



Foreign, Commonwealth & Development Office

CALL DOWN CONTRACT

Framework Agreement with:	Oxford Policy Management Limited
Framework Agreement for:	Global Evaluation Monitoring Framework Agreement (GEMFA) Lot 3 – Monitoring, Evaluation and Learning, High Value Lot
Framework Agreement ECM Number:	ecm_4751
Call Down Contract For:	Evaluation of FCDO's Economic Development Research Programme Portfolio
Contract ECM Number:	ecm_7166

I refer to the following:

1. The above-mentioned Framework Agreement dated 1 February 2023;
2. Your proposal of 21 October 2024 (Annex C, Tender)

and I confirm that FCDO requires you to provide the Services (Annex A, Terms of Reference), under the Terms and Conditions of the Framework Agreement which shall apply to this Call Down Contract as if expressly incorporated herein.

1. Commencement and Duration of the Services

- 1.1 The Supplier shall start the Services no later than 15/01/2025 ("the Start Date") and the Services shall be completed by the end of 14/01/2027 ("the End Date") unless the Call Down Contract is terminated earlier in accordance with the Terms and Conditions of the Framework Agreement. This contract contains the option to extend the duration of the contract for up to 14 months in line with the 'scaling up' scenario described in Clause 18.1 of the Terms of Reference (Annex A).

2. Recipient

- 2.1 FCDO requires the Supplier to provide the Services to the FCDO (the "Recipient").

3. Financial Limit and Payment

- 3.1 Payments under this Call Down Contract shall not exceed £569,649 ("the Financial Limit") and is inclusive of local government tax (excluding Output UK VAT), if applicable as detailed in Annex B. FCDO may increase the contract value by up to 40% of the original contract value (up to a maximum of £979,508.60, all figures are excluding VAT) in line with the 'scaling up' scenario described in Clause 18.1 of the Terms of Reference

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(Annex A).

- 3.2 Payments shall be made on a 'Milestone Payment Basis', according to the process described in Clause 13 of the Terms of Reference (Annex A) and according to the Tab 4.0 'Payment Profiling' within the Schedule of Prices (Annex B).
- 3.3 Invoicing Instructions are given in Clause 22 of Section 2, Framework Agreement Terms and Conditions.

4 FCDO Officials

- 4.1 The Project Officer is:

[REDACTED]

- 4.2 The Contract Officer is:

[REDACTED]

5 Key Personnel

- 5.1 The following of the Supplier's Personnel cannot be substituted by the Supplier without FCDO's prior written consent:

[REDACTED]

6 Reports

- 6.1 The Supplier shall submit project reports in accordance with the Terms of Reference/Scope of Work at Annex A.

7 Call Down Contract Signature

- 7.1 If the original Form of Call Down Contract is not returned to the Contract Officer (as identified at clause 4 above) duly completed, signed and dated on behalf of the Supplier

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within **15 working days** of the date of signature on behalf of FCDO, FCDO will be entitled, at its sole discretion, to declare this Call Down Contract void.

No payment will be made to the Supplier under this Call Down Contract until a copy of the Call Down Contract, signed on behalf of the Supplier, returned to the FCDO Contract Officer.

Annex A

**Terms of Reference for Evaluation of
FCDO's Economic Development Research Programme Portfolio
2024-28**

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Summary

Programme name	Evaluation of FCDO's Economic Development Research Programme Portfolio
Timeframe	24 months
Value	£600,000 (exclusive of UK VAT but inclusive of any applicable local taxes)
Scope and objectives	The Foreign, Commonwealth and Development Office (FCDO) is seeking an Evaluation Supplier to conduct an evaluation of the FCDO's Economic Development Research Programme Portfolio. The portfolio of research is commissioned by the Economic Growth Research Team (EGRT) in the Research and Evidence Directorate (RED). The evaluation will focus on coherence, value for money and impact.

1. Introduction

- 1.1. The Foreign, Commonwealth and Development Office (FCDO) is seeking an Evaluation Supplier to conduct an evaluation of the FCDO's Economic Development Research Programme Portfolio. The portfolio of research is commissioned by the Economic Growth Research Team (EGRT) in the Research and Evidence Directorate (RED). The evaluation will focus on coherence, value for money and impact.
- 1.2. The evaluation will have an inception phase of 3 months, including quality assurance.
- 1.3. The evaluation implementation phase will take place over a period of up to 21 months to address the core evaluation questions set out below.

2. Purpose, Objectives and Scope

- 2.1. This evaluation aims to deliver learning to improve the current portfolio and better target future programming, and to provide accountability for a substantial research investment.
- 2.2. The objectives of the evaluation are to assess:
 - the overall portfolio of research in relation to coherence, research gaps and inclusion (particularly but not exclusively gender and disability).
 - value for money of EGRT economic development programming
 - outcomes and impacts in terms of policy and practice change and influencing the knowledge frontier.
- 2.3. The evaluation will provide new insights from the evidence gathered and provide recommendations for further research programming as well as for changes that could be made within existing programmes to improve impact and value for money.
- 2.4. The programmes within scope for the evaluation are presented in table 1 below and further background to the programmes is provided at Appendix B. None of the programmes (or phases where relevant) have been evaluated before. DEGRP, G²LM and PEDL were investigated during a review¹ published in 2016. An evaluation² of the previous phase of the IGC was published in 2020.

	Start date	End date	EGRT spend to end March 2024
Capacity for Economic Research and Policy-making in Africa (CERPA)	June 2015	March 2025	£23.7m
Development and Economic Growth Research Programme (DEGRP)	November 2010	September 2021	£21.2m
Gender, Growth and Labour Markets (G ² LM)	August 2011	March 2027	£15.8m
Private Enterprise Development in Low-Income Countries (PEDL)	January 2012	April 2029	£27.9m
Economic Development and Institutions (EDI)	May 2014	March 2022	£14.5m

¹ [Microsoft Word - DFID GRP - Main report v11.0.docx \(publishing.service.gov.uk\)](#)

² https://iati.fcdo.gov.uk/iati_documents/56388592.odt

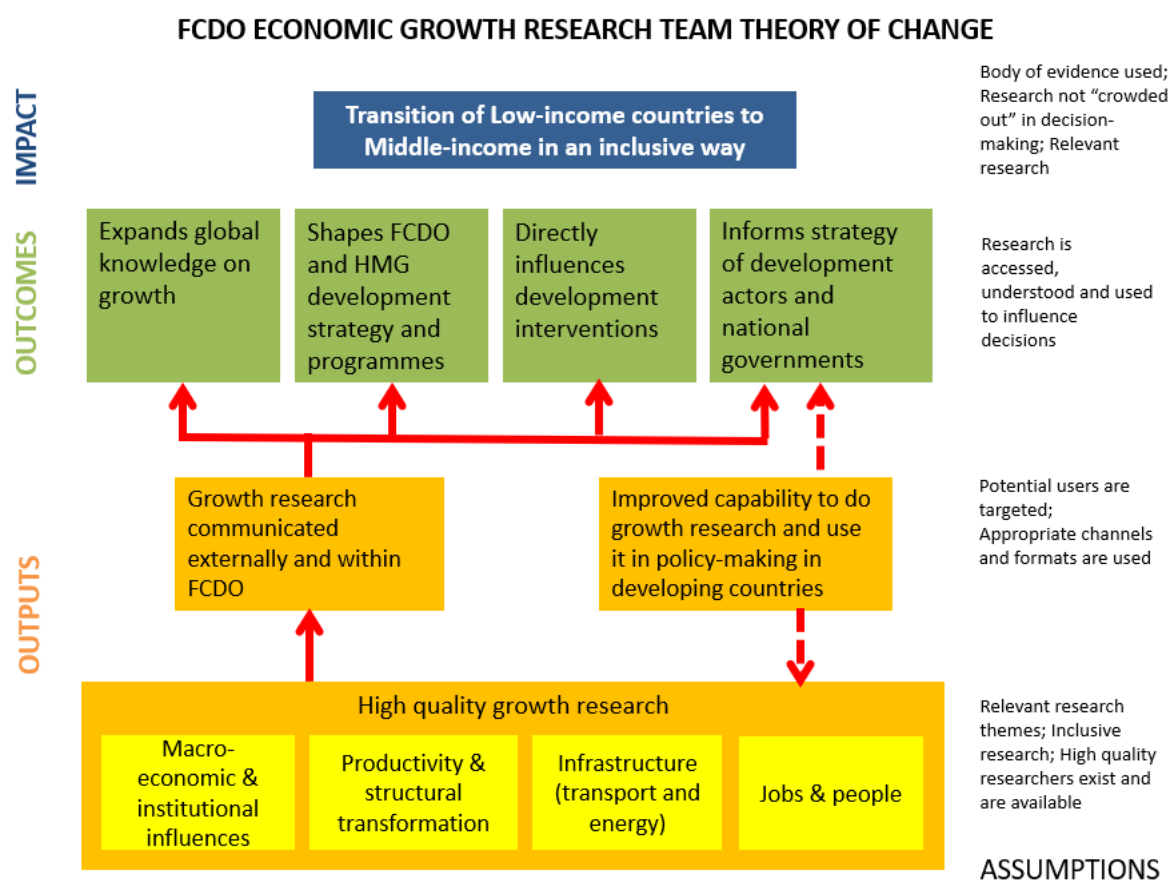
Structural Transformation and Economic Growth (STEG)	October 2018	April 2029	£6.6m
International Growth Centre (IGC) phase 3	November 2019	September 2026	£16.3m
			Total: £126m

