

Call for Expressions of Interest Consultancy for Evaluation of a Project focused on Gender Equality and SRHR in the EU

Introduction

This initial call is for **Expressions of Interest and M&E capacity statements** from candidates (natural or juridical persons) interested to design and lead the final evaluation process for IPPF EN CERV 4-year Project. This expression of interest is the first step of a comprehensive selection process, allowing IPPF EN to assess candidates' suitability based on their experience, expertise, values alignment, and initial eligibility. Detailed information, including a detailed Terms of Reference and relevant annexes, will be shared with a shortlist of candidates who meet the required criteria.

Background (Broad Overview)

The Organisational Context

The International Planned Parenthood Federation European Network (IPPF EN) is seeking expressions of interest from qualified consultants or consultancy firms for a final evaluation related to its work under the EC CERV programme ([Citizens, Equality, Rights and Values programme overview - European Commission](#)).

[The International Planned Parenthood Federation \(IPPF\)](#) is a global service provider and a leading advocate of sexual and reproductive health and rights for all. We are a worldwide movement of national organizations working with and for communities and individuals. IPPF European Network (IPPF EN) is one of the IPPF's six regional networks.

IPPF EN is a membership-based organization working in over 40 countries across Europe and Central Asia. Our mission is to lead a locally owned, globally connected civil society movement that provides and enables services and champions sexual and reproductive health and rights (SRHR) for all, especially the underserved. Our work under the CERV programme contributes to increasing engagement and mobilisation for gender equality and women's rights and countering backlash, increasing access to Gender Transformative Sex and Relationship Education (GTSRE), and strengthening the technical and organisational capacity of our network.

Project Context

In the last 4 years (2022-2025) IPPF European Network is implementing a programme funded by the European Commission under the [CERV funding program](#), Pillar 1 Equality, Rights and Gender Equality.



In the last 3 years (2022-2024) the IPPF EN CERV interventions involved organisations from over 23 European Union countries (85,2% of EU) and an overall budget of over 3 mil. Euros.

Through CERV programme IPPF EN's advances gender equality and women's rights, including SRHR, within the European Union. Activities include strengthening civil society movements and organisational capacity building, strategic communications and advocacy, education, research and evidence generation, subgranting to our members and M&E systems across the network. To achieve this overarching aim, IPPF EN employed a **multi-level, multi-actor, and rights-based approach**.

The consultancy will broadly assess [e.g., the relevance, effectiveness, efficiency, impact, and sustainability] selected components contributing to the programme objectives.

Scope of Work & Indicative Budget

The evaluation will cover activities undertaken within the CERV framework from 2022-2025 (1st January 2022 – 1st June 2025). It will encompass key activities, outputs, and their intended contribution to the **various levels of outcomes and the overall impact as defined in the project's Theory of Change**. The evaluation will consider the perspectives of various stakeholders and target groups.

The consultancy is expected to involve a range of evaluation activities, including but not limited to, desk review of project documents, qualitative data collection through interviews and potentially focus group discussions with key stakeholders, data analysis, and report writing. The work will focus on project activities implemented within EU Member States.

The consultancy is expected to be executed within an approx. 5 month framework (between 1st of July and 21st of November 2025).

IPPF EN anticipates the total budget allocated for this consultancy to be within the range of 20,000 - 30,000 EUR. Candidates should consider if their capacity and expected costs align generally with this range before submitting their Expression of Interest. A detailed financial proposal will be required from shortlisted candidates.

Purpose of the Evaluation

The primary users of this evaluation are the IPPF European Network (IPPF EN) team. This evaluation serves as a strategic opportunity for the Secretariat to reflect on the past 3.5 years of implementation under the CERV programme. It aims to support the systematization of lessons learned, deepen the understanding of how the implementation approach has influenced outcomes, and generate insights for refining our future intervention strategies. This is particularly crucial given the evolving and increasingly complex external environment in which the programme operates.

The findings and recommendations of the evaluation will directly inform the IPPF EN Secretariat's 2025 annual review and the development of its 2026 annual plan. These documents will subsequently feed into discussions and submissions within the wider IPPF Secretariat.



In addition, IPPF EN Member Associations and collaborative partners – who play key roles in the implementation of CERV – will be both contributors to the evaluation process and end users of the findings. The evaluation will support them in aligning their strategies and actions.

Finally, the evaluation report will be shared with the European Commission, the donor, as a formal project deliverable. It will be annexed to the 2025 CERV Final Report and will serve as a key reference point in demonstrating the programme’s achievements, learnings, and strategic direction moving forward.

