



Rural Microenterprise Transformation Project (RMTP)

Terms of Reference (TOR) for Conducting an Endline Evaluation on

Sub-Project Name: Production and Marketing of Safe Fish & Fish Products.

Project title/activity name	Terms of Reference (TOR) for Conducting an Endline Evaluation on “Production and Marketing of Safe Fish & Fish Products”.
Purpose	<p>The endline evaluation will measure changes related to social, economic, nutritional, and environmental data at the end of the project. Additionally, it will assess the performance of the sub-project and capture the Project’s achievements, challenges, best practices, key lessons, and recommendations for improving future project implementation. It will also serve as an important advocacy document for further Project improvements, strategic planning, and policy development in the area of Value Chain project implementation. The study complements the quantitative and qualitative data recommended when initiating a project for the first time, helping to identify major issues and gain insights into the opinions of project participants.</p> <p>The evaluation will be done based on the indicators of the project's logical framework to identify the appropriate changes and impact during the project phase. The study will explore the income increase of the participants, and the specific engagement of women in the project and define the role of women in decision-making process including their nutrition intake status.</p>
Report and application submitted to	badolsds@gmail.com saifulsds2302@gmail.com , and rmpfish.sds@gmail.com
Expected start date	15 September, 2025
Expected end date	15 November, 2025
Number of work days	60 Days
Location	Shariatpur
Deadline for receiving the Application	28 August, 2025



Rural Microenterprise Transformation Project (RMTP)

Terms of Reference (TOR) for Conducting an Endline Evaluation on

Sub-Project Name: Production and Marketing of Safe Fish & Fish Products.

1. About the organization:

The SDS (Shariatpur Development Society) was established in 1991 as a non-profit, non-political, non-governmental voluntary organization, initiated by some dedicated and committed local individuals involved in social service activities. Its goal is to support the overall development of disaster-affected people by providing humanitarian aid and ensuring its proper use for income generation and rehabilitation in Shariatpur district, Bangladesh.

Being a people-centered organization, SDS (Shariatpur Development Society) works to alleviate poverty, empower women through skill training and microcredit support, promote human rights and social justice, engage in advocacy and campaigns, address climate change and environmental issues, implement disaster preparedness activities, and improve health, hygiene, and the entire WASH system. Additionally, it aims to enhance Bangladesh's socio-economic status and overall livelihood to achieve the Sustainable Development Goals (SDGs).

2. About the Project:

The project titled “Production and Marketing of Safe Fish and Fish products”, jointly financed by Palli Karma-Sahayak Foundation (PKSF), the International Fund for Agricultural Development (IFAD) and Danish International Development Agency (DANIDA), has been implemented in Sadar, Bhedorjong and Naria Upazilas of Shariatpur district by the organization SDS (Shariatpur Development Society). The project has been working to increase income, ensure food security, and improve the family nutrition of marginal and small farmers and aquaculture-related backward and forward market entrepreneurs. The sub-project will also work on value addition at various levels, expansion of financial services for enterprise development, and strengthening of the institutional framework for the development of Safe fish, “Ready to Cook” and “Ready to Eat” fish products of the value chain. Efforts will be made to scale up and expand enterprises through efficient production methods and strong market linkages of marginal and small farmers. If the sub-project is implemented, the income of 70 per cent of the entrepreneurs will increase by at least 30 per cent, and 30 per cent of the project members will be able to add nutritious food to their regular diet.

3. The Project results:

The consultant should follow the project's logical framework to get a clear understanding of the project, cross-section of the logical framework is necessary to carry out the endline as it is a prime requirement of this assignment. The following are the project results-

- 3.1. Goal:** To increase the income of small and marginal fish farmers and small entrepreneurs and ensure food security, and develop family nutrition.



3.2. Development Objective: The sustainable growth of the aquaculture value chain with comparative advantage, market demand, growth potential, and backward and forward linkages to small farmers and micro entrepreneurs.

3.3. Outcome: The outcomes are- a) The project entrepreneurs will conduct safe fish production activities through quality inputs, advanced technology, or good cultivation practices. b) The producer's group will conduct institutional/contract-based business with public and private big market/buyers.

3.4. Immediate result:

- Increased farm mechanization and information technology on farms and improved farm management practices will result in a 10 per cent increase in overall fish/shrimp production and a 10 per cent reduction in production costs.
- The linkage of institutional and non-institutional buyers will increase sales of safe fish & fishery products by 25 percent and prices by 10 percent.
- A total of 4200 rural producers that are members of a rural producers' organization received training on Good Aquaculture Practice (GAqP) for safe fish production.
- 60% households provided with targeted support (information regarding nutrition, nutrient-dense fish supply etc.) to improve their nutrition.
- Required number of Master Trainers received training on GAqP & HACCP and required number local service providers (LSPs) are developed.
- About 60% micro-enterprises received business development services from public or private entities.
- The backward and forward market linkages with the fish producers will gradually increase, wages will increase by 10 per cent, and an additional 10 per cent of employment opportunities will be created.

4. Purpose and Scope of the Endline Evaluation:

4.1. Purpose of the Evaluation

The endline evaluation will measure the changes with regards to provide social, economic, nutrition and environmental data at the ending of the project. Further the endline evaluation will assess the performance of the sub-project, and to capture the Project's achievements, challenges, best practices, key lessons, and recommendations to improve future projects implementation. It will also be a significant advocacy document for further Project improvements, strategic planning and policy making in the arena of Value chain project implementation. The study acts as an accompaniment to the quantitative and qualitative data that is also recommended when implementing a project for the first time at the beginning of the project. This should help to identify any major issues and provide some insights into the opinions of the project participants.