2.5. Two of the programmes to be investigated – DEGRP and EDI – have completed. It is hoped that the evaluators will be able to liaise with the lead partners. Otherwise, the evaluators will be provided with access to existing paperwork for desk-based investigation into a narrower set of research questions for those programmes (e.g. impacts and value for money).

2.6. There are three additional economic development research programmes funded by EGRT which are not included in the table above and are not in scope for most of the evaluation questions because the mechanisms, impact channels and links with policy-makers are so different: Jobs and Incomes for Women (World Bank), Macroeconomics in Low-income Countries (IMF) and Young Lives at Work (Oxford University). However, consideration of these programmes will be needed for identifying research gaps (question in workstream 2) so background to those programmes is included at Appendix B and evaluators will likely wish to do a desk review based on relevant existing paperwork. EGRT's infrastructure research programmes are out of scope.

3. Portfolio Theory of Change

3.1. The Economic Growth Research Team's theory of change is presented below in diagrammatic format. A narrative is provided at Appendix D.



4. Evaluation recipients and use

- 4.1. The formal recipients for the evaluation will be the FCDO's Economic Growth Research Team alongside the programme partners (existing and former) and other funders of those programmes. The FCDO will use the findings to steer on-going EGRT programmes, including programmes not in scope where appropriate, as well as to plan the FCDO's future economic development research portfolio.
- 4.2. Additional audiences include the Director of Research and deputies, other FCDO research teams (particularly regarding evidence on inclusion and uptake) and other funders that may consider investing in similar research programmes.

5. Evaluation questions

- 5.1. Evaluation questions are listed below. Bidders are encouraged to set out how they would answer the desirable questions if budget allows. Bidders should present proposals for developing a full evaluation framework, including data sources, methodologies and so forth, based on these evaluation questions. FCDO would welcome initial comments from bidders suggesting adaptations, deletions and additions to the proposed questions. The selected evaluation team shall work with FCDO during the Inception Phase to finalise these questions and other elements of their proposed design.

5.2. Workstream 1: Relevance

- To what extent do the programmes respond to the economic growth evidence demands of policy-makers and practitioners and co-generate research questions with them? How effective have the programmes been at stimulating future agendas that are not currently being focused on?
- To what extent is EGRT funding ambitious and relevant research questions across the portfolio that can lead to transformative and inclusive growth? Are factors such as professional incentives or publishers' preferences resulting in some resources being directed to method-driven (rather than question-driven) research with less potential impact?

5.3. Workstream 2: Coherence

- How strategically coherent has EGRT's economic growth research portfolio been?
- Do the commissioning processes of programme partners enable research questions to be answered comprehensively from a number of angles?
- What research gaps³ remain, either within the programmes' gift or across the broader EGRT portfolio?
- To what extent has the research commissioned addressed cross-cutting issues such as the economic empowerment of women and girls and broader gender issues, social inclusion or climate change? How can attention to inclusion, especially disability inclusion, be strengthened across the portfolio?
- Is the approach to ensuring the participation, capacity-building and recognition of Southern researchers and their institutions adequate and appropriate?

³ Within EGRT's broad pillars of macroeconomic development, trade, investment, firms and labour markets. NB Poverty and inclusion, tax, anti-corruption, climate and non-grid energy are not within EGRT's remit.

- (Desirable) To what extent has the portfolio built research communities e.g. broadened the pool of researchers on Low and Middle-Income Country (LMIC) issues, led to cross-fertilisation of ideas?
- (Desirable) How have programme partners engaged with each other (collaboration and lesson-learning) and to what extent has this enhanced the quality, reach and impact of the research?

5.4. Workstream 3: Value for money

- Are resources being spent by programme partners economically, efficiently (e.g. value for money of outputs and citations), effectively and equitably?
- Are the programmes' value for money indicators appropriate and how could they be improved?

5.5. Workstream 4: Uptake and impact

- To what extent has the programme portfolio successfully influenced policy and practice in developing countries and international institutions and/or the knowledge frontier on growth issues?
- To what extent do policy-makers recognise and understand the main relevant messages of growth research?
- Is EGRT encouraging programme partners to use appropriate metrics for measuring outputs and outcomes?
- What processes do programme partners use to track and follow up on outcomes and impacts? Are they able to claim contributions to outcomes and impacts fairly with reasonable levels of evidence and accuracy?
- Are the dissemination and engagement activities sufficient to encourage optimum uptake given available budget? How can the role of the IGC be strengthened within the portfolio, to make best use of its country office network and large policy engagement capability in service of the research agendas and uptake of the other economics programmes?
- Which research themes have seen the biggest impacts?
- How effective are synthesis investments as part of an uptake strategy?
- (Desirable) What is the return on investment of the portfolio?
- (Desirable) Which impacts would be feasible for a beneficiary assessment⁴?

6. Approach, methodology and data

6.1. FCDO is not prescribing a full methodology for the conduct of this evaluation, but would expect use of multiple methods and systematic triangulation of evidence. Bidders should propose a framework that can be applied across the programmes and enable comparisons. Bidders should spell out as fully as possible the evaluation design and methodology they propose to use. This should include modes of data capture, as well as methods for data analysis and synthesis. Please include a first draft of an evaluation matrix. The successful bidder will then refine this proposal as part of the inception phase. FCDO is committed to quality and rigour in line with international good practice in evaluation. Where subjective judgments are required to

⁴ RED has developed a methodology for counting beneficiaries of FCDO research and evidence programmes. Individuals are counted where they: (i) interact with, or are recipients of, the outputs and outcomes of RED programmes; (ii) are expected (under reasonable assumptions) to have benefited from this interaction and where the RED programme(s) can reasonably be viewed as the cause of this benefit (or at least as a necessary condition of the benefit). Beneficiary counts are scaled according to the proportion of FCDO's funding share in cases where FCDO was not the sole funder.

assess value for money these should be transparent and appropriately caveated.

6.2. A minimal list of suitable methods follows. Bidders should propose a full approach and methodology for addressing the objectives and questions set out under each workstream above. We anticipate that primary data collection will focus mainly on qualitative methods:

- *Review of key documents.* An initial list of programme and project documents will be prepared by FCDO and provided for the evaluator
- *Face-to-face meetings* with a range of stakeholders
- *A broad range of further interviews with members of programme teams, researchers and potentially research users.*
- *Surveys or other methods of data collection* to solicit input from additional participants and/or stakeholders. If surveys are used to produce estimates, these should be rigorously designed with appropriate sampling methods and expectation of acceptably high response rates. Alternative or complementary approaches may be considered, including use of tools to collect feedback from those not selected for interview and/or online moderated discussions.
- *Case studies* could well be a suitable means to provide the depth expected from high quality evaluation, recognising that comprehensive examination of outcomes and impacts may not be practical.

