

External Endline Evaluation North-East Syria

Stellenbeschreibung

arche nova is an international aid organization based in Dresden, Germany. Ever since our inception in 1992, arche nova has been supporting people who live in unstable environments, caused by crisis, conflicts or natural disasters. Whether in rapid-response emergency aid missions, rehabilitation/ reconstruction projects or long-term development cooperation projects, arche nova works with local partners and involves the beneficiaries from the start, always following the organization's fundamental principle: helping people to help themselves.

arche nova's main sectoral focus is WASH. We have extensive experience in diverse operational environments and have developed numerous customized solutions for urban and rural water systems. Even though WASH is our main expertise, arche nova also work in various other sectors, such as education, food security, medical services and DRR. For detailed information on projects and approach, please visit our website www.arche-nova.org.

arche nova has been active in Syria and scaling up since 2012. Projects have primarily focused on the North West (Aleppo and Idlib governorates) and since 2019 as well in NES.

arche nova is currently looking for the acquisition of an External Endline Evaluation Service for a multi-annual transitional aid project in North-East Syria.

Aufgaben

1. General Remarks and Special Condition

The required service must be in accordance to our specifications mentioned in the attached Terms of Reference.

The project was designed as a multi-sectoral project encompassing the sectors of agriculture, livelihoods and vocational training and WASH. Please note at the time of the evaluation process, the project might still be implementing some last activities until its completion.

2. Scope of the Evaluation

The scope of the service as per attached Terms of Reference.

3. Service Provision Conditions

As per attached Terms of Reference.

4. Service Provision Schedule

The evaluator is requested to fill in the table (Annex 1), listing suggested dates for each task of the evaluation (the content can be adjusted according to the plannings). Furthermore, a detailed workplan breakdown is to be provided.

As per attached Terms of Reference.

5. Cost

The offer shall contain a statement whether the offer is subject to Value Added Tax according to German law or not. Please submit a financial offer in line with the evaluation process, including a cost breakdown according to unit costs and time units. The company can use their own format or request a format from AN.

6. Ordering Party

arche nova e.V.
Weisseritzstrasse 3
01067 Dresden
Germany

7. Documents

Following documents must be submitted **before tender closing date**:

1. Written quotation in EUR currency on letterhead paper (duly stamped and signed in a PDF format)
2. Company registration and copy of VAT (PDF format) when available
3. Company profile (PDF format)
4. Technical Proposal (PDF format)
5. Reference list (PDF format)
6. Example or evidence of similar work (PDF format)
7. Providing profiles of evaluation team (PDF format)
8. Signed Annex 1: Timetable and workplan.
9. Signed Annex 2: evaluator qualification form.
10. Signed Annex 3: Code of Conduct for Suppliers and Service Providers.

8. Payment Conditions

The order sum can be subdivided into partial payments according to the required reports as following:

20% after approval of the inception reports

50% after acceptance of the first delivery progress report

30% after approval of the final report

9. Selection Criteria

Note: Tenderers not providing the requested quotation duly signed and stamped together with documentation as requested and listed in article “7. Documents” will be excluded from this competition.

arche nova will select quotations based on criteria listed below:

1. Overall quality of the technical proposal and proposed outputs à 30 scores

2. **Relevant experience and references:** providing samples of reports that has been done in similar contexts à 20 scores
3. **Capability:** providing profiles of personnel who will be involved in the evaluation à 15 scores
4. Proposed **methodology**, appropriate to the circumstances à 10 scores
5. Proposed timetable: adequate work plan to reflect tasks mentioned in the Terms of Reference à 10 scores
6. Cost efficiency à 15 scores

10. Penalties, Nonconforming Goods or Services, Shortfalls

1. The evaluator shall be liable according to statutory legal provisions, especially for its own negligent breach of duty and negligent breach of duty by its legal representatives or vicarious agents.
2. The evaluator recognizes that the Contract concerns the provision of Services where "time is of the essence" and that failure to provide the Services by the scheduled date(s) or in accordance the Contract may cause irreparable harm to arche nova.
3. arche nova will withhold payments to the evaluator if the evaluator fails deliver the agreed documents in the agreed quality.

11. Offer Conditions

Quotations must be sent by email in PDF format not later than the 07/11/2025, 12.00 German time, to the following email address: `bewerbung [at] arche-nova.org` (`style="color:#0563c1; text-decoration:underline"` with reference: **Tender AN Syria Project External Evaluation**.

12. Annexes

To download the requested annexes please follow the following link

<https://cloud.arche-nova.org/s/gSaSCAaiFzCS8ep>

Voraussetzungen

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Wir bieten

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Arbeitsort

Syria

Bewerbungsschluss

Dienstag, 4. November 2025

Kontakt

Quotations must be sent by email in PDF format not later than the 07/11/2025, 12.00 German time, to the following email address: [syriarelieve \[at\] arche-nova.org](mailto:syriarelieve[at]arche-nova.org) with reference: **AN Syria Project External Evaluation**.

Wir freuen uns auf Ihre Bewerbung.

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