The evaluation will be done based on the indicators of the project logical framework to identify the appropriate changes and impact during the project phase. The study will explore the income increase of the participants, and the specific engagement of women in the project and define the role of women in decision making process including their nutrition intake status.

4.2. Scope of the study / evaluation

The evaluation will be conducted at 6000 beneficiaries of 3 upazila Sadar, Bhadorgonj, Naria, under Shariatpur district at a point of time when almost all of the project activities have been implemented and a significant percentage of the funding has been spent. The results of the end-line evaluation will be helpful for future value chain project planning, implementation, monitoring, and evaluation of POs and PKSF. The evaluation findings and results will also be used by the stakeholders or change agents who are involved with this project and implementing value chain interventions. The end-line evaluation



will follow value chain characteristics mentioned in PDR developed by IFAD. The findings of the study will also be compared between endline and baseline study results focusing on the project indicators.

5. Endline Evaluation objectives and Criteria

5.1. Endline Evaluation objective

The Endline Evaluation will be conducted for the following objectives:

- To evaluate the positive change to increase production/sales/profit/income of the participants for the project intervention.
- To evaluate whether the Project delivered effective, efficient, relevant and timely activities to the targeted participants/beneficiaries as set in the project workplan.
- To evaluate the present condition of the project indicators, participants' knowledge attitude and practice in compare with baseline study (log-frame indicators).
- To prepare a value chain existing map and make a profile of **fisheries** value chain in the respective district and identify the changes.
- Explore if the coordination and collaboration changes among value chain actors (in compare with baseline study).

5.2. Evaluation Criteria

Following are some standard questions that will need to be adjusted with the successful firm/consultant's team, in agreement with the Evaluation Management Team, at the stage of the inception report.

5.2.1: Relevance and Appropriateness

- To what extent the project meets the outcomes and impacts articulated in the proposal?
- Are the activities and outputs of the project consistent with the overall goal?

5.2.2: Efficiency

- To what extent whether the project has utilized funding as per the agreed work plan to achieve the projected targets?
- To Assess the quantity, quality and timeliness of the project delivery including planning, implementation, monitoring, and reporting as per the project.
- To assess the input versus output ratio for planned project deliverables.
- How efficient was the delivery of the project in terms of implementation of its interventions, sharing information and learning among the stakeholders/value chain actors?

5.2.3: Effectiveness

- To what extent the planned objectives in the logical frame of the project were reached and delivered timely activities to the targeted participants and targeted stakeholders as per the indicators to match with the project goal?
- To what extent the performance of the project with reference to qualitative and quantitative achievements of outputs and targets as defined in the project?
- What types of opportunities for collaboration between participants and other stakeholders/value chain actors?



- To what extent the project mainstreamed women empowerment and decision making?

5.2.4: Coverage

- Were the participants/beneficiaries and targeted stakeholders reached as per the project indicators and targets?
- To what extent were the beneficiaries, especially, the women and young engaged and reached to the project?

5.2.5: Impact

- To what extent the activities bring positive change to increase production/sales/profit/income of the participants? What are the changes among the beneficiaries and targeted stakeholders?
- To what extent coordination and collaboration increase among participants, PO, Private Sector, and other stakeholders?
- To what extent the participants build their capacity operating their enterprises?
- To what extent the participants changed their economic condition through the support under project?
- To what extent the participants received the loan and how they are using?

5.2.6: Sustainability and connectedness

- Assess the sustainability of the project interventions in terms of the project indicators.
- Analyze the likely trends for project impact on the family income, nutrition, environment, gender and other issues.
- To what extent are the capacities of the different stakeholders including POs/PKSF have been built by the project?

5.2.7: Quality Standard

- Any activities that aim to address the specific needs, protection risks, vulnerabilities and priorities of women and young?
- Does the operation mention how vulnerable men and women of all ages and backgrounds were involved in the design, implementation and evaluation of the operation?

6. Study management

6.1. Supervision and management of the study

A supervision team shall be formed with active participation from both PO's VCF and Focal Person. Other relevant person from PO/PKSF shall also provide (need-based) feedback in the report.



6.2. Coverage of Study

The endline evaluation shall cover the whole working area of the sub-project. Description of the working area including Upazila and Union are -

District	Upazila	Union Name	Male	Female	Total
Sariatpur	Sadar	Angaria, Binodpur, Chandrapur, Palong, Chikandi, Chitolia Domsar, Mahmudpur, Rudrakar, Tulasar S.Paurashava, Shoulpara,	1362	576	1938
	Naria	Bhojeshwar Bijhari Char Atra Dingamanik Fateh Jangapur Gharisar Japsa Muktarer Char N. Paurashava Noapara Rajnagar	1362	586	1948
	Vhedorjonj	Arshi Nagar B. Paurashava Char Bhaga Char Census Char Kumaria Chhaygaon Digar Mahiskhhali (D.M Khali) Kachikata Mahisar Rambhadrapur Sakhipur Tarabunia	1456	658	2114
Total			4180	1820	6000

7. Methodology



As part of the contract, the selected consultant/consultants shall provide a complete and detailed methodology of conducting the survey, which shall include: timeframe, research tools, methods, sample size and any other relevant segments to be used by the consultant.

7.1. Quantitative Data Collection:

The consultant will design the questionnaire for quantitative survey based on the logical framework of Production and Marketing of Safe Fish & Fish Products sub-project and share with RMT-P-Fisheries project team before it is finalized, and field tested. The data collection modality, either paper or mobile based, need to be agreed with the team prior to application. SDS (Shariatpur Development Society) will provide necessary information and support to connect with relevant shareholders and administration.

