



Request for Proposals (RFP) for the mid-term evaluation of The Sustainable Agricultural Improvement Project (MAS+)

TECHNOSERVE HONDURAS

Amended with responses to submitted questions. March 16, 2020

AVISO IMPORTANTE: TechnoServe Honduras informa a todas las firmas interesadas en enviar propuestas para la Evaluacion de Medio Termino (EMT) del proyecto MAS+, que el proceso de licitación sigue en pie, independientemente de los más recientes acontecimientos alrededor de la pandemia de COVID-19. No obstante, esperamos que las firmas interesadas entiendan que el calendario de actividades de la EMT se verá afectado hasta que se pueda asegurar la seguridad plena del equipo consultor seleccionado y de nuestro personal, razón por la cual se planea definir detalles específicos del cronograma de trabajo conjunto con la firma consultora seleccionada durante las negociaciones iniciales.

AVISO IMPORTANTE 2: Dadas las medidas de contingencia impuestas por autoridades nacionales y locales en respuesta a la pandemia de COVID-19, TechnoServe Honduras anuncia que la fecha límite para presentar propuestas para la Evaluación de Medio Término del Proyecto MAS+ queda extendida hasta el día viernes, 24 de Abril de 2020. Cabe mencionar, que esta será la única modificación al calendario de actividades propuesto para esta solicitud y la intención es de proveer a las firmas interesadas de tiempo adicional para organizar sesiones de trabajo remotas que les permitan desarrollar y presentar propuestas técnicas y económicas competitivas.

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Glossary

<i>Acronym</i>	<i>Description</i>
BL	Baseline
CBO	Community-based Organizations
COPECO	Permanent Emergency Contingency Committee
CSB	Community Seed Bank
CT	Community trainers
DICTA	Agricultural Science and Technology Research Division
DME	Design Monitoring and Evaluation
FG	Focus groups
FGD	Focus group discussion
FS	Field school
FUNDER	Foundation for Rural Business Development
iDE	International Development Enterprises
IFPRI	International Food Policy Research Institute
IHCAFE	Honduran Coffee Institute
LoP	Life of Project
M&E	Monitoring and Evaluation Unit
MAS+	Sustainable Agricultural Improvement Program
MTE	Mid-term Evaluation
MSU	Michigan State University
PMP	Performance Monitoring Plan
PO	Producer Organization
RCT	Randomized Controlled Cluster Trial
RED PASH	Artisanal Seed Producer Network
RFP	Request for Proposals
SAG	Secretary of Agriculture and Livestock
ToRs	Terms of reference
USDA	United States Department of Agriculture (USDA)
USG	United States government
VC	Value chain

1. Project to be reviewed

Project Name	Sustainable Agricultural Improvement Project, MAS+ (Mejoramiento Agrícola Sostenible, in Spanish)
Project Location	Nine departments in Honduras: El Paraíso, Comayagua, Francisco Morazán, Olancho, Yoro, Intibucá, La Paz, Santa Bárbara and Cortés
Project Budget	USD\$12.9 million
Project Duration	October 1, 2017 - September 30, 2022
Project Funder	The United States Department of Agriculture (USDA) and the J.M. Smucker Company
Project Goal	Improved productivity and strengthened commercial relationships for 32,000 smallholder coffee and bean producers in Honduras
Implementing Agency and Partners	TechnoServe with partners: Fundación para el Desarrollo Rural (FUNDER), Michigan State University (MSU), International Development Enterprise (iDE), and International Food Policy Research Institute (IFPRI),
Evaluation Type	Mid-term, process, mixed-methods
Evaluation timeframe	April to September 2020
First (draft) Report deadline	August 31, 2020
Tender response deadline	April 24, 2020
Estimated value of the consultancy	USD\$90,000 - \$120,000
Type of contract	Fixed-price contract

2. TechnoServe Background

TechnoServe is an international non-governmental organization that promotes business solutions to poverty in the developing world. TechnoServe's mission is to work with enterprising people in the developing world to build competitive farms, businesses, and industries. It does this by linking people to information, capital and markets. Active in Honduras since 2003, TechnoServe is registered in the US as a 501(c)3 nonprofit corporation and headquartered in Arlington, VA. Its staff of over 1,000 employees operate from 30 country offices in Africa, Latin America, and Asia. For more details on TechnoServe and its work in Honduras see: <http://www.TechnoServe.org/>

3. MAS+ Project Background

With an expected duration of five years, the “MAS+” Sustainable Agricultural Improvement Program is a continuation and expansion of interventions that were originally implemented during the period from September 2012 through June 2017. With the objective of assisting 32,000 smallholder coffee and bean producers in the departments of El Paraíso, Comayagua, Francisco Morazán, Olancho, Yoro, Intibucá, La Paz, Santa Bárbara and Cortés; the MAS+ program leverages an integrated approach based on seven discrete but interrelated activities that aim to increase the income of coffee and bean producers.

MAS+ also provides advisory services to companies that provide improved agricultural inputs and climate-smart agricultural equipment and services in order to increase coffee and bean producers’ access to these important resources. It promotes innovative mechanisms to increase access to financing for farmers and producer organizations (POs), and develops opportunities to sustain these relationships. Finally, it provides training to government institutions to address key issues and policies that inhibit trade and productivity in the agricultural sector. By the program’s fifth and final year, it is expected that the project’s key initiatives will have influenced the coffee and bean markets and that, through training, farmers will have adopted a minimum of three good agricultural practices (GAPs), thereby achieving a 25 percent increase in yields and reducing production costs by 10 percent, on average.

The MAS + project has seven main activities:

- *Training: Facilitate Improved Crop Productivity and Quality.* MAS+ implements a suite of on-farm training activities tailored to the specific needs of targeted farmers in order to facilitate improved productivity of coffee and bean plots.
- *Capacity Building: Producer Groups (POs) and Organizations.* MAS+ builds the capacity of POs to provide effective marketing, financial, and technical assistance to farmers. In addition, the project helps POs to implement value-added services.
- *Inputs: Improve Access to Inputs and Services.* MAS+ helps market-oriented input and equipment suppliers to understand and supply the input and infrastructure needs of farmers and POs. The project provides business advisory services to existing agricultural input, equipment and service providers, with a particular focus on those providing climate-resilient products for water-harvesting, irrigation, and soil analysis. TechnoServe and MSU will continue to scale the community seed bank (CSB) model with additional refinements.
- *Capacity Building: Agricultural Extension Agents/Services.* To ensure the sustainability of project results, MAS+ helps public sector, private sector, and civil society organizations to develop their own agricultural extension services and assume greater responsibility for farmer training.
- *Financial Services: Facilitate Agricultural Lending.* MAS+ strengthens “Cajas Rurales” (rural savings and loans groups) to facilitate access to finance at the PO level. The project also promotes innovative financial agreement mechanisms that can successfully offset risk to exporters, such as factoring, input-supplier loans, and harvest advances.
- *Market Access: Facilitate Buyer-Seller Relationships.* MAS+ promotes marketing contracts among farmers and anchor firms. Program partners also coordinate efforts with the Honduran Coffee Institute (IHCAFE) and the private sector to elevate international recognition of Honduran coffee quality.
- *Capacity Building: Public and Private Institutions.* MAS+ provides technical assistance to the Honduran Ministry of Agriculture (SAG) to validate bean varieties that can help farmers to improve yields. The project collaborates with the Permanent Emergency Contingency Committee (COPECO) and other actors to train key local and national government personnel to strengthen areas that enable smallholder producers to respond more effectively to climatic crises, including drought and excess rain.

4. MAS+'s Approach to Monitoring and Evaluation

MAS + has adopted a two-pronged approach to monitoring and evaluation. First, monitoring activities are planned throughout the project to provide evidence on changes in beneficiaries' agricultural productivity and the expansion of their sales. Monitoring is conducted through the "INFOMAS" system, an integrated online platform that collects, stores, compiles, and analyzes project-derived data, allowing MAS+ managers and key partners to understand the progress made towards targets in real-time, and to make data-driven decisions regarding project implementation. The second component is an independent evaluation approach – designed and partly executed by the International Food Policy Research Institute (IFPRI) – to assess the efficacy and impact of specific activities against a control group, thereby providing rigorous evidence on how these activities lead to better agricultural productivity.

The program's impact evaluation approach draws on experimental and semi-experimental evaluation methods, which involve the collection of information at different times throughout the MAS + program intervention. For the baseline study, which was carried out between June and September 2018, IFPRI designed the information collection instruments and analyzed the collected field information. Similarly, IFPRI will be responsible for implementing the final impact evaluation, which will measure the final results along the hypothetical causal chain in order to understand how the impacts may have occurred. In addition, when measured against a control group, the proposed methodology will help MAS+ to understand what gains in production and/or productivity can be attributed to the project.

For the coffee value chain (VC), the impact assessment methodology consists of a randomized controlled cluster (RCT) trial. A sample of potential participating villages was established, and the treatment group and the control group were randomly selected. In the bean VC, the sample was selected through semi-experimental methods. In total, the baseline survey collected data from 1,932 farmers, including both treatment and control groups in both VCs.

Furthermore, the impact evaluation will analyze only three of the seven project activities. Specifically, the impact evaluation process focuses on these activities: *Training: Facilitate Improved Crop Productivity and Quality, Capacity Building: Producer Groups and Organizations, and Financial Services: Facilitate Agricultural Lending*. In the case of access to financial services, the final impact evaluation will only assess the coffee VC, as the availability of smallholder access financing is not considered a significantly constraining factor in increasing bean yields.

Clearly the other four activities may also impact smallholder agricultural productivity. Rather than isolating each activity on its own, the project considers the impact estimates generated by the previously described evaluation as inclusive of those four activities (see "Midterm Evaluation" section below for more detail). The project expects that these additional four activities will be assessed through project monitoring and the mid-term process evaluation.

5. Midterm Evaluation

The purpose of the mid-term evaluation (MTE) is to review and assess the progress of project implementation as well as the effect of MAS+ activities on coffee and bean farmers, POs, commercial partners, and service- and input-providers (such as coffee exporting companies, IHMA, PMA, and Red Pash, among others) in achieving intended outcomes. A process evaluation in nature, the MTE will also assess the relevance and effectiveness of the interventions, document lessons learned, assess sustainability efforts to date, and help project management to determine any course correction required to fully achieve project results in the remaining half of the project.

