

Call for Proposals

External Evaluation of FIDH's Core Activities

2016-2020

1. Introduction

The International Federation for Human Rights (FIDH) federates 192 national human rights organisations from 117 countries into a worldwide movement for human rights. Established in 1922, FIDH defends all civil, political, economic, social and cultural rights as set out in the Universal Declaration of Human Rights.

FIDH is headquartered in Paris, with representatives in Brussels (EU), Geneva (UN), The Hague (ICC), Tunis, Bangkok and Taipei. In addition, FIDH has joint offices with member organisations and/or representatives in Mali, Ivory Coast, Colombia, Mexico, Venezuela.

2. Evaluation objective and scope

The objective of the evaluation is to assess the relevance, effectiveness and sustainability of FIDH's work, as supported by the Swedish International Development Agency and the European Commission's Civil Society Organisations programme from 2016 to 2020.

The evaluators shall:

- evaluate the implementation of FIDH's seven strategic priorities and expected results as expressed in the 2017-2022 Multi-Year Strategic Plan (MSP);
- within the framework of the MSP, evaluate the strategic and democratic animation of FIDH and the amplification and influence of the voices of its member organisations, as expressed in the 2016-2020 grant agreement with the European Commission under the Civil Society Organisations programme;
- evaluate the implementation and progress of FIDH's organisational development, including its institutional and operational sustainability, as expressed in the annual Organisational Action Plans and Annual Reports as well as the Civil Society Organisations grant agreement;
- take into account the review of internal management systems undertaken in late 2019, as well as the review of FIDH's means of action currently underway, to avoid duplication.

3. Evaluation purpose: Intended use and intended users

The primary intended users of the evaluation are FIDH, the Swedish International Development Agency (Sida), and the European Commission. The results of the evaluation will also be shared with key FIDH partners, as well as with FIDH staff and International Board.

The intended uses of this evaluation are:

- to identify lessons learned and produce recommendations to accompany FIDH learning, planning and strategy development, notably as it approaches the end of its current multi-year strategic plan and prepares for the next strategic planning period;
- to contribute to Sida and the European Commission's evaluation of the impact of their support, and provide input into decisions on eventual continued support.

4. Evaluation questions

The objective of the evaluation is to assess the relevance, effectiveness and sustainability of FIDH's work.

Relevance

- To what extent is FIDH's intervention logic clear and coherent with its intended results in relation to the problems to be addressed?
- To what extent is FIDH capable of adapting in response to emerging human rights challenges, changing contexts, needs of rights holders, and/or needs and priorities of member organisations?
- To what extent has FIDH's work been planned and implemented with rights holders' participation, perspective, and a human rights-based approach?
- To what extent have lessons learned (what works well and less well) been used to improve and adjust activity implementation?
- To what extent has FIDH's work been implemented in a transparent and accountable manner?

Effectiveness

- To what extent have the activities contributed to intended results and outcomes?
- To what extent has FIDH's organisational development and governance contributed to its achievement of results?
- What were the major factors (internal and external) influencing the achievement or non-achievement of intended results?
- To what extent has the monitoring and evaluation system delivered robust and useful information to assess progress and contribute to learning?

Sustainability

- To what extent are the results achieved in 2016-2020 likely to continue after the end of the two programmes?

5. Methodology and methods for data collection and analysis

The evaluators should facilitate the entire evaluation process with careful consideration of how everything that is done will affect the use of the evaluation. It is expected that the evaluators, in their tender, present: i) how intended users are to participate in and contribute to the evaluation process and ii) methodology and methods for data collection that create space for reflection, discussion and learning between the intended users of the evaluation. Evaluators should take into consideration appropriate measures for collecting data in cases where sensitive or confidential issues are addressed, and avoid presenting information that may be harmful to some stakeholder groups.

Methods for data collection may include:

- document review of documents relevant to Sida and the European Commission's support, including FIDH strategic and annual plans, annual reports, grant applications and agreements/contracts with main funders;
- document review of recent FIDH evaluations and current review of means of action;
- interviews with FIDH management, staff, International Board members and representatives of member organisations;
- interviews with relevant intergovernmental organisations, diplomatic missions, government representatives, civil society, funders and other stakeholders.

The methodology proposed for the evaluation may include the following steps:

- document review;

- internal and external interviews;
- data analysis;
- preparation of draft report and recommendations;
- discussion of findings with FIDH;
- presentation of final report and recommendations.

The evaluation report should be supported with concrete examples relating to FIDH's advocacy, communication, support for its member and partner organisations, and governance. The report should also provide concrete recommendations on the basis of its findings and analysis, which will help inform FIDH's upcoming planning process for a new multi-year strategic plan.

6. Evaluation quality

The evaluation shall conform to OECD/DAC's Quality Standards for Development Evaluation. Therefore, the evaluators shall use the OECD/DAC Glossary of Key Terms in Evaluation and shall specify how quality assurance, in accordance with DAC's quality standards, shall be handled by them during the evaluation process.

7. Time schedule and deliverables

The evaluation will be undertaken between June and December 2020, with the following key dates and deliverables:

- July-August: reception of offers and contractualisation with evaluators
- September: development of inception note
- September - October: document review and interviews
- November: data analysis and report drafting
- early December: discussion of draft report
- end December: presentation of final report

8. Evaluation team qualifications

The evaluators shall have:

- at least five years of experience of evaluating large and complex projects and programmes;
- at least five years of experience of evaluating strategic partnerships;
- at least five years of experience of evaluating human rights programmes;
- knowledge of FIDH's organisation and mode of operation or at least knowledge of international human rights NGOs community, methods and challenges;
- ability to speak and read English and French is a requirement for the assignment.

9. Financial and human resources

A team of two evaluators is envisaged for the evaluation.

It is expected that the evaluation will require between 50 and 60 days in total. The total proposed budget should not exceed 30,000 euros.

Travel will be limited due to the context of COVID-19, and virtual interviews will be prioritised.

10. Submission and evaluation of offers

The offer will compulsorily include:

- an introductory and short chapter detailing the comprehension by tenderers of the assignment and its main challenges;
- a chapter detailing the tentative methodology to conduct the evaluation (this methodology will then be finalised in the Inception Note);
- a short analysis of the main risks and remedy measures of the assignment;
- a chapter detailing the relevance of the team composition and competencies to the work to be undertaken and how the tasks will be organised;
- a financial offer;
- Annex: the CVs of the proposed expert(s) (max length of each CV: 5 pages);
- Annex: the proposed timetable.

The maximum length of the offer is 15 pages excluding annexes.

Tenderers shall specify the total cost of the assignment, in the form of an hourly fee for each category of personnel and any other reimbursable costs. Reimbursable costs must as a minimum, when applicable, be specified with costs for per diem, accommodation and type of flight ticket, to make sure that economic class is used. All types of costs shall be given in euros, excluding VAT.

The offer with the best value for money will be selected based on the following criteria:

- understanding of the terms of reference and the aim of the services to be provided;
- overall methodological approach, quality control approach, appropriate mix of tools and estimate of difficulties and challenges;
- expertise of the proposed team.

Offers should be submitted by Friday 14 August 2020 to:
ao-eval-core@fidh.org