The consultant will propose an appropriate methodology for carrying out the work and fulfilling the objectives of the study. The methodology should follow the standard statistical method. The consultant will design appropriate methodology that will ensure that the objectives of the study are fully met in a timely and efficient way. The consultant will be required to elaborate a detailed Endline design and methodology as part of their Work plan. The Endline study will be conducted in the project areas following appropriate, applicable statistical sampling procedures. However, the sample size could be finalized after discussion with the project professionals. A detailed approach and methodology to conduct the Endline study should be suggested by the consultant in compliance with the, goal, objective, and log-frame of the sub-project. The Endline design document should include a series of data collection instruments.

7.2. Control Group Quantitative Data Collection:

The consultant will collect at least 20% of the control group for quantitative data. This 20% sample will be taken from the final sample size of the population. Example: The calculated sample size is 384 using standard sampling methodology, with 20% being 76.8, which could be rounded to 80. So, the total sample size will be 464 (Treatment 384+control 80). Sample should be taken from men and women according to the sub-project population ratio.

7.3. Nutrition Data Collection:

The consultant will collect nutrition data following the MDD-W (Minimum Dietary Diversity for Women) for only women and HDDS (Household Dietary Diversity Score) for all participants by FAO guidelines to meet the need for nutrition-related indicator/s.

7.4. Gender and Social Inclusion Data Collection:

The consultant will collect the Gender and Social inclusion data following the project target such as young (age group 18-35) participation, women participation, women empowerment and women participation in family decision making.

7.5. Qualitative Data Collection:

The qualitative part will allow verifying the perceptions and knowledge of the beneficiaries in the project area. The questions of the qualitative data should be made in such a way that they reflect



and strengthen the data driven from the quantitative survey, and also complement the indicators whose results could not be driven from the quantitative survey. The following should be done:

- Focus Group Discussion (FGD) with men producers
- FGD with women and mixed producers
- In-depth Interview (IDI) with successful Entrepreneur
- IDI with woman Entrepreneur(including young)
- Key Informant Interview (KII) with(LSP/ as per need from input to consumers
- KII with private sectors
- KII with Po management
- KII with district and Upazila level government officials
- KII with VCPM (over phone)
- Case Study/Success Stories(at least-5)
- Triangulation of information gathered during the quantitative and qualitative research is crucial in this study, with reflection on how the findings relate to the secondary documentation.

The logical framework of project, from which the indicators are to be driven, is given as an annex inside the ToR.

8. Duration of the study and schedule of the reports

The total duration of the assignment will be 60 days. A detail implementation plan will be agreed upon in consultation with the PO, however, it is anticipated that the inception report should be submitted within 10 days upon signing the contract. The draft report of the study should be submitted by the consultant within 60 days, and a presentation on the draft report should be given to SDS (Shariatpur Development Society) within 55 days after signing the agreement.

9. Quality and Ethical Standards

The consultant hired should take all reasonable steps to ensure that the Endline study is designed and conducted to respect and protect the rights and welfare of people and to ensure that the Endline study is technically accurate, reliable, and legitimate, conducted in a transparent and impartial manner, and contributes to organizational learning and accountability.

- a. Utility: The Endline Evaluation must be useful and will be used by PO/PKSF.
- b. Feasibility: The Endline Evaluation must be realistic, and managed in a cost-effective manner.
- c. Ethics & Legality: The Endline Evaluation must be conducted in an ethical and legal manner, with particular regard for the welfare of those involved.



- d. **Impartiality & Independence:** The Endline Evaluation should be impartial, providing a comprehensive and unbiased assessment that considers the views of all stakeholders.
- e. **Transparency:** The Endline Evaluation activities should reflect an attitude of openness and transparency.
- f. **Accuracy:** The Endline Evaluation should be technically accurate, providing sufficient information about the data collection, analysis, and interpretation methods so that its worth or merit can be determined.
- g. **Participation:** Stakeholders should be consulted and meaningfully involved in the evaluation process when feasible and appropriate.
- h. **Collaboration:** Collaboration between key operating partners in the evaluation process improves the legitimacy and utility of the evaluation.
- i. **Cross-cutting issues:** The Endline Evaluation activities should reflect the projects' cross-cutting issues such as Nutrition, Gender, Climate Change, and Environment, also reflect it in this report.

10. Key Deliverables

- a) **Inception Report:** by 10 working days after signing the contract, a detailed report on the consultant's proposed final Endline design and methodology will be submitted to PO/PKSF for approval. This will provide preliminary understandings based on document review, rationale, and a detailed description of the methodology and tools, analytical methods, and detailed work plan for the entire exercise. Any draft questionnaires or interview forms will also be submitted for review at this stage.
- b) **Sample Frame:** A detailed determination of sample size and sampling frame using statistical tools and formula.
- c) **Endline survey questionnaire** (for the quantitative part) and Checklist (for the qualitative part) to capture all required data and information of the study.
- d) **Interview Notes and List of Resource Documents:** The Consultant will provide summaries of all key meetings, and discussions conducted during the endline and copies of any relevant documents and reports gathered during the evaluation (timeline).
- e) **Summary Presentation of Findings:** The Consultant will present initial findings to PO for review, comment, and feedback by (timeline). A PowerPoint presentation and handout (maximum of two pages) will be prepared for the presentation through a workshop to the project stakeholders preferably via an online platform. The Consultant will consider PO and stakeholder comments and revise the draft report as appropriate.
- f) **Findings brief:** The Consultant should provide a brief of the findings corresponding to the objectives of the evaluation that can be widely circulated. The brief of the study could be within three pages.
- g) **Indicator Table with Value:** The Consultant will provide an indicator table including the values and make comparison with baseline study including the % of progress (Indicator progress table Baseline Vs Endline and Control Group status).
- h) **Final Database:** The consultant should review, recheck and finalize the data set before starting the final analysis. The final database should be handed over to SDS (Shariatpur Development Society) management along with the final report.



