



## SCOPE OF SERVICES REQUIRED

### **Background**

The International Rescue Committee (IRC), with support from GiveWell, is implementing a multi-country pilot to expand access to safe drinking water through the deployment of in-line chlorination devices at community water points in Nigeria, Chad, and Somalia. The project assesses the feasibility, effectiveness, and cost-efficiency of delivering consistently chlorinated water at scale in humanitarian settings. A third-party monitoring Agency will be engaged to independently conduct baseline and endline data collection to measure key water quality, service delivery, and user-level outcomes and to support learning for potential scale-up.

### **The Scope of Services required of a third-party monitoring Agency:**

Two (2) rounds of field surveys in each of the ChlorAction pilot countries (Chad, Nigeria, and Somalia) – a baseline and an endline survey. The Agency will be responsible for 1) developing a harmonized data collection protocol and data analysis plan, 2) training and supervision of enumerators during data collection exercises, 3) conducting data analysis, and 4) reporting. The IRC will review all deliverables, providing contextual and technical input. Due to the complexity of the humanitarian settings where project sites are located, the IRC will be available to facilitate certain logistical aspects of data collection, notably relevant Ministry approvals and access negotiations. The extent of the logistics support that the IRC provides for the third-party monitoring Agency's data collection activities will depend on the selected Agency's in-country presence and demonstrated ability to manage operations within IRC's security and cost parameters; logistical costs should, nonetheless, be fully covered within the Agency's proposed budget.

The overall goal of this Scope of Services is to yield independently collected, high-quality survey data that can be used to inform and complement IRC's internal routine monitoring and reinforce data-based recommendations emerging from the project.

### **Period of Performance**

The ChlorAction pilot project runs over an 18-month period, which started October 1, 2025. Baseline data collection is to be completed in all three countries as soon as possible following the third-party monitoring contract start date (estimated late February 2026), with a second round of endline data collection after 12 months of implementation estimated April 2027). Data is expected to be analyzed and shared with the IRC within one month of the completion of the data collection exercise, and reports on each data collection exercise should be completed within one month of the completion of the data analysis. Exact dates will be discussed and mutually agreed by the Agency and the IRC, with approval from GiveWell.



## Place of Performance

The third-party monitoring Agency ('the Agency) will collect baseline and endline survey data in three (3) countries - Chad, Nigeria, and Somalia. The IRC team has developed a harmonized survey methodology, to be adapted and applied by the third-party monitoring Agency across all 3 settings; see below an overview of survey locations, number of water points, and sample sizes for household KAPs (see Annex for additional detail).

Country	Pilot Locations		Number of water points	Household KAP sample size
Nigeria	Borno State: 4 Local Government Areas	93 communities	320 water points	Approx. 759 HHs
	Adamawa state: 7 Local Government Areas			
Chad	Eastern region (Ouaddai)	7 camps	52 water points	Approx. 385 HHs
	Health District of Hadjer Hadid			
	Health District of Farchana			
	Health district of Adré			
Somalia	Health district of Chokoyane	29 communities	50 water points	Approx. 228 HHs
	Galgaduud region: 3 districts			
	Mudug region: 1 district			

In light of the diverse pilot locations, applicants are strongly encouraged to partner with local Agency's, including in a consortium approach. This approach will help ensure the necessary enumerator access and skill sets - language(s), cultural competencies, in addition to experience with mix method data collection best practice – to successfully implement the survey methodology (see Technical Annex) in all project sites across Chad, Nigeria, and Somalia, some of which are located in remote and/or conflict-affected areas.

## Work Requirements

### 1. Development of Harmonized Survey Implementation Protocol

- The IRC ChlorAction team, in collaboration with the Technical and MEAL Advisors for the pilot portfolio, has developed the survey tools (EN/FR) and methodology for the pilot's baseline/endline. The selected Agency will be expected to use these tools as the basis for a Harmonized Survey Implementation Protocol that governs data collection across the 3 pilot countries. Conduct final, high-level redline review of IRC survey tools and methodology;
- Digitalize IRC survey tools (EN/FR) - to be hosted on third-party platform of choice – CommCare preferred, compatibility with PowerBi is required;
- Develop a harmonized survey implementation protocol and adapt into country-specific field plans for baseline and end line data collection activities;



- Plan and implement water testing at both household and water point locations (see Technical Annex 3: water testing requirement); Develop analysis plan for baseline and endline data.

## **2. Implementation of Data Collection Exercises**

*Based on the IRC's local presence in all three countries, the IRC will support negotiation of humanitarian access and approvals from local authorities to collect baseline and endline data. If needed, the IRC can also facilitate certain survey logistics. This will be determined based on the third-party monitoring Agency's existing footprint and/or ability to engage in-country subcontractors in each of the pilot countries, as well as stipulations of the IRC's organizational safety and security policies.*

**REMINDER:** all survey logistics costs (direct Agency costs and subcontractor costs) should still be fully covered in the proposed budget, even if IRC plays a supporting role.

- Either directly or through local subcontractor(s), hire qualified and contextually appropriate enumerators who will be responsible for collecting the data in project sites;
- Provide in-country training for enumerators in preparation for data collection, including training on ethical data collection best practices;
- Provide in-country supervision of data collection activities, including water testing and ensuring data quality and fidelity to protocols;
- Clean data.

