Expressions Of Interest (EOI)

Selection of a Consultancy Firm for conducting 2026 Annual Outcome Survey (AOS)

[Contract Ref. No.: MOA/SARP/PMU/CS/CQS/AOS-2026/914]

Ministry of Agriculture, Livestock, Land and Irrigation

Smallholder Agribusiness and Resilience Project (SARP)

The Smallholder Agribusiness and Resilience Project (SARP), implemented under the Ministry of Agriculture, Livestock, Land and Irrigation and financed by the International Fund for Agricultural Development (IFAD), invites Expressions of Interest (EOIs) from qualified and experienced Consultancy Firms for Annual Outcome Survey of 2026 as required to track selected outcome-level and core indicators, update implementation evidence, and support annual planning, reporting and management decision-making.

The closing date for the submission of application will be **14th October 2026**

Please visit www.sarp.lk for more details [detailed request of EOI and Terms of References (TOR)] about the required qualifications, experience, and as well as the application procedure.

Project Director,
Smallholder Agribusiness and Resilience Project, No.
2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.

30th September 2026

Expressions Of Interest (EOI)

Selection of a Consultancy Firm for conducting 2026 Annual Outcome Survey (AOS)

[Contract Ref. No.: MOA/SARP/PMU/CS/CQS/AOS-2026/0914]

Ministry of Agriculture, Livestock, Land and Irrigation

Smallholder Agribusiness and Resilience Project (SARP)

The Smallholder Agribusiness and Resilience Project (SARP) contributes to smallholder poverty reduction, food security and nutrition in the Dry Zone region of Sri Lanka. The development objective is to build resilience and market participation of 40,000 rural smallholder households in the project area, representing approximately 148,000 persons.

SARP is implemented in selected project districts in the North, North Central, Central and North Western Provinces, with interventions linked to climate resilience, inclusive value chains, market participation, tank rehabilitation, climate-resilient production investments, youth entrepreneurship, nutrition, and other project-supported livelihood activities.

The Project uses a results-based monitoring and evaluation system aligned with the logical framework and International Fund for Agricultural Development (IFAD) reporting requirements. Annual Outcome Surveys are required to track selected outcome-level and core indicators, update implementation evidence, and support annual planning, reporting and management decision-making.

The overall objective of this hiring is to design an annual indicator-tracking exercise to update selected outcome-level and IFAD core indicators while maintaining adequate coverage of the six project districts and key beneficiary categories.

Those who are interested can download the Terms of References (TOR) & request for Expressions of Interest (EOI) through website www.sarp.lk

Please forward your EOI on or before 14th October 2026 by registered post/by hand to reach the following address and e-mail a soft copy of the registered post application with all the documents indicating subject of the email as "**Selection of a Consultancy Firm for conducting 2026 Annual Outcome Survey (AOS) - Contract Ref. No.: MOA/SARP/PMU/CS/CQS/AOS-2026/0914**" to procurementsarp@gmail.com. Please indicate the same topic on the top left-hand corner of the envelope while posting the EOI.

For more details, please contact Senior Procurement Specialist on 0112-770998 or procurementsarp@gmail.com during working days, from 9.00 a.m. to 3.00 p.m.

Address

Project Director,

Smallholder Agribusiness and Resilience Project,

No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.

Tel – +94 11 277 0986/ +94112770998

30th September 2026

Smallholder Agribusiness
& Resilience Project

Smallholder Agribusiness & Resilience Project (SARP)

Terms of Reference
for Consulting Services

Annual Outcome Survey (AOS) - 2026

Reference No.	**MOA/SARP/PMU/CS/CQS/AOS-2026/914**
Submission date	30-09-2026
Executing Agency	Ministry of Agriculture, Livestock, Land and Irrigation (MOALLI)
Project	Smallholder Agribusiness & Resilience Project (SARP)

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Abbreviations

- MOALLI - Ministry of Agriculture, Livestock, Land and Irrigation
- IFAD - International Fund for Agricultural Development
- SARP - Smallholder Agribusiness & Resilience Project
- PMU - Project Management Unit
- AWPB - Annual Work Plan Budget
- AOS - Annual Outcome Survey
- TOR - Terms of References
- REOI - Request for Expressions of Interest
- EOI - Expressions of Interest
- M&E - Monitoring and Evaluation
- GIS - Geographical Information System
- MPAT - Multidimensional Poverty Assessment Tool
- GND - Grama Niladari Division
- MIS - Management Information System
- POs - Programme Officers
- GPS - Geographical Position System
- 4P - Private Public Producer Partnerships
- YED - Youth Entrepreneur Development
- QA - Quality Assurance

1. Background Information

The Smallholder Agribusiness and Resilience Project (SARP) contributes to smallholder poverty reduction, food security and nutrition in the Dry Zone region of Sri Lanka. The development objective is to build resilience and market participation of 40,000 rural smallholder households in the project area, representing approximately 148,000 persons.

SARP is implemented in selected project districts in the North, North Central, Central and North Western Provinces, with interventions linked to climate resilience, inclusive value chains, market participation, tank rehabilitation, climate-resilient production investments, youth entrepreneurship, nutrition, and other project-supported livelihood activities.

The Project uses a results-based monitoring and evaluation system aligned with the logical framework and IFAD reporting requirements. Annual Outcome Surveys are required to track selected outcome-level and core indicators, update implementation evidence, and support annual planning, reporting and management decision-making.

This Terms of Reference is prepared for the Annual Outcome Survey for 2026. The survey is designed as an annual indicator-tracking exercise to update selected outcome-level and IFAD core indicators while maintaining adequate coverage of the six project districts and key beneficiary categories.

1.1 Project Components – (Table 01)

Component	Focus
Component 1	Capacity building for climate resilience and inclusive value chains, including adaptive capacity, nutrition, business management, finance and marketing support.
Component 2	Climate-resilient investments and inclusive value chain investments, including water and land development, adaptive farm technologies, feeder roads, markets and service support.
Component 3	Project management and coordination through the PMU, hub offices, implementing partners and the national oversight structure.