- i) **Draft report:** A draft report identifying key findings based on facts with conclusions, recommendations, and lessons for the current and future operation, will be submitted by the consultant within 10 days after field data collection.
- j) **Final report:** The final report will contain a short executive summary (not more than 1,000 words) and a main body of the report (not more than 10,000 words) covering the background of the intervention evaluated, a description of the evaluation methods and limitations, findings, conclusions, lessons learned, recommendations and action points related to these. The evaluation findings should be presented in outcome wise and outcomes and further analysis under evaluation criteria. The specific recommendation should be made based on specific thematic of women and young involvement in value chain development. Recommendations and action points should be SMART. The report should also contain appropriate appendices, including a copy of the ToR, cited resources or bibliography/reference, a list of those interviewed and any other relevant materials. The final report will be submitted one week after receipt of the consolidated feedback from SDS (Shariatpur Development Society) The consultant will submit 5 hard copies of final report to SDS management. Last but not the least, the report should be conspicuous and lucid for readers of all levels.
- k) **Case Studies:** To highlight stories of success in the field and include it in the final report. All products arising from this evaluation will be owned by the RMTP/PKSF. The evaluators will not be allowed, without prior authorization in writing, to present any of the analytical results as his/her own work or to make use of the evaluation results for private publication purposes.
- l) **Data Set:** The consultant will submit the final data set to the PO in Excel and SPSS.

The draft and final reports will be submitted to Evaluation Management Team (PO/PKSF), who will ensure the quality of the report providing input if necessary. The Evaluation Management Team will submit the report to the key stakeholders interviewed for review and clarifications. The Commissioner will oversee a management response and will ensure subsequent follow up.

The Final Report will sketch with the following headings:

- a. Acknowledgements
- b. Acronyms
- c. Glossary
- d. Executive Summary
- e. Indicator Table with Value (Endline Vs Baseline and control group status of project log-frame)
- f. Introduction/Background
- g. Rationale and Objectives of the End Line Evaluation
- h. Scope of the End Line Evaluation
- i. Evaluation Methodology
- j. Findings and Discussion (as per evaluation criteria)
- k. Recommendations
- l. Conclusion and lessons learned
- m. References
 - a. Annex (including a copy of the ToR, cited resources or bibliography/reference, a list of those interviewed, case studies and any other relevant materials etc.).

Annexes, including:

- a. Case Study/Success Stories
- b. Scope of Work



- c. Data collection tools
- d. Key data sets, including interview transcripts
- e. List of key informants

11. Accountability and Communication Network

The ownership of the output of this assignment belongs to RMTP/PKSF and shall be utilized for the defined purposes of the Project. The consultant will ensure confidentiality of all information obtained during the assignment and related to the projects mentioned above. All data, materials in soft and hard copies remain the properties of RMTP and are to be returned to SDS (Shariatpur Development Society) at the end of the assignment. The use of the data remains the sole right of RMTP and any usage of data without prior approval from the PKSF shall be held illegal.

12. Responsibility and Competence

The consultant agrees to comply in all professional tasks with the rules and regulations of RMTP. Either party can cancel this agreement within a 7-day written notice. RMTP team can terminate the agreement without notice and payment in the following cases:

- If the consultant cannot fulfil the requirements and the agreed deadlines
- If the consultant cannot submit the deliverables within the time specified in the mandate
- If the quality and standards of the work fail to meet reasonable standards that have so been communicated in writing.

13. Required Qualifications

Qualification	Required	Preferred
Proven experience of conducting endline evaluation of a Agre-business Project	<input checked="" type="checkbox"/>	
Demonstrated experience from involvement in a Value Chain Project	<input checked="" type="checkbox"/>	
Demonstrated experience of working with Gender		<input checked="" type="checkbox"/>
Demonstrated experience of working with Nutrition		<input checked="" type="checkbox"/>
University degree at post-graduate level in Aquaculture/Fisheries Management/Fish Genetics & Biotechnology/Fisheries Technology, and Marine Science/Social Science or other relevant subject	<input checked="" type="checkbox"/>	
Strong analytical skills and ability to clearly synthesize and present findings, draw practical conclusions, make recommendations and to prepare well-written reports in a timely manner	<input checked="" type="checkbox"/>	
Excellent in English and Bangla writing and presentation skills	<input checked="" type="checkbox"/>	



Immediate availability for the period indicated	<input checked="" type="checkbox"/>	
Experience working with Mobile based Data collection		<input checked="" type="checkbox"/>

14. Consultant requirements

The Consultant should have previous working experience in providing such kinds of services. Should have expertise in the area of the said Sub-Sector/s, Agriculture/DVM/Fisheries, and micro-enterprise. The enumerators of this study will be hired by the consultant/consulting firm. The expected qualifications of the independent consultant are given below:

- a) **Education (20 marks):** He/she should have a minimum Master's degree in Aquaculture/Fisheries Management/Fish Genetics & Biotechnology/Fisheries Technology, and Marine Science. A PhD will be the additional advantage. Global GAP assurer/trainer will get preferences.
- b) **Experience (30 marks):** The consultant should have 10 years of working experience in research including 5 years of experience in the value chain approach. Research experience in environmental sustainability, economic viability, micro-enterprise development, nutrition, sectoral policy review/analysis, and value chain development will add additional value. Experience in evaluating any projects/sectoral study funded by IFAD/World Bank/ADB/DANIDA and/or any other UN agencies will preferable.
- c) **Publication (20 marks):** The consultant should have at least 3 publications in an international/national journal. However, Value Chain sectoral publications will be given high preference for the selection of the consultant.
- d) **Familiarity (10 marks):** Familiarity with the following areas: a) Environment & Climate Change, b) Micro and small enterprise, c) livelihoods d) employment, e) pro-poor development, f) gender and nutrition.
- e) **Language (10 marks):** Excellent writing and oral communication in English is required.
- f) **Computer Literacy (10 marks):** MS Word, Excel, PowerPoint, SPSS/Strata.