6.3. In addition to the primary data collected, we anticipate that the following data sources will be available to support the evaluation:

- Programme partner data on working papers produced, published and downloaded, social media data and other relevant programmatic data
- Financial data from programme partners and the FCDO.

6.4. The evaluation should be:

- *Theory-based* – tackling the evaluation questions in a way which provides holistic assessment of the portfolio and its theory of change. The evaluation should explore the extent to which the inputs are producing the expected outputs, outcomes and impact through the causal pathways envisioned in the theory of change, and the extent to which the assumptions made are holding true. The evaluator may wish to rebuild or elaborate the theory of change following a workshop with FCDO programme leads.
- *Utilisation-focused* - ensuring that the evaluation is useful and used. We would like the evaluators to engage key stakeholders and involve them in the evaluation. As well as a formal evaluation report, we would also like to see focused learning or knowledge products that can be delivered and absorbed quickly – for example short (1-2 pages) briefing papers and/or slide sets.

6.5. Bidders will recognise – from the evaluation questions and programme documentation– the importance attached to gender, disability and social inclusion. Gender, disability and social inclusion must be reflected throughout the conduct of the evaluation and addressed sufficiently in findings and lessons.

7. Key Deliverables/Outputs and Timing

7.1. A list of core outputs, with descriptions and timings, is provided below. Bidders should propose the exact timings and exact contents of key outputs where flexibility is indicated.

Output	Description	Timing
<i>O1 - Inception Report</i>	Building on the evaluator's technical proposal, the inception report should address all elements of these Terms of Reference and specify the design and conduct of the evaluation. This should include detailed descriptions of methodology and analysis. Some stakeholder mapping will likely be necessary to inform this detail as well as to gain agreement from key stakeholders about participating in the evaluation. As stated above, a revised Theory of Change will be presented. A plan for communications and use of the evaluation must be included. This should focus on identifying key audiences and their current levels of interest as well as plans for engagement and how learning can be best communicated.	Draft report submitted eight weeks after contract start. One further month for quality assurance (QA), discussions and revisions.
<i>O2 - Presentation of preliminary findings</i>	To the evaluation management group and FCDO invitees.	Mid-way through the evaluation implementation period
<i>O3 – Report</i>	To include (though not necessarily using this precise structure): 1. Cover page. 2. Table of Contents. 3. Executive Summary 4. Introduction to portfolio and evaluation 5. Overview of evaluation approach and methodology, with limitations 6. Findings (in multiple sections) 7. Lessons 8. Recommendations Annexes – detailed methodology and additional findings/ supporting evidence	A complete draft report to be submitted 12-18 months from the beginning of the implementation period. FCDO's feedback will be based on management group review and independent quality assurance. The report will be finalised within two months of submission of the draft.
<i>O4 - Evaluation digest</i>	A 2-page summary of the evaluation report using FCDO's template; for publication on FCDO's website.	Draft supplied with final version of report. Finalised within one further month.
<i>O5 - Presentation of evaluation findings</i>	To programme partners and FCDO staff.	Within four weeks of acceptance of final report.
<i>O6 - Five focused learning/</i>	We wish to encourage the evaluation team to share with FCDO and across the programme network prominent learning	By agreement. The evaluation team will be expected to propose

<i>knowledge products</i>	through short, accessible products, such as 1-2 page briefings, videos and/or short slides sets.	products as learning becomes available. Some of these could precede formal reporting and presentations.
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- 7.2. All reports require high quality, accessible, well designed Executive Summaries (2-3 pages for the inception report and 6-8 pages for the evaluation report).
- 7.3. The draft reports will be reviewed by FCDO's Evaluation Quality Assurance and Learning Service (EQUALS).
- 7.4. The Supplier will grant FCDO an irrevocable right to publish and re-use the outputs from the evaluation. FCDO will have unlimited access to the material produced by the Supplier (as expressed in FCDO's general conditions of contract). This gives FCDO rights to request anonymised data, quantitative and qualitative (though the right is rarely exercised in respect of the latter, recognising the work required to adequately anonymise qualitative data).
- 7.5. FCDO would encourage a peer-reviewed journal article based on the evaluation, though this is not additionally resourced so will not be a contracted output.

8. Indicative Timetable and Workplan

- 8.1. This evaluation will run for 24 months. A workplan (including proposed dates for the delivery of outputs – as described in Section 7.1) should be proposed by the bidder and exact dates will be decided with the preferred bidder. An indicative timetable is included as a guide, as follows:

Date	Activity/deliverable
Month 1	Contract begins with start-up meeting and inception
Month 3	Draft inception report and QA
Month 4	Start of implementation
Month 21	Draft evaluation report
Month 23	Acceptance of final evaluation report
Month 24	Evaluation Digest finalised
Month 24	Final presentations
Month 24	End of contract

- 8.2. Proposals should include a workplan for this evaluation, including activities, using a Gantt chart.

9. Break points

9.1. The contract will include the following break points:

9.1.1. At the end of the current government Spending Review period (March 2025), while forward priorities and resources are confirmed.

9.1.2. After the inception phase. Continuation beyond this point will depend on both satisfactory performance and FCDO decision on the value of further evaluation activity.

10. Contract Management Reporting and Validation

10.1. The evaluation will be overseen by a Management Group (MG) of 3-6 (but likely 4). The MG will be responsible for approving the evaluation outputs and commenting on draft reports (drawing on the quality assurance reviews by EQUALS). The evaluation's Programme Responsible Owner (PRO) and Programme Manager will be joined by Research and Evidence Directorate's Evaluation Adviser with expertise on research evaluation processes and the evaluation's Senior Responsible Owner who is also the EGRT team leader so is a key stakeholder in the findings. FCDO may invite expert(s) from within FCDO and/or external organisations to join the MG. The PRO has additional responsibility for publishing a management response and leading on implementation of agreed recommendations.

10.2. Within FCDO, the main points of contact will be as follows:

- Technical Matters: PRO
- Contractual Matters: FCDO Procurement and Commercial Department
- Logistics: Programme Manager.

10.3. Bidders should expect frequent interaction with the MG. Formal MG meetings will be held at least once every six weeks during the evaluation implementation period, with the possibility of some shorter 'catch up' meetings. Inception will begin with a start-up meeting, with at least one further MG meeting during this phase. The majority of meetings will be entirely online. However, if the team leader and/or other senior member(s) are UK-based we would expect to meet in person, probably in London, for the start-up meeting and at least once during the evaluation implementation period (in addition to presentations).

10.4. FCDO will need to carry out annual reviews of this evaluation. This will be done based on the latest reports but may require a meeting to discuss points in detail. A near-final draft may be sent to the Supplier for fact-checking before it is submitted for publication on Development Tracker.

10.5. In their proposal, bidders should explain how their team will be structured, what the anticipated roles and responsibilities will be, and be clear on leadership and points of contact. Bids should set out how quality will be assured throughout the evaluation and by whom, with respect to all outputs (before delivery of drafts to the FCDO).

10.6. Bidders should also explain how they will ensure close working relationships with FCDO and programme partners while ensuring independence. Proposals should include an explanation of how bidders will avoid a conflict of interest, and how they would handle any situations of undue pressure.

11. Contract Management

- 11.1. The Supplier will be responsible for delivery of the evaluation, including design, implementation, data collection and analysis. The Supplier will also be responsible for monitoring progress and reporting study findings and ensuring effective partnerships in its operations. Where applicable in the case of any sub-contracted components, it will also be responsible for financial, procurement and risk management of the project.
- 11.2. The Supplier's performance on broader aspects of contract delivery (e.g. responsiveness to queries) will be monitored through Key Performance Indicators (KPIs). Please see Appendix E for a list of KPIs.
- 11.3. The Supplier will be responsible for managing their and all their sub-contractor's performance and tackling poor performance. They will be required to demonstrate strong commitment towards transparency, financial accountability, due diligence of partners and zero tolerance to corruption and fraud.

