

The activities, deliverables and working day schedule is as follows:

Deliverable / Milestones	Timeline
The consultant team is contracted and commences work	6-8 February
Project Orientation to consultant/endline evaluation team by MA-UK	9-10 February
Preparation of inception report The evaluation team will submit an inception report in which the following points are essential to include: •Evaluation review objectives, scope, and key evaluation/research questions •Description of the methodology, including design, data collection methods, sampling strategy, data sources, and evaluation matrix against the key evaluation/research questions •Data analysis and reporting plan •Limitations of evaluation •Risks and mitigation plan •Ethical considerations •Key deliverables, responsibilities, and timelines •Resource requirements •Data collection tools (in line with the evaluation matrix)	11-15 February
Logistics arrangement	16-18 February
Data collection training and field data collection	20-26 February
Data Analyzing and first draft report (Note: draft report must send to Head Quarter, MEAL and Program Team, Partners and Stakeholders)	1 st week of March
PowerPoint Presentation to program and key stakeholder	2 nd week of March
Expected Final Report will be generated March 22, 2023.	

PRICE PROPOSAL AND SCHEDULE OF PAYMENTS

The contract will be based on fixed deliverable schedules. MA-UK will not accept any payment request outside of this TOR. All payments shall be made in MMK as per the issued contract as applicable. All planned costs related to this consultancy must be specified in the proposal by the Contractor for this assignment.

Based on timely delivery of key working schedule, payments will be made as per the following schedule (payment amounts proposed by the candidate):

Deliverable	Deadline	Budget Installment
Agreement Signature	May be 2 nd week of February 2022	30%
Draft Report	May be end of February 2022	40%
Final Report (HQ and stakeholders feedback included) + oral presentation	Approximately 3 rd week of March 2022	30%

KEY QUALIFICATIONS AND MINIMUM REQUIREMENTS

- Expert knowledge on MEAL system