Through this evaluation, the IPPF EN team intends to:

1. **Assess planned and emergent results** (what, how, why change happened, under what conditions and what was the CERV role in the change causation)
2. **Evaluate the effectiveness** of the strategies and activities implemented
3. **Assess the sustainability** of the project outcomes.
4. **Identify key lessons learned**, both successes and challenges, during the project implementation
5. **Provide actionable recommendations** for future programming and strategic directions
6. **Contribute to organizational learning and reflection** within IPPF EN and its partner network
7. **Assess the validity and relevance of the project's underlying Theory of Change** in the actual context of implementation

Detailed information and guidance on IPPF EN expectations re. evaluation approach, methodology and questions alongside with detailed project description, Theory of Change and Results Framework will be provided to the shortlisted candidates.

Required Capacity and Experience

IPPF EN is seeking consultants with proven capacity and experience relevant to this work. Candidates must demonstrate expertise in the following areas within their Expression of Interest:

- **Proven experience in evaluating programmes** related to SRHR and gender equality.
- **Proven experience in evaluating policy and advocacy work.**
- **Experience working with civil society organisations and networks** operating in the European region.
- **Expertise in evaluation methodologies** relevant to complex advocacy and social change initiatives, such as participatory, feminist evaluation approaches that are using causal analysis methods and bricolage of various techniques for qualitative data collection and analysis.
- **Demonstrated M&E capacity** as evidenced by previous work and qualifications.



- **Alignment with IPPF Values and Confidentiality.** IPPF EN is committed to gender equality, non-discrimination, and safeguarding. All consultants are required to adhere to the IPPF Code of Conduct and Safeguarding policies (covering children, young people, and vulnerable adults). IPPF also adheres to GDPR legislation for data protection. Candidates must confirm their understanding of and commitment to these principles and their willingness to comply with IPPF's policies.
- **Eligibility and Financial Capacity.** Candidates must state their legal eligibility to work and sufficient financial capacity to undertake consultancy work of this nature. Basic information confirming this should be included in the Expression of Interest. *(Note: More detailed administrative and financial checks may be conducted with shortlisted candidates in Stage 2 or 3).*

Crucially, shortlisted candidates will be required to sign a confidentiality clause before receiving the full Terms of Reference and project documents.

Selection Process

This recruitment will follow a three-stage process:

- **Stage 1 (This Call) – deadline 3rd of June 2025:** Assessment of Expressions of Interest and capacity statements against the required criteria to generate a shortlist of relevant candidates. Administrative and initial financial eligibility checks will also be conducted.
- **Stage 2 - deadline 20st of June:** Shortlisted candidates who have signed a confidentiality clause will receive the full Terms of Reference and annexes and be invited to submit detailed technical and financial proposals.
- **Stage 3 – deadline 8st of July:** The top-ranked candidates based on proposal evaluation will be invited for interviews (interviews will be conducted between 2 - 4 July), followed by final selection and contracting.
- **Start of Consultancy Contract 14 of July.**

Submission of Expression of Interest (EoI)

Interested consultants or consultancy firms are invited to submit an Expression of Interest by **Monday, 3rd of June 2025, end of business day (CEST Time)**. The EoI should include:

1. A cover letter (max 2 pages) expressing interest and summarising relevant experience and capacity against the criteria listed above.
2. CVs of key personnel, highlighting relevant expertise (maximum 2 pages per CV)
3. A Capacity Statement (max 3 pages) detailing expertise, methodological approaches, and M&E capacity, providing specific examples relevant to SRHR, gender equality, policy/advocacy evaluation, and work with CSOs in Europe.



4. At least two references (with contact info) from past projects of similar scope, with confirmation that clients can be contacted if shortlisted for stage 3 for the recruitment process.
5. Signed self-declaration confirming: a) the legal eligibility to work and b) the fact that the candidate has not been blacklisted by any government or non-government institution.
6. A statement confirming understanding of and commitment to IPPF's values, including gender equality, non-discrimination, safeguarding.
7. **A signed non disclosure agreement** – see attached Annex, will allow IPPF EN to send you, if shortlisted for stage 2, the detailed CERV Final Evaluation ToR as a guiding document for your technical and financial proposal.

