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File Ref: 7219  
Your Ref:  
Date: 4<sup>th</sup> April 2017

Contract Amendment No: 1

**CONTRACT FOR: Monitoring and Evaluation of GMAP**  
**CONTRACT NUMBER: 7219**

With reference to the contractual letter dated 21<sup>st</sup> December 2015 whereby your firm was engaged to undertake the Terms of Reference at Section 3 of the Contract and with reference to subsequent discussion, I confirm that the UK Government wishes to make the following amendment to the letter of 21<sup>st</sup> December 2015:

**1. Section 3 Terms of Reference**

At the end of Section 3 Terms of Reference **INSERT** Addendum to the Terms of Reference as attached hereto.

**Section 4 Financial Limit**

**DELETE** £820,691.00 and **INSERT** £837,036

**Section 5 Schedule of Prices**

At the end of Section 5 **INSERT** Addendum to Section 5 Schedule of Prices as attached hereto.

2. This amendment relates to an addition to the Terms of Reference, an increase in the Financial Limit of £16,345 and an increase to the Schedule of Prices.
3. Please confirm in writing by signing and returning one copy of this letter, within **15 working days** of the date of signature on behalf of DFID that you accept the amendment[s] set out herein.
4. Please note the provision in the contractual letter that the financial limit of the UK Government's liability to the Supplier under this engagement shall not exceed the sum specified unless the amount of any such excess has been agreed by the Department for International Development in writing before the Supplier takes any action which might result in the financial limit being exceeded.

For and on behalf of the  
Secretary of State  
for International Development

Name:

Position:

Signature:



Department  
for International  
Development



For and on behalf of  
Itad Limited

Date:

Name:

Signature:

Date:

CB11 (March 2014)

## Addendum to

### 7219 Monitoring and evaluation of the Global Mine Action Programme

#### Section 3

#### Terms of Reference

#### 1. UK Demining Theory of Change – Lessons Learned Exercise

- 1.1 The UK demining policy, *Clearing a Path to Development*, was published in 2013. The policy included a theory of change (ToC) which underpinned design, delivery, monitoring and evaluation of the current GMAP programme.
- 1.2 DFID has recently taken delivery of a formative evaluation of GMAP which challenged the assumptions underpinning the ToC and the strength of the relationship between the outcomes and impact of the programme.
- 1.3 As a result we would like to understand how the ToC could be revised to provide a more meaningful framework to understand the impact of mine action programmes on poverty reduction and security, as set out in the UK Aid Strategy<sup>1</sup>.

#### 2. Deliverables

- 2.1 New diagrammatic ToC with an accompanying narrative outlining
  - where it came from including the formative evaluation, consultation and workshop
  - the changes from the existing one
  - how it might inform a future logframe and reporting on GMAP
- 2.2 The delivered document should be no more than 10 pages.

#### 3. Process

- 3.1 We would expect Itad to spend 4 weeks conducting a consultation on the current theory of change addressing these key questions:
  - 3.1.1 What is the strength of the relationship between the current output and outcome indicators?
  - 3.1.2 What is the strength of relationship between the outcome indicators and the impact, as defined in the current ToC?
  - 3.1.3 How could the ToC be revised to allow flexibility to weight toward a combination of stability and poverty reduction objectives/impacts?
  - 3.1.4 How could a revised ToC be revised to allow greater acknowledgment of differing country specific contexts?

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<sup>1</sup> *UK Aid Strategy, 2016* 'We want to meet our promises to the world's poor and also put international development at the heart of our national security and foreign policy. In line with that principle, we will shape our spending according to four strategic objectives. They are: strengthening global peace, security and governance; strengthening resilience and response to crises; promoting global prosperity; and tackling extreme poverty and helping the world's most vulnerable.'

- 3.2 Itad will facilitate a discussion with our current contracted consortium to test the revised ToC. DFID will host the discussion at 22 Whitehall on 21<sup>st</sup> April.
- 3.3 DFID will discuss the agenda for the workshop as part of a discussion on progress of the consultation w/c 3<sup>rd</sup> April.
- 3.4 Itad will finalise the revised ToC and report within 10 working days and deliver to DFID no later than 15<sup>th</sup> May.

Itad will agree a list of stakeholders to consult. DFID will work with Itad to ensure all relevant contacts are shared and introductions made. DFID will provide the initial list of consultees.

Addendum to

7219 Monitoring and evaluation of the Global Mine Action Programme

Section 5

Schedule of Prices

1. It is a requirement that all invoices relating to this Addendum to Section 5 Schedule of Prices are presented in the format of the payment basis, and in the case of Fees and Expenses only those categories defined are separately identified. Only one invoice per period, as defined in Section 2, paragraph 19, should be submitted.

2. **Fees and Expenses**

The amount of Fees and Expenses are shown separately and reflect the financial ceilings within each category. Only expenditure actually incurred will be reimbursed, and receipts for expenditure incurred may be required before any payment is made under this Contract.

3. **Contract Value and Payment Plan**

The maximum amount to be paid under this Contract is £837,036

Payment will be made following submission and satisfactory acceptance of the revised ToC and report.

The table below sets out the fees and expenses payable on submission and satisfactory acceptance of the revised ToC and report.

SCHEDULE OF PRICES

Redacted