15. Proposal submission:

The proposal should include the following below six items.

- i. **Cover letter:** Clearly summarizing Consultant experience and competency as it pertains to this assignment
- I. **Technical proposal:** Not exceeding eight (08) pages expressing an understanding and interpretation of the ToR, the proposed methodology, relevant experience and time and activity schedule.
- II. **Financial proposal:** Itemizing estimated costs for services rendered (daily consultancy fees), accommodation and living costs, transport costs, stationery costs, and any other related supplies or services required for the review in BDT and modality of payment. Please also attach a TIN/Registration Certificate.
- III. **Detailed CVs** of all professionals who will work on the process. CVs of proposed study team (will add additional value), please attach a table describing the level of effort (in number of days) of each team member in each of the evaluation activities.
- IV. **Professional references** are needed to provide two or three references from your previous clients.



- V. **A short example from previous Endline Evaluation** report (value chain preferred) that is relevant to this work (5-7 pages)

(Application materials are non-returnable, and we thank you in advance for understanding that only short-listed candidates will be contacted for the next step in the application process, and the selection panel does not have the ability to respond to any requests for application feedback. Please take note that expressions of interest that do not cover these requirements will not be considered.)

Application Procedure: Please email complete applications to rmtpfish.sds@gmail.com, saifulsds2302@gmail.com, and badolsds@gmail.com

Deadline for Application: The application deadline is **“28 August 2025”**.

Interested individuals will provide a technical proposal. The total budget is **BDT 3.0 lakh**, which includes consultancy fees, field data collection, and other necessary costs. The VAT and Tax will be deducted at source as per the government rules. Interested consultants are invited to submit their technical proposal along with a detailed CV and one page of cover letter by (timeline). The partner organization will form a review committee to analyze the applications, shortlisting, interview, select the firm/individual and execute the deed of contract.

16. Payment

The PO will pay the cost of the study to the assigned firm subject to the completion of all deliverables and reports acceptance of “PO name” by deducting VAT and TAX at source as per the Government rules. Payments will be made based on the following percentages and milestones:

- 1st Payment (30% of total contract value): The 1st payment will be made upon submission and acceptance of the inception report by SDS (Shariatpur Development Society)
- 2nd Payment (30% of total contract value): The 2nd payment will be made upon submission and acceptance of the draft report by SDS (Shariatpur Development Society)
- Final Payment (40% of total contract value): The final payment will be made upon acceptance of the final report by SDS (Shariatpur Development Society).

17. Timeframe

The study shall be conducted expectedly in three months from start of the study, and is scheduled to preferably start in the September 15 2025). The consultant will submit the final report latest by (November 15 2025). The timeline will be finalized as agreed by the consultant and PO.

18. Disclaimer

The PO reserves the right to amend the terms of reference at any time as required upon mutual discussion with the consultant. The PO reserves the right to terminate the contract at its sole discretion in case of non-compliance of the terms and conditions that will be finally agreed. The consultant will never be used this Endline Study information for his/her own needs. If it requires, the consultant must take prior permission from the concerned PO.

Annex.1: The logical framework of project.



