

TERMS OF REFERENCE

External Evaluator

- **Position:** External Evaluator
- **Work place:** Bosnia and Herzegovina
- **Project:** "Accountability Platform"
- **Duration of the project:** 36 months
- **Duration of the assignment:** October 1 2026 – January 31 2027
- **Reference number:** 2023/452-273

A: Background

Accountability Platform is an action implemented by the Association for the Fight Against Corruption "Transparency International" in Bosnia and Herzegovina (TI BiH) as the lead applicant, in partnership with the Association Zašto ne and the Balkan Investigative Reporting Network Bosnia and Herzegovina (BIRN BiH), funded by the European Union.

The action is designed to address the issues of accountability and corruption in Bosnia and Herzegovina, particularly considering the lack of progress and deterioration in key sectors relevant to the fight against corruption. Through this project, the implementing partners combine technology, expert analysis, citizen engagement, and capacity building to establish a united monitoring front.

Key components of the project include:

- **Active Civil Society Monitoring:** Establishing a focused thematic monitoring system of corruption risks on the institutional (50 institutions monitored), political party (20 political parties monitored), and individual public official level (360 officials monitored).
- **Joint Online "Accountability Platform":** Developing a centralized, user-friendly online repository (*odgovorno.st*) that consolidates monitoring findings, scorecards, and corruption-risk datasets from the three watchdog organizations.
- **Policy Development and Advocacy:** Conducting comprehensive reviews of the existing legal/institutional framework, drafting at least 5 evidence-based policy/legislative proposals (e.g., whistleblower protection, political financing, conflict of interest, public procurement), and fostering dialogue through 10 one-on-one meetings, roundtables, conferences, and open public debates between citizens and decision-makers.
- **Capacity Building and Sub-granting:** Providing structured training to up to 20 local civil society organizations (CSOs) and awarding sub-grants to 5 local CSOs to monitor local

governments and lead grassroots anti-corruption advocacy, establishing an "accountability network".

- **Citizen Empowerment and Legal Action:** Raising public awareness through investigative journalism, media campaigns, and public engagement tools. The action utilizes TI BiH's Advocacy and Legal Advice Centre (ALAC) to provide direct legal assistance to citizens and report corruption cases to competent authorities.

B: Goal of the Project

The main objectives of the Action are:

1. To ensure support for anti-corruption reforms and improvements of integrity mechanisms by providing relevant proposals, transparent consultations on necessary solutions and dialogue with and between all relevant actors, including citizens;
2. Contribute to strengthening the accountability through active civil society monitoring of institutions, public officials and political parties;
3. Articulate citizen demands, through open dialogue with decision-makers, and holding institutions and officials to account through informing citizens on corruption risks and relevant aspects of the work governments, officials and political parties

C: Scope of Work

Participation in tender procedures is open on equal terms to all natural and legal persons.

The final evaluation conducted by the external evaluator should seek to analyze major findings, achievements, and recommendations related to the following objectives:

1. **To assess the project's effectiveness:** The extent to which the project's stated objectives and logical framework targets (e.g., platform reach, CSO sub-grant performance, policy proposals, legal assistance) were achieved.
2. **To assess the project's sustainability:** The likelihood of project outputs—specifically the online *Accountability Platform*, the informal CSO accountability network, and policy proposals—continuing after donor support ends at the financial, organizational, programmatic, and policy levels.
3. **To assess the project's relevance:** The appropriateness of the action's design, methodologies, and monitoring tools in relation to the needs and corruption-risk situation in BiH.
4. **To assess the project's efficiency:** The respect of the planned time frame, resource utilization, and cost-benefit value of the action.

5. **To assess the project's coherence:** External coherence (synergies with EU priorities and other anti-corruption initiatives) and internal coherence among the three implementing partners.

The Evaluator is also expected to identify major findings related to **lessons learned** from the action and document best practices that can be utilized in future anti-corruption monitoring and advocacy work.

D: Tasks and Deliverables

Task	Specific Deliverables
Task 1: Desk Review & Evaluation Methodology Review project documentation: Grant Application, Log-frame, narrative reports, published platform datasets and other project outputs (analyses, stories, event reports, videos), and sub-grantee reports. Develop a detailed Final Evaluation Plan including evaluation criteria, specific evaluation questions, and data collection tools.	Final Evaluation Plan & Methodology
Task 2: Data Collection and Field Consultation Conduct qualitative and quantitative data collection with key stakeholders: TI BiH, Zašto ne, BIRN BiH staff, sub-granted local CSOs, media and civil society representatives, relevant institutions representatives, and other available beneficiaries (up to 20 interviews).	Completed stakeholder interviews, surveys, and focus group discussions
Task 3: Assessing Logical Framework Endpoints Evaluate final achievement values against baseline and target indicators defined in the project log-frame (e.g., share of institutions improving proactive transparency scores, number of unique platform users, policy reforms influenced).	Log-frame Indicator Analysis Table
Task 4: Drafting Final Evaluation Report Prepare a comprehensive Draft Final Evaluation Report covering relevance, effectiveness, efficiency, coherence,	

Task	Specific Deliverables
sustainability, lessons learned, and actionable recommendations. Submit for partner review.	Draft Final Evaluation Report
Task 5: Final Evaluation Report Delivery Incorporate feedback from project partners and submit the completed Final Summative Evaluation Report by the end of January 2027.	Final Evaluation Report

E: Ownership and Confidentiality

All data, reports, and information received or generated during the assignment are subject to protection and are owned by TI BiH. They may not be used by third parties without the express consent of the Owner. The use of information is justified only if it is a part of the activities of the implementing project. TI BiH will process personal data in accordance with applicable Data Protection Laws.

F: Reporting

The Expert will deliver the requested deliverables in line with the plan and timeline defined under these Terms of Reference. All reports will be written in **English**.

G: Value of the Bid

The value of the bid shall not exceed the gross amount of **11,500 EUR**. The proposed price shall be a fixed amount expressed in Euro, covering all costs necessary to fulfill the requirements of the contract, and shall not be subject to change. For legal entities, the price must be stated excluding VAT. For individuals, the price must be expressed as a gross amount inclusive of all statutory personal income taxes and social security contributions. The applicants shall bear all costs incurred during the preparation and submission of the bid.

H: Timeline and Terms of Payment

- **Announcement of the tender:** September 1, 2026
- **Close of the tender:** September 21, 2026
- **Selection of bids:** September 30, 2026

Terms of Payment

- **30%** – Upon signing the contract and approval of the Final Evaluation Plan
- **70%** – Upon submission and approval of the Final Evaluation Report

Indicative Timeline of Deliverables

Deliverable	Indicative Deadline
Final Evaluation Plan & Methodology	October 15, 2026
Draft Final Evaluation Report	December 30, 2026
Final Evaluation Report	January 31, 2027

I: Qualifications of the Expert

Qualifications and Skills

- Copy of a university degree (where a degree has been awarded on completion of at least 3 years of study in a university or equivalent institution).
- Excellent knowledge of English and the local languages in Bosnia and Herzegovina.

General Professional Experience

- At least **10 years** of general professional experience.
- At least **7 years** of experience working on projects funded by international donors or organizations (experience with EU-funded PRAG grants is a strong asset).

Specific Professional Experience

- At least **3 years** of experience in project cycle management (PCM).
- At least **3 years** of experience in monitoring and evaluation (M&E) of civil society, good governance, or anti-corruption programmes.
- At least **3 years** of experience collaborating with or evaluating civil society organizations.
- Demonstrated familiarity with the socio-political and anti-corruption landscape in Bosnia and Herzegovina.

Note: General and specific professional experience criteria are eliminatory upon evaluation. The evaluator must be independent from the implementing partners and free of conflicts of interest.

Bids will be evaluated taking into consideration the general and specific experience criteria, previous references, and the amount proposed in the financial bid, as follows: references, experience and proposed methodology 60%, financial bid 40%.

J: Method of Submission and Deadline

All applicants interested in applying shall submit, not later than **September 21, at 4:00 p.m.**, the following documents:

1. **CV** of the proposed External Evaluator;
2. **2 references** with complete contact information from previous evaluation assignments;
3. **Description of methodology;**
4. **Financial bid** for the service (expressed in Euros, excluding VAT for legal entities/gross for individuals).

The bids shall be sent to Transparency International in BiH via e-mail at **info@ti-bih.org** (Subject: *Application for the position of External Evaluator – Accountability Platform*).