No later than one year after the completion of an evaluation, the contractor shall destroy the data and documents permanently and in accordance with data protection law.

Additionally, ADRA requires that the datasets that are compiled or used in the process are submitted to ADRA when the evaluation is completed. Data must be disaggregated by gender, age and other relevant diversity, in line with the project's Theory of Change.

VIII. Payment Schedule

Payments will be delivery-based. Any deliverable not meeting the required specifications will have to be reworked and resubmitted at no additional cost to ADRA. The proposed payment schedule for this assignment is a 40% payment at the beginning of the assignment, after submission of inception report and 60% of the payment upon submission of the final baseline report with all the indicated satisfactory deliverables shared and agreed upon.

IX. Qualifications

We expect that the potential candidates should be whether individuals or companies, however, we encourage companies with proven experience in the related matters (livelihoods, market,).

- PhD /MSc level in Rural Development, Agriculture, Economy, Social Sciences or a related discipline
- Expertise on quantitative and qualitative data collection and analysis
- Minimum of 10 years of relevant professional and technical expertise in research in Mozambique, with an adequate understanding of the landscape in the South region;
- Proven ability to manage large teams of enumerators
- Track record of conducting interviews and facilitating focus groups
- Experience with using digital data collection for similar surveys
- Ability to supervise and manage data entry for quality control
- Experience or familiarity with friendly environmentally projects;
- Language skills: Portuguese and English essential. Speaking local languages (Ronga and Changana) will be an advantage.

X. Selection Criteria

In addition to the quality of the content of the offer, the total price and scope of the services offered, previous experience of the services offered, previous experience, references, and target group orientation are also considered. The following evaluation basis is available for this:

- Presentation of experience (incl. references) in the implementation of comparable proposals (30%)
- Concept sketch with a first method proposal and work plan (40%)
- Qualification of the team (30%)

For the evaluation of the proposals, the indicative method will be used. The proposals will be ranked using the formula below to determine the proposal with the best value for money. The contract will be awarded to the bidder with the best value for money.

Formula: Ratio Z= Total Technical Points (TP) / Quoted Price (P).

XI. How to apply

Qualified candidates are kindly requested to submit their application by email to

jjangaia@adramozambique.org, mlumbela@adramozambique.org & aismael@adramozambique.org in English language. Please use “**Baseline for Kuvikela project**” as subject line of your email.

The application should include:

- A cover letter addressing the selection criteria above
- Applicant's CV, highlighting experience relevant to this baseline study
- Specific roles and responsibilities of the team leader, supervisory chain and other core members of the evaluation team;
- Technical proposal illustrating the applicant's understanding of the ToR and potential detailed plan of action for field work with schedule of key activities preferably in a format of a Gantt chart;
- First Draft of guidance questions
- Financial proposal: Cost estimates for services rendered including daily consultancy fees
- Contact details of at least two references from among recent employers or clients
- The consultant must adhere to humanitarian principles, ADRA Protection Policy, and ethical values of ADRA.

Application deadline: October 6th 2022

Annex A

Socio-Economic Indicator Matrix

Number	Indicator	Current data	
		#	%
	G2. No. of individuals in the project areas benefiting from improved ecosystem services that support adaptation to climate change		
	G3. % of affected households in the target areas with improved livelihood conditions		
1	1.8. Number and Map of existing Natural Resource Management Committees (NRMCs)		
2	3.1. Number of communities reached by a climate related early warning system		
3	3.2. Percentage of target population reporting preparedness to adapt/respond to climate shocks (cyclones, extended droughts, extreme temperatures, flash floods, excessive winds)		
4	5.1. Number of initiatives to create sustainable employment opportunities		
5	5.2. Number of initiatives to increase value added in supply chains across all livelihoods (e.g., certification)		
6	5.4. Number of people engaged in beekeeping		
7	5.5. Number of people engaged in aquaculture/fisheries		
8	5.6. Number of people engaged in climate smart agriculture		
9	5.7. Number of people engaged in poultry rearing		
10	5.8. Awareness raising and create localized production of cooking stoves		
11	5.9. Number of people engaged in vocational and skills training		
12	5.10. Number of people engaged in VSL groups & financial literacy training		