Logical Framework

বিবরণ (উবংপত্রচঃরডহ)	প্রত্যাশিত লক্ষ্যমাত্রা নির্ণায়ক নির্দেশক (ঙঠঙ)	পরীক্ষণ কৌশল ও তথ্যের উৎস (গড়ঠ)	ঝুঁকি/ পূর্বানুমান (জরংশ/অংসচঃরডহ)
লক্ষ্য (এডুধষ)	ক) ৭০% উদ্যোক্তার ন্যূনতম ৩০% আয় বৃদ্ধি পেয়েছে। খ) ৩০% প্রকল্পভুক্ত সদস্যরা তাদের নিয়মিত খাদ্য তালিকায় পুষ্টিমান সমৃদ্ধ খাবার যুক্ত করেছে।	<ul style="list-style-type: none">প্রকল্পের বেজলাইন সার্ভেবাৎসরিক ও মধ্যবর্তী অগ্রগতির প্রতিবেদনপ্রকল্পের চূড়ান্ত মূল্যায়ন প্রতিবেদন	<ul style="list-style-type: none">প্রাকৃতিক দুর্যোগ সংঘটন।অর্থনৈতিক ধনাত্মক প্রবৃদ্ধি আছেপল্লী ও উপশহর অঞ্চলের অবকাঠামো উন্নত রয়েছেব্যবসা-বাণিজ্য ও অন্যান্য অর্থনৈতিক কর্মকাণ্ডে স্থিতিশীল রাজনৈতিক পরিবেশ বিদ্যমান
উন্নয়নের উদ্দেশ্য (উবাবষডুচসবহঃ ঙনলবপঃরাবং)	ক) ন্যূনতম ৩৪% উদ্যোক্তার নিরাপদ মৎস্য সংশ্লিষ্ট উদ্যোগের উৎপাদন বৃদ্ধি পেয়েছে। খ) উদ্যোক্তাদের নিরাপদ মৎস্য পণ্যের বিক্রয় ন্যূনতম ৩০% বৃদ্ধি পেয়েছে। গ) প্রকল্পভুক্ত উদ্যোক্তাদের নিরাপদ মৎস্য পণ্য উৎপাদন হতে অর্জিত মুনাফা ২০% বৃদ্ধি পেয়েছে।	<ul style="list-style-type: none">প্রকল্পের চূড়ান্ত মূল্যায়ন প্রতিবেদনমাসিক কর্মকাণ্ড অগ্রগতি প্রতিবেদনষান্মাষিক কর্মকাণ্ড অগ্রগতি প্রতিবেদন	<ul style="list-style-type: none">ক্ষুদ্র উদ্যোক্তাদের জন্য সরকার কর্তৃক প্রদত্ত ব্যবসা বান্ধব নীতিমালা (যেমন- আয়কর, মূল্যে সংযোজন কর, আমদানি রপ্তানি নীতিমালা ইত্যাদি আছে)সহযোগী সংস্থার ঋণ কার্যক্রম সাভাবিক আছে
প্রকল্প মেয়াদে ফলাফল (ঙঃপড়সব)	ক) প্রকল্পভুক্ত উদ্যোক্তাদের মধ্যে ৯০% উদ্যোক্তা গুণগতমানের উপকরণ, উন্নত প্রযুক্তি বা উত্তম চাষ অনুশীলনের মাধ্যমে নিরাপদ পণ্য উৎপাদন কার্যক্রম পরিচালনা করছেন। খ) ১০% উৎপাদনকারী দল সরকারী বা বেসরকারী বড় বাজার/ক্রেতার সাথে প্রাতিষ্ঠানিক/চুক্তিভিত্তিক ব্যবসা পরিচালনা করেছে।	<ul style="list-style-type: none">প্রকল্পের চূড়ান্ত মূল্যায়ন প্রতিবেদন মাসিক কর্মকাণ্ড অগ্রগতি প্রতিবেদনষান্মাষিক কর্মকাণ্ড অগ্রগতি প্রতিবেদন সরেজমিনে পরিদর্শন প্রতিবেদনএফজিডি ও কেআইআই প্রতিবেদন	<ul style="list-style-type: none">প্রাকৃতিক দুর্যোগ যেমন অতি বন্যা, অতিবৃষ্টি হয়নিফসলে বড় ধরনের কোন দুর্যোগ যেমন- সবজির মারাত্মক বালাই আক্রমণ হয়নিদেশে কোন ধরনের সংক্রমণ ব্যাধি (যেমন কোভিড-১৯) প্রকোপ আকারে দেখা দেয়নি
তাৎক্ষণিক ফলাফল (ঙঃটঃঃ)	ক) প্রকল্পভুক্ত এলাকায় ক্লাস্টার ও ক্লাস্টার ভিত্তিক মৎস্য চাষী/ উদ্যোক্তা নির্বাচন করা হয়েছে। খ) মৎস্যচাষী ও উপকরণ বিক্রেতাদের মাঝে সংযোগ স্থাপনের মাধ্যমে প্রকল্পভুক্ত	<ul style="list-style-type: none">মাসিক কর্মকাণ্ড অগ্রগতি প্রতিবেদনষান্মাষিক কর্মকাণ্ড অগ্রগতি প্রতিবেদন	

	<p>এলাকায় নিরাপদ মাছ চাষের জন্য প্রয়োজনীয় উপকরণের প্রাপ্যতা নিশ্চিত হয়েছে।</p> <p>গ) উপকরণ সরবরাহকারী প্রতিষ্ঠান ও বিক্রেতারা নিরাপদ উপকরণ ক্রয়ের বিষয়ে উদ্যোক্তাদের পরামর্শ সেবা প্রদান করেছে।</p> <p>ঘ) মৎস্য অধিদপ্তরসহ অন্যান্য সেবা প্রদানকারী প্রতিষ্ঠানের সাথে যোগাযোগ বৃদ্ধি পেয়েছে।</p> <p>ঙ) প্রকল্পভুক্ত সকল উদ্যোক্তা নিরাপদ মৎস্য চাষ পদ্ধতি এবং পুষ্টিকর খাবার গ্রহণ সম্পর্কে পরিপূর্ণ ধারণা অর্জন করেছে।</p> <p>চ) মৎস্য পণ্য উৎপাদনকারী, আড়তদার/পাইকার/সুপার শপ এবং বড় ক্রেতা/প্রতিষ্ঠানের মধ্যে ব্যবসা সংযোগ স্থাপন হয়েছে।</p> <p>ছ) ন্যূনতম ২ জন উদ্যোক্তা মৎস্য প্রক্রিয়াজাত পণ্য তৈরি ও বাজারজাত সম্পর্কে ধারণা গ্রহণ করেছে এবং উদ্যোক্তার নিকট প্রক্রিয়াজাত মৎস্য পণ্য তৈরির প্রযুক্তি সহজলভ্য হয়েছে।</p>	<ul style="list-style-type: none"> • সরেজমিনে পরিদর্শন প্রতিবেদন • এফজিডি ও কেআইআই প্রতিবেদন 	
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কর্মকাণ্ডঃ