Please submit your Expression of Interest electronically with the subject line "EOI: [Your Name/Firm Name] - CERV Final Evaluation" to agasser@ippf.org and lluyckfasseel@ippf.org by the deadline (Monday, 3rd June 2025, end of business day/ CEST Time).

IPPF EN reserves the right to accept or reject any Expression of Interest.

Questions

Any questions regarding this Call for Expression of Interest should be submitted to agasser@ippf.org by 27 May 2025, end of business day/CEST Time. All questions will be answered via e-mail and on 29 May 2025 a complete list of questions and answers will be published on IPPF website, to ensure transparency for all interested candidates.



ANNEX 1 - NONDISCLOSURE AGREEMENT

THIS NONDISCLOSURE AGREEMENT (this "Agreement") is made and entered into as of [Insert Date], between International Planned Parenthood Federation - European Network ("the Company"), having its principal place of business at 55, Rue Royale B-1000 Brussels, Belgium, registered with the Crossroads Bank for Enterprise under the number 0840619519, and [Insert Name of the institution or the person] ("Recipient"), having its principal place of business at [Insert your address].

RECITALS

A. Company and Recipient wish to explore a business opportunity towards an external evaluation consultancy for the Final Evaluation of the IPPF EN 4-Years Framework Agreement & Subsequent Annual Operating Grants (CERV 2022-2025).

B. In connection with this potential business opportunity, Company may disclose to Recipient certain confidential technical and business information which Company desires Recipient to treat as confidential. Recipient, as a potential or engaged evaluation consultant, will require access to comprehensive project documents, secondary data, and potentially collect primary qualitative data from various stakeholders to assess achievements, effectiveness, sustainability, and identify lessons learned related to the CERV programme activities undertaken from 1 January 2022 to 15 May 2025. Such information, including data and perspectives from IPPF EN staff, Member Associations (MAs), Collaborative Partners (CPs), youth, gender diverse groups, other marginalised groups, decision and policy makers, and other external stakeholders, is considered Confidential Information.

C. The Company may also be privileged to receive "Confidential Information" from Company clients, members, partners, and stakeholders which will also be protected under this Agreement if disclosed to the Recipient in any form.

D. Likewise, Recipient may disclose to Company certain confidential technical and business information which Recipient desires Company to treat as confidential.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows:

1. Purpose. The purpose of this Agreement is to govern the disclosure of Confidential Information by and between the parties in connection with exploring the business opportunity described in the Recitals.

2. Confidential Information. "Confidential Information" means any non-public information disclosed by one party (the "Disclosing Party") to the other party (the "Receiving Party"), whether before or after the date of this Agreement, and whether in writing, oral, or other tangible or intangible form. For the purpose of the evaluation consultancy, Confidential Information includes, but is not limited to: all project documents and secondary data provided by IPPF EN, such as reports, frameworks (including the Theory of Change and Results Framework), monitoring data, evaluation data collected from individuals and organisations through interviews and focus groups, findings, analysis, conclusions, recommendations, methodologies developed, internal processes, organisational information, financial information relating to the project or IPPF EN, and any personal data of staff, partners, participants, or beneficiaries. Confidential Information also includes any information identified as sensitive, and the Receiving Party undertakes to handle classified



information in accordance with applicable EU, international, or national law on classified information (in particular, Decision 2015/444 and its implementing rules).

Confidential Information does not include information that:

- (a) is or becomes publicly available through no fault of the Receiving Party;
- (b) is properly known to the Receiving Party, without restriction, prior to disclosure by the Disclosing Party;
- (c) is rightfully obtained by the Receiving Party from a third party without restriction; or
- (d) is independently developed by the Receiving Party without use of or reference to the Disclosing Party's Confidential Information.

3. Non-use and Non-disclosure. The Receiving Party agrees not to use any Confidential Information for any purpose except solely to evaluate and perform the external evaluation services as defined in the Terms of Reference and for the potential business relationship contemplated by this Agreement.

Both parties agree not to disclose any Confidential Information to third parties or to employees/collaborators of either party, except to those employees/collaborators who are required to have the information solely for the purpose of performing the evaluation services. All such authorised employees/collaborators shall be bound by confidentiality obligations substantially similar to those contained herein.

The Receiving Party shall take all reasonable steps to ensure that Confidential Information is protected against unauthorised access, disclosure, or use, particularly when handling sensitive personal data.

Neither party shall reverse engineer, disassemble, or decompile any prototypes, software, or other tangible objects which embody the Disclosing Party's Confidential Information and which are provided to the Receiving Party.

