

Terms of Reference (ToR)
FINAL EVALUATION

Project Title

Establishment of a Functional Animal Identification and Registration (AIR) System in Armenia

Project Duration: 01 December 2021 – 30 September 2025

Implemented by: Center for Agribusiness and Rural Development (CARD) Foundation

Project Number: 8352-00-2021

Donor: Austrian Development Agency (ADA)

Implementing Partner: Center for Agribusiness and Rural Development (CARD) Foundation

Country: Armenia

Abbreviations

1. ADA – Austrian Development Agency
2. AIR - Animal Identification and Registration
3. CARD – Center for Agribusiness and Rural Development
4. CAS SNCO - Center for Agricultural Services State Noncommercial Organization
5. FSIB- Food Safety Inspection Body
6. FE – Final Evaluation
7. MoE - Ministry of Economy
8. OECD/DAC - Organisation for Economic Co-operation and Development / Development Assistance Committee
9. PP Evaluation Guidelines – Program and Project Evaluation Guidelines

1. Context and Background

The Center for Agribusiness and Rural Development (CARD) Foundation is implementing the project titled “Establishment of a Functional Animal Identification and Registration (AIR) System in Armenia,” funded by the Austrian Development Agency (ADA) in collaboration with the Ministry of Economy of the Republic of Armenia (MoE). The project aims to establish a sustainable and functional animal identification and registration (AIR) system aligned with the needs of key stakeholders.

The AIR system is intended to enhance food safety, traceability, and market access while enabling rapid response to health emergencies and supporting informed policy decisions through the tracking of animal movement and data collection. The AIR system supports Armenia’s ability to export and import animals and animal products by ensuring compliance with local and international standards.

The long-term impact of the project is to improve animal health, food safety, productivity, trade, and farm income in Armenia.

Project Outcome:

A fully operational, nationwide animal identification and registration (AIR) system is established.

Project Outputs:

1. An enhanced regulatory framework and effective enforcement in the field of AIR.
2. Improved infrastructure supporting a user-friendly, practical, and sustainable AIR system.
3. Strengthened technical and organizational capacities of state officials, veterinarians, and farmers in areas including AIR, food safety, animal welfare, and sustainable livestock management.
4. Enhanced awareness and benefits for women regarding their economic, labor, and human rights.

Project activities are implemented across ten regions (Marzes) of Armenia: Ararat, Armavir, Kotayk, Aragatsotn, Shirak, Lori, Tavush, Gegharkunik, Vayots Dzor, and Syunik.

Project Budget:

EUR 1,736,640

- EUR 1,555,000 – ADA
- EUR 31,640 – CARD
- EUR 150,000 – Ministry of Economy (MoE)

A detailed Logical Framework Matrix will be made available to the selected evaluator(s).

2. Purpose and Objectives of the Evaluation

Purpose:

The purpose of this evaluation is to:

- Assess project implementation results and identify enabling and hindering factors.
- Provide evidence-based findings and actionable recommendations for future AIR system development in Armenia.

Objectives:

- a) Assess the design and coherence of the project, including its logical framework, theory of change, and underlying assumptions.
- b) Determine the extent to which project objectives and results have been achieved or are likely to be achieved.
- c) Identify strengths and weaknesses across the project cycle, extracting lessons learned and good practices.
- d) Evaluate the integration of cross-cutting issues (gender, environment, social standards) throughout the project lifecycle.

The evaluation will follow the OECD/DAC evaluation criteria.

Primary Users:

MoE, CARD Foundation, ADA, CAS SNCO, FSIB, and local partners/donors.

Secondary Users:

Policy makers, designers, and implementers of similar AIR initiatives.

3. Scope of the Evaluation

The evaluation will focus on assessing the project at the strategic, outcome, and output levels. It will target state officials, veterinarians, and livestock farmers in the ten Marzes mentioned above.

4. Evaluation Questions

Relevance

- Are the project's objectives still relevant to Armenia's current context and beneficiary needs?
- Are the expected results logically aligned with the project's intended outcomes and long-term impact?

Effectiveness

- To what extent have the project's outcomes and outputs been achieved or are likely to be achieved?
- How effective have capacity development and demonstration projects been?
- Was the project implemented as planned? What challenges occurred, and why?
- Has the project contributed to capacity development as intended?
- How effectively were gender, environmental, and social considerations integrated and monitored?

Efficiency

- Were project resources (equipment, personnel, time) used efficiently?
- Were there any implementation inefficiencies? If so, what caused them?

Impact

- How many people have benefited from the project?
- What tangible changes have occurred in the lives of beneficiaries and institutions?
- What gender, social, and environmental effects can be attributed to the project?