<p>কর্মকাণ্ড-১ঃ উদ্যোক্তা নির্বাচন ও উৎপাদনশীলতা বৃদ্ধি</p>	<p>১.১. প্রকল্পের আওতায় ৫,০০০ জন সদস্য নির্বাচন;</p> <p>১.২. অনানুষ্ঠানিক উৎপাদনকারী দল তৈরিপূর্বক প্রকল্পের বিভিন্ন কর্মকাণ্ডে অন্তর্ভুক্তকরণ;</p> <p>১.৩. উত্তম মৎস্য চাষ অনুশীলনের আলোকে নিরাপদ মৎস্য উৎপাদন বিষয়ে চাষীদের দক্ষতা উন্নয়ন;</p> <p>১.৪. উপকরণ সরবরাহকারীদের মৎস্য চাষে নিষিদ্ধ ও অনুমোদিত চাষ উপকরণ সনাক্তকরণ, বিভিন্ন চাষ উপকরণের নিরাপদ প্রয়োগ মাত্রা, প্রত্যাহারকাল ইত্যাদি বিষয়ে দক্ষতা উন্নয়ন;</p> <p>১.৫. দ্রুত বর্ধনশীল মাছ (হালদা নদী উৎস ও জি-৩ রুই) নার্সিং-এর জন্য নার্সারীদের সহায়তা প্রদান;</p> <p>১.৬. উচ্চমূল্যমানের দেশীয় প্রজাতির মাছের হ্যাচারি স্থাপনে সহায়তা প্রদান;</p> <p>১.৭. উত্তম মৎস্য চাষ অনুশীলনের আলোকে নিরাপদ মৎস্য উৎপাদন বিষয়ক ভিডিও মডিউল ও চাষী সহায়িকা প্রস্তুতকরণ;</p>	<ul style="list-style-type: none"> • সদস্যদের তালিকা এবং মাঠ পরিদর্শন • প্রশিক্ষক এবং প্রশিক্ষণার্থীদের উপস্থিতি শীট, ভেন্যু, প্রশিক্ষণ সূচি, সংশ্লিষ্ট নথি। • চাষীর তালিকা, রিপোর্ট এবং মাঠ পরিদর্শন ইত্যাদি • ক্রয় সংক্রান্ত কাগজপত্র, পুষ্টিকর ছাপানো কপি • চাষীর তালিকা, রিপোর্ট এবং মাঠ পরিদর্শন ইত্যাদি • সংস্থার সাথে উদ্যোক্তার চুক্তিপত্র, উদ্যোগ পরিদর্শন, অর্থ প্রদানের অনুমোদন ও বিতরণ সংশ্লিষ্ট কাগজপত্রাদি। • উপস্থিতি শীট, রিপোর্ট, সংশ্লিষ্ট নথি মাঠ পরিদর্শন ও আলোচনা ইত্যাদি 	
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	<p>১.৮. পুষ্টিমান, পরিবেশ, জলবায়ু পরিবর্তন, নারী ও যুবকদের অংশগ্রহণ ইত্যাদি বিষয়ে মৎস্য সরবরাহ ব্যবস্থায় সংশ্লিষ্টদের দক্ষতা উন্নয়ন এবং প্রচারণা (লীফলেট, পোস্টার ও ডিসপ্লোবোর্ড প্রস্তুতকরণ);</p> <p>১.৯. উত্তম মৎস্য চাষ অনুশীলনের আলোকে মাছ ও চিংড়ি চাষ বিষয়ক প্রযুক্তি সম্প্রসারণের জন্য প্রদর্শনী পুঁট স্থাপন;</p> <p>১.১০. মৎস্য চাষী ও অন্যান্য স্টেকহোল্ডারদের সাথে নিরাপদ মৎস্য উৎপাদন বিষয়ক প্রদর্শনীর ফলাফল শেয়ারিং;</p> <p>১.১১. নিরাপদ মৎস্য উৎপাদন বিষয়ক অভিজ্ঞতা বিনিময় সফর আয়োজন;</p> <p>১.১২. প্রাকৃতিক মাছের উৎপাদন বৃদ্ধি করে মৎস্যজীবী সম্প্রদায়ের আয় বৃদ্ধির লক্ষ্যে স্থানীয় অভয়াশ্রমসমূহ মেরামত ও নতুন অভয়াশ্রম স্থাপন;</p> <p>১.১৩. মৎস্যজীবীদের বিকল্প কর্মসংস্থান সৃষ্টির লক্ষ্যে মৎস্য চাষ, মূল্য সংযোজিত মৎস্য পণ্য উৎপাদন, ইকোট্যুরিজম কর্মকাণ্ড ইত্যাদি গ্রহণ;</p> <p>১.১৪. অনলাইনভিত্তিক সফটওয়্যার (এনড্রয়েড এপ্লিকেশন) ব্যবহার করে উৎপাদনকারীদের চাষ ব্যবস্থাপনার তথ্য সংরক্ষণ এবং পণ্যের উৎস সনাক্তকরণ (এ০৭ধপবধনরমরধু)।</p>		
<p>কর্মকাণ্ড-২ ৪ পণ্য ও বাজার উন্নয়ন (চৎড়ফঁপঃ ধহফ গধৎশবঃ উবাবযড়ঢসবহঃ)</p>	<p>২.১ ক্ষুদ্র উদ্যোগে পরীক্ষামূলকভাবে 'জবধফু ঙড় ঙড়ড়শু মৎস্য পণ্য উৎপাদনের জন্য উদ্যোক্তাদের সহায়তা প্রদান;</p> <p>২.২ 'জবধফু ঙড় ঙড়ড়শু এবং জবধফু ঙড় উধঃ' মৎস্য পণ্য সরবরাহ ব্যবস্থাপনায় 'ঙড়ড়শু ঙয়ধরহ' নিশ্চিতকরণ এবং বাজারজাতকরণের জন্য (প্যাকেজিং, বিপণন কেন্দ্র স্থাপন, পণ্যের ব্রান্ডিং ইত্যাদি) উদ্যোক্তাদের সহায়তা প্রদান;</p> <p>২.৩ নিরাপদ মৎস্য উৎপাদনে প্রোবায়োটিক ব্যবহার এবং বাণিজ্যিক মৎস্য খাবারের বিকল্প হিসেবে কালো সৈনিক পোকাকার চাষ কার্যে সহায়তা প্রদান;</p> <p>২.৪ গুণগতমানের চাষ উপকরণ (হালদা নদীর মাছের পোনা, গলদা চিংড়ির পিএল, জি-৩ রুই, প্রোবায়োটিক, টি-সীড কেক ইত্যাদি) সরবরাহকারীদের সাথে স্থানীয়</p>	<ul style="list-style-type: none">উপস্থিতি শীট, রিপোর্ট, সংশ্লিষ্ট নথি, মাঠ পরিদর্শন ও আলোচনা ইত্যাদিপ্রস্তুতকৃত প্রোমোশনাল ম্যাটেরিয়ালস, উপস্থিতি শীট, রিপোর্ট, ইত্যাদিসংস্থার সাথে উদ্যোক্তার চুক্তিপত্র, উদ্যোগ পরিদর্শন, অর্থ প্রদানের অনুমোদন ও বিতরণ সংশ্লিষ্ট কাগজপত্রাদিঅন-লাইন পেজ, বিক্রয় রিপোর্ট ইত্যাদি	



