

Terms of References

Country: Pakistan

Project: Getting Results: Access and Delivery of Quality Education Services in Balochistan (GRADES-B)

Project Number: P507512

Assignment Title: Hiring of Independent Verification Agent (IVA) for Verifying Performance-Based Conditions (PBCs)

Reference No. PK-PMU-SED GOB-548221-CS-CQS

1. Introduction

Under the Project; **GRADES (Getting Results: Access and Delivery of Quality Education Services in Balochistan)**, the School Education Department, Government of Balochistan will cover all 36 districts of the province through four integrated components aimed at addressing systemic challenges in the education sector. It focuses on improving access, teaching quality, data-driven accountability, climate resilience, and emergency preparedness, ensuring a holistic approach to education reform, strengthened foundational learning, and sustainable systems.

The project addresses poor foundational learning outcomes by expanding quality Early Childhood Education (ECE) through improved classrooms, age-appropriate curricula, and learning materials to ensure school readiness. To expand access, it will construct climate-smart classrooms particularly in underserved and shelter-less schools.

The project will also strengthen implementation and accountability systems by introducing real-time monitoring, improving data use, and supporting the Government of Balochistan in implementing a Data Standardization Framework and enhancing EMIS for informed decision-making.

The GRADES project comprises 7 Performance Based Conditions (PBCs) to be verified in the field. The Independent Verification Agent will be engaged for the verification of the same per standardized and reliable strategy to verify the accuracy, reliability, and validity of the data reported by the PMU regarding PBCs achievements.

2. Objectives of the Assignment

The primary objective of this assignment is to verify the achievement of the PBCs as reported by the Client (PMU-BESP). The IVA will provide an independent, evidence-based verification to the Government of Balochistan to serve as the basis for authorizing disbursements.

Specific Objectives:

- 2.1. To verify the accuracy, reliability, and validity of the data reported by the Client regarding PBC achievements.
- 2.2. To confirm that the definitions and protocols set out in the Project Appraisal Document (PAD) and Verification Protocol have been strictly adhered to.

2.3. To recommend whether the PBC targets have been met, partially met, or not met.

3. Scope of Services

The IVA shall cover the verification of all PBCs scheduled for the contract duration. The scope includes, but is not limited to:

3.1. Desk Review

3.1.1. Review the Project Appraisal Document (PAD), Project Operations Manual (POM), and specifically the PBC Verification Protocols.

3.1.2. Analyse on basis of stipulated parameters administrative data, internal reports, and evidence submitted by the Client claiming achievement of results.

3.1.3. Assess the robustness of the internal data collection systems.

3.2. Field Verification

3.2.1. Conduct physical verification through site visits to a representative sample of schools, districts, or training centres.

3.2.2. Sampling Methodology: The IVA must propose a statistically significant sampling methodology (e.g. stratified random sampling) to ensure findings are representative of the all Districts or entire Province.

3.2.3. Conduct interviews/surveys with key stakeholders (teachers, students, Parent-Teacher School Management Committees, District Education Officers) to validate reported progress.

3.3. Data Analysis and Reporting

3.3.1. Triangulate findings from the desk review and field verification.

3.3.2. Identify any discrepancies between reported results and verified reality .

3.3.4. Submit formal verification reports detailing the level of achievement for each PBC.

4. Key Tasks and Methodology

The IVA is expected to perform the following tasks for each verification cycle:

4.1. Inception Phase: During the inception phase, the IVA will undertake the detailed planning, finalize the sampling design, develop and test data collection tools, mobilize and train field teams, and establish data management and quality assurance systems, culminating in a comprehensive inception report with a time-bound work plan.