2. Purpose and Objectives of the Assignment

The purpose of the assignment is to conduct the Annual Outcome Survey 2026 to track progress against selected SARP outcome and IFAD core indicators and Assess project outcomes and provide practical recommendations to strengthen accountability for results, support evidence-informed decision-making, and enhance the project's overall impact. Assess project outcomes and provide practical recommendations to strengthen accountability for results, support evidence-informed decision-making, and enhance the project's overall impact.

- Update the values of indicators mentioned in Table 05 which are logical framework indicators and IFAD core outcome indicators for 2026.
- Project interventions related to climate adaptation, environmental sustainability, natural resource management, and safeguards, including activities and results should be captured using the appropriate survey questions.
- Assess changes experienced by beneficiary households and, where feasible, compare selected findings with relevant households to support project management, learning, and reporting, without seeking to establish causal attribution of observed changes to the project.
- Generate district-disaggregated, gender-disaggregated and youth-disaggregated evidence for project management, IFAD reporting, AWPB preparation and implementation improvement.
- Collected data on climate resilience, income, food security, technology, including climate smart,adoption, access to water/production resources, market participation and employment opportunities.
- Provide a clean dataset, indicator calculation sheets and a concise analytical report with practical recommendations for improving implementation.

3. Scope of Work

The selected consultancy firm shall design and implement the Annual Outcome Survey in close consultation with the SARP PMU, thematic specialists, M&E Specialist, Hub Coordinators and M&E Assistants. The scope shall be aligned with the requirements of an Annual Outcome Survey and shall focus on reliable tracking of agreed indicators.

3.1 Main Tasks

- Review the SARP logical framework, M&E plan, baseline and midline reports, progress reports, previous survey tools, relevant IFAD core indicator guidance, and information already available through the MIS and routine reporting systems, in order to identify existing data, information gaps, and avoid duplication before finalizing the AOS questionnaire and data collection tools.
- Revise and contextualize project-specific indicator questions and simplify selected IFAD core indicator questions which were mentioned in Table 05 into a lightweight, while preserving the intended meaning and measurement purpose of the indicators.
- Assessment of Climate Adaptation, Environmental Sustainability, Natural Resource Management and Safeguards
- Assessment of Utilization and Operational Status of Processing Equipment
- Prepare a survey methodology, sampling plan, field plan, training plan, data quality assurance plan and ethical/data protection protocol.
- Develop the digital questionnaire in Kobo Toolbox or a similar platform acceptable to SARP, including validation rules, skip logic and mandatory fields.
- Conduct enumerator training, pilot testing and tool finalization with the participation of SARP M&E staff.
- Collect household-level data from the approved sample covering all six project districts and selected interventions.
- Conduct limited qualitative data collection through key informant interviews and focus group discussions to interpret, triangulate, and supplement household survey findings.
- Clean, validate, analysis and report the data, including indicator values, disaggregation, district-level summaries and comparison with available baseline/midline values where applicable.
- Prepare draft and final reports, presentations, datasets, syntax/analysis files, GIS points and all supporting annexes.

3.2 Activities Not Required under this Annual Survey

The following are not required unless separately instructed by SARP, because they are more appropriate for a baseline, midline, endline or impact evaluation:

- A separate full impact evaluation design
- Separate technical studies by hydrologists, environmental specialists or biodiversity specialists.
- Full Multidimensional Poverty Assessment Tool (MPAT) survey administration for all sampled households, unless SARP specifically requests a limited module.
- A large number of focus group discussions in every tank cascade or every GND beyond those set in the methodology.
- Collection of repeated measurements that are already available in the project MIS or administrative records.

4. Survey Design and Sampling Approach

The AOS shall use a stratified random sampling approach with districts as primary strata and project intervention categories as secondary strata. The survey should maintain representation across the six project districts, gender, youth and main SARP intervention types, while keeping the workload realistic for an annual survey.

4.1 Household Sample

The household sample for the Annual Outcome Survey shall be 400 households. This sample is intended to provide district-level representation for annual outcome tracking and management reporting, while allowing comparison across beneficiary categories and selected intervention types.

For the AOS, the sample categories can be understood as follows:

Sample category	Meaning in the AOS	Main analytical role
Treatment / Beneficiary households	Households that have already received or participated in SARP interventions	Assess their current situation and reported changes in production, income, resilience, market access, livelihoods, etc.
Pipeline / Control households	Eligible or targeted households that are expected to receive project support but have not yet received the relevant intervention	Provide a useful reference group for comparing selected characteristics and outcomes with current beneficiaries

(Table 02)

Sample category	No. of HHs	% of sample	Purpose	Selection basis
Treatment / direct beneficiaries	250	62.5%	Track outcome change among households that received SARP support	Random selection from updated SARP beneficiary lists/MIS
Pipeline / quasi-control households	150	37.5%	Provide comparison for households expected to receive support but not yet fully supported	Random selection from verified pipeline or adjoining eligible lists
Total	**400**	**100%**	**Annual outcome indicator tracking**	**District-stratified allocation**

Gender and youth representation: The sample shall reflect the gender and youth profile of SARP's beneficiary base. Women beneficiaries, women-headed households, and youth beneficiaries shall be represented in proportion to their respective shares in the project's verified beneficiary lists.

4.2 Suggested District Allocation

Based on the district population proportions, the **total sample of 400** can be distributed as follows while maintaining the overall **62.5% Treatment, 37.5% and Pipeline/ Control** distribution as closely as possible.

(Table 03)

District	Treatment	Pipeline/quasi-control	Total
Anuradhapura	85	51	136
Kurunegala	63	38	101
Puttalam	25	15	40
Vavuniya	44	26	70
Mannar	33	20	53
Total	250	150	400

4.3 Qualitative Sample

To support interpretation of the household data, the consultant shall undertake a limited qualitative inquiry as follows:

- Ten (10) focus group discussions, preferably two per Hub or distributed across key intervention types and districts based on PMU guidance.
- Eight to Ten (8-10) key informant interviews with Hub Coordinators, M&E Assistants, Agriculture Officers, project-supported producer organizations, promoters, service providers and other relevant stakeholders.
- Short field observations of selected project investments, such as tank rehabilitation areas, 4P/value chain interventions, climate adaptation and climate-smart technologies, reforestation, nutrition or youth enterprise activities.