	<p>পর্যায়ের উপকরণ সরবরাহকারীদের কার্যকর সংযোগ স্থাপন;</p> <p>২.৫ স্থানীয় মাছের বাজার ও আড়তসমূহের মান উন্নয়ন বিশেষ করে নিরাপদ হাইজিন ও স্যানিটেশন ব্যবস্থার উন্নয়ন;</p> <p>২.৬ মৎস্য চাষীদের মাটি ও পানি পরীক্ষায় উদ্বুদ্ধকরণে স্থানীয় সেবা প্রদানকারীদের মাধ্যমে কম্পেইন আয়োজন করা;</p> <p>২.৭ ট্রেসেবিলিটি ও সনদায়ন নিশ্চিতপূর্ব নিরাপদ মাছের পৃথক সরবরাহ ব্যবস্থা প্রবর্তনে সহায়তা প্রদান।</p>		
<p>কর্মকাণ্ড-৩ ও জনবল উন্নয়ন ও সেবা খাতের উন্নয়ন</p>	<p>৩.১ প্রকল্পভুক্ত জনবলকে প্রকল্প বাস্তবায়ন বিষয়ে ওরিয়েন্টেশন প্রদান;</p> <p>৩.২ প্রকল্পভুক্ত জনবল, নির্বাচিত উদ্যোক্তা ও অনুবিদ্ব সেবা প্রদানকারীদের ঐকমুদ্বিচ, ওবাঙ, ইঅচ, এষডনধষ এঅচ ভডুং ঋরংযবত্বরং ইত্যাদি বিষয়ে দক্ষতা উন্নয়ন প্রশিক্ষণ প্রদান এবং এতদ্বিষয়ক অভিজ্ঞতা বিনিময় সফর;</p> <p>৩.৩ প্রকল্পভুক্ত জনবল ও নির্বাচিত উদ্যোক্তাদের ব্যবসায়িক পরিকল্পনা প্রণয়ন, নতুন পণ্য উৎপাদন, বাজারজাতকরণ ও ব্রান্ডিং বিষয়ে দক্ষতা উন্নয়ন প্রশিক্ষণ;</p> <p>৩.৪ নিরাপদ মৎস্য উৎপাদনে চাষীদের নিরবচ্ছিন্ন সেবা প্রদানের লক্ষ্যে স্থানীয় পর্যায়ের মৎস্য সেবা প্রদানকারীদের (মৎস্য অধিদপ্তরের খউঅঋ ও প্রকল্পের লীড ফার্মার) উত্তম মৎস্য চাষ অনুশীলনের আলোকে দক্ষতা উন্নয়ন ও এতদ্বিষয়ক অভিজ্ঞতা বিনিময় সফর;</p> <p>৩.৫ মৎস্য অধিদপ্তরের খউঅঋ, লীড ফার্মার ও উপকরণ সরবরাহকারীদের সহযোগিতায় স্থানীয় পর্যায়ের মৎস্য সেবা ও পরামর্শ কেন্দ্র স্থাপন;</p> <p>৩.৬ প্রকল্পভুক্ত জনবলের নিরাপদ খাদ্য, পুষ্টিমান, পরিবেশ, জলবায়ু পরিবর্তন, জেডার, যুবক ও নারীদের অংশগ্রহন ইত্যাদি বিষয়ে দক্ষতা উন্নয়ন;</p> <p>৩.৭ সেবা প্রদানকারী ও চাষীদের নিরাপদ মৎস্য উৎপাদন বিষয়ে উৎসাহিত করতে মেন্টরিং প্রোগ্রাম আয়োজন ও সম্মাননা প্রদান।</p> <p>৩.৮ মৎস্য ও মৎস্য পণ্য বিপণন এবং পরিবহনে নিয়াজিত কর্মীদের 'এডডুফ</p>	<ul style="list-style-type: none">• প্রশিক্ষক এবং প্রশিক্ষণার্থীদের উপস্থিতি শীট, ভেন্যু, প্রশিক্ষণ সূচি,• মাসিক প্রতিবেদন সংশ্লিষ্ট নথি• সেবা রেজিস্টার, মাঠ পরিদর্শন, ও আলোচনা রিপোর্ট ইত্যাদি• চাষীর তালিকা, রিপোর্ট এবং মাঠ পরিদর্শন ইত্যাদি	



	ঐখফযরহম চংধপঃঃপঃঃ বিষয়ে দক্ষতা উন্নয়ন		
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