CENTRI CIVILNIH INICIJATIVA
ЦЕНТРИ ЦИВИЛНИХ ИНИЦИЈАТИВА

TERMS OF REFERENCE (TOR) FOR EXTERNAL EVALUATION

Resource Centre for Civil Society Organisations in BiH (EUresurs)

Location: Bosnia and Herzegovina

Project: Resource Centre for Civil Society Organisations in BiH (EUresurs)

Project duration: 36 months (01 February 2024 – 31 January 2027)

Assignment duration: November 2026–January 2027

Reference number: EuropeAid/176421/DD/ACT/BA

1. Project Background

The project "Resource Centre for Civil Society Organisations in Bosnia and Herzegovina", implemented by Centres for Civic Initiatives (CCI) in partnership with Youth Centre Vermont, with the support of the European Union, is being implemented from 1 February 2024 to 31 January 2027.

The project aims to strengthen the capacities and sustainability of civil society organisations (CSOs) in Bosnia and Herzegovina, improve their participation in European integration processes, and create a more enabling environment for civil society development and its contribution to reform processes.

In line with the approved logical framework, the project is expected to contribute to an increase in the number of CSOs participating in decision-making processes (target: 50 CSOs). It is expected that at least 100 CSOs, including grassroots organisations and informal groups, will improve their capacities and sustainability perspective, that CSOs will take a more proactive role in advocating and monitoring EU integration reforms based on the project's Roadmaps, and that the transparency and mechanisms for allocating public funds to CSOs will be improved, together with greater recognition among BiH citizens of the importance and contribution of CSOs in EU integration processe.

In this project, strengthening CSO capacities means improvements in organisational management, sustainability potential (including diversification of funding sources and financial planning), advocacy skills and visibility, achieved through the EUresurs portal, helpdesk, regional hubs, trainings and mentoring, and demonstrated by CSOs' ability to apply this knowledge in practice, including by participating in public consultations, working groups and monitoring of EU integration reforms. An enabling environment refers to the conditions in which CSOs can operate and contribute to reforms: in particular, transparent, objective and impartial public funding for CSOs at state, entity and cantonal levels, institutional practices that are open to and respectful of CSO input, and meaningful participation of civil society in policy and decision-making processes.

The overall objective of the project is to boost the participation of civil society organisations in decision-making processes, with a special emphasis on necessary reform processes for EU accession.

The project focuses on three interconnected areas: (1) developing the capacity of CSOs, including grassroots organisations and informal groups, to become self-sustaining, acknowledged, and influential stakeholders in reform processes; (2) assist CSOs in participating in reform processes by engaging in consultation mechanisms, advocating for the adoption of critical legislation, and tracking advancements in areas relevant to EU integration; and (3) improving the environment for civil society, emphasising the transparency, objectivity and impartiality of public funding for CSOs.

The project targets CSOs across BiH, including grassroots organisations and informal groups of citizens (supported mainly through basic trainings), and more experienced CSOs, including beneficiaries of EU funding (supported through advanced trainings), with particular attention to organisations representing minorities and socially excluded groups. It aims to improve the capacities and sustainability perspective of at least 100 CSOs and to increase the number of CSOs participating in decision-making processes (target: 50). Planned service outputs include the redesigned EUresurs portal and social media accounts (500,000 visits), seven regional hubs (3 in FBiH, 3 in RS, 1 in BD), 20 capacity-building trainings (including at least 10 basic trainings for grassroots organisations and informal groups), at least 50 individual mentoring schemes and at least 10 information sessions for CSOs and citizens. In support of EU integration reforms, the project will produce at least 5 EU chapter roadmaps, 3 annual alternative monitoring reports, 3 regional public events and at least 500 media releases, and will submit initiatives to mandated institutions (10 in the area of EU integration reforms and at least 10 with recommendations on public funding). In the area of the enabling environment, it will deliver one in-depth analysis of public funding mechanisms for CSOs, at least 5 public meetings and at least 20 advocacy meetings with relevant institutions. Key outcome indicators are the number of CSOs with improved capacities (100), the number of CSOs participating in decision-making processes (50), the number of civil society representatives, academics and experts monitoring EU integration reforms (5), and the number of initiated processes to improve public funding mechanisms and the environment for civil society (10).