4. Maintenance of Confidentiality. Each party agrees that it shall take all reasonable measures to protect the secrecy of and avoid disclosure and unauthorised use of the Confidential Information. Without limiting the foregoing, each party shall take at least those measures that it takes to protect its own most highly confidential information and shall have its employees, if any, and collaborators, who have access to Confidential Information sign a non-use and non-disclosure agreement in content substantially similar to the provisions hereof, prior to any disclosure of Confidential Information to such employees or collaborators. Recipient explicitly confirms their understanding of and commitment to IPPF's values, including non-discrimination and safeguarding, and will ensure data security and protection in accordance with relevant regulations, such as GDPR.

Neither party shall make any copies of Confidential Information unless the same are previously approved in writing by the other party. Neither party shall reproduce the other party's proprietary rights notices on any such approved copies, in the same manner in which such notices were set forth in or on the original. Each party shall immediately notify the other party in the event of any unauthorised use or disclosure of the Confidential Information.

5. No Obligation. Nothing herein shall obligate Company or Recipient to proceed with the final evaluation consultancy or any other transaction between them, and each party reserves the right, in its sole discretion, to terminate the discussions contemplated by this Agreement concerning the business opportunity at any time and for any reason. This Agreement is required to be signed by shortlisted candidates before receiving the full Terms of Reference and project documents.

6. No Warranty. ALL CONFIDENTIAL INFORMATION IS PROVIDED "AS IS", AND THE DISCLOSING PARTY MAKES NO WARRANTIES, EXPRESS, IMPLIED OR OTHERWISE, REGARDING ITS ACCURACY, COMPLETENESS OR PERFORMANCE.

7. Return of Materials. All documents, electronic files, data, and other materials (tangible or intangible) containing or representing Confidential Information or proprietary information, however provided to the Receiving Party (including as email attachments) or generated by the Receiving Party in performing the Services, and all copies thereof in any form or medium, shall be and remain the property of the Disclosing Party. This includes information that is not common knowledge and has privacy value, such as personally identifiable information and sensitive documents. The Receiving Party shall promptly return or demonstrably destroy all such materials, including all electronic copies and data, upon the Disclosing Party's request, and in any event upon the conclusion or termination of the evaluation process or the related contractual agreement. The Receiving Party shall not retain any copies, physical or electronic, of any Confidential Information or proprietary information upon termination or conclusion of the Agreement.

The Recipient also agrees not to remove from the premises of IPPF EN or any professional contact of IPPF EN, except to the extent required to perform the Services or as specifically authorised in writing by IPPF EN, any document or object containing or reflecting any Confidential Information or proprietary information. More broadly, the Receiving Party shall not use, store, or remove such materials from any location except as necessary for performing the Services and as authorised in writing by IPPF EN, handling all such information with the care expected from a reasonably prudent person. This is in line with IPPF EN's commitment to GDPR legislation and data protection, particularly for sensitive digital and offline data.

8. Term and Survival. The confidentiality obligations set forth in this Agreement shall commence on the Effective Date and shall survive the termination of the discussions concerning the business opportunity and any subsequent agreement between the parties for a period of five (5) years following the date of termination of this Agreement (December 2025). However, the obligation of confidentiality and non-use with respect to any information that constitutes a trade secret under applicable law shall continue for as long as such information remains a trade secret.

9. Remedies. The Receiving Party acknowledges that monetary damages may not be a sufficient remedy for any breach of this Agreement and that the Disclosing Party shall be entitled to seek injunctive relief, specific performance, or other equitable remedies in addition to any other remedies it may have at law or in equity in the event of any threatened or actual breach of this Agreement.

10. Governing Law and Jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of Belgium. Any legal action or proceeding arising out of or relating to this Agreement shall be brought exclusively in the competent courts of Brussels, Belgium.



11. Assignment. Neither party may assign or transfer its rights or obligations under this Agreement without the prior written consent of the other party.

12. Entire Agreement. This Agreement constitutes the entire agreement between the parties concerning the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations, and discussions, whether oral or written, of the parties.

13. Amendments. No amendment to this Agreement shall be effective unless it is in writing and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

Signed By: _____

**INTERNATIONAL PLANNED
PARENTHOOD FEDERATION -
EUROPEAN NETWORK**

Name: **Micah Grzywnowicz**

Title: Regional Director

Date: 22/05/2025

Signed By: _____

[Insert Name of the institution or the person]

Name:

Title: (If applicable)

Date:

