

[Redacted]
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Telephone: [Redacted]
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Your Ref: PO 7048

Date: 18th December, 2015

Contract Amendment No: 6

CONTRACT FOR: Evaluation Services Provider for the Pakistan Education Innovation Fund Phase II

CONTRACT NUMBER: PO 7048

With reference to the contractual letter dated 2nd June 2015 (as most recently amended by the letter dated 14th December, 2015) whereby your firm was engaged to carry out the terms of reference as detailed in Section 3 and with reference to your discussion with DFID Pakistan, I confirm that the UK Government wishes to make the following further amendment to the letter of 2nd June 2015:

3. Commencement and Duration of the Services

Delete 21st December 2015 ("the end date") and replace with 30 September 2019 ("the end date")

Section 3- Financial Limit

Delete: £131,380.00

Insert: £885,485.00

Schedule 4: Annex A

The Annex to Terms of Reference enclosed should be inserted in addendum to the existing Terms of Reference.

Annex B

Delete in toto and replace with the revised version attached.

Quality Register: Annex C

The Quality Register enclosed should be inserted as Annex C.

2. This amendment relates to scaling up the programme to implementation and the inclusion of the agreed implementation phase milestones and schedule of pricing.

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 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: [Redacted]

Position: Procurement & Commercial Manager

Signature:

Date:

For and on behalf of

Coffey International Development Ltd.

Name:

Signature:

Date:

CB11 (March 2014)

This annex confirms changes to the original TORs and the original proposal received from Coffey International.

Changes to the Terms of Reference:

The changes to the Terms of Reference, as agreed with DFID and summarised in the inception report are given below:

- The programme target for the programme is now improved learning outcomes for 250,000 children as compared to 300,000 initially stated in the ToR.
- Cambridge Education, the fund manager, has proposed working across all regions from the start of the programme, including Baluchistan.
- The final evaluation report will capture the overall programme performance and impact on educational outcomes for targeted children and improvements in the innovation ecosystem.
- Coffey will evaluate the programme at the following levels:
 - Cambridge Education's performance involving primary data collection;
 - Measure impact of grantee interventions through meta analysis of baseline and endline data
 - Support Cambridge Education grantees to design M&E frameworks and conduct evaluations, including QA
- Evaluation questions have been revised and follow the OECD evaluation criteria as well as being reviewed against the programme theory of change.
- Ilm Ideas 2 will end in March 2019, the evaluation has been extended for a further six months (September 2019), and this will allow grantees to complete their projects and provide evaluation data.

Agreements with Cambridge Education

During the inception phase Cambridge Education and Coffey International have held detailed discussions in regards to their respective roles within this evaluation. Cambridge and Coffey agreed to the following:

- Cambridge will put in place an M&E TA team consisting of local and international personnel with M&E expertise.
- After the grantees are selected, Coffey and the Cambridge M&E technical assistance team will jointly develop and deliver M&E support to the grantees, resulting in development of grantee M&E plans, including Coffey undertaking a QA role.
- The Cambridge M&E technical assistance team will oversee the implementation of the grantee M&E plans and provide continuous support to each grantee throughout their project lifetime. One M&E TA team member will be attached to each grantee.
- Coffey will undertake data verification visits and feedback the findings to Cambridge and the M&E TA team, based on which further one-to-one grantee support will be provided by Coffey.
- Regular progress sharing meetings will be held between Cambridge and Coffey, informing DFID beforehand to facilitate participation.
- Cambridge will ensure that grantees have sufficient budget and capacity to deliver their M&E plans. If in-house capacity is weak then the grantees will outsource the delivery of their M&E plans in particular data collection. ASER tests will be out sourced by all grantees.
- The overall responsibility for implementation of grantee M&E plans rests with Cambridge, and the M&E requirements, including adherence to research ethics and outsourcing research in the case of weak in-house capacity, will form part of the grant agreement.

In addition, other areas of agreement include:

- Purpose, scope, focus and outputs of the evaluation (as mentioned in Inception Report, p.I and p.12-14)
- A final set of evaluation questions should be agreed between DFID, Coffey and Cambridge Education by the end of December 2015, based on conversations with SEQAS.
- Roles and responsibilities agreed with the fund manager (p.48-49 and pg.73-77)
- Key evaluation deliverables to include:
 - Tailored grantee M&E support where required
 - Reviewing and providing comments on Cambridge and grantees M&E frameworks
 - Design and conduct data quality assessments, analyse data annually make recommendations to improve quality of data collected and propose complementary data collection measures
 - Review and meta analysis of baseline and endline data to inform the final evaluation report and programme-wide effects, depending on type and quality of data collected.
 - Conduct process evaluations annually and produce annual reports in 2016, 2017, 2018 and 2019.
 - Conduct a final evaluation for the submission of the final evaluation report in September 2019.

The inception report, finalised after review by SEQAS (approved on 16 December 2015) is annexed as part of the TORs for the implementation phase. The workplan as included in the inception report shall be considered as final for the time being however may be subject to change, to align with the revised evaluation questions and the Cambridge Education delivery plans. Revised evaluation questions will be agreed over email and filed as records.

Coffey will review and submit a revised evaluation plan by end of 2016, for review by a DFID evaluation advisor as a follow up to the SEQAS review process. The format and details of the report will be jointly agreed with the DFID project team before submission.

Changes to proposed methodologies and key deliverables shall be agreed with DFID in advance and recorded before implementing.

Annex B: Schedule of Pricing (Revised December 2015)
[Redacted]