In this context, the external evaluation should assess the extent to which the project has achieved its planned objectives and results, how relevant and effective the approaches used have been, and the prospects for the sustainability of the results achieved.

2. Evaluation Context and Scope

CCI is engaging an independent consultant or a team of consultants (hereinafter: the Evaluator) to conduct an external evaluation of the project. The evaluation will be carried out in 4 December 2026 - 22 January 2027 and will cover the entire implementation period up to the date of evaluation data collection, clearly noting that the project will still be ongoing until 31 January 2027 at the time of the evaluation.

The evaluation will cover all three specific areas of project intervention, all relevant target groups and stakeholders, and activities implemented throughout BiH. The assessment will be based on the approved project application and logical framework, contractual documentation, reports and other evidence of implementation, which will be provided to the selected Evaluator at the start of the assignment. Beyond verifying whether individual activities were delivered, the evaluation is expected to explain which elements of the Resource Centre model work, for whom and why.

2.1. Project Objectives

Overall objective: To boost the participation of civil society organisations in decision-making processes, with a specific emphasis on the necessary reform processes for EU accession.

Specific objectives:

SO1: Develop the capacities of CSOs, including grassroots organisations and informal groups, to become self-sustaining, acknowledged and influential actors in reform processes.

SO2: Assist CSOs in participating in reform processes by engaging in consultation mechanisms, advocating for the adoption of critical legislation, and tracking advancements in areas relevant to EU integration.

SO3: Improve the environment for civil society in Bosnia and Herzegovina, emphasising the transparency, objectivity and impartiality of public funding for CSOs.

In line with the project application, the evaluation should also consider the links between activities such as the EUresurs portal, helpdesk, regional hubs, training, mentoring support, roadmaps for reform areas related to EU integration, initiatives, and analysis to improve public funding for CSOs. In particular, the Evaluator should:

- assess whether the different services reinforce one another and whether beneficiaries use multiple services to address their needs;
- examine whether the portal and helpdesk serve as useful entry points to more intensive support, such as mentoring, training or advocacy assistance;
- determine which service combinations appear to generate the strongest results and for which types of CSOs.

3. Purpose and Objectives of the Evaluation

The evaluation has two purposes:

1. Assessment of project performance and achievements: determine the extent to which objectives, outcomes and outputs have been achieved, including an assessment of the quality of results, the evidence supporting them, and the factors that contributed to or constrained their achievement.

2. Learning and improvement of future interventions: identify lessons learned, examples of good practice and practical recommendations that can help CCI, Vermont, the Delegation of the European Union to BiH and other relevant stakeholders design future support for civil society in BiH.

The specific objectives of the evaluation are to:

- Assess progress towards the overall and specific project objectives and verify achievement of the indicators in the approved logical framework, identifying data sources and explaining any deviations.

- Assess the relevance, quality and effectiveness of project approaches to strengthening CSO capacities, supporting their participation in EU integration and advocating for an improved environment for civil society.
- Analyse the efficiency of management and use of financial, human and technical resources, including the timeliness of implementation and adjustments made during the project.
- Assess the project's contribution to changes among target groups and relevant institutions, distinguishing direct project results from broader changes influenced by other factors.
- Assess the likelihood that results will be sustained after funding ends and identify financial, institutional, organisational and political risks.
- Formulate clear, prioritised and actionable recommendations for future work.

