

SHORT-TERM CONSULTANCY FEASIBILITY STUDY INDIA: JHARGRAM

Terms of Reference

1. Introduction:

The German Doctors e. V. (GD) is a charitable, non-profit organization with legal capacity registered in Bonn, Germany, focusing on the provision of medical services for the poor and underprivileged people in regions with only limited access to medical treatment. GD has a long-standing engagement in India and has cooperated with various partners to implement projects in medical care, primary healthcare, rights-based approaches, Water, Sanitation and Hygiene (WASH), and related areas since the early 1980s.

Our local partner, Kajla Janakalyan Samity (KJKS), is an experienced Indian non-governmental organization with a broad program portfolio. Its work covers education programs with a focus on child-friendly and child-centric quality education, health programs, child protection, women's empowerment including gender equality, natural resource management with emphasis on sustainable and eco-friendly alternative agriculture and allied activities, social security and livelihoods including vocational training, nutrition and food security, as well as disaster risk reduction and humanitarian response.

KJKS's mission is to empower the community, especially tribal populations, fishing communities, slum dwellers, children, women, senior citizens and persons with disabilities, in an integrated and sustainable way. The organization aims to foster resilient communities through full participation and inclusive development.

Together, GD and KJKS plan to implement the project "Strengthening Climate-Resilient Agriculture and Food Security of Smallholder Farmers including Mothers and Children through Women-led Cooperatives." The project aims to address extreme poverty, malnutrition, and low agricultural productivity among indigenous smallholder farmers in Nayagram Block, Jhargram District, West Bengal. Approximately 3,000 households in 49 villages are expected to benefit from improved food security and resilience. Key project components include the establishment of a women-led cooperative, the formation of producer groups, the promotion of climate-resilient and sustainable agricultural practices, and improved access to local markets. A particular focus will be placed on improving the nutrition of mothers and young children. Additional measures such as capacity building, the introduction of savings schemes, and systematic linkage with government programs will strengthen the economic and social stability of participating households. Replicability of the model is envisaged through strong community structures and policy engagement.

In preparation for the funding application to the German Federal Ministry for Economic Cooperation and Development (BMZ), a feasibility study is required.

2. Purpose of the Study / Main Duties

German Doctors e. V. and KJKS seek to implement a project in the field of climate-resilient agriculture and food security to be co-funded by the German Ministry for Economic Cooperation and Development (BMZ) after a feasibility study has been conducted to assess the feasibility of the

project and to systematically examine the extent to which the project approach can achieve the set goals.

The overall purpose of the feasibility study is to assess the viability of the planned project, analyze the initial situation, and provide recommendations for the conceptual refinement of the project.

More specifically, the following deliverables are associated with the feasibility study:

- The study serves as a basis for the further development of the project concept, describes the context of the planned project at all relevant levels, and includes essential data on the initial situation.
- The study identifies to what extent the planned project approach is appropriate to achieve the project objectives, taking into account the evaluation criteria by the Development Assistance Committee (DAC).
- Concrete recommendations are given for adjustments to the specific project concept, including the impact matrix and measures.
- Risks that could affect project objectives and possible risk mitigation strategies have been identified.

The consultant (team) will conduct the following exercises and provide recommendations based on the findings of these exercises to achieve these objectives:

Context and problem analysis

Examine to what extent the project contributes to one or more of the thematic areas of the Special Initiative 'SiAGER' (1) food security and resilience, (2) innovations in agriculture and food systems, (3) sustainable management of natural resources, (4) secure and fair access to resources and land, (5) rural employment, (6) sustainable fisheries. Assess how well the project fits into the selected thematic area(s) and evaluate its potential contribution. Analyze the local context in Nayagram with regard to food security, livelihoods, agricultural practices, market access, and the accessibility of public support schemes. Describe causes of the identified problems as well as structural barriers affecting indigenous smallholder women farmers and their households. Summarize key trends, geographic specificities, and seasonality, and identify evidence gaps relevant for project design. Examine in particular maternal and child health in relation to nutrition, and the impact of alcohol consumption on household food security and nutrition outcomes. Document current practices related to agriculture, nutrition, savings, and market engagement.