12. Reporting Requirements

- 12.1. The Supplier shall submit project reports in accordance with this ToR, particularly those requirements and deliverables listed under Sections 6 and 7.
- 12.2. At the start of each financial year, the Supplier will be required to provide an annual forecast of expected spend for each month to FCDO, on a resource accounting basis.
- 12.3. The Supplier will provide regular operational updates to FCDO on the progress of the evaluation; brief monthly updates are likely to be appropriate during intensive periods of activity.
- 12.4. The Supplier shall also submit concise formal progress reports at the end of the inception period and at the end of the evaluation implementation period.

13. Payment Mechanism and Performance Management

- 13.1. Payments will be based on a hybrid approach and will include:
 - (i) expenses paid quarterly based on actuals, and
 - (ii) output-based milestone payments linked to the successful delivery and full acceptance of the outputs listed in Section 7.
- 13.2. The value of payment for each deliverable will be based on ITT Volume 3 – Pro Forma Cost Template Tab 4.0 Payment Profiling. Suppliers must provide a forecast milestone payment schedule for the life of the contract. Milestones should be linked to the Outputs described in Section 7. Output 6 may be split between several milestones.
- 13.3. FCDO requires at least 10 working days to review and comment on any deliverables/outputs produced by the Supplier. Draft reports delivered under this contract will need to be externally quality assured by FCDO's EQUALS service and full feedback will take longer (expected to be 15 working days, but potentially up to

20). The approval processes and timelines for all products will be defined and agreed between FCDO and the Supplier during the inception phase.

- 13.4. If there are issues on quality of output, these will be discussed with the Supplier at the earliest opportunity with clear instructions provided for the Supplier to address, whilst the payment for such outputs may be delayed until approval is given.

14. Ethics and Safeguarding

- 14.1. Proposals should outline their view of the ethical considerations for this evaluation and spell out how they plan to address these. Suppliers will be expected to have an ethics policy/code (consistent with FCDO's [Ethical guidance for research, evaluation and monitoring activities](#)) and apply ethical clearance protocols, where appropriate. Bids should set out how they propose to uphold the principle of 'Do no harm' and to ensure the confidential treatment and secure storage of project documentation and data collected throughout the evaluation.
- 14.2. The successful Supplier will need to be fully cognisant of the importance FCDO attaches to Safeguarding and understand and follow relevant guidance throughout the conduct of the evaluation. This includes [Enhanced Due Diligence – Safeguarding for External Partners](#) and UKCDR's research specific [guidance](#).

15. Risk

- 15.1. There will be a number of risks and challenges that the evaluation team will encounter. Therefore, proposals should set out risks and how these will be mitigated, as well as specifying a system for identifying, managing, and reporting risks during the implementation of the evaluation. A full risk assessment should be conducted during inception phase. We have listed here a few of the more obvious challenges:
- *acquiring and retaining sufficiently thorough knowledge of the programmes under investigation, given the number of partners, staff, and activities involved*
 - *building engagement and relationships at all levels right across the programmes*
 - *accessing policy-makers and other relevant stakeholders to collect data necessary to assess outcomes and impacts*
 - *retaining continuity in the evaluation team, given the duration of the evaluation contract.*

16. Budget

- 16.1. Bidders will be expected to submit a detailed financial proposal which will be assessed as part of the procurement process. This budget will cover all the activities and expenses of the Supplier in delivery of the outputs set out in this ToR. The total value of the evaluation contract (excluding VAT but including local government taxes) will not exceed £600,000.

17. Contract duration and extension options

- 17.1. This is a 24-month contract with an option to extend for up to 14 months (subject to Business case addendum) in line with the 'scaling up' scenario described in Section 18.1.
- 17.2. FCDO may increase the contract value by up to 40% of the original contract value (all figures are excluding VAT) in line with the 'scaling up' scenario described in Section 18.1.

18. Scaling up or down

- 18.1. Following FCDO reviews, FCDO reserves the right to scale the requirement up or down over its lifetime to include potential changes to the volume of deliverables and delivery period, along with adjustments to the scope of work (for example, increasing/decreasing the number of questions on each workstream). Any such changes will be fully communicated to the supplier.
- 18.2. FCDO reserves the right terminate the contract, in line with GEMFA Framework Agreement Section 2 - Terms and Conditions Services Contract.

19. Team Requirements

- 19.1. We would expect the bidding team of evaluators to have the following skill set:
- Extensive and proven expertise in evaluation methods and techniques
 - Track record of delivering high-quality international development evaluations
 - Ability to work collaboratively with a wide range of stakeholders, including academics and policy-makers
 - Relevant expertise including evaluating research programmes.
 - FCDO expects that the evaluation team will include a highly experienced development economist.
 - Expertise in assessing value for money
 - Excellent written and oral communication skills in English
 - Capability to integrate gender and social inclusion analysis
- 19.2. The evaluation team should be balanced in terms of gender and evaluators from the Global South should be given predominant roles. Minimally, for any in-country evaluation work, we would expect the participation of local/ national evaluators. The Supplier will be responsible for logistic arrangements and duty of care for all travel within the contract.

20. Duty of Care

- 20.1. All Supplier personnel (including their employees, sub-contractors or agents) engaged on this contract will come under the duty of care of the lead Supplier. The Supplier is responsible for the safety and well-being of their personnel and any third

parties affected by their activities, including appropriate security arrangements and procedures for the environments in which they will be working and the level of risk involved in delivery of the contract. The Supplier must ensure their personnel receive adequate information, instruction and training, including on emergency procedures, prior to deployment (where applicable).

20.2. FCDO will share available information with the Supplier on security status and developments in-country where appropriate. Travel advice is also available on the FCDO website (<https://www.gov.uk/foreign-travel-advice>) and the Supplier must ensure they (and their Personnel) are up to date with the latest position.

20.3. The Supplier will also be responsible for the provision of suitable security arrangements for their domestic and business property.

20.4. FCDO will not award a contract to a Supplier who cannot demonstrate they are willing to accept and have the capability to manage their duty of care responsibilities in relation to this specific procurement.

21. General Data Protection Regulation (GDPR)

21.1. Please refer to the details of the GDPR relationship status and personal data (where applicable) for this project as detailed in Appendix G and the standard clause 33 in section 2 of the contract.

22. Modern Slavery

22.1. The HMG Modern Slavery Statement sets out how UK Government departments must take action to ensure modern slavery risks are identified and managed in government supply chains. The FCDO Supply Partner Code of Conduct sets out the expectation for all supply partners to have full awareness of the International Labour Organisation (ILO).

Appendix A: Acronyms

CERPA - Capacity for Economic Research and Policy-making in Africa

DEGRP - Development and Economic Growth Research Programme

DFID - Department for International Development

EDI - Economic Development and Institutions

EGRT - Economic Growth Research Team

EPG - Evidence and Policy Group

EQUALS - Evaluation Quality Assurance and Learning Service

ESRC - Economic and Social Research Council

FCDO - Foreign, Commonwealth and Development Office

G²LM - Gender, Growth and Labour Markets in Low-Income Countries

GDPR - General Data Protection Regulation

HMG - His Majesty's Government

IGC - International Growth Centre

ILO - International Labour Organisation

IMF - International Monetary Fund

KPI - Key Performance Indicator

LIC - Low-Income Country

LMIC – Low- and Middle-Income Countries

MG - Management Group

MIC - Middle-Income Country

ODI - Overseas Development Institute

PEDL - Private Enterprise Development in Low-Income Countries

PRO - Programme Responsible Owner

QA - Quality Assurance

RED - Research and Evidence Division

SDG - Sustainable Development Goal

SRO - Senior Responsible Owner

STEG - Structural Change and Economic Growth

ToR - Terms of Reference

UKCDR - United Kingdom Collaborative on Development Research

VAT - Value-Added Tax

Appendix B: EGRT economic development portfolio programme briefs

Brief information about EGRT's economic development research programmes is given below. Links to key documents are provided at Appendix C.

Programmes in full scope

1. *Capacity for Economic Research and Policy-making in Africa (CERPA)*

Start June 2015. End March 2025. EGRT budget £15m. EGRT spend £12.5 to end February 2024

The CERPA programme is EGRT's only standalone capacity strengthening programme. It aims to help establish a core of quality economic policy-makers and researchers across Africa, to improve economic policy-making across the continent. CERPA supports African economists to undertake PhD and MSc training in economics as well as supporting early career and more senior African researchers through competitive research grants.