4. Evaluation Criteria and Key Questions

The evaluation should be useful to CCI, Vermont, the Delegation of the European Union to BiH and the institutions involved in the project, including relevant authorities, and take into account the objectives of the Strategy of the Council of Ministers of BiH for Creating an Enabling Environment for the Development of Civil Society 2025–2029. It should therefore explain not only what the EUresurs project delivered, but also what changed because of the project, for whom, why, at what cost, and which elements should be continued or redesigned. The evaluation questions below should be read and operationalised in this light. The evaluation will use the six OECD DAC criteria: relevance, coherence, effectiveness, efficiency, impact and sustainability. The questions below constitute the minimum framework. The Evaluator may further develop and operationalise them in an evaluation matrix, while retaining all criteria and explaining any additional questions.

Relevance

- To what extent did the project objectives, design and activities respond to the needs of CSOs, including grassroots organisations and informal groups, as well as the needs of citizens and relevant institutions?
- To what extent did the project address CSO needs related to organisational capacities, sustainability, access to information, participation in reform processes and advocacy for more transparent public funding?
- Did the project remain relevant in BiH's changing political, social and donor context? How did any changes affect priorities and implementation?

Coherence

- To what extent were the project components and activities interconnected and complementary, and did they jointly contribute to achieving the objectives?
- How were the EUresurs portal, helpdesk, regional hubs, training and mentoring linked to advocacy activities, roadmaps and reform monitoring?
- To what extent did cooperation and the division of roles between CCI and Youth Centre Vermont support high-quality, coordinated implementation?
- To what extent did the project create synergies with other relevant initiatives while avoiding unnecessary overlap?

Effectiveness

- To what extent were the planned outputs and outcomes in the logical framework achieved? Which indicators were achieved, partially achieved or not achieved, and why?
- To what extent did the EUresurs portal, helpdesk, regional hubs, training and mentoring support contribute to improving CSOs' knowledge, skills, organisational capacities and sustainability prospects?
- To what extent did CSOs use roadmaps, initiatives and other project resources for advocacy and participation in consultation and institutional processes related to EU integration?
- Which factors contributed most to or constrained the achievement of results? Were there differences in benefits across different types of CSOs, regions or target groups?

Efficiency

- Were financial, human and technical resources used economically and transparently in relation to the results achieved?
- Were planning, coordination, management, monitoring and reporting appropriate and timely?
- Were activities implemented within the planned timeframe? If there were delays or changes, how did they affect the quality and achievement of results?
- Did the performance-monitoring mechanisms established enable problems to be identified and implementation to be adjusted in a timely manner?
- What did the project achieve in relation to its cost, and which services or activities delivered the greatest value for the resources invested?

Impact

- What intended or unintended, positive or negative changes did the project contribute to among CSOs, their networks, institutions or the wider public?
- Is there evidence that supported CSOs increased their participation in public consultations, advocacy, reform monitoring or cooperation with institutions?
- To what extent can the observed changes reasonably be linked to the project's contribution, taking into account other initiatives and contextual factors?

Sustainability

- Have CSOs adopted knowledge, procedures, contacts or ways of working that they can continue to use without direct project support?
- What financial, institutional, organisational and political risks could undermine sustainability, and what measures are realistic for mitigating them?

Cross-cutting issues

- To what extent were gender equality, human rights, intersectionality, youth inclusion and environmental sustainability integrated into the project design and implementation?
- Did the activities involve organisations representing minorities, socially excluded groups and other groups whose voices are insufficiently heard?
- Were the approaches and results accessible to different types of CSOs, including smaller organisations, grassroots initiatives and informal groups?

Lessons learned and way forward

- Which elements of the Resource Centre model should be continued, scaled up or redesigned, and why?
- What should CCI, Vermont, the EU Delegation and relevant institutions do differently in future support to civil society, including in relation to the Strategy of the Council of Ministers of BiH for Creating an Enabling Environment for the Development of Civil Society 2025–2029?