## **3. Data Analysis and Reporting**

*All activities below will be led by the third-party monitoring Agency, but it is expected that the IRC team will actively engage in the review and interpretation of the results, and as final reviewer of the report.*

- Analyze survey data using the most appropriate method of analysis;
- Following each data collection exercise (baseline, endline), prepare a technical report and summary slide deck with results for each data collection exercise, as well as observations/ recommendations to IRC regarding routine monitoring processes, if relevant;
- Prepare a final end-of-project summary report with all results and monitoring-related recommendations for the pilot project and subsequent phases.

## **4. Communications and Project Management**

- Prepare a multi-level Project Plan, including harmonized project-level AND country-specific deliverables, processes and timelines;
- Develop a clear Roles and Responsibilities framework and Reporting & Communications protocols to inform ways of working between the third-party Agency, any in-country subcontractors, and the IRC (HQ-level, as well as country program teams);
- Engage in regular check-in meetings with IRC and other stakeholders, at a cadence to be agreed during contract finalization;
- Respond to requests for additional consultation/discussions regarding data collection activities with internal and external stakeholders, including Aquaya and Mangrove Consulting, as necessary.



**Intellectual property for the data will sit with IRC, and the third-party monitoring Agency and enumerators will be asked to sign data sharing agreements and a confidentiality agreement to ensure data is protected.**

## **5. Deliverables:**

- **Detailed Project Plan**, including deliverables, process and timeline, as well as Roles and Responsibilities and Reporting & Communications protocols (project-level and for each country);
- **Digitalized suite of final survey tools** (hosted on third-party platform of choice – CommCare preferred, compatibility with PowerBi required);
- **Data analysis plan**;
- **Brief report on enumerator training**, as well as all training materials;
- **Draft and final technical reports** and **summary slide decks** for each data collection exercise (baseline and endline);
- **All cleaned raw data sets** for all data collection exercises;
- **Final end-of-project summary report with all results and recommendations.**



## Schedule/Milestones

The below is a tentative schedule, based on an anticipated contract start date of early March 2026. The final project schedule will be discussed and mutually agreed by the third-party monitoring Agency and the IRC during contract finalization, with donor approval from Givewell.

Month (counting from start of contract with third- party monitoring Agency)	Dates	Milestones
Month 1	March 2026	<ul style="list-style-type: none"><li>Full Project Plan and Data Analysis Plan submitted for IRC final review</li></ul>
Month 2	April 2026	<ul style="list-style-type: none"><li>Enumerators hired and trained</li><li>Baseline surveys completed and draft report submitted</li></ul>
Month 3	May 2026	<ul style="list-style-type: none"><li>Baseline survey: Technical report and summary slides finalized</li></ul>
Month 13	March 2027	<ul style="list-style-type: none"><li>Endline preparations completed (enumerator refresher training, etc.)</li></ul>
Month 14	April 2027	<ul style="list-style-type: none"><li>Endline survey completed and draft reports submitted</li></ul>
Month 15	May 2027	<ul style="list-style-type: none"><li>Endline survey: Technical report and summary slides finalized</li><li>Final end of project summary report</li></ul>

While the work must be completed on or before May, 2027, which is henceforth known as the "Period of Performance" the contract term may extend further.

## Acceptance Criteria

After having gone through the requisite reviews, the final drafts of the project deliverables must be submitted to the ChlorAction Project Coordination Team (specific focal person to be



named in project contract) by exact due dates agreed upon during contract finalization. The IRC ChlorAction team will provide final review and sign-off, as contract holders. Final versions of all deliverables will be shared with the donor upon IRC sign-off.

### **Other Requirements**

- The project will be implemented in some areas with limited access due to sensitive/conflict conditions. The Agency will need to take this into account when putting together their team, considering profile, previous experience with humanitarian settings, and leveraging local partnerships, as necessary, to be able to provide localized capacity building and on-site supervision for data collection activities;
- The Agency will be responsible for securing the necessary international travel documents (e.g visa in advance, medical insurance coverage, etc.) for staff traveling to project locations. IRC can provide input on country-specific requirements;
- The Agency and/or its sub-contractors will need to demonstrate capacity to work effectively in French, including staff that can comfortably conduct calls with francophone team members in French to ensure clear and streamlined communications and coordination.
- The Agency will need to demonstrate a harmonized, coordinated global approach to communications, project management and operations across all project countries.

### **Proposal**

The Agency is required to submit:

- A brief statement of work (no more than 5 pages) outlining a harmonized approach to this multi-country assignment;
- A budget outlining costs in time and materials;
- Team composition and CVs of key team members;

### **Technical Annexes**

1. Survey data collection tools
2. Sampling methodology overview, with sample size calculations
3. Water quality testing requirements

<b>Technical Annex 1: Survey Data Collection Tools</b>	<b>Technical Annex 2: Sampling Plan</b> <b>Baseline Survey Sampling Plan:</b>
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### Water Point Survey:



Baseline Water Point  
Survey\_Commcare ve



Baseline survey  
sampling plan\_overvi

### Household WASH KAP Survey:



Baseline Household  
WASH survey\_Comm



### Technical Annex 3: Water Quality Testing Requirements

SUPPLEMENTARY  
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