4.4 Sampling Procedure

- Review and reconcile the baseline treatment and comparison sample against current PMU beneficiary records to identify attrition and assess representation of active 4P, resilience, and youth beneficiaries.
- Prepare the sampling frame using the SARP MIS, verified beneficiary lists and Hub Office records.
- Stratify by district and major intervention type, and then randomly select households within each stratum.
- Prepare a reserve replacement list of 10% of the sample using the same selection rules.
- Do not replace households in the field without approval of the Field Survey Coordinator and documentation of the reason.
- Record GPS coordinates by electronic devices of interviewed households, subject to informed consent and data protection requirements.

5. Indicators to be Tracked

The AOS shall track the outcome-level and relevant IFAD core indicators specified in **Table 04** and use the **sample questionnaire provided in the Annex 02** as the basis for developing and administering the AOS survey instrument.

The Consultant shall, during the inception stage and in consultation with the PMU and IFAD where required, **refine and operationalize the agreed indicator matrix**, including definitions, measurement methods, data sources and survey questions, without expanding the agreed indicator set.

(Table 04)

Result level	Indicator / data requirement	Main disaggregation
Goal	Project-supported households reporting increase in income; households reporting improved food security.	District, gender, youth, beneficiary category
Development Objective	Individual entrepreneurs and households reporting increase in resilience score; market participation of rural households.	Sex, age/youth, district, Household Resilience / Capacity to Cope with Shocks
IFAD Core Indicator	Women reporting minimum dietary diversity for women (MDD-W), where applicable to the project reporting requirement.	Women, district, beneficiary category
Outcome 1	Producer organizations with capacity to manage group enterprises in a financially profitable and sustainable way.	District, PO type, value chain
Outcome 1	Smallholder farmers, women and youth managing enterprises profitably.	Sex, youth, district, enterprise type
IFAD Core Indicator	Households reporting adoption of environmentally sustainable and climate-resilient technologies and practices.	District, technology/practice, beneficiary type
Outcome 2	Increase in average volume and value of sales through 4P/YED agreements.	Value chain, business for YED, district, sex/youth where applicable
IFAD Core Indicator	Households reporting improved access to land, forests, water or water bodies for production purposes; persons with new jobs/employment opportunities.	District, sex, youth, intervention type

5.1 List of Indicator to be Track (Table 5)

Results Hierarchy	Indicators
Project Goal Contribute to smallholder poverty reduction, food security and nutrition in target Dry Zone districts	**70% of project supported HHs reporting a > 30% increase in their income**
	Number of HHs - Number of people
	% HH reporting improved food security
	Households - Percentage (%)
Development Objective Build resilience and market participation of rural households in geographical areas affected by climate change	**No. of HHs report a > 50% increase in resilience score**
	Number of HHs
	1.2.8 Women reporting minimum dietary diversity (MDDW)
	Women (%) - Percentage (%)
	Women (number) - Females
	Households (%) - Percentage (%)
	Households (number) - Households
	Household members - Number of people
Outcome Climate resilient and value chain capacity built	**No. of producer organizations with capacity to manage group enterprises in a financially profitable and sustainable way**
	Number of POs - Number
	Number of smallholder farmers, women and youth managing their enterprises profitably
	Males - Number
	Females - Number
	Young - Number
	Not Young - Number
	Number of people - Number of people
	3.2.2 Households reporting adoption of environmentally sustainable and climate-resilient technologies and practices
	Total number of household members - Number of people
	Households - Percentage (%)
	Households - Households
	% increase in average volume and value of sales through 4P agreements
	% of average volume and value of sales - Percentage (%)
Outcome Climate resilient climate change and value chain investments made	**1.2.1 Households reporting improved access to land, forests, water or water bodies for production purposes**
	Households reporting improved access to water - Percentage (%)
	Size of households reporting improved access to water - Number of people
	Total no. of households reporting improved access to water - Households
	4P partnerships agreements signed by rural enterprises
	4P partnership agreements signed - Number
	2.2.1. Persons with new jobs/employment opportunities
	Males - Males
	Females - Females
	Young - Young people
	Total number of persons with new jobs/employment opportunities

The final indicator definitions, calculation formulas and required numerators/denominators shall be included in the inception report and agreed with SARP before data collection begins.

In addition to the above indicators, the AOS shall assess the following key project-specific indicators relating to the performance and sustainability of 4P and resilience interventions:

1. Contract Compliance and Side-Selling: Assess the extent to which participating farmers comply with agreed off-take/marketing arrangements with private-sector promoters, including the incidence and reasons for side-selling to local collectors or other buyers, particularly in response to market price differences. Respondents: 4P farmers, POs, private-sector promoters, SARP POs and relevant project staff.
2. Benefit-Sharing and Perceived Fairness: Assess whether participating farmers perceive the distribution of benefits, risks, costs and responsibilities under 4P arrangements as fair and whether the partnership provides expected economic and market benefits. Respondents: Participating farmers, POs and private-sector promoters.
3. PO–Promoter Trust and Transparency: Assess the level of trust, transparency and communication between POs/farmers and private-sector promoters, including transparency in pricing, quality requirements, procurement arrangements, payments and resolution of disputes. Respondents: Farmers, PO representatives and private-sector promoters.
4. Quality and Coherence of Extension Support: Assess whether technical and extension services provided jointly by government extension agencies, private-sector promoters and SARP are timely, coherent, accessible and useful to farmers, and identify any gaps, duplication or conflicting technical advice. Respondents: Farmers, community/PO leaders, relevant government extension officers, private-sector promoters, SARP POs and technical specialists.

6. Data Collection, Quality Assurance and Ethics

6.1 Digital Data Collection

The survey shall be conducted using Kobo Toolbox or another digital data collection platform approved by SARP. The tool shall include skip patterns, consistency checks, data validation rules, GPS capture, enumerator identification, date/time stamps and mandatory questions for key variables.