5. Evaluation Approach and Methodology

The Evaluator is responsible for selecting, justifying and applying a methodology appropriate to the evaluation objectives, timeframe and available evidence. The methodology must be participatory, gender-sensitive, ethical and based on triangulation between project records, interviews, beneficiary evidence and other relevant sources. The Evaluator should propose a combination of qualitative and quantitative methods and justify the final design. The emphasis is on credible, diverse and triangulated evidence, rather than on a large number of interviews or on a survey that cannot produce reliable findings.

To ensure that proposals are comparable and proportionate to the scale of the project, the methodology should include as a minimum: (a) a review of project documentation and monitoring data; (b) semi-structured interviews with the project teams of CCI and Vermont, the Delegation of the European Union to BiH and relevant institutions; (c) consultations (interviews or focus groups) with a purposive sample of at least 20 beneficiary and non-beneficiary CSOs; and (d) at least 4 case studies. Applicants may propose a larger or different design, provided they justify it.

The evaluation plan must include a transparent sampling framework covering: (i) regions, including the areas served by the regional hubs in FBiH, RS and Brčko District; (ii) types of CSOs (grassroots organisations and informal groups, more experienced CSOs, networks, and organisations representing minorities and socially excluded groups); (iii) the different services used (portal, helpdesk, regional hubs, trainings, mentoring); and (iv) levels of engagement with the project, from one-time users to those who used several services.

The Evaluator must explain how non-users, inactive beneficiaries, dissatisfied participants and unsuccessful or stalled initiatives will be considered, so that findings are not based only on the most active or most satisfied beneficiaries.

As appropriate, the methodology is expected to include:

- Review of project and contextual documentation, including the approved application and logical framework, narrative reports, activity and indicator records, training evaluations, helpdesk and mentoring records, portal materials, roadmaps, initiatives and documentation on public funding.
- Semi-structured interviews with CCI and Vermont project teams, representatives of the Delegation of the European Union to BiH and relevant institutions, beneficiary CSOs, experts, media and academia.
- Interviews, focus groups or other participatory consultations with selected CSOs, ensuring geographic balance, representation of different types of organisations and inclusion of groups facing barriers to participation.

- An optional survey or short questionnaire for users, to be used only if a suitable sampling frame, sufficient response rates and adequate time are available; where these conditions are not met, the Evaluator should justify using other methods.
- Case studies of selected examples of project support, covering a mix of positive, partially successful and unsuccessful or stalled cases. The Evaluator must explain how cases are selected, based on factors such as type of service, size of organisation, geographical location and type of change, and should trace the sequence between support received, actions taken and observed results
- Analysis of indicators against planned targets, including verification of the quality, reliability and limitations of available data.

The Evaluator will prepare an evaluation matrix specifying, for each criterion and question, indicators/proxy indicators, data sources, data collection methods and the approach to analysis. Sampling must be transparent and justified. The report will identify methodological limitations and any data gaps, and explain how they affected the conclusions.

5.1. Tasks of the Evaluator

Task 1: Document Review and Planning

The Evaluator will review relevant documentation, refine the evaluation questions and prepare an evaluation and fieldwork plan, including the evaluation matrix, methodology, sampling plan, proposed list of interviewees, data collection tools, activity schedule and quality assurance approach. The plan will be presented to CCI and Vermont for comments and agreement. CCI and Vermont may suggest relevant interviewees, but the final methodological decisions remain the responsibility of the independent Evaluator. Comments by CCI and Vermont on the evaluation plan will concern feasibility, factual accuracy and coverage, and will not concern predetermined findings. CCI and Vermont will provide comments within 2 working days of receiving the plan, and CCI will confirm approval of the plan within 3 working days.

Task 2: Data Collection and Analysis

The Evaluator will conduct the agreed interviews, consultations and other data collection activities. The following stakeholders must be consulted: CCI and Vermont staff, representatives of the Delegation of the European Union to BiH, the Directorate for European Integration, the Department for Civil Society within the Ministry of Justice of BiH, and CSOs that have used training, mentoring, the helpdesk or hubs. In addition, the Evaluator should consult, as appropriate, other relevant institutions, organisations and experts involved in developing roadmaps and initiatives, and other donors and initiatives supporting civil society in BiH with which the project sought synergies (such as EU4CS, the SDC-funded Civil Society Support in BiH – Proactive Citizens, Hajde4EU and others). If a mandatory stakeholder cannot be consulted, the Evaluator must explain why in the report. The list of interviewees should ensure a diversity of perspectives and must not be limited to the most active or most satisfied beneficiaries.