4.2. Verification Cycle Execution:

4.2.1. Receive the "Achievement Report" from the Client.

4.2.2. Deploy field teams to selected sample sites.

4.2.3. Use geo-tagged and time-stamped digital data collection tools (Kobo Toolbox) for transparency.

4.3. Analysis: Compare field data against PMU administrative data.

4.4. Final Determination: Conclude on the status of the PBCs (Achieved / Not Achieved).

5. Table of Performance-Based Conditions (PBCs) to be Verified per Verification Protocols attached as Annex-A

PBC #	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	ECE classrooms supplied with appropriate ECE kits and learning materials (Number)	600 ECE classrooms provided with teaching and learning materials, textbooks, ECE Kits, furniture	Additional 600 ECE classrooms provided with teaching and learning materials, textbooks, ECE Kits, furniture	Additional 600 ECE classrooms provided with teaching and learning materials, textbooks, ECE Kits, furniture	Additional 600 ECE classrooms provided with teaching and learning materials, textbooks, ECE Kits, furniture	Additional 600 ECE classrooms provided with teaching and learning materials, textbooks, ECE Kits, furniture
2	Double-shift policy introduced (Text)	i) SED has developed the double shift policy in consultation with stakeholders; ii) SED has conducted the feasibility study to identify schools to adopt the double shift	SED has notified the double shift policy	At least 300 schools adopt the double shift	Additional 300 schools adopt the double shift	Additional 300 schools adopt the double shift
3	Private sector management of government schools through PPPs (Text)	SED has advertised the RFP for PPP schools	SED has signed the PPP contract(s) for at least 10 PPP schools	SED has signed PPP contract(s) for 10 additional PPP schools	SED has signed PPP contract(s) for 10 additional PPP schools	SED has included the PPP schools in the FY31 budget for handover from project to government funding
4	Basic community schools established (Number)	SED has established 12 basic Community Schools at primary level with minimum 240 students enrolled, of which, 50 percent are girls	SED has established additional 12 basic community schools at primary level with minimum 240 students enrolled of which, 50 percent are girls	SED has established additional 12 basic community schools at primary level with minimum 240 students enrolled of which, 50 percent are girls	SED has established additional 12 basic community schools at primary level with minimum 240 students enrolled of which, 50 percent are girls	SED has established additional 12 basic community schools at primary level with minimum 240 students enrolled of which, 50 percent are girls
5	Teachers participating in CPD (Number)	i) CPD coaches recruited and trained; ii) 1,000 ECE and/or primary teachers enrolled and completed CPD	Additional 1000 ECE and/or primary teachers enrolled and completed CPD	Additional 1000 ECE and/or primary teachers enrolled and completed CPD	Additional 1000 ECE and/or primary teachers enrolled and completed CPD	i) Additional 1000 ECE and/or primary teachers enrolled and completed CPD; ii) FY31 education budget provides spending for the CPD program

6	Scholarships for female high-school graduates (Number)	Scholarships program finalized in line with criteria and student services established. 400 scholarships advertised and awarded	400 female students enrolled and completed first year of university studies	400 female students completed second year of university studies	400 female students completed third year of university studies	400 female students have graduated and were assigned teaching positions in underserved areas
7	Teacher recruitment and career management policy (Text)	Teacher Recruitment and Career Management Policy developed in consultation with stakeholders and includes an implementation plan	Teacher Recruitment and Career Management Policy and implementation plan notified	Implementation plan for Teacher Recruitment and Career Management Policy successfully achieved year 1 milestones	Implementation plan for Teacher Recruitment and Career Management Policy successfully achieved year 2 milestones	

6. Deliverables and Timelines

The IVA will report directly to the Project Director, PMU-BESP.

S. No	Deliverable	Timeline	Days Per Cycle/per year	Days 4 Cycles
1	Inception Report	Within 3 weeks of contract signing	15	60
2	Verification in the Field Completed (Per Cycle)	Within 4 weeks after inception report	20	80
3	Draft Verification Report	Within 2 weeks after data collection	10	40
4	Final Verification Report	Within 2 weeks after receiving comments	10	40
5	Final Completion Report	End of Assignment	5	20
			60 days	240 days

7. IVA Team Composition

The staff requirements are given in below table:

Key Staff				
Title	No. of Posts	Qualification	Experience	Key Expertise
Team Leader	1	Master's degree in Social Sciences / Education / Economics	Minimum 15 years of experience in Monitoring & Evaluation and	Proven experience with similar projects in any sector; strong leadership, reporting, and

			leading large-scale surveys	stakeholder coordination skills
Education Specialist	1	Master's degree in Education	Minimum 8 years of experience in education policy, planning, and school governance	Prior experience working in education sector with similar dynamics is required
Statistician/Data Analysis Specialist	1	Master's degree in Statistics / Data Science	Demonstrated experience in data analysis and survey design	Expertise in SPSS, STATA, sampling frameworks, and data quality assurance
Non Key staff				
Field Coordinators	18 or (As per IVA Verification Plan)	Master's degree in Social Sciences	Minimum 2 years of experience managing field surveys and data collection teams	Experience in managing surveyors and conducting fieldwork in Balochistan's context
Admin and Finance Officer	1	Bachelor's or Master's degree in Finance, Accounting, Business Administration, or related field	Minimum 5 years of experience in financial management and administration, preferably in donor-funded projects	Budget management, financial reporting, compliance with donor procedures, procurement support, contract management, logistics coordination, and audit facilitation
Project Associates	4	Bachelor's or Master's degree in Social Sciences, Management, or related field	Minimum 2–3 years of experience in project support, coordination, or M&E activities	Field coordination support, data management, documentation, communication with field teams, report drafting support, and logistics facilitation

8. Duration of Assignment

The assignment will last for **4 years** (240 working days) with a cycle of **3 months each year** (60 working days) commencing from **1st September, 2026** to **30th June, 2030**.

9. Institutional Arrangements

PMU Support: The PMU will provide all necessary project documents, administrative data, and introductory letters for field visits. (Please see list at Annex-B)

Independent Verification Agent: The IVA must maintain strict independence. It shall not be involved in the implementation of any project activities.

10. Qualification Criteria

- i. 10 years overall experience with five years in monitoring and evaluation, assessing, validation/verification of indicators and evaluating public and/or private sector for social service programs of scale. Experience in verifying and tracking PBCs/DLIs for disbursements based on results achievements as relevant to the TORs will be preferred.
- ii. Verifiable statistical and research, monitoring and evaluation expertise, as relevant to the TORs.
- iii. Documented experience of preparing quality reports which are concise and succinct to allow policy and technical decisions.

11. Procurement Method

Selection will be made in accordance with the Consultant Qualification based Selection (CQS) method set out in the World Bank's Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services" September, 2023.

Annexures

Annex-A

PBCs Verification Protocols for IVA	
1. ECE classrooms supplied with appropriate ECE kits and learning materials PBC 1	
Description	Number of classrooms supplied with new and improved classroom facilities including ECE kits, furniture, textbooks and learning materials for both students and teachers
Frequency	Annually
Data source	Project progress report, records of distribution of kits and reading materials
Methodology for Data Collection	School visits and records of distribution
Responsibility for Data Collection	SED/PMU
2. Double-shift policy introduced PBC 2	
Description	Number of schools where double shift policy is implemented and classrooms are staffed with teachers, rehabilitated with WASH facilities, furniture, climate-smart and climate change mitigation features and basic school and learning materials. Schools that adopt the double shift, will introduce accelerated learning programs and/or remedial programs to support the additional enrollees. It is expected that by opening the second shift schools will enroll from OOSC who will require support to catch up to their peers. This indicator will measure the number of children that were enrolled in the program, completed it, and regularly attend the school (i.e., at least 75 percent of the school year).
Frequency	Annually
Data source	Project progress reports and SED records of schools adopting double shift policy. Records of additional teachers hired, completion of infrastructure works, and operational accelerated learning programs (ALP) or remedial programs at the school.
Methodology for Data Collection	Desk review and field visits
Responsibility for Data Collection	SED/PMU
3. Private sector management of government schools through PPPs PBC 3	
Description	Number of PPPs established for private sector management of underperforming government schools.
Frequency	Annually
Data source	PPP contracts, contracts/MoU with communities, records of infrastructure supervision firm and school register
Methodology for Data Collection	B-PPA to collect data and share with PMU
Responsibility for Data Collection	SED/PMU/B-PPA
4. Basic community schools established PBC 4	
Description	Number of basic community schools established that can accommodate a minimum of 20 students, of which at least 50 percent girls, and meet the quality standards
Frequency	Annually
Data source	Supervision firm and school register
Methodology for Data Collection	Supervision firm to share data with PMU and Annual School Census by SED
Responsibility for Data Collection	SED/PMU
5. Teachers participating in CPD PBC 5	
Description	Number of teachers enrolled in CPD at ECE and primary levels to improve teacher quality.
Frequency	Annually

Data source	Training attendance records and administrative data from LMS, DoE, PITE
Methodology for Data Collection	Data will be collected through training program records, participant lists, and, if needed, surveys administered to teachers and school administrators
Responsibility for Data Collection	SED/PMU
6. Scholarships for female high-school graduates PBC 6	
Description	Number of female high-school graduates who complete degree programs from universities and commit to teach upon graduation in assigned schools for a minimum period. SED will establish student services to support the participants.
Frequency	Annually
Data source	High-schools and university records, student services records
Methodology for Data Collection	Desk review of SED records of contracts signed with the scholarship beneficiaries and contracts with universities.
Responsibility for Data Collection	SED
7. Set up Parent Education Committees (PECs) for community schools	
Description	Number of PECs established to manage community schools
Frequency	Annually
Data source	Community school records
Methodology for Data Collection	Community school will keep records of PEC formation, its membership, and meeting schedule
Responsibility for Data Collection	PMU & SED

Annex-B:

Key Material to Refer

- 1.1. PAD-Project Appraisal Document
- 1.2. Verification Protocols: Performance Based Conditions (PBCs) (**Annex-A**)
- 1.3. Project Results Framework
- 1.4. Project Monitoring and Evaluation Framework
- 1.5. Project Monitoring Data Collection Protocols
- 1.6. Project Quarterly Progress Reports/Project Completion Report
- 1.7. Project MIS/M&E Dashboard