6.2 Data Quality Assurance

- Pilot test the questionnaire before full deployment and revise it based on pilot findings.
- Train enumerators on the questionnaire, consent procedure, respondent selection, gender-sensitive interviewing and data protection.
- Conduct daily supervisor checks of completed forms, including completeness, logical consistency, response time, GPS accuracy and outlier review.
- Back-check at least 10% of completed interviews through phone or field verification.
- Prepare a daily field progress dashboard and share updates with the SARP M&E Specialist.
- Clean and document the final dataset, including variable labels, coding, treatment of missing values and calculation syntax.

6.3 Ethics, Consent and Confidentiality

- Obtain informed consent from each respondent before the interview.
- Explain that participation is voluntary and that refusal will not affect any benefit or service.
- Protect personal identifiers and GPS coordinates; store them separately from analysis datasets where possible.
- Do not disclose raw data, photographs, household details or GPS coordinates to any third party without written approval from SARP.
- Ensure that interviews with women, youth and vulnerable respondents are conducted respectfully and safely.

7. Deliverables and Time Schedule

The assignment shall be completed within sixty (60) calendar days from the date of signing the agreement. The consultant shall submit a detailed work plan at inception, including field mobilization, data collection, analysis, reporting and validation milestones.

(Table 06)

No.	Deliverable	Due date	Key content
1	**Inception Report and Survey Plan**	Day 7	Methodology, sample design, field plan, QA plan, ethics protocol, draft questionnaire and indicator calculation matrix.
2	**Final Digital Data Collection Tool**	Day 12	KoboToolbox form, enumerator manual, supervisor checklist, pilot-test note and revised questionnaire.
3	**Field Progress Update**	Day 30	At least 50% of household interviews completed; brief quality report and issue log.
4	**Completion of Data Collection and Clean Dataset - Draft**	Day 42	100% data collection completed, back-checks completed, preliminary cleaned dataset and field completion summary.
5	**Draft AOS Report and Indicator Tables**	Day 52	Draft findings, updated indicator values, district tables, disaggregation, graphs and initial recommendations.
6	**Final AOS Report, Dataset and Presentation with Final workshop**	Day 60	Final report addressing comments, clean data files, syntax, annexes, GPS list/map, presentation and five hard copies if required.

7.1 Implementation Timeline Reference

The following implementation timeline followed by the sixty (60) calendar-day consulting assignment. the consulting firm is expected to commence the assignment on 29 October 2026. The consultant's detailed work plan at inception shall remain consistent with the deliverable deadlines stated in this ToR.

(Table 07)

Period / Dates	Key Activity / Phase	Expected Milestone / Output	ToR Deadline
Procurement: (15 days)	Procurement process for selection and contracting of the consulting firm, including required evaluation, approvals and contract finalization.	Consulting firm selected and contract ready for commencement.	Consultancy starts 29 Oct 2026
Days 1–7	Mobilization, desk review, consultations, review of MIS/beneficiary lists, methodology and sampling design, draft questionnaire, QA and ethics planning.	Inception package completed and submitted for approval.	Day 7 – 06 Nov 2026
Days 8–12:	Finalize sampling frame; programme digital questionnaire; prepare enumerator manual and supervisor checklist; conduct training and pilot test; revise tools.	Approved and field-ready digital survey package.	Day 12 – 11 Nov 2026
Days 13–30:	Full field deployment across the six project districts; household interviews, KIIs/FGDs and field observations; daily supervision and data-quality checks.	At least 50% of household interviews completed with quality report and issue log.	Day 30 – 29 Nov 2026
Days 31–42:	Complete remaining fieldwork; conduct back-checks; resolve field issues; preliminary data cleaning, validation and documentation.	100% data collection and back-checks completed; preliminary cleaned dataset submitted.	Day 42 – 11 Dec 2026
Days 43–47:	Final data cleaning, coding, indicator calculations, disaggregation, district/intervention analysis and comparison with available baseline/midline information.	Validated analysis dataset, calculation sheets and preliminary findings.	Supports draft report
Days 48–52:	Prepare draft report, indicator tables, graphs, conclusions, implementation implications and initial recommendations; internal technical review.	Draft AOS Report and indicator tables submitted to SARP.	Day 52 – 21 Dec 2026
Days 53–56:	Present draft findings to PMU; technical validation; consolidate comments from SARP and, where applicable, IFAD.	Validated findings and consolidated review comments.	Technical validation
Days 57–60:	Revise and finalize report; complete clean dataset, syntax/analysis files, annexes, GPS list/map and presentation; conduct final workshop.	All final outputs submitted and final workshop completed.	Day 60 – 29 Dec 2026
Throughout 60 Days	Weekly progress reporting, coordination with SARP M&E Specialist, risk/issue management, data protection and continuous quality assurance.	Weekly updates and timely resolution of implementation issues.	Continuous requirement

7.2 Gantt Chart – Procurement and Consulting Assignment

(Table 08)

Procurement and 60-Day Consultancy Period | October–December 2026

Activity	14–28 Oct	29 Oct–4 Nov	5–11 Nov	12–18 Nov	19–25 Nov	26 Nov–2 Dec	3–9 Dec	10–16 Dec	17–23 Dec	24–29 Dec
Procurement process	●									
Mobilization / Inception		●								
Digital tool, training & pilot		●	●							
Field data collection – Phase I			●	●	●	●				
Field completion, back-checks & preliminary cleaning						●	●	●		
Data analysis & indicator calculations								●	●	
Draft AOS Report									●	
PMU validation / comments									●	
Final report & final workshop										●
Weekly reporting / QA / coordination		●	●	●	●	●	●	●	●	●

Key milestones: Inception – 06 Nov 2026 | Field-ready digital survey package – 11 Nov 2026 | 50% household interviews – 29 Nov 2026 | 100% data collection/back-checks – 11 Dec 2026 | Draft AOS Report – 21 Dec 2026 | Final outputs & workshop – 29 Dec 2026

Colour key: Procurement | Preparation / Survey Design | Fieldwork | Data Quality / Cleaning | Analysis | Reporting | Validation | QA / Coordination

8. Reporting and Review Arrangements

The consultancy firm shall report to the Project Director through the SARP M&E Specialist. The M&E Specialist, relevant PMU technical specialists, Hub Coordinators and M&E Assistants will review the methodology, tools, field progress and draft report. IFAD review may be sought for the survey methodology and final outputs where required.