Phase 1 of the programme (2015-20) worked with the African Economic Research Consortium (AERC) and the Partnership for Economic Policy (PEP) up to the value of £14.3m. Phase 2 is focused exclusively on supporting the AERC's 5-year strategic plan (2020– March 25) through an £8m extension in 2020. Only the AERC component is within scope of this evaluation.

The AERC links with existing universities across Africa, providing opportunities to upgrade the quality of economics MSc and PhD programmes through activities such as additional summer schools and online training. It also runs a research programme to build the capacity of early career researchers and provides opportunities for African policy-makers to engage with the latest economic development research relevant to the continent.

AERC is funded by a number of funders, either on a core funding basis as the FCDO or for project-related work, including the Swedish International Development Agency, Bill and Melinda Gates Foundation and African Central Bank Governors Forum. The 5-year strategic plan has its own logical framework from which the logical framework used by the FCDO to assess programme performance is derived. At the last annual review it was reported that PhD alumni were employed in universities (179), central banks (31) and national ministries/bodies (23), multilateral organisations (13), think tanks/research institutes (9), intergovernmental/regional agency (8), NGO/private sector (7), financial institution (4) and other (14). The number of peer-reviewed journal articles was 321.

The outputs in the FCDO logical framework are:

1. Improved synergy between collaboration and thematic research which considers the research aspect of AERC's capacity-building activities
2. Improved quality and delivery of university-graduate level economics curriculum which considers the support the AERC gives to universities in terms of upgrading the economics training
3. Improved institutional performance and sustainability which considers institutional issues related to the AERC
4. Greater influence on economic policy which considers AERC events for policy-makers.

2. *Development and Economic Growth Research Programme (DEGRP)*

Start November 2010. End September 2021. EGRT spend £21.2m.

The Development and Economic Growth Research Programme, titled DFID/ESRC Economic Growth Programme before the merger between DFID and the Foreign and Commonwealth Office, aimed to develop a strong body of evidence on economic growth in low-income countries (LICs). The programme focused on economic research questions related to agriculture, finance, innovation in LICs, and on lessons for Africa from Chinese investment in the continent. The programme was delivered in partnership with the UK's Economic and Social Research Council (ESRC). The ESRC contribution was £2.9m.

The programme has evolved since its inception in 2010. The original commitment was £9m (plus £0.9m from the ESRC) and a competitive call for research was commissioned. Additional funding was approved in September 2011 for two subsequent calls for research and an Evidence and Policy Group (EPG) to maximise the impact of the programme's research, taking FCDO's contribution to £19m and ESRC's contribution to £1.9m. Funding for the China-Africa research was approved in a separate programme by FCDO and ESRC in 2012 (£3.5m and £1m respectively) and in late 2014 the China-Africa research was brought into the DEGRP programme to become a fourth theme, though separate financial arrangements were maintained for administrative ease. The programme closed in September 2021.

In total, the programme commissioned 48 research projects covering themes such as inclusive financial development, patterns of growth and leadership of firms, with a wide geographical footprint. The Overseas Development Institute (ODI) provided the EPG function to help get the research into use by policy-makers and practitioners. The EPG's focus changed throughout the course of the programme. It started with supporting individual research grant holders to develop impact plans, moved towards financial and practical support to grant holders to communicate their research and engage with policy-makers and practitioners and then, as the programme matured, synthesised and communicated the body of DEGRP evidence to FCDO staff and other potential research users. A [review](#) by Leeds Beckett University in 2020 looked at the role of the EPG and similar functions in other jointly-funded DFID/ESRC programmes.

By the end of the programme 635 academic outputs had been produced, including 332 journal articles and books/book chapters. A citation analysis by the EPG in 2020 found that, when one very highly cited outlier publication was excluded, the average was 10.7 citations per publication.

The outputs in the logical framework at the end of the programme were:

1. High quality and policy- relevant research on key questions of economic growth relating to finance, innovation, agriculture in LICs and on China-Africa
2. Engagement with policymakers in LICs and globally.

3. *Economic Development and Institutions (EDI)*

Start May 2014. End March 2022. EGRT spend £14.5m.

The EDI programme was concerned with the question of institutional change, how it can be achieved through real-world policy interventions, and how it relates to economic development in a country. The scope of EDI was wide, ranging from public service delivery and the judicial system, to markets, land rights and gender norms. It was run by a consortium led by Oxford Policy Management, including the University of Namur, the Paris

School of Economics and Aide à la Décision Economique. The programme was scheduled to complete in March 2021 but following delays in field research implementation due to the Covid-19 pandemic, a no-cost extension pushed the end date to March 2022.

By the end of the programme, it had delivered 23 peer-reviewed path-finding publications, 5 peer-reviewed institutional diagnostic reports, 49 working papers and 14 peer-reviewed journal articles with a further 16 submitted for publication.

The outputs in the logical framework were:

1. Path-finding papers take stock of the existing literature and providing guidance for relevant research themes for the rest of the programme
2. Institutional diagnostic tool
3. Relevant and high quality findings from a series of linked Randomised Control Trials
4. Research themes explored through interdisciplinary case studies and theory
5. Cross-cutting research objectives.

4. Gender, Growth and Labour Markets in Low-Income Countries (G²LM)

Start August 2011. End March 2027. EGRT budget £24.6m. EGRT spend to date £15m to February 2024.

The Gender, Growth and Labour Markets in Low Income Countries (G²LM|LIC) programme is the latest phase of the Growth and Labour Markets in Low Income Countries (GLM|LIC) research programme, a partnership established in 2011 between DFID and the Institute of Labour Economics (IZA).

The overall aim of the programme is to improve worldwide knowledge on labour market issues in low-income countries, to guide policymakers on how to improve labour market outcomes for the poor. In the current phase there is a particular focus on female and vulnerable groups' labour force participation, aiming to enhance the adoption of gender-sensitive and anti-discriminatory labour market policies, through five key thematic research areas: Understanding female labour force participation; Fertility - implications for education, skills and labour; Legal and social barriers to gender parity; The future of work - key trends, such as climate, immigration and automation; and Scalable interventions to reduce gender gaps and improve allocation of talent.

The GLM programme was established in August 2011 with a budget of £13.1 million (including IZA's contribution of £0.6 million). It was extended in May 2017 to allow for an additional call (£2.5 million) and further extended (becoming G²LM) in December 2018 up to March 2025 reaching a total of £25.8 million (including IZA's contribution equivalent to £1.2 million). The programme received a no-cost extension extending the end date to March 2027.

To date, the programme has commissioned 64 research projects through six calls (large and small grants), which generated 54 peer-reviewed outputs by October 2023.

The outputs in the logical framework are:

1. High-quality research on gender, labour markets and growth in LICs
2. Research used by policy makers in LICs
3. Capacity Building in LICs

5. *International Growth Centre (IGC)*

Start October 2019. End September 2026. Total budget £57.4m (shared between EGRT and Economic Growth Department). EGRT spend £12.8m to end of February 2024

The International Growth Centre (IGC) aims to promote sustainable and inclusive economic growth in developing countries by providing demand-led policy advice based on frontier economics research. The IGC was established by DFID in 2008 in response to the findings of the Growth Commission, an independent body that examined economic growth and development. It is delivered by the London School of Economics (LSE) in partnership with the University of Oxford (Oxford). Phase 1 of the programme ran from 2008 – 2013. Phase 2 began in 2013 and ended on 30th September 2019. Phase 2 has been [evaluated](#) so only the current phase 3 will be within scope of this portfolio evaluation.

The IGC model is based on sustained engagement with policy-makers in the countries it works in, primarily through a network of staff in the countries in which it has offices. It also engages flexibly with countries where it has no permanent presence, with staff based regionally and in its London hub. Through this close engagement the IGC identifies key issues that affect growth and uses this to shape research that is produced by the IGC and that it commissions. The outcome of research is fed back to policy-makers through policy briefs, synthesis, and advice from experts.

The current phase of the IGC focuses on four research themes: 1) Firms, Trade, and Productivity, 2) Cities, 3) State Effectiveness & 4) Energy and Environment. It is currently in the process of embedding issues of climate sustainability across all four thematic areas.

EGRT funds the research aspects of the IGC's work while FCDO's Economic Growth Department funds the policy-oriented work (though in reality, the two elements of IGC's work are tightly intertwined, with each building on and drawing from the other). Output 2 in the IGC logical framework covers the research carried out by the IGC: "IGC delivers frontier research on inclusive growth that affects global academic debates". At the latest annual review, during the current phase, 5 peer-reviewed journal articles had been accepted for publication and 36 working papers had been produced.

6. *Private Enterprise Development in Low-Income Countries (PEDL)*

Start January 2012. End March 2025. EGRT budget £28.3m (BII team budget £2m). EGRT spend £26.4m to February 2024.

Private Enterprise Development in Low Income Countries (PEDL) is a joint research initiative between the Centre for Economic Policy Research (CEPR) and FCDO aimed at understanding the constraints to private sector development (PSD) in Low-Income Countries. The programme has received three no-cost extensions, including budget to specifically fund research on climate change and firms, and on the impact of Development Finance Institutions such as British International Investment (BII). Its deepening partnership with BII is providing evidence for a core part of the British Investment Partnerships toolkit and the broader evidence generated is being used to shape UK Centres of Expertise.

PEDL's research agenda has been organised around four themes: 1) market frictions, management, and organisations; 2) trade and macroeconomic models – agglomeration and spatial location of firms; 3) high growth entrepreneurship; and 4) social compliance and the environment. In addition to the four themes, there are three cross-cutting themes which PEDL encourages researchers to address where possible: 1) gender; 2) fragile and conflict-

affected states; and 3) unlocking data for understanding markets and firms. In addition, PEDL has two new elements focussed on a) climate change and firms and b) the impact of Development Finance Institutions. PEDL operates across LICs with a particular focus on Africa. PEDL has developed VoxDevLits, living literature reviews that summarise the evidence base on policy-relevant topics related to development economics in an accessible manner, which are gaining traction among policy-makers and researchers. They are updated once a year to evolve as new research is released. Topics covered to date include training entrepreneurs, micro-finance, mobile money and international trade.

Future PEDL calls will be run under the recently-formed programme “Growth Research Platform” which will end in April 2029. Existing PEDL grants will be allowed to run until March 2025. At the latest annual review there were 281 small grants and 49 large grants funded by EGRT with 13 and 9 respectively funded by the BII team. 134 peer-reviewed articles had been published under EGRT’s funding.

The outputs in the logical framework are:

1. High-quality research on private enterprise development in LICs
2. Engagement with policy-makers in LICs
3. Capacity Building in LICs

7. Structural Transformation and Economic Growth (STEG)

Start October 2018. End April 2029. EGRT budget £9.5m. EGRT spend £6.2m to February 2024

The Structural Transformation and Economic Growth (STEG) programme aims to provide a better understanding of structural change, productivity, and growth in low- and middle-income countries. STEG seeks to develop a strong body of evidence that will help country governments, international development organisations, NGOs, and the private sector to design and implement strategies, policies, and programmes that better facilitate structural change, productivity gains, and sustained, sustainable, and inclusive growth. To achieve this goal, STEG aims to increase the quantity, quality, and policy relevance of research in the field and engage a greater number and more diverse group of scholars in the research community.

STEG is implemented by a consortium led by the Centre for Economic Policy Research (CEPR), and including the University of Oxford, the University of Notre Dame, the African Center for Economic Transformation (ACET), the Yale Research Initiative on Innovation and Scale (Y-RISE), and the Groningen Growth and Development Centre.

Competitive calls have resulted in 138 research projects involving over 300 researchers and outputs by the end of February 2023 include 2 peer-reviewed journal articles and 14 working papers.

Future STEG calls will be run under the recently-formed programme “Growth Research Platform”. Existing STEG grants will be allowed to run until February 2025.

Programmes not fully in scope but should be considered for research gaps question

Jobs and Incomes for Women

Start February 2013. End March 2025. EGRT budget £21.7m. EGRT spend to end February 2024 £20.1m.

The Jobs and Incomes for Women Research Programme aims at understanding and generating high-quality evidence on “what works, what does not and why” for government, donors and the private sector to address gender inequality and boost women’s economic and social empowerment in Sub-Saharan Africa. Its research focuses on six main themes: agriculture, private sector development, property rights, social norms, youth employment, and social protection.

The programme is implemented by the World Bank’s Africa Gender Innovation Lab (AGIL), which sits in the Africa Chief Economist Office. FCDO support began with a commitment of £11.58 million in 2013 to implement the findings of the World Development Report 2012 on Gender Equality and Development. FCDO provided a further £8.18 million in 2017, following a commitment made during the High-Level Panel on Women’s Economic Empowerment. In March 2023, an extension of up to £2m was approved to create additional knowledge products to increase awareness and dissemination of rigorous evidence amongst researchers and policy makers on AGIL’s key activities. It also supports a new helpdesk service to share evidence, provide advice and expertise to all FCDO country and policy teams to expand their understanding, inform their analysis and policy engagement, and shape future programming.

FCDO funds are provided through the World Bank-led Umbrella Fund for Gender Equality (UFGE). Over time AGIL has attracted funding from other donors (Australia, Canada, Denmark, Finland, Germany, Iceland, Latvia, the Netherlands, Norway, Spain, Sweden, Switzerland, United States, the Bill and Melinda Gates Foundation and other World Bank Trust Funds), with FCDO’s share of overall financial contributions falling from 60% of the total over 2013-2017 to 23% in 2022/23.

Macroeconomic Research in Low-Income Countries

Start February 2012. End March 2025. EGRT budget £20m. EGRT spend £19m to end February 2024.

This programme is a long-standing partnership between FCDO and the International Monetary Fund (IMF) aiming to promote macroeconomic stability and growth in LICs through improved IMF engagement in those countries.

The programme’s research is produced mostly by economists in the IMF Research Department, with some commissioned from external academics. It aims to push the frontier of the global public understanding on macroeconomics in LICs, a typically under-researched field. The research also aims to generate policy and practice change. The partnership with the IMF is the main channel through this research uptake occurs, through IMF country missions, training for IMF staff and government officials and engagement with the IMF Board.

Research topics include:

- 1) Monetary and exchange rate policies,
- 2) Public investment, growth, and debt sustainability,
- 3) Macroeconomic management of natural resources,
- 4) Macroeconomic policies and income distribution,
- 5) Financial deepening for macroeconomic stability and sustained growth,
- 6) Growth through diversification,
- 7) Gender and macroeconomics,

8) Capital flows.

Young Lives at Work

Start December 2019. End date March 2025. Total budget £9.4m. EGRT budget £4.7m. EGRT spend to end February 2024 £2.2m

Young Lives is a unique and innovative longitudinal cross-country study which has followed the lives of 12,000 individuals since 2002 in Ethiopia, India, Peru and Vietnam. 'Young Lives at Work' is the latest phase which aims to improve global understanding of how poverty affects young people's transition to adulthood, generating data and evidence to inform ways to improve education, labour and well-being outcomes for young people.

YL is led by Oxford University's Department of International Development (ODID) with country research teams and additional partners embedded in each of the four countries. The programme is mainly funded by EGRT and the Education, Gender and Inclusion Research team.

Growth Research Platform

Start April 2024. End April 2029. EGRT budget £39m.