Task 3: Preliminary Findings and Debriefing

Upon completion of the main data collection phase, the Evaluator will hold a meeting with CCI, Vermont and, as agreed, the Delegation of the European Union to BiH to present preliminary findings, conclusions and recommendations. The meeting will serve to verify factual accuracy and clarify issues,

but will not limit the Evaluator's independence or the right to retain findings that do not align with the commissioning party's views. The debriefing will take place before the submission of the draft report, on a date agreed in the evaluation plan.

Task 4: Drafting and Finalising the Report

The Evaluator will submit a draft report for comments, which CCI, Vermont and the Delegation of the European Union to BiH will provide within five working days of receiving the draft. The Evaluator will assess all comments independently and revise the report where corrections are justified. Where disagreement concerns interpretation rather than factual accuracy, the Evaluator may retain evidence-based conclusions. The Evaluator will keep a brief record of substantive comments that were not incorporated, together with the reasons, and will submit it with the final report**.** The final report must be clear, analytical and evidence-based, and must not contain unnecessary personal or other confidential information.

CCI is the contracting entity and is responsible for approving deliverables and the final report. Vermont and the Delegation of the European Union to BiH will be consulted on the draft report. The final report will be shared with CCI, Vermont and the Delegation of the European Union to BiH.

5.2. Responsibilities of CCI and Vermont

CCI and Vermont will provide the Evaluator, at the start of the assignment, with relevant project documentation, monitoring data, and indicator records, subject to applicable confidentiality requirements. The Project manager at CCI will act as the coordinator of the evaluation and will facilitate the Evaluator's access to project staff, beneficiary CSOs and institutional stakeholders. The Evaluator remains responsible for the final selection of interviewees within the agreed sampling framework.

If essential data or interviewees are unavailable, the Evaluator will inform the coordinator without delay. CCI and Vermont will make reasonable efforts to provide alternative sources or arrange substitute interviews. Where a gap cannot be resolved, the Evaluator will document it as a limitation in the report and explain how it affected the findings.

6. Expected Deliverables and Timeline

All deliverables must be submitted electronically, in English. The assignment is expected to start on 04 December 2026. The dates below are fixed targets and will be confirmed in the contract; any change requires written agreement between CCI and the Evaluator.

Deliverable	Content	Working days	Target deadline
Evaluation Plan	Methodology, evaluation matrix, sampling, tools, schedule and quality assurance approach.	4	**9 December 2026**
Data collection	Interviews, consultations and case studies	9	**15 December 2026 - 04 January 2027**

Presentation/Debriefing	Presentation of preliminary findings, conclusions and recommendations, followed by discussion to clarify facts.	1	**5 January 2027 (before the draft report)**
Draft Report	Data analysis, findings against the OECD DAC criteria, conclusions, lessons learned and recommendations.	5	**13 January 2027**
Final Report	Revised report in English, including an executive summary and annexes and the record of comments not incorporated	2	**22 January 2027**

CCI and Vermont will comment on the evaluation plan within two working days of receiving it (by 11 December 2026), and CCI will confirm approval within three working days of receiving it (by 14 December 2026). CCI, Vermont and the Delegation of the European Union to BiH will comment on the draft report within five working days (by 20 January 2027). The Evaluator will then address the comments and verify factual issues, and submit the final report by 22 January 2027. CCI will approve the final report in writing.

The assignment is estimated at approximately 21 working days in total. The evaluation is expected to include at least 30 interviews and consultations (including at least 20 CSOs) and at least 4 case studies. The final report should not exceed 30 pages, excluding annexes.