- Weekly progress updates shall be submitted to the SARP M&E Specialist.
- The inception report shall be approved before full data collection begins.
- The draft report shall be presented to the PMU for technical validation and shall include a brief section highlighting key implementation implications, priority issues, and suggested management actions arising from the AOS findings.
- The final report shall incorporate comments from SARP and, where applicable, IFAD.

9. Support Provided by SARP

SARP will provide available project documents and coordination support required to complete the assignment. This includes, but is not limited to:

- Project Design Report, logical framework, M&E framework and relevant IFAD core indicator guidance.
- Baseline survey report, midline survey report, previous questionnaires and relevant survey datasets if available.
- Updated beneficiary lists, intervention lists, MIS extracts and Hub Office contact details.
- Progress reports, supervision mission reports, special study reports and relevant administrative data.
- Coordination support from the PMU, Hub Coordinators, M&E Assistants and relevant field officers.

10. Team Composition and Qualification Requirements

The consultancy firm shall propose a qualified team with sufficient experience to design, implement, analyse and report the Annual Outcome Survey. The team shall include key expertise in survey design, M&E, statistics/data analysis, field survey management, digital data collection and agribusiness/climate resilience analysis, supported by field supervisors and enumerators.

(Table 09)

Position	Minimum qualification / experience	Main responsibility	Input
Team Leader / M&E and Survey Specialist	Postgraduate or bachelor's degree in development studies, social science or related field; at least 8 years of relevant survey/evaluation experience.	Overall design, methodology, liaison with PMU, report quality and final presentation.	Intermittent / full assignment
Statistician / Data Analyst	Degree in statistics, economics, data science or related field; at least 5 years in sampling, survey analysis and statistical software.	Sampling design, weighting if required, data cleaning, indicator calculation, statistical tables and syntax.	Intermittent
Field Survey Coordinator / QA Officer	Degree or equivalent experience in social science, agriculture, development planning or related area; at least 5 years in field survey management.	Enumerator training, field logistics, daily QA, back-checks, replacement control and field progress reporting.	Full field period
Agribusiness specialist	Degree in business, agribusiness, marketing or related field; at least 5 years relevant experience.	Support development of design, methodology Support project-specific indicator interpretation, market linkages and value chains related analysis and recommendations.	Intermittent
Agronomy and Climate Resilience Specialist	Agriculture and climate resilience or related field; at least 5 years relevant experience.	Support development of design, methodology Support project-specific indicator interpretation, agronomy and resilience related analysis and recommendations.	Intermittent
Field Supervisors	Bachelor's degree or strong survey supervision experience; language ability in relevant districts.	Supervise enumerators, quality checks and district coordination.	2 persons
Enumerators	Advanced Level or higher with prior household survey experience; Sinhala/Tamil language ability as required.	Conduct household interviews using digital tools.	25 short-term enumerators

The consultancy firm may combine roles where one expert has the required qualifications, provided that quality and timelines are not affected. CVs of the proposed key experts shall be submitted with the proposal.

10.1 Consultancy Firm Requirements

- Legal registration and administrative capacity to undertake the assignment.
- 5 Years Previous experience in household surveys, outcome surveys, evaluation studies or results-based monitoring assignments in Sri Lanka.
- Experience in 02 No. of Projects (Individual foreign funded loan project cost should be exceeded 25 Thousand (USD) with donor-funded, government or agricultural and rural development projects.
- Demonstrated capacity in digital data collection, sampling, data analysis and report preparation.
- Financial and operational capacity to mobilize field teams in the six project districts within the agreed timeframe.

11. Deliverables and Payment Schedule – (Table 10)

No.	Deliverable / milestone	Timing	Payment %
1	**Submission of performance security/required documents and acceptance of work plan**	Week 1	5%
2	Approved inception report, methodology, sampling plan and questionnaire	Week 2	20%
3	**Final digital tool, training completion and pilot-test approval**	Week 2	15%
4	**Completion of data collection and submission of field progress/QA report**	Week 6	20%
5	**Draft AOS report, indicator tables and presentation to PMU**	Week 8	25%
6	**Final AOS report, clean dataset, syntax, annexes, maps and all soft copies/hard copies with Final workshop**	Week 9	15%

Payments shall be made only after acceptance of the relevant deliverables by SARP. The final payment shall be subject to receipt of all datasets, analysis files, annexes, final report versions in MS Word and PDF formats with final workshop.

12. Confidentiality and Data Ownership

All data, questionnaires, forms, digital tools, maps, reports, photographs, recordings, notes and other materials produced under this assignment shall be the property of SARP and the Ministry of Agriculture, Livestock, Land and Irrigation. The consultancy firm shall not publish, share, transfer or use any data or findings for any other purpose without prior written approval from SARP.

The consultant shall protect the confidentiality of all respondents. Personal identifiers and GPS data shall be handled securely and shared only with the PMU through agreed secure channels.

Annex 1: Recommended Minimum Structure of the AOS Report

- Executive Summary
- Introduction and purpose of the AOS
- Methodology, sampling and field implementation
- Profile of sampled households and beneficiary categories
- Findings by logical framework and IFAD core indicators
- District-level and intervention-level analysis
- Gender, youth and vulnerable group analysis
- Comparison with Previous Surveys: Compare AOS findings with baseline/midline results and clearly note any methodological, sampling, or indicator differences affecting comparability.
- Data quality limitations and interpretation notes
- Conclusions and practical recommendations
- Updated indicator matrix/logframe table
- Annexes: questionnaire, sample list, data dictionary, syntax, maps and clean dataset description

Annexure 2

Smallholder Agribusiness & Resilience Project

IFAD
Investing in rural people

Smallholder Agribusiness & Resilience Project (SARP)

Annual Outcome Survey (AOS) 2026

Sample Household Questionnaire including IFAD Core Indicator Questions

Project Districts: Mannar, Vavuniya, Anuradhapura, Matale, Kurunegala and Puttalam

Version: Draft for PMU review

Use with Kobo Toolbox / CAPI data collection

Note to consultant: This is a sample questionnaire. It should be adapted during the inception stage, translated into Sinhala and Tamil, pre-tested, and finalized with SARP PMU before field data collection. Questions should not be changed in a way that affects IFAD Core Indicator comparability.

Purpose and coverage

This questionnaire is designed to collect household-level information required to track SARP Annual Outcome Survey indicators, including IFAD Core Indicators and selected project-specific outcome indicators. It should be administered to beneficiary and comparison households, as applicable, using electronic data collection with validation checks.

IFAD / SARP indicator area	Core indicator question module in this questionnaire	Primary respondent
Households reporting improved food security	Module D: Household food security	Adult household member responsible for food/cooking decisions
1.2.8 Women reporting minimum dietary diversity (MDD-W) - Core	Module E: Women dietary diversity - 24-hour recall	Woman aged 15-49 years, preferably selected eligible woman
3.2.2 Households reporting adoption of environmentally sustainable and climate-resilient technologies and practices - Core	Module F: Climate-resilient and environmentally sustainable practices	Household head / main farmer
1.2.1 Households reporting improved access to land, forests, water or water bodies for production purposes - Core	Module G: Access to productive natural resources and irrigation water	Household head / main farmer
2.2.1 Persons with new jobs/employment opportunities - Core	Module H: New jobs and employment opportunities	Household head and working-age members
SARP outcome: income, resilience score, market participation and enterprise profitability	Modules I, J and K	Household head / enterprise owner / producer organization member

General enumerator instructions

- Introduce yourself and the survey purpose clearly. Participation is voluntary and responses are confidential.
- Interview the selected household only. Do not replace the household without supervisor approval.
- Record responses exactly as given. Do not lead respondents or suggest answers.
- Use the last completed agricultural season / last 12 months as reference periods where indicated.
- GPS coordinates and personal identifiers must be stored separately from analysis datasets using the assigned household ID.
- For female-specific questions, ensure privacy and interview the eligible woman directly whenever possible.

Module A: Identification, consent and interview control

Code	Question / instruction to enumerator	Response options / coding	Indicator use
A01	Province	Select from list	Stratification / reporting
A02	District	1 Mannar; 2 Vavuniya; 3 Anuradhapura; 4 Matale; 5 Kurunegala; 6 Puttalam	District disaggregation
A03	DS Division / GN Division / Village	Text / code from sample frame	Location
A04	Household ID from sample list	Unique ID	Tracking
A05	Survey group	1 SARP beneficiary/treatment; 2 pipeline/quasi-control; 3 non-beneficiary/control	Comparison
A06	Main SARP intervention received	Multiple select: tank/irrigation; climate-smart agriculture; 4P/value chain; YED; nutrition; training; infrastructure; other	Exposure
A07	Name of respondent	Text; store separately for confidentiality	Contact / verification
A08	Gender of respondent	1 Male; 2 Female; 3 Other/prefer not to say	Disaggregation
A09	Age of respondent	Years	Disaggregation
A10	Consent statement read and agreed?	1 Yes, continue; 0 No, end interview	Ethics
A11	GPS coordinates captured?	Auto capture; verify accuracy within acceptable range	GIS mapping

Module B: Household roster and vulnerability profile

Code	Question / instruction to enumerator	Response options / coding	Indicator use
B01	Total number of household members usually living and eating together	Number	Household size
B02	Number of female members	Number	Gender disaggregation
B03	Number of male members	Number	Gender disaggregation
B04	Number of youth members aged 15-35 years	Number	Youth disaggregation
B05	Is the household headed by a woman?	1 Yes; 0 No	Vulnerability / inclusion
B06	Does the household include a person with disability?	1 Yes; 0 No; 99 Prefer not to say	Vulnerability / inclusion
B07	Primary livelihood source of the household	1 Crop farming; 2 Livestock; 3 Fisheries; 4 Wage labour; 5 Enterprise/trade; 6 Salary; 7 Remittances; 8 Other	Livelihood profile
B08	Main cultivated land extent during last season	Acres; include owned/leased/sharecropped	Production context

Module C: SARP participation and services received

Code	Question / instruction to enumerator	Response options / coding	Indicator use
C01	Has any household member received any SARP support during the last 12 months?	1 Yes; 0 No; 98 Do not know	Exposure
C02	Type of support received	Multiple select: training; seed/planting material; irrigation equipment; livestock; matching grant; 4P linkage; youth enterprise; road/tank benefit; nutrition support; other	Intervention analysis
C03	Year/month support was first received	Month/year	Timing
C04	Did the household participate in any SARP-supported training?	1 Yes; 0 No	Capacity building
C05	Was the support useful for increasing production, income, resilience or market access?	1 Very useful; 2 Useful; 3 Slightly useful; 4 Not useful; 98 Too early to say	Perceived outcome

Module D: Household food security - IFAD core outcome tracking

Code	Question / instruction to enumerator	Response options / coding	Indicator use
D01	During the last 30 days, did the household worry that it would not have enough food because of lack of money, water, harvest or other resources?	0 No; 1 Rarely; 2 Sometimes; 3 Often	Improved food security
D02	During the last 30 days, was the household unable to eat preferred foods because of lack of resources?	0 No; 1 Rarely; 2 Sometimes; 3 Often	Improved food security
D03	During the last 30 days, did any household member eat only a few kinds of foods because of lack of resources?	0 No; 1 Rarely; 2 Sometimes; 3 Often	Improved food security
D04	During the last 30 days, did any household member eat smaller meals than needed because there was not enough food?	0 No; 1 Rarely; 2 Sometimes; 3 Often	Improved food security
D05	During the last 30 days, did any household member skip a	0 No; 1 Rarely; 2 Sometimes; 3 Often	Improved food security

Code	Question / instruction to enumerator	Response options / coding	Indicator use
	meal because there was not enough food?		
D06	During the last 30 days, was there ever no food to eat of any kind in the household?	0 No; 1 Rarely; 2 Sometimes; 3 Often	Improved food security
D07	Compared with the same season before receiving SARP support / at baseline, is your household food security now better, same or worse?	1 Better; 2 Same; 3 Worse; 98 Not applicable	Outcome change
D08	Main reason for change in food security	1 Increased production; 2 Increased income; 3 Better irrigation/water; 4 Market linkage; 5 Prices; 6 Climate shock; 7 Illness/debt; 8 Other	Attribution/context