For smallholder producers, the MTE will specifically seek to understand if the project intervention is helping to improve the management of farms through the adoption of new agricultural practices and technologies, and to assess how these improvements are impacting farm productivity and family income as they pertain to the production of coffee and beans.

While the MTE will review and assess all seven project activities, special emphasis will be placed on the interventions that will not be analyzed through the final impact evaluation, namely: *Inputs; Improve Access to Inputs and Services; Capacity Building: Agricultural Extension Agents/Services; Market Access: Facilitate Buyer-Seller Relationships; and Capacity Building: Public and Private Institutions*. Furthermore, the MTE process will assess the relevance, effectiveness, efficiency, and prospects for the sustainability of project interventions. It will also address important cross-cutting themes for TechnoServe, donors, and partners, such as *migration mitigation, resilience and adaptation to climate change*, and *reduction of child-labor in coffee producing areas*.

Finally, it is expected that the MTE will collect and document changes in dynamics around the IFPRI-defined control and treatment groups for coffee that could influence the proposed methodologies for end-line data analysis.

6. Evaluation Questions and Objectives

The mid-term evaluation process is intended to be participatory, and to result in findings and recommendations that are valid, insightful and useful. While relevant program staff and key program stakeholders will be involved cooperatively to the extent possible, the selected evaluator will control the design and implementation of evaluation activities, as this is an independent, third-party evaluation. Overall, this evaluation intends to assess the extent to which the objectives of the project are in the process of being attained, to help capture and articulate lessons learned so far, and to make observations and recommendations on project improvement to TechnoServe, partners, and funders.

The MTE will seek to answer the following evaluation questions identified by the MAS+ project management team and by funders:

Project Design

- Are project activities relevant for farmers?
- How effective are project activities at making farmers more productive?
- How have the project activities affected the income of MAS+ participants for their coffee and bean production?
- Are project activities delivered in the most efficient manner?
- Are project activities leading to sustained outcomes?
- In what ways does the project complement and/or leverage the efforts of both the private and public sectors, and of donor investments in the coffee and bean sectors?
- Is the design of the project practical and suitable for the economic, cultural, and economic context of Honduras?
- Have project resources been used properly?
- Are the targets being achieved to date, and are they on track to reaching life of project (LoP) targets?
- Is the causal model reasonable and valid?
- Are the assumptions still valid?

Technical capacity of producers and producer groups

- Were the recruitment efforts successful in attracting coffee and bean producers to the project?

- In which way(s) did the project demonstrate an interest in including women and other disadvantaged populations?
- How effective have the training modules been for the management and improved production, technologies, and techniques for coffee and bean? Is there a need to further modify the training materials or processes?
- How is the recordkeeping system proposed by MAS+ perceived by producers and POs?
- To what extent are the bean farmers able to understand the importance of using improved seed?
- How effective are Community Seed Banks in disseminating improved seeds of bean varieties?
- Have smallholder participants applied the skills gained from the training?

Access to finance

- Are participants accessing financial products? To what extent have these financial products met their farm and management demands for capital?
- To what extent has the existing loan guarantee fund allowed financial institutions to increase their provision of financial services to smallholder producers? What was the default rate on these loans?
- What real differences can be observed to date in the adoption of best practices among the participants accessing financial products, and among the participants who are not accessing financial products?
- To what extent are the outcomes of increased access to financial products related to changes in productivity and incomes?

Producer Organizations

- To what extent have POs adopted the trainings provided by the project?
- How many additional services are POs providing to smallholders compared to the baseline?
- Do POs have the right staff to manage service provision?
- Has the knowledge imparted via project training activities been used by POs?
- How do coffee and bean producers perceive the quality and utility of services they receive from POs?
- How successful have the efforts to strengthen POs capacity been in terms of POs' ability to commercialize their agricultural products?

Project Management

- Does the monitoring system work properly?
- Does relevant staff understand and comply with their monitoring responsibilities?
- Is the project performing monitoring work on relevant indicators in an efficient and timely manner?
- Is management using monitoring data in their decision-making?
- Are relevant parties well-informed on project progress?
- What roles do project participants and stakeholders play in program monitoring?
- Is there a systematic monitoring of project performance indicators that includes: data flow, data capture and analysis, information sources and means of verification for all indicators?
- Is the project missing key indicators?
- What factors have affected the control and treatment groups that ought to be taken into consideration by IFPRI in order to effectively analyze the impact data of coffee producers at end-line?

- What conditions or issues should IFPRI take into consideration to ensure that the RCT project evaluation methodology does not under- or over-estimate MAS+ impact results?

Climate change

- What initiatives and measures are implemented through MAS+ to increase adaptive capacity, strengthen resilience, and reduce vulnerability to climate change?
- Have producers received trainings in best or improved techniques and technologies in order to achieve a better adaptation to climate change?
- To what extent has climate change affected the project's ability to reach its performance targets?
- Is the project effectively measuring change (attributable to MAS+ interventions) in producers' resilience to climate change?

Migration

- Has MAS+ sufficiently analyzed and documented the factors affecting migration in the coffee and bean VCs in order to design strategies to prevent migration?
- To what extent have the services and support of the MAS+ project contributed to strengthening participating producers' ties to their communities of origin, and to preventing them from migrating to the United States?

Child labor

- Has MAS+ sufficiently analyzed and documented the factors influencing the employment of children in the project's area of influence?
- Does MAS+ have a child labor prevention plan, particularly in the coffee VC?
- To what extent have the services and support of the MAS+ project contributed to the prevention of child labor, particularly in the coffee VC?

7. Key Audience for the Mid-term Evaluation

The main audiences for this MTE are TechnoServe's Honduras and global leadership teams, the United States Department of Agriculture (USDA), Fundación para el Desarrollo Rural (FUNDER), Michigan State University (MSU), International Development Enterprise (iDE), International Food Policy Research Institute (IFPRI), and Fundación Hondureña de Investigación Agrícola (FHIA).

Furthermore, the findings of the MTE will be used by the MAS+ project team and partners, and by USDA to make informed decisions about the future direction of the project. If changes to project implementation are necessary, TechnoServe will submit a modification to the USDA for approval, and will create a final action plan and implementation schedule.

8. Mid-term Evaluation Methodology

TechnoServe seeks an evaluation approach that is appropriate for the scope of the project, intended audience, and available resources. Evidence should come from both quantitative and qualitative research methods, and should include: primary sources (beneficiary surveys, key informant interviews, focus groups discussions, beneficiary stories, etc.), and secondary sources (InfoMAS reports, planning documents, program documents and reports, monitoring records, and baseline data and reports, etc.).

Upon evaluation start-up, MAS+ and TechnoServe M&E staff will support the selected evaluation team to review program documentation and other relevant information, and to refine the evaluation work

plan presented in response to this Request For Proposals (RFP). Reference materials that will be shared with the evaluator in advance of field work include the following:

- Project documents (award documents, results framework, Evaluation Plan, key partner agreements, etc.);
- Baseline reports;
- Semi-annual M&E report(s);
- Infomas Performance Reports.

The MTE's quantitative component will look at each of the seven MAS+ Activities, compare progress against benchmarks set during the baseline study, and document lessons learned. The evaluation will cover all nine target departments and will estimate the project's progress towards achieving impact targets by comparing the results of performance indicators (at the time of the MTE) against baseline figures and the counterfactual. A structured survey questionnaire similar in format to the baseline should be used. In addition, the MTE will examine the quality of project design and the appropriateness of resource allocation.

Result	Activity	Indicator	Final Target
Increased Agricultural Productivity	Training: Facilitate Improved Crop Productivity and Quality	Volume (MT, wet parchment) of commodities sold by project beneficiaries – coffee	224,741
		Volume (MT, field fresh) of commodities sold by project beneficiaries - beans	6,256
	Capacity Building: Producer Groups/ Organizations	Number of jobs attributed to USDA assistance	3,392
Increased Use of Improved Agricultural Techniques and Technologies	Training: Facilitate Improved Crop Productivity and Quality	Number of individuals who have applied new techniques or technologies as a result of USDA assistance	21,490
		Number of hectares of land under improved techniques or technologies as a result of USDA assistance	46,890
Improved Farm Management	Training: Facilitate Improved Crop Productivity and Quality	Number of individuals who have applied improved farm management practices	6,078
Increased Use of Financial Services	Financial Services: Facilitate agricultural lending	Number of individuals receiving financial services as a result of USDA assistance	10,380
		Value of loans provided as a result of USDA assistance	\$24.2M
Improved Capacity of Key		Number of private enterprises, POs and community-based	435

Groups in the Agriculture Production Sector	Capacity Building: Producer Groups/ Organizations	organizations (CBOs) that applied improved techniques and technologies as result of USDA assistance	
Increased Leverage of Private Sector Resources	Inputs: Improve Access to Inputs and Services	Number of public-private partnerships formed as a result of USDA assistance	23
Expanded Trade of Agricultural Products	Market Access: Facilitate Buyer-Seller Relationships	Value of sales by project beneficiaries - coffee	\$181,755,192
		Value of sales by project beneficiaries - beans	\$4,306,120
Increased Access to Markets to Sell Agricultural Products		Value of new public and private sector investment leveraged by USDA assistance	\$4,399,559

The quantitative findings will be complemented by the qualitative research component, which will be composed of semi-structured and structured interviews in addition to a set of Focus Group Discussions (FGDs). Detailed data collection protocols and their accompanying guidelines will be developed by the selected consultants for all interviews and FGDs. The objective will be to understand: how each of the activities may have contributed to intermediate outcomes; what kinds of constraints actors might face in achieving project outputs and outcomes that are not addressed by the activities; and how activities are performing from the perspective of beneficiaries.

The proposed participants in the qualitative component of the MTE are:

- MAS+ community trainers from both VCs in the nine targeted departments;
- Individual producers, PO leaders and members of CSBs;
- Implementation partners (Interviews);
- Commercial partners and service- and input-providers (such as coffee exporting companies, IHMA, PMA, Red Pash, among others);
- Donor representatives (USDA, the J.M. Smucker Company);
- Members of the MAS+ technical and management team.

The MTE will capture lessons learned to create a set of recommended course corrections to ensure that all targeted results are achieved by the end of the project, and in order address any issues that might prevent the sustainability of project activities after the completion of MAS+.

At a minimum, the selected proposal will include the evaluation methods identified above. However, these methods are not considered sufficient to meet all the objectives of the evaluation. Proposals must identify methods to respond to all objectives, integrally incorporating the methods identified in the USDA-approved MAS+ Evaluation Plan.

Further guidance on the scope and methodology of the MTE should be obtained through the approved MAS+ Evaluation Plan and the USDA Monitoring & Evaluation Policy:
[\(https://www.fas.usda.gov/sites/default/files/2014-03/evalpol.pdf\)](https://www.fas.usda.gov/sites/default/files/2014-03/evalpol.pdf)

9. Deliverables

All deliverables shall be submitted electronically, in both PDF files and MS Word or MS Excel files. As appropriate, all photographs or other graphics/figures in the reports will also be submitted as separate editable files. Finally, the evaluator/ evaluation team should also submit the final clean dataset used to inform the analysis.

The period of performance of any contract resulting from this solicitation is anticipated to begin on or about May 8, 2020, for a duration of approximately 6 months, to complete the following deliverables:

1. *Final Mid-Term Evaluation Workplan*¹ (estimated due date: June 12th 2020), including:
 - a. Detailed sampling plan for the quantitative and qualitative component;
 - b. Detailed schedule for data collection, validation, compilation, preliminary reporting, feedback collection, and final reporting;
 - c. Data schema explaining how the evaluation questions will be answered, the data source, and analysis methodology;
 - d. Final versions of all data collection protocols (surveys, interviews, FGDs) with their corresponding guidelines. Present protocols programmed in required software as needed.
2. *Detailed Report on data collected* (upon completion of data collection – estimated due date: July 31st 2020), including:
 - a. Overview of all data collection activities, including number of individuals/entities consulted, locations, and dates;
 - b. Presentation of any salient interim results;
 - c. Challenges encountered in the process;
 - d. Documentation of any deviations to the approved work plan, sampling strategy, or data collection tools;
 - e. Submission of revised schedule, schema, sampling strategy, or data collection tools (if necessary);
 - f. Preliminary datasets:
 - i. Quantitative data in MS Excel- and/or SPSS-friendly formats;
 - ii. FGD and interview transcripts in MS Word and PDF format.
3. *Preliminary MTE Report*, following the recommended format² (estimated due date: September 18th 2020), including:
 - a. Preliminary report with complete analysis of collected qualitative and quantitative data, findings, preliminary conclusions, and preliminary recommendations. The report must be written in concise and clear language, effectively integrating graphs, tables, maps, and/or other relevant visual aids.
 - b. Final (clean) data sets:
 - i. Quantitative data in MS Excel- and/or SPSS-friendly formats;
 - ii. FGD and interview transcripts in MS Word and PDF format;
 - c. Data cleaning log: documenting all steps taken by the consultant to clean and corroborate any data points needed for proper analysis and the rationale;
 - d. Data analysis code used for quantitative analysis.

¹ Refer to Appendix 1 for details on Workplan formats.

² Refer to Appendix 10 for details on reporting formats.

4. *Final Mid-Term Evaluation Report*, following the recommended format³, and Presentation of Findings (estimated due date: October 25th 2020), including:
 - a. Final report integrating all the feedback provided by TechnoServe and the funder. The report must be written in concise and clear language, effectively integrating graphs, tables, maps and/or other relevant visual aids;
 - b. A 2 to 3-page stand-alone briefing document describing the evaluation design, key findings and other relevant considerations. The briefing will serve to inform any interested stakeholders of the midterm evaluation, and should be written in language easy to understand by non-evaluators and with appropriate graphics and tables.
 - c. Conduct an in-person presentation of MTE findings for representatives from the MAS+ project, TechnoServe, donors, and key partners in Tegucigalpa;
 - d. Soft copies of support materials used during the presentation of findings: handouts, MS PowerPoint presentations, posters, etc.

10. Evaluation Logistics

The external evaluator/ evaluation team will be responsible for:

1. As needed, refining the evaluation approach proposed in the tender;
2. Managing the evaluation process, including procuring, training, and managing the performance of surveyors;
3. Developing, testing, and applying any data collection instruments/questionnaires, including the development of user manuals⁴;
4. Leading the interview process (TechnoServe Honduras to provide field assistance, facilitating the process rather than assuming direct involvement, i.e. identifying and introducing key individuals);
5. Data analysis;
6. Preparing and presenting all draft and final reports, including ensuring the quality of translations and written products.

TechnoServe Honduras and key regional staff will be responsible for:

1. Supervising the consultancy resulting from this RFP (TechnoServe's M&E Adviser for the Latin America and Caribbean (LAC) region);
2. Providing the evaluator with copies of and access to all TechnoServe and MAS+ background documents and resources (InfoMAS, proposal, grant agreement, evaluation plans, reports, workplans, training materials, etc.);
3. Introducing the evaluator to key informants as needed and assisting in identifying/engaging suitable individuals for agreed-upon special data collection;
4. Assisting with logistics. Unless otherwise agreed, all travel and logistical arrangements will be made by TechnoServe business advisors and administrative staff;
5. Reviewing and providing feedback to the consultant on each of the deliverables and evaluation products;
6. Facilitating the execution of the final presentation meeting.

³ Ibid

⁴ i) Surveyors' manual. This manual should contain a detailed explanation of the purpose of each question and survey section; ii) A supervisors' manual, where their roles are explained in detail; iii) A Tablet Use Manual. The evaluator/ evaluation team will be responsible for ensuring that the surveyors understand the material specified in these manuals.

IFPRI will be responsible for:

1. Evaluating the proposals submitted for this tender and participating in the selection process of the mid-term evaluation teams.

11. Selection Criteria/Profile of the Evaluation Team

Profile of the Evaluation Team

The desired evaluation team to lead the MTE should be able to demonstrate:

- Deep understanding of the agricultural industry in Honduras and Central America;
- Team leaders with 10+ years of experience working in agriculture, rural development, poverty-reduction, and/or market systems development projects;
- Experience conducting evaluations for development projects, with at least two recent evaluations conducted in projects of similar size and scope;
- Master's degree or higher qualifications in Economics or other social sciences, such as Anthropology, Sociology; or agronomy;
- Ability to relate to stakeholders at multiple levels (e.g., TechnoServe leadership and field staff, private sector business owners and managers, USG representatives at various levels, program participants, community trainers, and farmers);
- Cultural sensitivity and gender balance;
- Strong domain of quantitative, qualitative, and participatory evaluation methods that incorporate gender, intercultural, and social perspectives.
- Advanced knowledge in the use of survey programming software (CommCare, ODK, etc.), as well as other software such as SPSS, MS Word, Excel, and PowerPoint.
- Excellent data research, analysis, and presentation skills;
- Ability to quickly and creatively problem-solve while maintaining the integrity of the evaluation objectives and process;
- Ability to communicate research findings in a clear, concise, and diplomatic manner;
- Ability to work in a team;
- Excellent English writing skills; ability to conduct interviews and research in both English and Spanish;
- Experience evaluating U.S. government-funded development programs desired.

Deadline for Work Performance

The period of fulfillment of any contract arising from this tender will be effective from approximately April 1st 2020 and end on or around September 30th 2020, following USDA's review and approval of the final MTE report. Proposals must detail the estimated timeframe needed to fulfill all obligations, with detailed estimates of implementation for each particular activity, as indicated in section "9.

Deliverables" of this RFP. Proposals that comply with all requirements, are rigorous in the proposed methodology, and propose an efficient yet realistic timeframe are desired.

Selection Criteria

The purpose of this tender is to identify suppliers who have the interest, experience, capacity, and operational and financial strength to provide TechnoServe with the required products and services. The proposals submitted in response to this RFP will be evaluated based on the requirements established in the tender. At TechnoServe's sole discretion, specific proposals may be selected for follow-up questions or a verbal presentation in English or Spanish.

The evaluation and selection of the chosen proposal will be based on the following criteria and weighting:

Criteria	Criterion Weight	Factors
Professional Experience	20%	Experience evaluating Development Programs, especially in rural economic development, using multiple approaches.
		Experience performing evaluations on similar and relevant topics in Honduras and elsewhere.
Profile of the evaluation team	20%	Demonstrated understanding and knowledge of the project's socio-economic context.
		Relevant academic degree(s).
		Knowledge of economic development issues and agricultural value-chain approaches with an emphasis on coffee and bean.
Quality of the technical proposal	35%	Innovative and mixed methodologies.
		Methodology of study proposed from suggested methodology with a realistic and appropriate work plan.
		Recommendations for how to add value to project findings using innovative techniques for transmitting evaluation results.
Quality of the cost proposal	25%	Cost-effectiveness and value of the cost proposal.

The selection criteria are detailed in section “15. General Terms and Conditions” of this RFP. Preference for domestic/national bidders will not be a factor in the evaluation of the offer.

TechnoServe reserves the right to award the contract to the organization whose proposal it considers will best respond to the interests of TechnoServe and the donor.

It is estimated that bidding teams will require 2-3 working days to prepare a proposal in response to this tender.

The bidding team with the winning proposal will be notified in writing. Bidders whose proposals are not selected will also be notified.

12. Proposal Preparation Instructions

In response to this tender, interested parties must submit their technical and cost proposals considering all the conditions detailed in this RFP.

Technical Proposal

The technical proposal must contain the following:

- Cover Letter, detailing the name of the consultant or consulting company, their contact information, a brief summary of their experience and work developed related to the work required by TechnoServe, during the last 5 years;
- The offer must be submitted in Spanish;

- Framework for the evaluation design, methodology, and general approach to the evaluation;
- Work plan and calendar of activities;
- Describe the qualifications, experience, and capabilities of the consulting team or company to provide the type of service that is being requested in this tender. Include detailed curriculum vitae for all proposed team members, detailing the experience and achievements in previous assessments that demonstrate the skills and knowledge necessary to meet the requirements of this RFP. See the format required in the Annexes;
- Provide at least three verifiable references of similar services with a description of the product and / or service sold and the dates;
- Organizational chart and individual roles of the proposed team;
- Include a contact name, job title, email address and telephone numbers to facilitate communication between TechnoServe and the consulting team or company. The name of the consulting team or company and its physical address must also be included;
- Prepare the technical proposals according to the formats shown in Appendix 1 and Appendix 2;
- Submit all requested annexes included in this RFP;
- Submit consulting team or company's legal details and documentation;
- National and Foreign Companies:
 - o Photocopy of the Public Deed of Constitution;
 - o RTN of the consulting team or company (as applicable for companies registered in, or with operations in, Honduras);
 - o Letter of representation of the person signing the offer;
 - o Financial statements of the last two years of audited operations;
- Local individual consultants:
 - o Copy of identity document, valid Honduran residence card or work permit;
 - o RTN;
 - o Settlement or proof showing no pending payments with the Government and pending legal matters;
- International individual consultants:
 - o Copy of identity document;
 - o Valid passport;
 - o Settlement or proof showing no pending payments with the Government of your country of residence and pending legal matters.

Cost Proposal

- The cost proposal shall be expressed in US dollars⁵ and should detail the proposed costs for professional fees, surveyors, travel, food, local transportation, materials, communications, taxes, expenses for FGs and other interview instances, and any other expenditure required to deliver all and each output related to this RFP. Eligible and ineligible expenses are listed in Appendix 8. The template in Appendix 5 must be used to prepare the cost proposal.
- Cost proposals must be valid for a period of four months following the tender deadline.

13. Payment Schedule and Terms

The contract awarded for this RFP will be a fixed fee type contract, subject to U.S. Government Standard Provisions.

⁵ The Central Bank of Honduras should be referenced for a foreign exchange rate, for costs incurred in Lempiras.

The form of payment for this consultancy will be carried out in proportion to and upon contractor delivery and TechnoServe approval of each of the following deliverables:

Product/Deliverable	Payment percentage
1. At contract signing.	10% of the total Contract Cost
2. Upon submission and approval of the complete Evaluation Work Plan.	20% of the total Contract Cost
3. Upon submission and approval of the complete Detailed Report on Data Collection.	20% of the total Contract Cost
4. Upon submission and approval of the complete Preliminary MTE Report.	20% of the total Contract Cost
5. Upon submission and approval of the complete Final MTE Report and delivery of presentation of findings in front of MAS+ and TechnoServe Management, donors, and key partners' representatives.	30% of the total Contract Cost

- Income tax withholding will be based on the value for professional fees as established in Art. 50 of the Income Tax Law in force in Honduras, unless the consulting team or company presents proof of income tax payments on an account issued by the DEI. This clause will apply to consulting firms registered in Honduras.
- Deliverables that require extensive editing by TechnoServe – specifically with respect to the clear and comprehensible presentation of data analyses and written reports – may be subject to a quality penalty of up to 5%.

14. Schedule of Events

1. Questions regarding this RFP may be addressed to rfplac@tns.org, and must be received no later than **5pm EST on March 4, 2020**. Responses to all questions will be appended to the link on TechnoServe's web site for this RFP no later than **6pm EST on March 16, 2020**.
2. Interested and qualified parties who intend to submit a proposal for this RFP are asked to confirm their intent by emailing rfplac@tns.org **starting on March 18, 2020**. Applicants who express their intent to submit a proposal in response to this RFP may request access to the program's donor-approved Evaluation Plan, by emailing rplac@tns.org.
3. Candidates meeting the selection criteria should address their proposals to the attention of rfplac@tns.org, with the subject line "Proposal for MAS+ Mid-Term Evaluation," no later than **11:59 pm EST on April 24, 2020**.

Technical and cost proposals should be submitted in separate files and be clearly labeled. Proposals received after the deadline will not be considered, and individual time extensions will not be available for any reason

15. General Terms and Conditions

1. The Consulting team or Consulting firm, and all parties constituting the consulting team or company, may have the nationality of any country. All national or international consulting firms

or teams of individuals acting as a Consulting Company must be legally constituted. In the event that the candidate is a natural person, the following principles apply:

1. The Consulting company will act in representation of a group of consultants;
2. The Consulting company will receive any remuneration from TechnoServe, to be distributed among the team members as they are defined;
3. If the Consulting firm finds that any of their staff have committed serious misconduct or low performance, then the consultant shall provide in a timely manner, as a replacement a person with qualifications and experience acceptable to TechnoServe. Penalties will apply if the Consultant does not remedy a failure in the performance of their obligations under the Contract.
2. A bidder must meet all requirements of an independent evaluator indicated in Part 7 CFR 1499.13, articulated in USDA Foreign Service Evaluation Policy. These requirements include but are not limited to:
 1. [Independent evaluator] uses acceptable analytical frameworks such as comparison with non-project areas, surveys, involvement of stakeholders in the evaluation, and statistical analyses;
 2. Uses local consultants, as appropriate, to conduct portions of the evaluation; and,
 3. Provides a detailed outline of the evaluation, major tasks, and specific schedules prior to initiating the evaluation.
3. A bidder must not have a conflict of interest. Bidders who are found to have conflict of interest shall be disqualified. Bidders shall be deemed to have a conflict of interest with one or more parties in this bidding process if they are or have been associated, directly or indirectly, with a company or with any of its affiliates which have been hired by TechnoServe to provide consulting services for the preparation of the design, technical specifications and other documents to be used in the tender for the acquisition of goods subject to these bidding Documents.
4. The Request for Proposal is not and shall not be considered an offer by TechnoServe.
5. All responses must be received on or before the date and time indicated on the RFP. All late responses will be rejected.
6. All unresponsive responses will be rejected.
7. All proposals will be considered binding offers. Prices proposed must be valid for the entire period indicated in the RFP.
8. All awards will be subject to TNS contractual terms and conditions and contingent on the availability of donor funding.
9. TNS reserves the right to accept or reject any proposal or cancel the solicitation process at any time, and shall have no liability to the proposing organizations submitting proposals for such rejection or cancellation of the request for proposals.
10. TNS reserves the right to accept all or part of the proposal when award is provided.
11. All information provided by TNS in this RFP is offered in good faith. Individual items are subject to change at any time, and all bidders will be provided with notification of any changes. TNS is not responsible or liable for any use of the information submitted by bidders or for any claims asserted therefrom.
12. TNS reserves the right to require any bidder to enter into a non-disclosure agreement.
13. The bidders are solely obligated to pay for any costs, of any kind whatsoever, which may be incurred by bidder or any third parties, in connection with the Response. All responses and supporting documentation shall become the property of TNS, subject to claims of confidentiality in respect of the response and supporting documentation, which have been clearly marked confidential by the bidder.

Appendix 1. Guide for the preparation of the technical proposal and work plan

The technical proposal must define the focus of the evaluation, the activities necessary to carry it out, the methodology to be used for the activities of each product/deliverable, and the expected times for the completion of each phase of the consultancy. The proposal must be complemented by a preliminary evaluation work plan – see Appendix 4.

Suggested Table of Contents:

1. Executive Summary
2. Mid-term Evaluation Introduction and Context
3. Objectives of the evaluation
 - 3.1. Overall objective
 - 3.2. Specific objectives
4. Deliverables/products
5. Methodology to be implemented (developed for each product/deliverable as appropriate):
 - Identification of information sources, variables, and instruments (interviews, bibliographic research, etc.);
 - Collection method for primary and secondary information;
 - Interviews with relevant program actors and/or beneficiaries (definition of information gathering instruments, selection criteria, type of information to be obtained, etc.);
 - Survey of field information (scope selection criteria, subjects to be interviewed, instruments for information collection, processing and systematization of the information obtained, etc.). The instruments and analysis/methodology/systematization plans must be included separately for quantitative and qualitative analysis;
 - Quantitative and qualitative data analysis;
 - Description of the focus groups approach (target, participants, etc.)⁶
6. Description of the activities that will be carried out to address the evaluation questions and develop the products
7. Anticipated challenges and potential solutions
8. Schedule of activities/work plan
9. Summarized budget (detailed budget under separate cover)
10. Other issues that the consultant/team of consultants deems relevant

⁶ These instruments and analysis plan / methodology / systematization should be included separately for quantitative and qualitative analysis.

Appendix 2. Consultant's Experience

(Appendix also [available in MS Word](#).)

Main activities during the last 5 years that best illustrate the bidder's qualifications:

Assignment Name	Assignment Date and Duration	Detailed description of the allocation and services provided	Contracting entity	Name, address, telephone, fax and email of the client

Appendix 3. Team Composition and Assignment of Responsibilities

(Appendix also [available in MS Word](#).)

Professional Staff					
Personnel Name	Profession	Area of Expertise	Relevant Work	Assigned Position	Assigned Activities

Appendix 4. Work Plan and Calendar of Activities

(Appendix also [available in MS Word](#).)

Activities and Tasks	Responsible	Estimated level of effort (in days)	Week											
			1	2	3	4	5	6	7	8	9	10	11	12

Appendix 5. Breakdown of the Contract Price

(See [separate MS Excel attachment](#), to be expressed in U.S. dollars)

Appendix 6. Eligible and Ineligible Expenses

Liquidation of expenses is understood as the presentation of documents that attest to all those expenses incurred for the development of the function of project consulting team or company.

Eligible expenses are:

- Transportation: Fuel, toll charges, internal transfers (bus, taxi), tire repairs, car wash, vehicle rental, and any other related expenses that may arise to move from the office to the place of destination prior authorization of TechnoServe.
- Food: Food expenses incurred for consulting activities.
- Communication: Sending documents, fax, internet, telephone for local calls.
- Lodging: Accommodation expenses.
- Miscellaneous: Purchases of minor equipment and office supplies, prints, photocopies, among others.

Ineligible expenses are:

- Personal expenses such as personal items, medicines, laundry, medical consultations, etc.
- Entertainment expenses such as cinema, discos, recreation places, etc.
- Alcoholic beverages.

The contractor shall adhere to the U.S. Government cost principles in 2 CFR 200 Subpart E- Cost Principles 200.400 through 200.475.

Appendix 7. Consulting Team or Company Information Form

(Appendix also [available in MS Word](#).)

[The Consulting team or Company must complete this form in accordance with the following instructions. No alteration to this form will be accepted nor will substitutes be accepted.]

Date: [indicate the date (day, month and year) of the submission of the offer]

_____ page of _____ pages

1. Legal name of the Consulting Team or Company [indicate the legal name of the Consulting Team or Company]
2. If it is an Association in Participation or Consortium, legal name of each member: [indicate the legal name of each member of the Association in Participation or Consortium]
3. Country where the Consulting Team or Company is currently registered or Country where the Consulting Team or Company is trying to register [indicate the country of citizenship of the Consulting Team or Company currently, or country where the Consulting Team or Company is trying to register]
4. Year of registration of the Consulting Team or Company: [indicate the year of registration of the Bidder]
5. Legal address of the Consulting Team or Company in the country where he is registered: [indicate the Legal Address of the Bidder in the country where he is registered]
6. Information of the authorized representative of the Consulting Team or Company: Name: [indicate the name of the authorized representative] Address: [indicate the address of the authorized representative] Fixed and mobile and facsimile telephone numbers: [indicate the telephone and facsimile numbers of the authorized representative] Email address: [insert the email address of the authorized representative]
7. A copy of the original documents of: [check the box (s) of the original documents attached] is attached - Bylaws of the Company or Registry of the Consulting Team or Company. - If it is an Association in Participation or Consortium, letter of intent to form the Association in Participation or the Consortium, or the Association Agreement in Participation or the Consortium. - Other (specify):

Appendix 8. Bid Form

(*Appendix also [available in MS Word.](#)*)

[The Consulting Team or Company will complete this form in accordance with the instructions indicated. Alterations to this form will not be allowed nor will substitutions be accepted.]

[Indicate the date (day, month and year) of the offer presentation]

Alternative No. [indicate identification number if this is an alternative offer]

To: [Buyer's full name]

We, the undersigned, declare that:

(a) We have examined and find no objection to the tender documents, including its Amendments Nos. _____ [indicate the number and date of issue of each Amendment];

(b) We offer to provide the following Related Goods and Services in accordance with the RFP Documents and in accordance with the Work Plan proposed as part of the technical proposal:
_____ [indicate a brief description of the related goods and services];

(c) Our offer will remain valid for the established period of 4 months, from the date of this RFP's submission deadline. This offer will bind us and may be accepted at any time before the expiration of said period;

(d) We confirm that we have no conflict of interest with TechnoServe Honduras or TechnoServe Inc. (Headquarters), as specified in this RFP's General Terms and Conditions;

(e) Our company, its affiliates or subsidiaries, including all subcontractors or suppliers to execute any part of the Contract, have not been declared ineligible according to the conditions listed in the tender;

(f) We understand that any commissions, bonuses, or fees related to the development of the proposal for this RFP will not be recognized by TechnoServe.

(g) We understand that this offer, together with its due acceptance in writing included in the award notification, will constitute a contractual obligation between us, until the formal Contract has been executed by the parties.

(h) We understand that TechnoServe is not required to accept the lowest evaluated offer or any other offer you receive.

Signature: _____ [indicate the full name of the person and position held]

As _____ [indicate the legal capacity of the person signing the Bid Form]

Name: _____ [indicate the full name of the person who signs the Offer Form]

Duly authorized to sign the offer by and on behalf of: [indicate the full name of the Bidder]

The _____ day of the month _____ of the year _____ [indicate the date of signature]

Appendix 9. Format for sending questions about the consultancy

(Appendix also [available in MS Word](#).)

General information of the Consulting Team or Company:	
Consulting Team or Company's name:	
Name of the Consulting Team or Company' point of contact for purposes of this RFP:	
Email address:	
Office Phone:	Cell Phone:

Topics

1	Project to be reviewed
2	TechnoServe Background
3	MAS+ Project Background
4	MAS+ Approach to Monitoring and Evaluation
5	Midterm Evaluation
6	Evaluation Questions and Objectives
7	Key Audience for Midterm Evaluation
8	Midterm Evaluation Methodology
9	Deliverables
10	Evaluation Logistics
11	Selection Criteria/Profile of the Evaluation Team
12	Proposal Preparation Instructions
13	Payment Schedule and Terms
14	Schedule of Events
15	General Terms and Conditions
16	Appendices
17	Other

Question	Topic # (select from the above menu)
1.	

Appendix 10. Content of the Mid-Term Evaluation Report

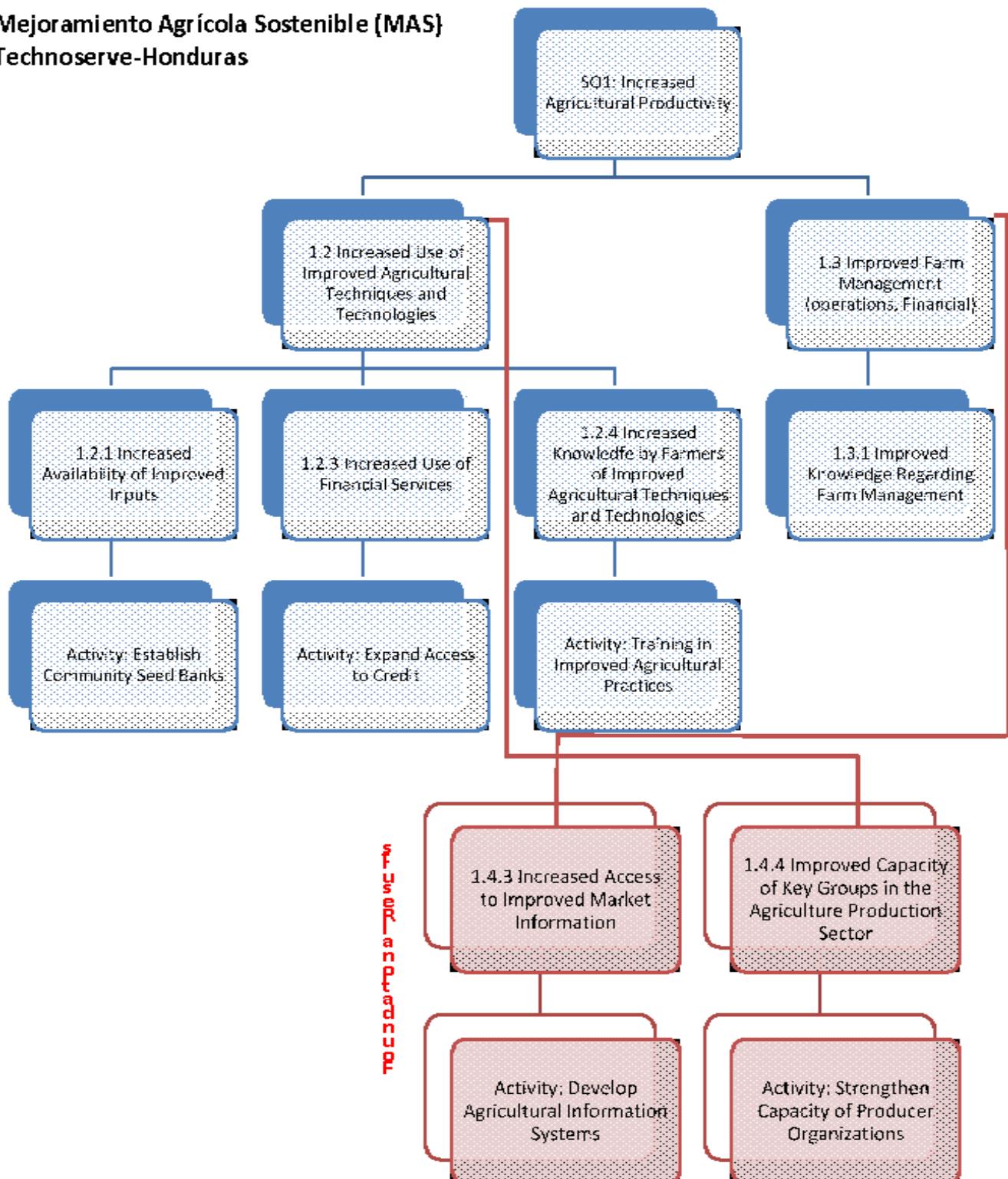
The final mid-term evaluation report must be delivered in English and Spanish. The final report must include the following content:

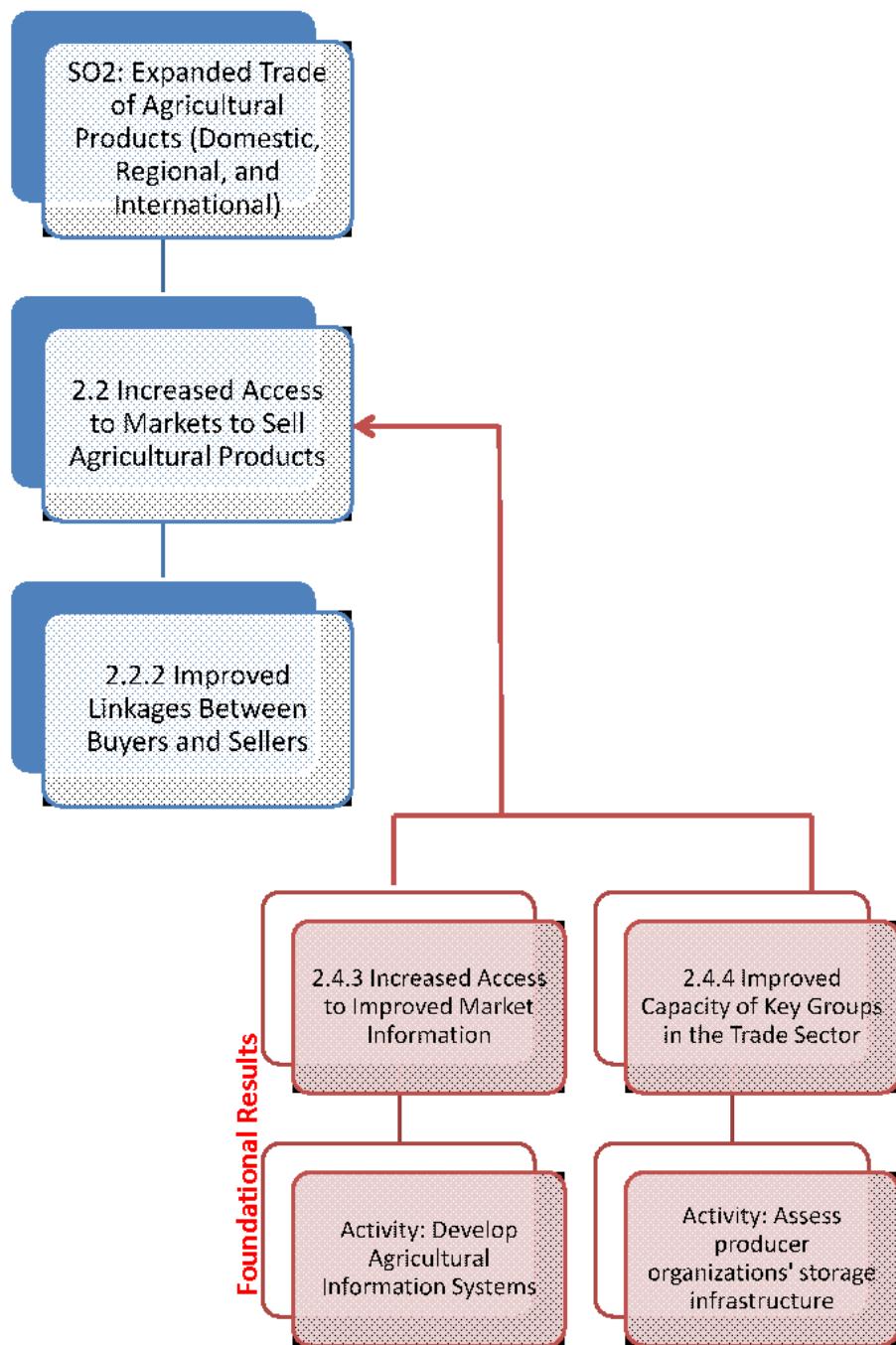
Suggested Table of Contents:

1. Executive summary (summary of the main findings and recommendations).
2. Introduction (purpose of the evaluation, description of the objectives of the program).
3. Evaluation methodology (description of the strategies and methods used).
4. Key findings (detailed and robust analysis of the findings and recommendations, including empirical data and the interpretation of the evaluator).
5. Lessons learned (implications of the implementation of similar interventions in other countries).
6. Final recommendations (for TechnoServe, USDA and / or other relevant actors).
7. Other information that the consultant considers relevant.
8. Appendixes
 - Map of the project's areas of intervention.
 - List of interviews conducted.
 - Evaluation agenda, list of places visited.
 - List of all documents reviewed and cited.
 - Copy of the surveys used.
 - Data analysis, details of the analysis.

Appendix 11. MAS+ Program Results Matrix

Mejoramiento Agrícola Sostenible (MAS) Technoserve-Honduras





Appendix 12. Responses to questions regarding the RFP/Consultancy

1. Proyecto a revisar

N/A

2. Antecedentes de TechnoServe

i. ¿Se podría disponer de la cantidad de productores para ambas cadenas por cada comunidad, municipio a visitar del grupo tratamiento para realizar la distribución del trabajo de campo y la estimación de costos?

La tabla a continuación presenta el número total de los participantes del proyecto MAS+, por departamento y cadena de valor. También se incluye el tamaño de la muestra utilizada en la línea base.

	Café						Frijol					
	Atendidos			Muestra Línea Base			Atendidos			Muestra Línea Base		
	Hombres	Mujeres	Total	Tratamiento	Control	Total	Hombres	Mujeres	Total	Tratamiento	Control	Total
Comayagua	2559	688	3247	153	151	304	245	44	289			
El Paraíso	2298	741	3039	110	163	273	1147	291	1438	57	66	123
Francisco Morazán	1318	361	1679	22		22	344	65	409	33	22	55
La Paz	1242	791	2033	13	9	22						
Olancho	2327	524	2851	138	104	242	1851	264	2115	241	203	444
Yoro	1488	351	1839	52	46	98	1312	524	1836	166	122	288
Cortes	133	31	164			0	203	52	255			
Intibuca	1211	499	1710			0						
Santa Barbara	1584	274	1858			0	166	22	188			
Totales	14,160	4,260	18,420	488	473	961	5,268	1,262	6,530	497	413	910

Adicionalmente, el Anexo 13 presenta la distribución de la muestra (tratamiento y control) por departamento, municipio, aldea y caserío.

3. Antecedentes del Proyecto MAS+

i. ¿Es posible obtener el número de productores de café y frijol por departamento?

Observar respuesta a la pregunta 2.i.

4. Enfoque MAS+ para Monitoreo y Evaluación

i. ¿A la fecha cuántos han sido los beneficiarios directos de café y frijol por cada uno de los departamentos contemplados en el Proyecto MAS +?

Observar respuesta a la pregunta 2.i.

ii. ¿Existen cuadros de salida de lo realizado a la fecha por cada una de las actividades contempladas en la ejecución de MAS +?

Sí existe la posibilidad de crear cuadros de salida de las actividades realizadas por MAS+ por medio del sistema INFO-MAS, nuestra base de datos y plataforma tecnológica. Estas tablas de salida serán compartidas con la empresa consultora seleccionada para que sean parte de la revisión documental.

iii. ¿A la fecha cuántas han sido las organizaciones de productores (PO) beneficiados directos por el Proyecto MAS+ en los rubros de café y frijol por departamento?

La tabla a continuación presenta el número total de las Organizaciones de Productores participando en el proyecto MAS+, por departamento y cadena de valor.

Departamento	Organizaciones x Cadena		
	Café	Frijol	Total general
Comayagua	100	10	110
Cortes	8	17	25
El paraíso	110	59	169
Francisco Morazán	62	16	78
Intibuca	83		83
La Paz	99		99
Olancho	124	100	224
Santa Barbara	84	10	94
Yoro	80	89	169
Total General	750	301	1,051

iv. ¿Existe una evaluación parcial del estudio de base y del grupo de control realizado por International Food Policy Research Institute (IFPRI)?

TechnoServe puede compartir con empresas interesadas el Plan de Monitoreo y Evaluación, al igual que el Resumen Ejecutivo del Reporte de Línea Base desarrollado por IFPRI. Con esa documentación esperamos se puedan responder preguntas específicas acerca de la estrategia de evaluación de IFPRI al igual que las actividades realizadas por IFPRI hasta los momentos. En caso de requerir el Resumen Ejecutivo del Reporte de Línea Base, indicar este requerimiento al personal TechnoServe (escribiendo a rplac@tns.org) para que pueda ser suministrado. TechnoServe necesitará de un Acuerdo de No Divulgación (NDA) firmado para poder compartir este documento y el Plan de Evaluación.

v. ¿Existe una metodología de impacto del grupo de control (RC+) para la cadena de café y frijol?

Observar respuesta a la pregunta 3.iv.

vi. ¿Incorpora el estudio de base la información básica para medir el cambio en la capacidad productiva, administrativa y de comercialización de los productores y asociación de productores de café y frijol a efecto de MAS+?

Tal y como puede evidenciarse en el resumen ejecutivo de la Línea Base, las evaluaciones lideradas por IFPRI sólo se enfocan en captar cambios a nivel de productores. El seguimiento a los cambios experimentados a nivel de grupos de productores, en ambas cadenas de valor, se lleva a cabo por medio de herramientas de monitoreo disponibles en nuestra plataforma tecnológica de INFO-MAS.

vii. ¿Es posible para ustedes compartir información adicional acerca de la línea base (datos, instrumentos, etc.)? [pregunta traducida]

Observar respuesta a la pregunta 3.iv. acerca de los detalles de la línea base. La respuesta a la pregunta 8.i. expone detalles acerca de la encuesta de línea base.

viii. Nos gustaría saber qué quieren decir ustedes específicamente con “Valor de Valor de la nueva inversión” ¿Qué tipo de acuerdos y asociaciones considerará en este punto? ¿considerará solo recursos financieros o también recursos en especie? [pregunta traducida]

El proyecto MAS+ utiliza la descripción del indicador estándar de USDA/Food for Progress (FFPr) # 9. USDA define este indicador como “cualquier uso de recursos del sector público o privado destinado a aumentar la producción o el ingreso de la producción futura, para mejorar el uso sostenible de los recursos naturales relacionados con la agricultura o para mejorar la gestión del agua o la tierra en cualquier parte del sistema de alimentos, alimentación animal y fibras y la gestión de los recursos naturales.” En el caso de MAS+ se reportan bajo este indicador inversiones realizadas por entidades públicas y privadas en especie y en recursos financieros.

ix. La misma pregunta [de arriba] aplica al indicador de “Número de asociaciones público-privadas formadas...” [pregunta traducida]

El proyecto MAS+ utiliza la descripción del indicador estándar de USDA/McGovern-Dole (MGD) # 10. USDA define este indicador como “número de asociaciones público-privadas en la agricultura formadas durante el año a reportar debido a la intervención del USDA. Una alianza público-privada (asociación) se considera formada cuando hay un acuerdo claro, generalmente escrito, para trabajar juntos en lograr un objetivo común. Debe haber una contribución significativa en efectivo o en especie al esfuerzo tanto de la

entidad pública como privada." La documentación de soporte para este indicador son memorándums de acuerdo.

x. ¿A Qué tipo de servicios financiero y préstamos están apostando? [pregunta traducida]

La tabla a continuación presenta la data reportada al donante para el indicador de acceso a financiamiento. En la tabla se puede observar los diferentes tipos de financiamiento que se consideran para este indicador:

Fuente/Actor clave	Tipo de financiamiento
Fondos compensatorios (Matching funds)	
Fundación Covelo, Molinos de Honduras y MAS	Mantenimiento de fincas y financiamiento post-cosecha
Fundación Amigos del Café, Fundación Neumann, Beneficio Santa Rosa y MAS.	Mantenimiento, financiamiento post-cosecha y para mercadeo.
COMSA (Café Orgánico Marcala)	Mantenimiento, financiamiento post-cosecha y para mercadeo.
Fondos de apalancamiento (Leverage funds)	
CAFEUNO and BECAMO.	Post-cosecha e infraestructura de secado
Molinos de Honduras (MDH)	Post-cosecha y financiamiento de mercadeo
Beneficio Santa Rosa	Post-cosecha y financiamiento de mercadeo
Otros exportadores; COMSA, COCAOL, OLAM, Louis Dreyfus, Coffee Planet and others.	Post-cosecha y financiamiento de mercadeo
FUNDER	Post-cosecha y financiamiento de mercadeo
POs Seed Fund (AFS)	Semillas
Agriculture Input Credit	Mantenimiento de fincas
Partner investments (incluye inversiones en-especie)	
Hanns R. Newmann Foundation	Asistencia técnica
FUNDER	Financiamiento post-cosecha
USAID-Feed the Future/MSU	Semillas

DICTA	Asistencia técnica y certificación de semillas
IHCAFE	Investigación, capacitaciones y asistencia técnica
Pequeños créditos ofertados por grupos de productores	Pequeños créditos a productores individuales
FOGA Frijol – Fundación Covelo	Fondos de garantía a participantes de USDA-MAS+

5. Evaluación de medio término

i. ¿Cuáles son las comunidades de los grupos de control para ambas cadenas de valor?

Observar Anexo 13 del presente conjunto de respuestas.

ii. ¿Existe un énfasis especial entre los beneficiarios y participantes del Proyecto (i.e., productores, socios, P.O, servicios e insumos, proveedores, etc.) según las tres de las siete actividades prioritarias contempladas en la evaluación de término medio (MTE)?

Analizando las 7 siete actividades, estas tres tienen mayor influencia o son más directas en el impacto, por lo que son el enfoque principal de la evaluación de medio término:

- Actividad 1: Facilita la mejora de la productividad de las parcelas de café y frijol por la transferencia de tecnologías y BPAs (Énfasis en beneficiarios productores)
- Actividad 2: Desarrollo de capacidades de OP y cooperativas, se proporciona asistencia comercial, financiera y se fortalece a las OP para implementar servicios de valor agregado que mejoran la calidad para el cumplimiento de los estándares de mercado. (Énfasis en beneficiarios gerencia de POs)
- Actividad 5: Servicios financieros: Facilita préstamos agrícolas y para PYME. MAS+ fortalece Cajas Rurales, grupos de ahorro y préstamos rurales, para facilitar el acceso al financiamiento a nivel de OP. El programa promueve mecanismos de acuerdo innovadores que puedan compensar con éxito el riesgo para los exportadores, como el factoring, los préstamos al proveedor de insumos y los anticipos de cosecha. Esta se centra en la cadena de valor del café, al asumir que la disponibilidad de financiación no es un factor limitante en el aumento de los rendimientos del frijol.

6. Preguntas de evaluación y objetivos

i. ¿Al presente son todavía válidos los supuestos del diseño del Proyecto con relación al acceso de financiamiento, las organizaciones de productores y la gerencia del Proyecto?

Dado que la EMT para el proyecto MAS+ es de procesos, se espera que la firma consultora seleccionada incluya en su metodología actividades que puedan analizar la validez y relevancia de los supuestos que se tuvieron en consideración durante el diseño del proyecto. De hecho, una de las preguntas de investigación expuestas en la página 8 de los TdR propone la investigación de la validez de los supuestos con los que se diseñó el proyecto MAS+.

7. Audiencia clave para la evaluación intermedia

N/A

8. Metodología de evaluación intermedia

i. Para efectos de cálculos de costos, se plantea la siguiente interrogante: ¿Cuál es el tiempo estimado en la aplicación del cuestionario estructurado similar de línea de base debe ser utilizado? ¿se puede facilitar el cuestionario de línea de base, en el proceso de respuestas a las consultas?

Por motivos técnicos y contractuales, no es posible compartir la encuesta utilizada por IFPRI en la línea base durante el proceso de selección. No obstante, entendemos la necesidad de las firmas interesadas en conocer más acerca de la herramienta, compartimos los siguientes detalles de la encuesta:

- Tiempo estimado de la aplicación: 60-90 minutos.
- La encuesta se elaboró en una aplicación CAPI utilizando el software Survey Solutions.
- El cuestionario gira en torno a 3 temas:
 - o **Producción y comercialización agrícola.** Midiendo la producción, productividad y comercialización de café y frijol.
 - o **Extensión y prácticas tecnológicas.** Medir la prevalencia de las prácticas agrícolas de café y frijoles secos, la participación en programas de extensión y el acceso a otras fuentes de información agrícola.
 - o **Asociación de productores y acceso al crédito.** Medición y su participación en la comunidad, grupos, actividades comunales, asociaciones de productores, participación en el mercado crediticio y ahorro del hogar.
- **La encuesta incluye 12 módulos siendo los siguientes:**
 - o **Módulo 1:** Composición del hogar, educación y demografía.
 - o **Módulo 2:** Características de la vivienda
 - o **Módulo 3:** Acceso a la tierra: café
 - o **Módulo 4:** Producción y comercialización de café.
 - Insumos y mano de obra.
 - Tecnologías y prácticas agrícolas.
 - Plagas
 - Extensión
 - o **Módulo 5:** Acceso a la tierra: frijoles
 - o **Módulo 6:** Producción y comercialización de frijoles.
 - Insumos y mano de obra.
 - Tecnologías y prácticas agrícolas.
 - Plagas
 - Extensión
 - o **Módulo 7:** Producción agrícola y comercialización de otros cultivos.
 - o **Módulo 8:** Inversiones, activos, organizaciones sociales y acción colectiva.
 - o **Módulo 9:** Acceso a los mercados de crédito.
 - o **Módulo 10:** Opiniones, percepciones y acceso a la información.
 - o **Módulo 11:** Trabajo no agrícola
 - o **Módulo 12:** Transferencias y remesas

Tal y como se menciona en los TdR, se planea que la encuesta de línea base sea simplificada significativamente sólo para extraer la información necesaria de los indicadores de resultado. Este proceso de simplificación se realizará en coordinación con el equipo MAS+ y el Asesor Regional MEL.

ii. ¿Considerando que los indicadores y resultados de la evaluación intermedia del Proyecto, serán comparados con la línea de base, es posible que todos los participantes en esta licitación obtengan una copia del formato del cuestionario de la encuesta de línea base y de otros documentos de referencia?

Observar respuesta a la pregunta 8. i.

iii. ¿Existe a la fecha un documento resumen de los resultados del Proyecto según los resultados finales esperados de MAS +?

En las páginas 10 y 11 de los TdR se incluye una tabla resumen con los resultados del Proyecto MAS+ hasta la actualidad.

iv. ¿Están esperando ustedes una metodología cuasi-experimental para esta etapa, o eso está programado para la evaluación final? [pregunta traducida]

Es importante poner énfasis en que la EMT del Proyecto MAS+ será de procesos, con métodos mixtos, y no de impacto. Si es cierto que se espera data cuantitativa que pueda ayudar a la gerencia el proyecto a saber el progreso alcanzado hasta ahora en los indicadores de resultados y esto conlleva cierta metodología de evaluación, no sería realista replicar el rigor utilizado por IFPRI en su estrategia de evaluación en la EMT. De esta forma se espera que las firmas interesadas propongan estrategias de evaluación que se ajusten a las necesidades de la EMT y al presupuesto.

9. Entregables

i. ¿Cuál es el tiempo Previsto para la aprobación de los entregables?

El tiempo previsto para la aprobación de los entregable depende del tipo de entregable, así como el estado del entregable a la hora de ser recibido, por lo cual sería difícil de definir con exactitud. No obstante, es la intención del proyecto MAS+ en priorizar la revisión de estos entregables, de manera que no existan retrasos en completar esta actividad de Evaluación.

10. Logística de la Evaluación

i. ¿El apoyo en la logística y coordinación para los viajes que incluye?

Los detalles específicos del apoyo que provea el equipo de MAS+ a la firma consultora tendrían que ser discutidos con la firma seleccionada durante el proceso de negociación. No obstante, podemos compartir la siguiente lista de actividades de apoyo que se tienen estipuladas por parte del equipo MAS+:

- Apoyo necesario para el desarrollo conjunto de una estrategia de levantamiento en campo;
- Apoyo en la ubicación de comunidades que serían objeto de la evaluación;
- Algún acompañamiento durante el levantamiento de los datos;
- Apoyo en la convocatoria de participantes para las dinámicas de grupos focal;
- Apoyo en la coordinación de entrevistas con socios y aliados clave;
- Apoyo necesario del equipo local en caso de que existan dificultades en campo;
- Compartimiento de recomendaciones y experiencias que ayuden a la firma seleccionada implementar su estrategia cabalmente.
- Responder cualquier pregunta que surja durante el proceso de evaluación.

ii. ¿Quién será el responsable de hacer la convocatoria de las personas a ser entrevistadas en las comunidades?.

Observar respuesta a la pregunta 9.i.

iii. Dentro de una consultoría participativa con TechnoServe, ¿Cuál sería la asistencia de campo que proporcionará TechnoServe como facilitadores del proceso de evaluación intermedia?

Observar respuesta a la pregunta 9.i.

Aclaración adicional: La preparación de la agenda de entrevistas y facilitación de grupos focales, etc. es coordinada y desarrollada por la firma consultora.

11. Criterios de selección / Perfil del equipo de evaluación

i. ¿Las calificaciones y criterios de evaluación de una experiencia de más de 10 años deberían aplicarse por igual a los líderes del equipo, a las firmas consultoras y a los grupos de consultores asociados?

En los TdR se explica que se recomienda que los líderes de la evaluación tengan 10 o más años de experiencia profesional en proyectos de agricultura, desarrollo rural, reducción de la pobreza y/o sistemas de mercados. Será la determinación de las firmas interesadas en definir la composición del equipo evaluador y definir sus líderes, quienes deberían de tener la experiencia necesaria según las necesidades de la EMT. La experiencia profesional del equipo evaluador será un factor importante en la ponderación de propuestas, por lo que se recomienda a las firmas interesadas en proponer un equipo evaluador con experiencias y competencias suficientes para hacer la propuesta lo más competitiva posible.

12. Instrucciones de preparación de propuestas

N/A

13. Calendario de Pago y Términos

N/A

14. Cronograma

N/A

15. Condiciones y Términos Generales

N/A

16. Apéndices

N/A

17. Otros

N/A

Anexo 13 - Distribución de muestra Línea Base

PRODUCTORES CAFÉ: COMUNIDADES TRATAMIENTO	
Departamento/municipio/aldea/caserío	# Productores(as)
COMAYAGUA	
AJUTERIQUE, SAN ANTONIO DEL PLAYON, SAN ANTONIO DEL PLAYON	9
COMAYAGUA, LOMAS DEL CORDERO, EL ZARZAL	15
COMAYAGUA, SAN MIGUEL DE SELGUAPA, SAN MIGUEL DE SELGUAPA	25
Total COMAYAGUA	40
LAS LAJAS, LA PROVIDENCIA.LA PROVIDENCIA	12
LAS LAJAS, SANTA ROSA, SANTA ROSA	15
Total LAS LAJAS	27
MINAS DE ORO, AGUA BLANCA, AGUA BLANCA	13
MINAS DE ORO, MONTECITOS, RIO COLORADO	15
Total MINAS DE ORO	28
OJOS DE AGUA, CORRALITOS, CORRALITOS	14
Total OJOS DE AGUA	14
SAN JERONIMO, POTRERO SUCIO, POTRERO SUCIO	7
Total SAN JERONIMO	7
SAN JOSE DE COMAYAGUA, LOS ANISES, LOS ANISES	14
Total SAN JOSE DE COMAYAGUA	14
TAULABE, LA UNION DE SAN ANTONIO, LA UNION DE SAN ANTONIO	14
Total TAULABE	14

Total COMAYAGUA	153
EL PARAISO	
DANLI, BAÑADEROS, BUENOS AIRES	13
DANLI, BUENOS AIRES, EL MATASANO, EL OJO DE AGUA	14
DANLI, LA LODOSA, SAN FRANCISCO	14
DANLI, VILLA SANTA, EL NOGAL	12
DANLI, VILLA SANTA, LA ESPERANZA	24
Total DANLI	77
EL PARAISO, LAS SELVAS, SAN MARCOS	12
EL PARAISO, LAS SELVAS, TRES PIEDRAS ABAJO	9
Total EL PARAISO	21
SAN LUCAS, TAPAHUASCA, CERRO BONITO	12
Total SAN LUCAS	12
Total EL PARAISO	110
FRANCISCO MORAZÁN	
ORICA, LA JOYA DEL QUEBRACHO, LA LIMA O EL COGOTILLO	14
ORICA, SAN JUAN O MONTAÑA DE LA FLOR	8
Total FRANCISCO MORAZÁN	22
LA PAZ	
LA PAZ, SAN JOSE DEL PLAYON, SAN JOSE DEL PLAYON	13
Total LA PAZ	13
OLANCHO	

CAMPAMENTO, EL NANCE, EL ZAPOTE #1	10
CAMPAMENTO, EL NANCE, LOS ZAPOTES	15
Total CAMPAMENTO	25
CONCORDIA, LA LAGUNA, LAS DELICIAS	14
Total CONCORDIA	14
DULCE NOMBRE DE CULMI, LAS MARIAS, LAS MARIAS	14
DULCE NOMBRE DE CULMI, RIO NEGRO, RIO NEGRO	10
DULCE NOMBRE DE CULMI, SAN PEDRO DE PISIJIRE, LA PROVIDENCIA	13
Total DULCE NOMBRE DE CULMI	37
GUAYAPE, EL PASO DE LA HOYA,EL PASO DE LA HOYA	7
Total GUAYAPE	7
JUTICALPA, EL BIJAO, EL GUARUMO	15
JUTICALPA, EL BIJAO, LAS DELICIAS	14
JUTICALPA, EL PLAN DE LOS CIRUELOS, EL BARRO ABAJO	13
Total JUTICALPA	42
PATUCA, GUINEO ARRIBA, LA TRINIDAD	13
Total PATUCA	13
Total OLANCHO	138
YORO	
VICTORIA, EL MANGO, EL AGUACATAL DEL MEDIO	11
VICTORIA, EL PATASTE, BRISAS DEL HIGUERO	6
Total VICTORIA	17

YORO, LA TRINIDAD, LA LAGUNA	12
YORO, LA TRINIDAD, MATADERO	9
YORO, SUBIRANA, EL MUSIQUITO	14
Total YORO	35
Total YORO	52
Total general	488

PRODUCTORES FRIJOL COMUNIDADES TRATAMIENTO

Departamento/municipio/aldea/caserío	# Productores(as)
EL PARAISO	
DANLI, EL ZARZAL, EL ZARZAL NO.2	7
DANLI, LINACA, SAN JUAN DE LINACA O EL MICO	14
DANLI, VILLA SANTA, EL PASTAL	12
Total DANLI	33
MOROCELI, EL LLANO, NAGUARA	12
Total MOROCELI	12
TEUPASENTI, TEUPASENTI, TEUPASENTI	12
Total TEUPASENTI	12
Total EL PARAISO	57
FRANCISCO MORAZÁN	
ORICA, SAN FRANCISCO DE ORICA, MATAPALO	15
Total ORICA	15
VALLE DE ANGELES, LA SABANETA, CHIQUISTEPE	18
Total VALLE DE ANGELES	18
Total FRANCISCO MORAZÁN	33
OLANCHO	
CATACAMAS, LA COLONIA AGRIÑCOLA, CERRO JAMASQUIRE	10
CATACAMAS, LA COLONIA AGRIÑCOLA, JAMASQUIRE	15
CATACAMAS, LA COLONIA AGRIÑCOLA, LA UNION DE TALGUA	16

	Total CATAcamas	41
DULCE NOMBRE DE CULMI, LA LLORONA		14
	Total DULCE NOMBRE DE CULMI	14
ESQUIPULAS DEL NORTE, EL RIO, EL RIO		15
ESQUIPULAS DEL NORTE, ESQUIPULAS DEL NORTE, ESQUIPULAS DEL NORTE		11
	Total ESQUIPULAS DEL NORTE	26
GUARIZAMA, TRINIDAD, EL JICARITO		15
GUARIZAMA, TRINIDAD, LOS HORCONES		12
	Total GUARIZAMA	27
GUAYAPE, EL COYOLAR, EL CONVENTO		13
	Total GUAYAPE	13
JUTICALPA, SAN MARCOS, SAN MARCOS		15
	Total JUTICALPA	15
LA UNION, EL DICTAMO, EL EMPEDRADO		14
LA UNION, EL DICTAMO, EL JUNCO		24
	Total LA UNION	38
SAN FRANCISCO DE LA PAZ, EL PEDREGAL, QUEBRADA EL DANTO		25
SAN FRANCISCO DE LA PAZ, GUACOCA, POZOS ABAJO		13
SAN FRANCISCO DE LA PAZ, SAN FRANCISCO DE LA PAZ, EL GUACHIPILIN		15
	Total SAN FRANCISCO DE LA PAZ	53
YOCON, SAN PEDRO, SAN PEDRO		14
	Total YOCON	14

Total OLANCHO	241
YORO	
JOCON, AGUA FRIA, LA SOLEDAD	5
JOCON, PUENTE GRANDE, PUENTE GRANDE	15
JOCON, TAPIQUIL, LOS ENCUENTROS	15
	Total JOCON 35
SULACO, EL DESMONTE, LAS PILAS	14
SULACO, EL DESMONTE, LAS TUNAS	10
SULACO, LAS CAÑAS, EL ZAPOTE	15
	Total SULACO 39
VICTORIA, EL MANGO, EL MANGO	10
VICTORIA, JACAGUA, LA JAGÜITA O CALICHITO	15
	Total VICTORIA 25
YORO, CHALMECA, EL CAULOTE	15
YORO, GUARE, EL SITIO	8
YORO, GUARE, EL SITIO, LAS LOMAS NO.1	5
YORO, LA LAGUNA DE LA CAPA, LAS RANCHITAS	15
YORO, TULANGUARE, EL NARANJITO	13
YORO, TULANGUARE, LA AGUJA	11
	Total YORO 67
Total YORO	166
Total general	497

PRODUCTORES CAFÉ COMUNIDADES CONTROL	
Departamento/municipio/aldea/caserío	# Productores(as)
COMAYAGUA	
EL MATASANO	15
	Total COMAYAGUA 15
CALPULES	10
	Total ESQUIAS 10
LAS HUERTAS	14
CORRALITOS	15
MONTECITOS	15
	Total MINAS DE ORO 44
LA PIMIENTA	11
	Total SAN JOSE DE COMAYAGUA 11
EL ACHIOTE	24
LA TIGRA	13
BALIBREA	7
EL PORVENIR	15
EL POTRERON O VILLA ALICIA	12
	Total SIGUATEPEQUE 71
Total COMAYAGUA	151
EL PARAÍSO	
LA DANTA	14

EL CACAO	7
EL PATASTE	8
EL NARANJO	6
LA PRIMAVERA NO.2	13
LAS DELICIAS	20
LAS PIEDRECITAS	12
EL BORDO	10
PIEDRAS COLORADAS	15
SONAGUERA	11
Total DANLI	116
LOS ARADOS	15
Total SAN LUCAS	15
EL GUAPINOL	11
EL ZAPOTILLAL	11
LA MAJADA	10
Total TEUPASENTI	32
Total EL PARAÍSO	163
OLANCHO	
MONTAÑA EL ZANCUDAL	9
Total LA PAZ	9
TERRERO COLORADO O CAJON DE JAMASQUIRE	5
FINCA BRISAS DEL PINO	13

	Total CATALACAS	18
CERRO AZUL		6
	Total GUALACO	6
TIERRA CHELA		14
ZACATERAS		8
	Total GUARIZAMA	22
LAS DELICIAS		1
EL URRACAL		10
LA LIBERTAD		26
VILLA NUEVA		21
	Total JUTICALPA	58
Total OLANCHO		104
YORO		
SANTA LUCIA		11
EL MANGO		12
EL CONGO		13
	Total EL NEGRITO	36
EL MANZANO		10
	Total VICTORIA	10
Total YORO		46
Total general		473

PRODUCTORES FRIJOL COMUNIDADES CONTROL	
Departamento/municipio/aldea/caserío	# Productores(as)
EL PARAISO	
POTECA	15
EL HIGUERITO	10
LAS TRANCAS O MEZCALES ARRIBA	15
	Total DANLI 40
EL HIGUERITO	11
	Total MOROCELI 11
LADERAS DEL PANAL	15
	Total TEUPASENTI 15
Total EL PARAÍSO	66
FRANCISCO MORAZÁN	
LAS FLORES	15
	Total ORICA 15
EL RODEO	7
	Total VALLE DE ANGELES 7
Total FRANCISCO MORAZÁN	22
OLANCHO	
LAGUNAS DEL HUYASTE	15
EL AGUACATE	9
LOS AMATES	10

	Total CATAcamas	34
TABURETILLO		15
	Total DULCE NOMBRE DE CULMI	15
BUENA VISTA		14
CAPUCAL		9
	Total ESQUIPULAS DEL NORTE	23
SAN ISIDRO		12
LA LAGUNA		7
	Total GUARIZAMA	19
EL ZURZULAR		15
	Total GUAYAPE	15
TALANQUERA		15
	Total JUTICALPA	15
EL GUANACASTE		15
LAS CALERAS		5
PALALA		3
	Total LA UNIÓN	23
CAÑON GRANDE		15
PALITO VERDE		15
EL COYOLAR		15
	Total SAN FRANCISCO DE LA PAZ	45
CHORRERON		14

	Total YOCON	14
Total OLANCHO		203
YORO		
PIEDRA COLORADA		15
EL HATO		15
JAGUA ARRIBA		15
	Total JOCON	45
BUENA VISTA		5
EL POTRERO O LA LIBERTAD		6
	Total SULACO	11
QDA. LOS DATILES O QUEBRADA DE		9
QUEBRADA LOS AGUACATES		6
	Total VICTORIA	15
PUNTA OCOTE		15
EL ZAPOTE		12
ARENA BLANCA		9
PLAN GRANDE		15
	Total YORO	51
Total YORO		122
Total general		413