Sustainability

- Will the project's benefits and results be sustained after its conclusion?
- How will results be integrated into local/state structures and budgets?
- What further actions are needed by MoE, the private sector, and donors to ensure sustainability?

5. Design and Approach

The evaluation will proceed through the following phases:

- A. **Kick-off and Inception Phase:** Agreement signing, document review, and initial discussions.
B. **Data Collection Phase:** Review of documents, interviews, field visits, and reconstruction of the intervention logic.
C. **Data Analysis Phase:** Quantitative and qualitative data analysis (sex-disaggregated where relevant).
D. **Presentation Phase:** Feedback workshop and presentation of the final draft and final reports.

Methods will include: document review, structured and semi-structured interviews, group discussions, and online surveys (if applicable). Concrete and actionable recommendations must be presented.

The evaluation must comply with ADA's evaluation guidelines and standards, available at:

<https://www.entwicklung.at/en/ada/evaluation>

6. Workplan

Estimated Duration: 42 working days

Activity	Responsible	Timeline
Kick-off and Inception Phase	Consultant, CARD	04 Aug – 06 August (3 days)
Data Collection & Interviews	Consultant	06 – 22 August (12 days)
Data Analysis & Report Writing	Consultant	25 August – 05 September (10 days)
Inception Report submission	Consultant	08 September (1 day)
Draft Final Report submission	Consultant	10 September (2 day)
Review & Feedback by ADA and CARD	CARD/ADA	10 – 24 September (11 days)
Submission of Final Report	Consultant	25 – 30 September (4 days)

7. Evaluation Management Arrangements

The evaluation of the project will be managed in a transparent, accountable, and ethically sound manner, fully aligned with the Austrian Development Agency's (ADA) ethical standards and guiding principles for evaluation. Primary responsibility for managing the evaluation process will be taken by CARD to coordinate all technical and logistical aspects of the evaluation in close consultation with ADA. CARD will ensure that the evaluation process is adequately resourced, that relevant stakeholders are actively engaged, and that all activities are conducted in accordance with agreed timelines and established standards.

The evaluation will be undertaken by external evaluators who have had no prior involvement in the implementation of the project, thereby ensuring objectivity and impartiality in the evaluation process. The design and implementation of the evaluation will be sensitive to local norms, cultural practices, and stakeholder contexts. Furthermore, the process and findings of the evaluation will be communicated to key stakeholders in a timely, transparent, and accessible manner.

The evaluation will be oriented toward generating practical and actionable recommendations to inform future programming, policy formulation, and decision-making by CARD, ADA, and other relevant partners.

8. Requirements for the Evaluator(s)

The evaluation team will consist of a team leader and members with the following qualifications:

- Master's degree in Social Sciences, Economics, or a relevant field.
- Team leader with a minimum of 5 years of lead evaluation experience, and at least one evaluation related to AIR, animal health, or breeding.
- Team members with a minimum of 3 evaluations in the last 5 years, preferably with a veterinary background or AIR-related work.
- Proven expertise in M&E, qualitative and quantitative data analysis, theory of change, and OECD DAC principles.
- Knowledge of the Armenian agriculture and livestock sector context.
- Gender, environment, and social safeguards experience.
- Fluency in English, Armenian, and Russian.
- Proficiency in MS Office and IT tools.

Note: Consultants must not have been involved in the design, implementation, or internal monitoring of this project.

9. Specifications for the Submission of Offers

The following deliverables are required:

- Draft and final Inception report (max. 15 pages) excl. Annexes (for structure and content requirements, see Annex 5 of the ADA PP Evaluation Guidelines, pp. 46-47).
- Final Evaluation report (max. 35 pages) including Executive Summary (3–4 pages) and Results Assessment Form (for structure and content requirements see Annex 6 of the ADA PP Evaluation Guidelines, pp. 48-50).
- Infographic
- Presentations (PowerPoint) for key meetings, organized by the evaluation commissioner) during the evaluation process (Kick-Off, draft Inception Report presentation, Preliminary Findings presentation, draft evaluation report presentation, recommendations workshop, final evaluation report presentation).

Reports must be submitted in both Armenian and English. The structure must follow the OECD/DAC criteria and ADA formats (accessible at: <https://www.entwicklung.at/en/ada/evaluation>). Reports will be evaluated against quality criteria such as clarity, coverage of evaluation questions, sound methodology, stakeholder engagement, and actionable recommendations.

Coordination and Contact

Primary Contact:

Mrs. Nazeli Grigoryan

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CARD Foundation will manage the evaluation process and contractual arrangements. The evaluation team is responsible for all logistical arrangements.

10. Annexes

- Results Assessment Form (to be completed and submitted with the final report)