Module E: Women dietary diversity - IFAD Core Indicator 1.2.8 MDD-W

Code	Question / instruction to enumerator	Response options / coding	Indicator use
E00	Is there an eligible woman aged 15-49 in the household available for interview?	1 Yes; 0 No; if No skip Module E	Eligibility
E01	Yesterday during the day or night, did you consume grains, white roots/tubers or plantains?	1 Yes; 0 No	MDD-W food group
E02	Pulses such as beans, peas, lentils, cowpea, green gram or dhal?	1 Yes; 0 No	MDD-W food group
E03	Nuts and seeds?	1 Yes; 0 No	MDD-W food group
E04	Milk, curd, yoghurt, cheese or other dairy products?	1 Yes; 0 No	MDD-W food group
E05	Meat, poultry or fish, including dried fish?	1 Yes; 0 No	MDD-W food group
E06	Eggs?	1 Yes; 0 No	MDD-W food group
E07	Dark green leafy vegetables?	1 Yes; 0 No	MDD-W food group
E08	Other vitamin A-rich fruits and vegetables such as pumpkin, carrot, mango or papaya?	1 Yes; 0 No	MDD-W food group
E09	Other vegetables?	1 Yes; 0 No	MDD-W food group
E10	Other fruits?	1 Yes; 0 No	MDD-W food group
E11	Enumerator check: Total number of food groups consumed	Auto sum E01-E10; MDD-W achieved if score >=5	IFAD Core 1.2.8

Module F: Adoption of environmentally sustainable and climate-resilient technologies and practices - IFAD Core Indicator 3.2.2

Code	Question / instruction to enumerator	Response options / coding	Indicator use
F01	During the last 12 months, did the household adopt or continue any improved water-saving irrigation practice?	1 Yes; 0 No	Core 3.2.2
F02	Did the household adopt drought-tolerant, short-duration or climate-resilient crop varieties?	1 Yes; 0 No	Core 3.2.2
F03	Did the household use soil and water conservation measures such as mulching, bunding, contour drains or cover crops?	1 Yes; 0 No	Core 3.2.2
F04	Did the household apply integrated pest management or reduce unsafe pesticide use?	1 Yes; 0 No	Core 3.2.2

Code	Question / instruction to enumerator	Response options / coding	Indicator use
F05	Did the household use organic manure/compost, crop residue management or improved soil fertility practices?	1 Yes; 0 No	Core 3.2.2
F06	Did the household diversify crops/livestock or change crop calendar to reduce climate risk?	1 Yes; 0 No	Core 3.2.2
F07	Did the household use climate/weather information for farming decisions?	1 Yes; 0 No	Core 3.2.2
F08	Which of the above practices were introduced or strengthened due to SARP support?	Select all F01-F07 that apply; 0 none	Attribution
F09	Enumerator check: household adopted at least one environmentally sustainable/climate-resilient practice	Auto: 1 if any F01-F07 = Yes	IFAD Core 3.2.2

Module G: Improved access to land, forests, water or water bodies for production - IFAD Core Indicator 1.2.1

Code	Question / instruction to enumerator	Response options / coding	Indicator use
G01	During the last 12 months, did your household have access to irrigation water or a water body for production?	1 Yes; 0 No	Core 1.2.1
G02	Compared with before SARP support / baseline, has access to irrigation water or water bodies improved?	1 Improved; 2 Same; 3 Worse; 98 Not applicable	Core 1.2.1
G03	What improved?	Multiple select: water availability; reliability; timing; land extent cultivated; reduced conflict; reduced travel time; road/access; other	Access pathway
G04	Did the household gain improved access to cultivable land, forest resources, pasture, tank command area or other productive natural resources?	1 Yes; 0 No	Core 1.2.1
G05	Was this improvement linked to SARP-supported tank rehabilitation, water management, infrastructure, training, FO/WUA strengthening or other intervention?	1 Yes; 0 No; 98 Do not know	Attribution
G06	Area cultivated due to improved access in last season	Acres; 0 if none	Outcome quantification
G07	Enumerator check: household reports improved access to productive resources	Auto: 1 if G02=1 or G04=1	IFAD Core 1.2.1

Module H: New jobs and employment opportunities - IFAD Core Indicator 2.2.1

Code	Question / instruction to enumerator	Response options / coding	Indicator use
H01	During the last 12 months, did any household member obtain a new job, self-employment opportunity or paid work linked	1 Yes; 0 No	Core 2.2.1

Code	Question / instruction to enumerator	Response options / coding	Indicator use
	to agriculture, livestock, value chains, infrastructure or SARP-supported activity?		
H02	Number of household members with new jobs/employment opportunities	Number	Core 2.2.1
H03	For each person: sex	1 Male; 2 Female	Sex disaggregation
H04	For each person: age group	1 Youth 15-35; 2 Not youth >35	Youth disaggregation
H05	Type of opportunity	1 Wage employment; 2 Self-employment; 3 Enterprise; 4 Seasonal/casual; 5 Producer organization/service provider; 6 Other	Employment type
H06	Average number of paid work days per month from the new opportunity	Days/month	Job quality
H07	Average monthly income from the new opportunity	LKR/month	Income effect
H08	Is the new opportunity directly or indirectly linked to SARP?	1 Direct; 2 Indirect; 3 Not linked; 98 Do not know	Attribution

Module I: Household income and production outcome

Code	Question / instruction to enumerator	Response options / coding	Indicator use
I01	Total household income from agriculture/livestock/fisheries during last 12 months	LKR; estimate by source where possible	>30% income increase indicator
I02	Total household income from non-farm sources during last 12 months	LKR	>30% income increase indicator
I03	Total household income during last 12 months	Auto sum I01+I02 or respondent total	>30% income increase indicator
I04	Compared with baseline / before SARP support, has total household income changed?	1 Increased; 2 Same; 3 Decreased; 98 Not applicable	Income outcome
I05	Estimated percentage change in income compared with baseline / before SARP support	Percent; verify against available records where possible	>30% income increase indicator
I06	Main sources of increased income	Multiple select: production volume; selling price; reduced cost; new crop/livestock; 4P buyer; employment; irrigation; other	Attribution/context