The Growth Research Platform is a flexible platform partnership with the Centre for Economic Policy Research (CEPR) to respond to FCDO priority areas around investment and economic growth. It consists of four pillars:

- Structural Transformation and Economic Growth (STEG): Evidence to support long term policy choices around structural transformation (£13m). The programme aims to help the FCDO and others to better understand pathways for structurally transforming low-income economies with a particular focus on Africa. The programme links micro- and macro-economic research, helping to learn lessons from recent experience while being cognisant of new challenges such as climate change and AI.
- Private Enterprise Development in LICs (PEDL): Knowledge on how to support new and growing firms in developing countries (£9m). Looks at the constraints that hold back firm growth in LICs, including work on trade, finance, the enabling environment, firm management and climate change. PEDL has a dedicated theme partnering with BII to build the evidence base on investments by Development Finance Institutions.
- Reducing Conflict and Improving Performance in the Economy (ReCIPE): Economic policies to build resilience and stability in fragile states (£12m). Key themes are investment, climate change, women and girls and humanitarian assistance.
- Policy Response Window (PRW): Connecting evidence to policy-makers, through building the VoxDevLit synthesis initiative and responsive expert advice (£5m).

Appendix C: List of key documents

Further information about EGRT's programmes can be found online at Development Tracker (links below). This includes business cases, annual reviews, programme completion reviews where relevant and logical frameworks.

[Capacity for Economic Research and Policy-making in Africa \(CERPA\)](#)

[Development and Economic Growth Research Programme \(DEGRP\)](#)

[Economic Development and Institutions \(EDI\)](#)

[Gender, Growth and Labour Markets \(G²LM\)](#)

[International Growth Centre \(IGC\)](#)

[Private Enterprise Development in Low-Income Countries \(PEDL\)](#)

[Structural Transformation and Economic Growth \(STEG\)](#)

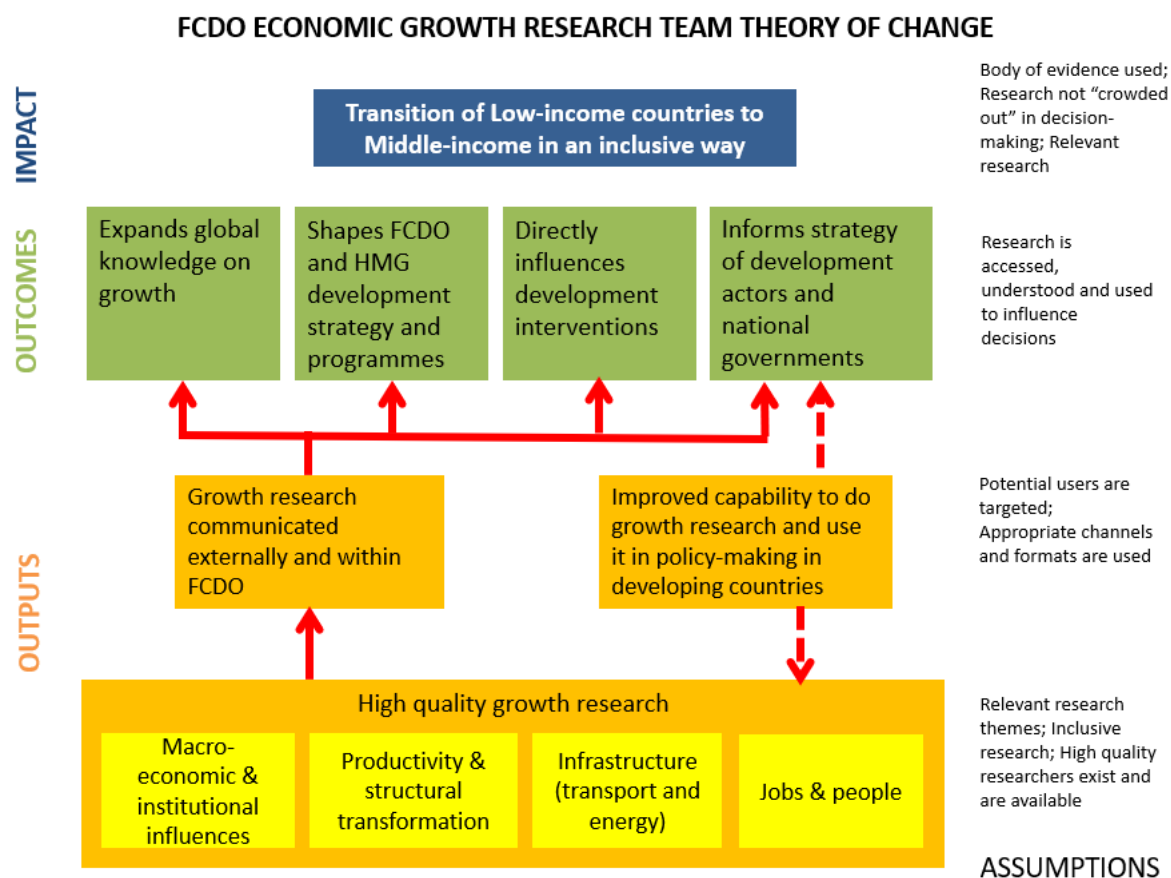
[Growth Research Platform \(GRP\)](#)

[Jobs and Incomes for Women](#)

[Macroeconomic Research in Low-Income Countries \(IMF\)](#)

[Young Lives at Work](#)

Appendix D: Theory of Change narrative



The big question that our work is trying to answer is *Why are some countries persistently significantly poorer than others?* Which leads to the practical question of *What happens in Low-income (LIC) to Middle-income country (MIC) transitions and how can we encourage those transitions? How can we ensure these transitions are aligned to the SDG principle of leaving no one behind?* The impact we are therefore seeking to achieve is transition of LICs to MICs in an inclusive, sustainable way.

Four research outcomes contribute to the impact:

- 1) Research expands global knowledge on growth. FCDO-funded growth research is publicly available and its contribution to the body of evidence is valuable in itself. It may potentially be used in future decision-making (the other outcomes) if it is relevant to an issue that arises. Furthermore, given the nature of much growth research, an individual study may not bring about change, but a number of studies on similar topics can motivate systemic change and push the frontier of global knowledge on what good and bad growth policy and interventions look like. As the body of evidence grows over time, policy issues may be conceptualised differently even though the attribution or contribution of specific piece of research may not be acknowledged.
- 2) Research shapes FCDO and HMG development strategies and programmes. FCDO policy teams and overseas offices are the primary HMG users of EGRT research, but the research may also influence the thinking of other HMG departments.

- 3) Research directly influences development interventions. This outcome may result more from the (applied) infrastructure research commissioned by EGRT (not in scope) but we know of examples where economic development research has resulted in instrumental changes at a local level.
- 4) Research informs strategy of development actors and national governments. Development actors include multilaterals, regional development banks and national governments within LICs and beyond.

Outcome to impact assumptions:

- These outcomes will only lead to impact if users consult the body of available evidence. If evidence is cherry-picked, decisions taken may not make a positive or optimal impact on LIC-MIC transitions in particular contexts.
- Research will have some influence in decision-making and not be completely “crowded out” by other interests, particularly political interests.
- There may be significant obstacles which impede LIC-MIC transitions even where EGRT research is fully used to inform decision-making. It is therefore critical that EGRT consults widely in decision-making about its portfolio to ensure that FCDO commissions research to better understand and tackle those obstacles.

Outputs

1) High quality growth research

EGRT funds hundreds of research grants but they are commissioned through larger research programmes under four key themes:

1. Macroeconomic and institutional influences on economic development. Theory and evidence suggest that institutions are key to persistent low-income status. A LIC-MIC transition is likely to be associated with some changes in institutions – provoked perhaps by political or economic events, and also with political and economic consequences.

Programmes in scope for this evaluation:

- Structural Transformation and Economic Growth (STEG)
- Economic Development and Institutions (EDI)
- International Growth Centre (IGC)
- Development and Economic Growth Research Programme (DEGRP)
- Macroeconomic research in Low-Income Countries (IMF) (for research gaps)

2. Productivity and structural transformation. Firms are an important part of the economy, but in many LICs firms tend to be small, less productive, experience low levels of competition and innovation, with little access to financial services, all of which constrain performance and economic growth. The site of new industries is likely to be urban, and whichever path to structural transformation is followed, an unnavigable city with expensive land, expensive workers and no power supply could be a major constraint to growth.

Programmes in scope for this evaluation:

- Private Enterprise Development in Low-Income Countries (PEDL)
- International Growth Centre (IGC)
- Development and Economic Growth Research Programme (DEGRP)

3. Infrastructure. Not in scope for this evaluation.

4. Jobs and people. People are a great asset in an economy but poverty shows that the people asset is not always easily accessible, properly allocated and used. Research on labour markets and gender aims to address this issue.