Stakeholder analysis

Identify and map all relevant stakeholders at community, block, and district levels. This includes self-help groups, Panchayats, local administration, agricultural training and extension services, civil society organizations, private sector market actors, and relevant government schemes. Clarify roles, interests, influence, coordination mechanisms, and potential for collaboration. Identify potential conflicts of power and interest.

Detailed analysis of the target group

Describe and evaluate the selection process and composition of the primary and secondary target groups across the 49 villages. Disaggregate findings by sex, age, disability, socio economic status,

and other relevant characteristics. Identify most vulnerable subgroups and barriers to participation and benefits.

Assessment of the planned project approach

Review the theory of change, objectives, results framework, and planned activities. Assess the fit of the approach to identified needs, analyze which short-, medium-, and long-term effects are plausibly achievable, assess the feasibility of the implementation timeline, and complementarities with existing structures and programs. Analyze the sustainability of the proposed approach. Examine the extent to which the planned measures represent an innovative approach in the thematic fields of improving maternal and child nutrition and adoption of climate-resilient agriculture, and whether they set new impulses in these areas. Analyze synergies with other programs in the region (e.g., government subsidies, NGO projects) and identify risks of duplication and propose ways to maximize coherence and added value. Analyse how the project contributes to the empowerment of women and girls beyond their participation. Evaluate which alternatives or complementary approaches could be useful.

Identification of risks

Conduct a comprehensive risk analysis that covers contextual, programmatic, operational, safeguarding, and data protection risks, as well as climate and market risks. Apply a do no harm lens and integrate a gender equality and social inclusion perspective. Propose specific, actionable mitigation and contingency measures with clear responsibilities.

Analysis of the local partners' internal capacities and opportunities

Assess KJKS in terms of governance, staffing, technical expertise, financial management, procurement, safeguarding, monitoring and evaluation, data systems, and partnership management. Identify capacity strengths and gaps, training needs, and opportunities for collaboration and scaling.

Data on the initial situation

Generate relevant baseline information to populate and refine the impact matrix and indicators. Propose realistic baseline values or approaches for establishing them, define data sources and collection methods, and provide recommendations for monitoring arrangements during implementation.

3. Methodology

The feasibility study will be conducted using mixed methodology, including a review of secondary data, qualitative data collection (e.g. focus-group discussion, interviews) and quantitative data collection (e.g. survey). Relevant stakeholders (e.g. community members, government stakeholders, NGO representatives) will be engaged during the primary data collection. The data collection should cover all project areas, focusing on the 49 targeted villages.

4. Timeline and deliverables

The timeline below is proposed to conduct the feasibility study, although the consultant(s) may complete the work earlier, if possible.

Activity	Expected Timeline
Recruitment process of consultant(s)	01 Oct – 9 Nov 2025
Kick-off meeting	10 Nov
Inception phase (including development and agreement on tools and feedback loops)	11 Nov – 19 Nov 2025
Regular up-date meetings with the core team	weekly
Field work, data analysis and report writing	02 Dec – 24 Jan 2026
Validation workshop	to be determined
Submission of draft report	25 Jan 2026
Commenting and revision phase	26 Jan – 06 Feb 2026
Submission of final report	08 Feb 2026

The consultant(s) will deliver the following:

1. An inception report that demonstrates adequate understanding of the scope and content of the assignment and explains the methodology,
2. A feasibility study report of not more than 30 pages, including:
 - Introduction (background and context) – up to 1 page
 - Methodology (approach, tools used, sampling, limitations) – up to 2 pages
 - Findings – up to 23 pages
 - o Findings should be presented per topic, in order of priority, and include graphs and tables.
 - o Findings should be disaggregated by respondent category.
 - Conclusion – up to 2 pages
 - Recommendations for implementation and for future investment– up to 2 pages
 - Annexes, including the tools for data collection and revised impact matrix
3. The entire set of raw data for primary data will be provided to the German Doctors in Excel format.
4. A two-page summary with the most important core findings on the subjects listed above.