Module J: Resilience score and climate shocks

Code	Question / instruction to enumerator	Response options / coding	Indicator use
J01	During the last 12 months, did the household experience drought, flood, pest/disease, crop failure, livestock disease, market shock or other major shock?	1 Yes; 0 No	Shock exposure
J02	How quickly did the household recover livelihood activities after the most serious shock?	1 Within 1 month; 2 1-3 months; 3 4-6 months; 4 More than 6 months; 5 Not recovered	Resilience capacity
J03	Does the household have savings, insurance, group support or other means to cope with a future shock?	0 None; 1 One source; 2 Two sources; 3 Three or more sources	Adaptive capacity

Code	Question / instruction to enumerator	Response options / coding	Indicator use
J04	Has the household diversified production or income sources during the last 12 months?	1 Yes; 0 No	Adaptive capacity
J05	Does the household have access to reliable water for at least one production season?	1 Yes; 0 No	Absorptive capacity
J06	Does the household use climate information, early warning or extension advice to make production decisions?	1 Yes; 0 No	Anticipatory capacity
J07	Enumerator check: calculate project-specific resilience score based on agreed PMU scoring formula	Auto score; compare to baseline score	>50% increase in resilience score

Module K: Market participation, 4P/YED and enterprise profitability

Code	Question / instruction to enumerator	Response options / coding	Indicator use
K01	Did the household sell any crop, livestock, fishery or enterprise product during the last 12 months?	1 Yes; 0 No	Market participation
K02	Main product sold	Text / crop code	Value chain analysis
K03	Total volume sold during last 12 months	Kg/L/units; specify unit	Sales volume indicator
K04	Total value of sales during last 12 months	LKR	Sales value indicator
K05	Did the household sell through a 4P arrangement, buyer agreement, producer organization or SARP-supported market linkage?	1 Yes; 0 No	4P/YED sales indicator
K06	Compared with baseline / before SARP support, has sales volume increased?	1 Increased; 2 Same; 3 Decreased; 98 Not applicable	% increase in sales volume
K07	Compared with baseline / before SARP support, has sales value increased?	1 Increased; 2 Same; 3 Decreased; 98 Not applicable	% increase in sales value
K08	For enterprise owners: was the enterprise profitable during the last 12 months?	1 Yes; 0 No; 98 Not applicable	Enterprise profitability
K09	Approximate enterprise gross revenue and total cost during last 12 months	LKR revenue; LKR cost	Profitability calculation

Module L: Producer organizations and group enterprise capacity

Code	Question / instruction to enumerator	Response options / coding	Indicator use
L01	Is any household member a member of a farmer organization, producer organization, WUA, SHG or enterprise group?	1 Yes; 0 No	Group participation
L02	Name/type of organization	Text / category	PO tracking
L03	Did the organization keep records/accounts during the last 12 months?	1 Yes; 0 No; 98 Do not know	PO capacity
L04	Did the organization collectively purchase inputs, manage assets, sell produce, or provide services?	1 Yes; 0 No; 98 Do not know	Group enterprise capacity
L05	Did the organization generate profit or surplus from group enterprise activity?	1 Yes; 0 No; 98 Do not know	Financial sustainability

Module M: Enumerator observation and closing

Code	Question / instruction to enumerator	Response options / coding	Indicator use
M01	Was the interview completed?	1 Completed; 2 Partially completed; 3 Refused; 4 Respondent absent	Data quality
M02	Interview language	1 Sinhala; 2 Tamil; 3 English; 4 Other	Administration
M03	Respondent cooperation	1 Good; 2 Moderate; 3 Poor	Data quality
M04	Any data-quality concern or field note	Text	Supervisor review
M05	Enumerator name and date	Text / date	Field control
M06	Supervisor verification completed?	1 Yes; 0 No	Quality assurance

Indicator calculation guide for analysis team

Indicator	Suggested calculation from questionnaire	Disaggregation
Households reporting >30% increase in income	Numerator: households with I05 >=30 or verified income increase >=30%. Denominator: surveyed SARP-supported households/respondent group as agreed.	District, sex of HH head, youth, intervention type
Households reporting improved food security	Use D07 = Better and/or improved food security score compared with baseline. Report method clearly.	District, sex of HH head, vulnerability category
Women reporting MDD-W - IFAD Core 1.2.8	Numerator: eligible women with E11 >=5 food groups. Denominator: interviewed women aged 15-49.	District, age group, beneficiary/control
Households adopting climate-resilient/environmentally sustainable practices - IFAD Core 3.2.2	Numerator: households with F09 = 1. Denominator: surveyed households relevant to agriculture/livelihood production.	Practice type, district, intervention type
Households reporting improved access to productive resources - IFAD Core 1.2.1	Numerator: households with G07 = 1. Denominator: surveyed households in relevant target areas.	Water/land/forest/water body; district
Persons with new jobs/employment opportunities - IFAD Core 2.2.1	Sum persons reported in H02, disaggregated by H03 and H04. Avoid double counting persons with multiple activities.	Sex, youth, district, employment type
Resilience score increase >50%	Compare J07 current score with baseline/pre-support score using PMU-approved formula.	District, sex, youth, intervention type
Increase in average volume/value of sales through 4P and YED	Compare K03/K04 with baseline/pre-support values among relevant households/enterprises.	4P, YED, product, district

Kobo Toolbox programming notes

- Use select_one and select_multiple lists for all coded responses and include Sinhala/Tamil labels.
- Add relevance/skip logic: Module E only for eligible women aged 15-49; employment roster only if H01 = Yes.
- Include constraints to prevent impossible values, such as negative income, age above 120, or total female/male members exceeding household size.
- Auto-calculate MDD-W score, climate practice adoption status, improved access status, and total new employment count.
- Capture start/end time, enumerator ID, device ID and GPS coordinates for quality assurance.
- Build supervisor checks for missing values, outliers and duplicate household IDs.