Programmes in scope for this evaluation:

- Gender, Growth and Labour Markets in Low Income Countries (GGLM)
- Jobs and Incomes for Women (for research gaps)
- Young Lives at Work (for research gaps)

Research generation output to outcome assumptions:

- Economic transformation needs to be inclusive to be sustainable and long lasting, so the research themes need to reflect this.
- High quality growth research can only be carried out if suitable researchers exist, are interested in applying and are available.
- The research needs to be relevant and timely. Programme partners are encouraged to engage with potential research users from the outset to ensure relevance and increase the likelihood that they will access the research when it is completed.
- There may be years between commissioning a research programme and research being published. Consultation with decision makers about priority areas and building an understanding of predicted future trends are therefore important.

2) Improved capability to do growth research and use it in policy-making in developing countries

In addition to programmes that generate research, EGRT funds capacity strengthening work with southern researchers. Capacity strengthening runs through most of EGRT's research programmes, but there is a programme in Africa with capacity strengthening as the principal objective (Capacity for Economic Research and Policy in Africa (CERPA)). Through supporting African economists to undertake Masters and PhDs, supporting early career post-doctorate researchers and issuing competitive research grants for senior researchers, the aim is to establish a core of quality researchers across the continent. Some of these researchers may be successful in competing for research funding through other EGRT research programmes (dotted downward arrow in diagram). Many of the graduates will eventually work in key government positions in Ministries of Finance and Central Banks, hopefully using their research backgrounds to become users of growth research and encourage their colleagues to use it in policy and practice (dotted upward arrow in diagram).

Capability output to outcome assumptions:

- Those who have had their capacity strengthened continue in, or move into, jobs that involve generating or using growth research.
- Alumni are able to bid to do FCDO-funded research e.g. through membership of consortia.

3) Growth research communicated externally and within the FCDO

Programme partners employ communication and uptake specialists to communicate research outputs and support researchers to communicate their research. EGRT encourages research programmes to engage country governments as appropriate during implementation to increase the likelihood that they will take up the results. EGRT staff also have a role to play, particularly in making FCDO policy and practice decision-makers aware of the research findings to encourage the FCDO to base growth policy and programmes on evidence.

Communication output to outcome assumptions:

- Research communication will only reach potential users cost-effectively if it is well targeted
- Appropriate communication channels and formats are used to increase the likelihood that the research will be picked up by potential users.

Overall output to outcome assumptions:

Well communicated research will only lead to the outcomes if potential users:

- want their work to be informed by research
- can access the research (e.g. physical access through technology; formats which enable efficient reading by busy decision-makers)
- can understand it (e.g. non-technical language)
- know how to use it in decision-making.

Appendix E: Key Performance Indicators (KPIs)

KPI ref. No.	KPI Title	What is being measured	Source of KPI measurement data	KPI Pass/Fail Criteria
KPI01	Adherence to Schedule	The Supplier submits agreed outputs and reports within the agreed schedule (including raising and agreeing any changes to the schedule in a timely manner).	FCDO will acknowledge receipt of outputs, noting whether delivery is on schedule.	Achieved deliverables / total target deliverables = % >95% pass <95% fail
KPI02	Quality of outputs	Draft reports are complete and suitable for submission to EQUALS. EQUALS reviewer's overall scores equate to good or excellent rating. Draft outputs reviewed solely by FCDO are judged complete and at least satisfactory; final versions are considered to be of good quality.	Management Group decisions on submitting draft reports to EQUALS Formal EQUALS reviews. FCDO feedback.	Criteria met = pass Criteria not met = fail
KPI03	Timeliness and quality of communications	The Supplier provides regular updates of progress, succinctly covering key points. Queries are answered promptly and adequately, reflecting the nature of the queries (within 3 working days for straightforward factual queries).	Positive feedback on delivery Email chains confirming prompt, sufficient responses.	Queries answered promptly/ total queries= % >95% pass <95% fail
KPI004	Effective Financial management	Timely submission of accurate forecasting (at least two weeks before quarter end). Timely submission of invoices (within two weeks from the end of a quarter).	Timely submission of invoices and quarterly reports which include accurate forecasting.	1. Timeliness – Pass/Fail 2. Accuracy of forecasting– Pass/Fail > 80% variance: Fail <80% variance: Pass

KPI05	Risk Management	The Supplier will employ robust procedures to identify and manage project risks, and report on these regularly to FCDO.	Ongoing maintenance of a risks log which will be shared with FCDO before and during the evaluation implementation phase (quarterly), which will capture and report any risks, and the actions taken to mitigate them.	Criteria met = pass Criteria not met = fail
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Appendix F: Draft Schedule of Processing, Personal Data and Data Subjects

This schedule must be completed by the Parties in collaboration with each-other before the processing of Personal Data under the Contract.

The completed schedule must be agreed formally as part of the contract with FCDO and any changes to the content of this schedule must be agreed formally with FCDO under a Contract Variation.

Description	Details
Identity of the Controller and Processor for each Category of Data Subject	<p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the following status will apply to personal data under this contract:</p> <p>The Parties acknowledge that Clause 33.2 and 33.4 (Section 2 of the contract) shall not apply for the purposes of the Data Protection Legislation as the Parties are independent Controllers in accordance with Clause 33.3 in respect of the Personal Data necessary for the administration and/or fulfilment of this contract;</p> <p>For the avoidance of doubt the Supplier shall provide anonymised data for the purposes of reporting on this project and so FCDO shall not be a Processor in respect of this data as it does not constitute Personal Data.</p>

Appendix G: Call-down Contract (Terms of Reference) Draft Schedule of Processing, Personal Data and Data Subjects

This schedule must be completed by the Parties in collaboration with each-other before the processing of Personal Data under the Contract.

The completed schedule must be agreed formally as part of the contract with FCDO and any changes to the content of this schedule must be agreed formally with FCDO under a Contract Variation.

Description	Details
Identity of the Controller and Processor for each Category of Data Subject	<p>The Parties acknowledge that for the purposes of the Data Protection Legislation, the following status will apply to personal data under this Call-down Contract:</p> <p>1) The Parties acknowledge that Clause 33.2 and 33.4 (Section 2 of the contract) shall not apply for the purposes of the Data Protection Legislation as the Parties are independent Controllers in accordance with Clause 33.3 in respect of the Personal Data necessary for the administration and/or fulfilment of this contract.</p> <p>For the avoidance of doubt, the Supplier shall provide anonymised data for the purposes of reporting on this project and so FCDO shall not be a Processor in respect of this data as it does not constitute Personal Data.</p>
Subject matter of the processing	<p>The study will involve collecting information on published research articles / policy papers, produced by the researchers from multiple research projects under the EDR portfolio. These will be secondary information, available in public domain.</p> <p>In addition, the EDR evaluation team will collect information through key informant interviews and online discussions with the researchers and policy makers, who were involved in the research projects under EDR evaluation and the policy makers, who used the research findings, and other stakeholders such as researchers in related fields</p>
Duration of the processing	24 months (January 2025 – December 2026).
Nature and purposes of the processing	The information collected through Key Informant Interviews under this project will be anonymized and de-identified before analysis. All the qualitative data will be stored in OPM-UK's secured server. Only Team Lead and key researchers will have access to the folder on Share Point (as permitted by the Team Lead). The anonymized qualitative data (collected through KIIs) will be analysed using NVivo software or another similar tool.
Type of Personal Data [and Special Categories of Personal Data]	The project will not collect any personal data. We plan to collect qualitative information on the perspective of the researchers and policy makers about the research outputs and implications on policy development. Qualitative interviews will be conducted only after consent obtained from the respondents. As mentioned above, responses will be anonymized and any information, that can identify her / him, will be removed from the data before saving into our Share Point folder.
Plan for return and destruction of the data once processing complete	(UNLESS requirement under EU or European member state law to preserve that type of data)

Annex B
SCHEDULE OF PRICES



Annex C
Tender