The final report must include, at a minimum: an executive summary; a description of the project and context; the purpose, scope and methodology of the evaluation; findings for each OECD DAC criterion; an assessment of indicator and outcome achievement; conclusions; lessons learned and examples of good practice; concrete recommendations; evaluation limitations; and relevant annexes, including the evaluation matrix and a list of interviewee categories without unnecessary personal data.

Final payment will be made after CCI approves the final report in accordance with the contractual requirements and procedures.

7. Quality Standards, Ethics and Independence

The evaluation should comply with the OECD DAC criteria and relevant quality standards for development evaluation.

- The Evaluator must ensure the independence, impartiality and transparency of the analysis and disclose any actual or potential conflict of interest.
- The Evaluator must not have been involved in the design or implementation of the project or have other connections that could compromise the independence of the assessment.
- Participation by interviewees must be voluntary, with a clear explanation of the purpose of the interview and how the information will be used. Confidentiality and personal data protection must be ensured.
- Findings and recommendations must be supported by evidence. The Evaluator should distinguish facts, interviewees' assessments and their own interpretation, and state data limitations.
- The evaluation must be gender-sensitive and inclusive, seeking to capture diverse perspectives and avoid bias in the selection of interviewees.

The Evaluator is responsible for ensuring the quality of all deliverables and incorporating relevant factual comments from the commissioning party without compromising the independence of the conclusions.

8. Qualifications and Experience

Individual evaluators, legal entities or evaluation teams may apply for the assignment. The Evaluator, or the lead evaluator in the case of a team or legal entity, must meet all mandatory requirements below. Where a team or legal entity applies, it must name one lead evaluator, who is responsible for methodological leadership and for the quality of the final report. Requirements marked as collective may be met by the team as a whole.

Mandatory requirements (lead evaluator):

- University degree in social sciences, economics, public policy, international development or a related field.
- At least 10 years of relevant professional experience.
- At least 5 completed project or programme evaluations in the last 7 years, of which at least 2 concerned projects funded by the EU or other international donors.
- Knowledge of the civil society sector and European integration processes in BiH, demonstrated by at least 3 years of work experience in BiH or at least one completed assignment in BiH.
- English at level C1 or C2 of the Common European Framework of Reference for Languages (CEFR). The level is self-declared in the CV; no language certificate is required. Language proficiency will be assessed on the basis of the application itself, which must be written in English.

Mandatory requirement (collective):

- At least one team member with working knowledge of the local languages (CEFR C1 or native) to conduct interviews with CSOs and institutions.

Desirable (additional points in the evaluation):

- Experience evaluating support to civil society, governance, advocacy or reform processes.
- Experience with EU-funded projects and with contribution analysis or similar methods.
- Experience applying qualitative and quantitative methods and analysing complex data.
- Strong communication, facilitation and analytical skills, and the ability to work within a short timeframe.

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9. Selection Criteria

Applications will be assessed against the following criteria, for a total of 100 points.

Criteria	Max. points	What will be assessed
A. Relevant general and specific experience	**15**	
A1. Evaluation experience	6	Number, scope and relevance of evaluations conducted
A2. Thematic expertise	5	EU-funded projects, civil society support, advocacy and reform processes
A3. Contextual knowledge	4	Knowledge of the BiH civil society sector and EU integration processes
B. References and quality of past assignments	**20**	
B1. Relevance of references	10	Match with this assignment (external evaluations, EU or other donors, civil society)
B2. Quality and verifiability	10	Confirmation by the reference person that the evaluation was completed, the applicant's role (lead evaluator or team member), and the assessment of the quality and usefulness of the work
C. Proposed methodology and work plan	**45**	
C1. Evaluation matrix and approach to the evaluation questions	9	Clarity and completeness of the proposed evaluation matrix, including how each OECD DAC criterion and key question will be answered, with indicators, data sources and methods; and how the approach responds to the specific features of the project (e.g. links between services, different types of CSOs)
C2. Sampling framework	9	Including diverse perspectives, non-users and unsuccessful cases
C3. Triangulation and data quality	9	How findings will be cross-checked between project records, interviews, beneficiary evidence and other sources; how the quality, reliability and limitations of available data (including indicator data) will be assessed; and how differences between sources will be handled
C4. Contribution analysis	9	Approach to distinguishing project results from other factors
C5. Ethics, feasibility and work plan	9	Realism of the plan within the timeframe and budget
D. Financial offer	**20**	

