

TERMS OF REFERENCE

for External Evaluation of TRANSITION

Preserving the tangible and intangible Cultural Heritage of Minority Communities in the Kurdistan region of Iraq and in Yemen, through Capacity Building of university staff members

Grant Agreement Number 101178520

1. Project Summary:

TRANSITION Project builds on two assumptions: the first relates to the education's pivotal role in society to the fulfilment of human rights, peace, and responsible citizenship from local to global levels; the second relates to the social responsibility of universities in outreaching and raising awareness about cultural heritage preservation and protection of the cultural heritage of minorities.

Kurdistan region of Iraq and Yemen are countries that, according to their history, have experienced severe damage to cultural heritage because of political crises that have generated war and turmoil and are therefore in dire need to develop conflict and post-conflict strategies to deal with cultural heritage. This is all the truer for the heritage of minorities, which is the most endangered in conflict-zones. The activities proposed are meant to train university teachers and update existing teaching modules that may enable students and researchers to deal with such issues more effectively. Moreover, TRANSITION project aims at building awareness in civil societies of Partner Countries as well as among decision makers to create positive synergies between academia and society.

The overall objective is indeed promoting a unique and ground-breaking teaching environment addressing minorities and combining a multidisciplinary approach to fostering a culture of cooperation between higher education institutions, scientific communities, and other stakeholders including policy makers. Developing capacity in universities will allow the birth of a new generation of heritage specialists possessing the critical capacity of working with the tangible and intangible heritage of minorities, a direly felt need of Partner Countries.

2. Objectives and Key Principles of the Evaluation:

The aim of the external monitoring and evaluation is to ensure that monitoring of the project is performed adequately and accurately. It identifies procedures, criteria and resources for monitoring the project. It also deals with the evaluation of the progress of the project, risk and issue management along with the evaluation of the results in comparison with the expected

activities of the project and include eventual recommendations to be taken into consideration to enhance the performance of the implementation process if needed.

Quality mid-term report and final report

These documents are periodically produced by the Quality Committee supported by the External Evaluator according to the schedule for the quality control. These documents report the results of the quality control on the different activities of the project and include eventual recommendations to be taken into consideration to enhance the performance of the implementation process if needed.

4. Contract Details

The contract period is starting from the date of signing until the official end of the project by the European Education and Culture Executive Agency (EACEA).

The contract shall be carried out during the eligibility period of the project (Feb 1, 2025 to Jan 31, 2027). In case of an extension to the eligibility period of the project, the contract period is intended to be extended accordingly.

This contract service is ordered by the TRANSITION project consortium and all the communication regarding the contract is with the coordinator of the project which is in this case University of Duhok, Kurdistan Region of Iraq.

5. Budget and Payment Schedule

The service performed under this contract is funded by the European Union. The total value of the contract (including any taxes and contributions) shall not exceed 8000 EUR. The coordinator of the project will pay the total amount of contract value through two installment payments. The first payment will be paid after submission of the midterm report and the second installment will be paid after successful completion of the final report corresponding deliverable indicated in sections Two and three of this ToR. All tax returns should be included with the offered value. Each installment payment is 4000 EUR.

Any travel costs incurred while carrying out assignment(s) are covered directly by the provider.

6. Application procedure

Potential applicants offers should include the followings:

- a- CVs of potential applicant who will directly perform the Evaluation activities; - reference projects;
- b- concept notes with an indication of the evaluation methodology (max 2 pages);
- c- detailed financial offer for the implementation of the tasks.

7. Selection Criteria

The contract will be awarded to the bid offering best value for money (best price-quality ratio).

The criteria for the selection of applications are:

- a- 20% is on the reputation, cultural context, language skills, communications skills, transparency, ethical standards, alignment with the organizational values.
- b- 40% professional experience and reference projects; it would be a plus to speak Arabic or Kurdish, and to have knowledge of Kurdistan and Yemen Higher Education system and have the required knowledge in the subject.
- c- 40% concept note on evaluation tools and methodology

8. Offer Deadline

Offers must be received in electronic copy no later than 13:00 Baghdad Time Zone (GMT+3) on April 20th, 2025, at the following Email address:

transition.project@uod.ac

Late offers will not be considered by the evaluation committee

Dr. Dilshad A. Haleem,
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and Financial Affairs,
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