5. Responsibilities

Stakeholders	Roles and responsibilities
German Doctors e.V.	• Tendering / selection process and contracting of consultant(s) • Approve budget • Provide internal documents that will be useful for consultant(s) to conduct the feasibility study

	• Review reports (inception report, including tools and final study report) and share feedback • Facilitate contacts with partners / stakeholders in India
KJKS	• Provide background information/internal documents on the organization, the planned project, and monitoring data on the ongoing pilot project • Review reports (inception report, including tools and final study report) and share feedback • Facilitate the field work, e.g. contacts with partners / stakeholders in the field
Research consultant(s)	• Desk review / review of secondary data • Draft inception report • Develop the tools for primary data collection • Conduct data collection and ensure quality / supervision • Data analysis and interpretation • Develop recommendations for the adaptation of the project • Draft and finalize the feasibility study report

6. Minimum criteria

- Education of evaluation lead or co-lead: Master's degree in Social Sciences, Development Studies, Monitoring and Evaluation or its equivalent
- Experience of evaluation lead: at least 5 years of professional experience in consultancies for NGOs in data collection/analysis (e.g. evaluations, feasibility studies, research studies, etc.)
- Proven knowledge with the implementation of studies in the Indian context
- Proven knowledge with at least 2 of the following study themes: food security, climate resilient agriculture, gender, mother-child health
- Proven experience and knowledge of various methods of data collection
- Proven experience with application of the OECD-DAC criteria in evaluations / studies
- Experience with evaluation / studies in the context of BMZ-funded projects or equivalent
- Language Requirements: English

7. Budget

For the feasibility study about 40 consultancy days (evaluation team) are budgeted. The proposed budget must include all study-related costs and show exactly how the costs are divided.

8. Application and Evaluation

The technical proposal should include (no longer than five pages):

- Description of how the work will be done including the proposed methodology
- Description of the different stakeholders involved
- Proposed time frame
- Description of the team members characteristics/expertise and functions within the study

- Names and contacts of 3 professional references for whom similar work has been conducted

The financial proposal should include:

- Detailed itemized fees
- All costs related to the work, including transport, translation (if required), printing, communication, and accommodation.

Annex:

- The applicants' CVs outlining relevant qualifications and experience
- A working example of a similar consultancy recently conducted

Evaluation criteria

For a combined evaluation, the technical proposal of a tenderer will be weighted 70% and the financial proposal, 30%. A scoring system will be applied. The evaluation of the technical proposal will include the following criteria:

Technical proposal (70%)

1. Quality of proposal framework (30%)
 - a. Soundness and clarity of the methodological approach (15%)
 - b. Realism and feasibility of the proposed timeline and work plan (5%)
 - c. Ability to present complex issues in a clear, concise, and structured manner; quality of writing style (5%)
 - d. Demonstrated comprehension of the ToR and the assignment (5%)
2. Technical capacity in relevant areas (25%)
 - a. Extent of expertise in food security, climate resilient agriculture, gender, mother-child health (10%)
 - b. Depth of knowledge of the cultural context of indigenous communities in the project region (Indian Adibasi culture, specifically Lodha and Sabar) including local language (10%)
 - c. Extent of experience in applying participatory and mixed-method approaches (5%)
3. Capacity of the team / human resources (15%)
 - a. Complementarity of team members and clarity in the division of roles, ensuring that different areas of expertise reinforce each other (5%)
 - b. Inclusion of local expertise for contextual understanding and access (5%)
 - c. Gender balance and diversity of the team composition, with particular value placed on balanced representation (5%)

Financial proposal (30%)

- a. Transparency and detail of budget breakdown (10%)
- b. Cost-effectiveness and value for money (20%)

The tenderers who submitted the proposal with the highest total score will be invited for an interview and contract negotiations.

Interested candidates should email their expression of interest, including the technical and financial proposal, to quotations@german-doctors.de no later than October 22, 2025, at 12 midnight. Any question, communication or requests for additional information concerning this call for tenders are permitted in writing (email). The subject for the application should be "Proposal for Feasibility Study Jhargram".