Scoring of financial offers**.** The lowest compliant financial offer receives the maximum 20 points. Other offers are scored as: 20 × (lowest compliant price ÷ price of the offer being scored).

Minimum technical score. Financial offers will be opened and scored only for applications that obtain at least 56 of the 80 points available for criteria A–C (70%).

Comparison of individuals, teams and legal entities**.** All applicants are assessed against the same grid. For teams and legal entities, criteria A and B are assessed for the lead evaluator, taking into account the team's complementary expertise where stated.

Ties and incomplete documentation**.** In case of equal total scores, the application with the higher score for criterion C will be ranked first; if still tied, the one with the lower financial offer. Applications missing mandatory documents may be excluded; CCI may, at its discretion, request missing administrative documents once, with a deadline of two working days. Methodology and financial offers cannot be supplemented after the deadline.

CCI will contact at least one reference person per applicant to verify the experience and the quality of the assignment. Points for B2 will be awarded as follows: up to 3 points for confirmation that the evaluation was completed as described; up to 3 points for the applicant's role (highest where the applicant was the lead evaluator); and up to 4 points for the commissioner's assessment of quality and usefulness. If a reference person cannot be reached after two attempts, the reference will not be scored for B2.

10. Financial Offer and Terms of Engagement

The maximum available contract value is EUR 8,000, including all applicable taxes, contributions and fees. The financial offer must not exceed this amount.

The offer must be presented as a total fixed amount and cover all costs required to perform the assignment, including fees, travel, accommodation, fieldwork, communication, taxes and other expenses. The applicant must clearly state whether the amount offered is gross.

11. Application Content and Submission

Applications must be submitted in English and include:

- Letter of interest and confirmation of availability during the evaluation period.
- CV of the evaluator/evaluation team (including a self-declaration of English language level according to the CEFR)
- Copies of relevant degree certificates for team members.
- At least two references per applicant (for a team or legal entity, for the lead evaluator), each relating to a completed external evaluation of a project or programme funded by the EU or another international donor (evaluations in the areas of civil society, governance, advocacy or reform processes are preferred), completed in the last 7 years, including the name of the commissioning organisation and contact details of a person who can confirm the experience
- Proposed methodology and work plan, including proposed methods and approach to the evaluation questions.
- Declaration of independence and absence of conflict of interest.
- Financial offer using the form attached to the call.

Application deadline: 26 November 2026, by 16:00 (Central European Time). Applications should be sent to ccituzla@bih.net.ba, with the subject line "Application for External Evaluation – Euresurs". Incomplete and late applications may be excluded from consideration.

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The assignment is expected to start on 04 December2026, and the Evaluator must confirm availability until 22 January 2027.

The technical proposal should not exceed 6 pages, and CVs should not exceed 3 pages each. Documents must be submitted in PDF format, electronic signatures are accepted. Applications may be submitted by individual evaluators, teams or legal entities.

Questions may be sent to ccituzla@bih.net.ba until 20 November 2026, and answers will be shared with all applicants who have asked questions by 24 November 2026. All applicants will be notified of the outcome by email by 02 December 2026.

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FINANCIAL OFFER / BUDGET

(TOTAL PRICE FOR SERVICE)

Tender procedure name:

Reference number:

Total price: _____ EUR_____BAM

Name and surname of the responsible person of the bidder: _____

Signature: _____

Place and date: