



**TERMS OF REFERENCE
FINAL EXTERNAL EVALUATION
(Re-advertise)**

Sustainable Production and Ethic Responsible & Women Empowered Coffee value chain in Lao PDR (SuPER WE)

Overview

Application deadline	13 Mar 2026
Contract start	Apr 2026
Duration	Apr – Jun 2026
Program sector(s)	Women Economic Empowerment and Climate Change
Project/Program name	Sustainable Production and Ethic Responsible & Women Empowered Coffee value chain in Lao PDR (SuPER WE) – ACA/2021/428-429
Type of consultancy	Final External Evaluation
Project/Program location	Dakcheung District, Sekong Province
Consultant location	In-country
Funded by	European Union (EU)

1. BACKGROUND TO CARE IN LAO PDR

CARE International is a global NGO working to end poverty and achieve social justice. We rebuild and improve the lives of the most vulnerable groups, especially women and girls who are often the most marginalized individuals in their communities and face unequal access to social and economic rights. In 2024, CARE worked in more than 100 countries around the world, supporting 200 million people from vulnerable communities to fight poverty and social injustice. To date, CARE supported over 52 million participants to promote lasting change in their lives, in line with the Sustainable Development Goals.

CARE International in Lao PDR began its operations in 1992 and has worked since then to improve the lives of vulnerable groups in both rural and urban areas, particularly the ethnic minority communities. CARE works in partnership with community members, the government, local civil society organisations, and the private sector. CARE currently implements projects in seven provinces: Vientiane Capital, Phongsaly, Luang Namtha, Luangprabang, Salavan, Champasack and Sekong.

CARE's "Marginalized Women and Girls" program in Laos empowers women and girls through integrated initiatives focusing on women's health, economic empowerment, and climate resilience, utilizing evidence-based practices to drive sustainable socio-economic justice. This is achieved by strengthening health systems, combating gender-based violence, improving food access, fostering resilient livelihoods and inclusive value chains, and enhancing climate adaptation through community-driven action plans that combine scientific and traditional knowledge, ultimately contributing to poverty reduction and a more equitable society. CARE Laos commits to women and girl empowerment, locally led and globally scaled through a comprehensive approach to long-term commitment to building local capacity as central to our mission.

2. PROJECT DESCRIPTION





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Coffee is the single most important commodity traded globally with an est. 25 million people growing coffee. Laos has become the 3rd largest coffee producer in Southeast Asia, and coffee has become the country's most valuable agricultural export commodity and fifth largest export earner. Coffee employs 40,000 families in seven coffee producing districts of southern Laos who include large traders and coffee growers ranging from smallholders to commercial plantations. The Ministry of Agriculture and Forestry aims to increase coffee production to 1 million tons by 2025. There is a promising market opportunity for the Lao coffee sector, as the local and regional demand for coffee are increasing. The coffee sector is considered strategic and was selected to be sustainably commercialized through green or organic production - one of the approaches put forward in the Lao Coffee Sector Development Strategy 2025 to improve marketability through quality improvement.

Dakcheung district of Sekong province was one of the most isolated areas in Laos. It was characterized as a cold and wet mountainous area, populated by ethnic minorities who relied on slash and burn cultivation of upland rice. Households in Dakcheung have progressively established paddy areas, cultivation of coffee, and then progressing to processing of parchment coffee for added value. This has last long proved challenging in Dakcheung due to the wet cloudy conditions during the coffee harvest.

The **Sustainable Production and Ethnic Responsible and Women Empowered Coffee Value Chains in Lao PDR** (SuPER WE Coffee), funded by the EU, aims to contribute to the Lao Coffee Sector Development Strategy 2025. It emphasized “the development of a green, low-carbon, resource-efficient and more circular economy, and contribute to poverty reduction in Lao PDR.” This included improving production and processing; enabling farmers to move towards forming cooperatives to produce and trade ‘specialty coffee’ both locally and internationally. The project has been implemented in 15 villages in Dakcheung District, Sekong Province, Lao PDR from 2022 and will close in June 2026. Project outcomes and indicators are as follows.

(Outcome) Specific objective 1	Develop and adopt more resource-efficient, gender inclusive, and climate change resilient production in Lao PDR and increase their integration in a greener global value chain as specialty coffee market
Outcome Indicator #1.1	Use of litres of water per kg of coffee produced (primary and for processing)
Outcome Indicator #1.2	Tons of Lao PDR product sold as specialty coffee
Outcome Indicator #1.3	Proportion of women in managerial positions in the enterprises of the coffee value chain (SDG Ind 5.5.2)
Outcome Indicator #1.4	Average revenue per producer
(Output) Expected output 1	A more sustainable gender sensitive and greener system of production for the coffee value chain is identified through a knowledge-based participatory approach and then showcased
Expected output #1.1	% of savings in terms of water use in tested producer groups and processing units
Expected output #1.2	% of reduction of wastes / % reuse of wastes in tested producer groups and processing units
Expected output #1.3	% of women and men who are aware of/understand gender barriers in the system of production
(Output) Expected output 2	Competences of coffee producers and processing operators of Dakcheung on sustainable production practices for green value chain are strengthened
Expected output #2.1	Tons of coffee produced which qualify as specialty coffee
Expected output #2.2	Tons of coffee pulp (waste) recycled into feed/fuel/fertilizer
Expected output #2.3	Tons of coffee parchments and coffee husks turned into biochar/briquettes
(Output) Expected output 3	Cooperative-principle based organizations and networks of coffee producers are strengthened
Expected output #3.1	Number of producers who declare to share part of the production or marketing phases with other producers
Expected output #3.2	% of women producers who reported to have increased capacity and confidence to perform their roles in the producer group
Expected output #3.3	% of men who say they are aware of the barriers' women are facing in the value chain/who says their relation with women changed after the workshops
Expected output #3.4	Number of producer organizations (cooperatives or semi-formal groups) joining the network of coffee producers' organizations

Project logframe can be found in Annex #1

CARE Laos has implemented the project with a number of national and international partners. These are shown in Annex #2

3. PURPOSE OF THE FINAL EXTERNAL EVALUATION.

The purpose of the final external evaluation is to evaluate the project's performance and to provide lessons for both CARE and all stakeholders in the development of sustainable livelihoods of small holder coffee producers in Dakchueng.

Objectives of final evaluation:

1. Assess the achievement of the project against outcomes, and outputs as designated in the project logical framework.
2. Assess how the project has provided broader achievements in enabling smallholder coffee producers to operate within a rapidly changing socioeconomic environment
3. Assess whether the approaches and methods used to achieve the project objectives are effective and identify internal or external factors that have positively or negatively influenced these results;

4. Analyze whether the activities carried out correspond to the real needs of the beneficiaries and are aligned with national priorities and donor expectations;
5. Identify the changes perceived by beneficiaries in terms of resilience and leadership.
6. Analyze the extent to which the changes brought about by the project are likely to be sustainable, particularly in terms of ownership by beneficiaries and continuity of actions after the end of the project;
7. Comment on key areas where ongoing support to smallholder coffee producers and other stakeholders that could be applied in the future and support sustainable practices in agriculture, on women empowerment and good governance of the value chain.
8. Support collecting updates on indicators of the Sustainability report when available - these indicators are on Environment, Social – eg: gender and Governance.

4. DUTIES AND RESPONSIBILITIES

The Final External Evaluation will use OECD/DAC criteria to frame and guide the analysis and key questions outlined below.

Relevance of the project

- To what degree could the SuPER WE project outcomes and outputs provide the next stage in building Dakcheung farmers' capacity and agency to engage with national and international coffee markets.
- To what degree was the project aligned with Provincial and district development priorities
- How well was the project aligned with CARE's Vision 2030.

Coherence

- Is the project strategy and structure coherent and logical (what was the logical correlations between objective, outcomes, outputs and activities)? Were any changes made to the design of the project?
- What was the baseline condition at the beginning of the project? How was it established?
- How the project interventions fit in with other initiatives led by partners or other actors in the region?

Effectiveness

- To what degree has the project achieved results against indicators for its outcomes and outputs.
- What technical interventions did the project apply to achieve the results for each outcome and outputs, and how effective these have been in practice. This should be considered both in terms of; (a) achieving green/sustainable coffee production and (b) enabling HHs to improve their incomes and (c) enabling Dakcheung coffee farmers trade their coffee directly.
- How effective have the delivery approaches used by the project been to (a) introduce and enable smallholder coffee producers to improve their production and processing of specialty coffee; (b) be able to engage effectively in trading their coffee into various coffee markets (local commercial, specialty etc.); and (c) able to collectively plan and manage their activities at both village and across all 15 target villages for both production, processing and trade of their coffee; (d) how well have they been able to progress towards forming a corporation. The 'delivery approaches' should include (a) application of Farmer Field School approaches; (b) clustering of village for exchange and (c) participatory value chain approaches amongst others.

Efficiency

- How has the project team based in Dakcheung operated over the course of the project, noting various changes in its composition and structure.
- Does resources (financial, human, and material) have been used optimally to achieve the expected results?
- Identify and assess the contribution of (a) each project partner towards project effectiveness in the relevant area to their role; (b) the recently established community facilitators.
- How has project budget been deployed over the course of the project in relation to the project outcomes and outputs. This should include budget deployment over time and any changes in emphasis in the way funds have been applied.
- What M+E systems have been applied and have these helped to guide the project delivery.

Impact

- Have HHs seen material improvements in their livelihoods due to project interventions, such as funds for school, food, household items, and whether this enables HHs to access other/new activities
- Aside from the direct impact on project indicators, how has the project provided models that will make it easier for Dakcheung farmers to produce and process coffee (i.e. labor saving, more consistent product etc.). Will this encourage HHs currently not processing to begin to process coffee. Has this enabled HHs to access other livelihood opportunities.
- How have Dakcheung coffee farmers changed the way they trade their coffee (all forms) during the project and to what degree will this offer them improved opportunities to engage with local, national, and international coffee markets.
- What are the most relevant changes observed in communities in terms of women leadership?
- what is the current understanding of all group members of key quality aspects of the coffee? how and what good practices have been applied ?
- Were there any unexpected effects, positive or negative, resulting from the project activities?

Sustainability

- Are Dakcheung smallholders likely to continue or expand coffee production and processing coffee into the future taking into consideration other livelihood opportunities available (e.g. alternative crops such as cassava and maize, off-farm work, etc.).
- To what degree will the current village coffee groups and cluster networks be able to manage production and trading of coffee after project closure (June 2026). To what degree the importance of quality of the coffee and quality control is understood and easy to apply after the project?
- To what degree will the coffee groups (village based), and emerging Co-operative will be able to continue to function independently once the project ends. Consider their structures, activities and capacity to sustain within themselves and with outside entities (traders, etc.)
- What interventions has the project introduced that will enable coffee production and processing be carried out in a more sustainable manner (i.e. with reduced inputs and reduced waste); to what degree have these interventions been applied across the 15 villages and has the project been able to quantify the effect of these on a HH and project level. What are the key factors that allow us to say this will last?
- How does coffee production fit within competing land use from new industries in the district and with the District Socio-Economic Development Plan (SEDP). What capacities exist within the district to continue to support further development of smallholder green/sustainable coffee production, processing and trading.
- What are the gender aspects of the project that have supported sustainability and will be sustainable?
- What good governance practices (eg: setting up a cooperative with) can be capitalized?

5. METHODOLOGY, DELIVERABLES AND SCHEDULE.

5.1. Process of the Final external evaluation

The consultant will be responsible for forming a team with suitable experience to cover the issues implicit within the four project outcomes. The FEE Team will:

- Provide a letter of Interest based on this TOR, outlining the background of team members and approach to be taken along with costings, CV of team.
- Review documents provided by CARE (project document, baseline study, Mid-Term Review, various studies and consultant trip reports etc.)
- Draft Inception Report, to contain detailed methodology, key questions and tools; and schedule of work.
- Conduct field visits villages representing different production, processing and trading status.
- Contact relevant stakeholders, including project team, Provincial and District authorities and traders who have purchased from Dakcheung.
- Conduct workshop (face to face or remote as suitable) to share initial findings
- Prent draft report for review
- Present final report.

The expected outcomes of this evaluation are:

- Overall assessment of the performance of the Super We project;
- Identification of good practices and lessons learned;
- Assessment of the sustainability of the project's achievements;
- Recommendations for stakeholders.

5.2. Methodology

Mixed evaluation approach

i. Qualitative methods

- Semi-structured interviews with key stakeholders (CSOs, local authorities, religious leaders, public service agents, community leaders, GBV survivors)
- Focus groups organized by target profiles (women, coffee producers...)
- Most Significant Change (MSC) method: Identification of transformative narratives using a validated selection grid, collection of in-depth testimonials and thematic narrative analysis by level of impact (resilience, leadership...).

ii. Quantitative methods

- Structured survey of a representative sample
- Disaggregation of data by gender, age, socioeconomic status, disability, geographic area

CARE Principles and Standards: Data and results must be disaggregated by gender, age, or any other diversity indicator relevant to the project's theory of change. Finally, the evaluation must be made available in CARE's Project/Program Impact and Achievement Reporting System (PIRS), in accordance with CARE's reporting requirements.

5.3. Deliverables

Below are summaries of key deliverables:

Deliverable	Description	By when
Inception report	Including the methodology, sampling, tools, and the guiding principles of the evaluation and data analysis plan.	W2 Apr 2026
Data collection	Conduct field data collection in at least 9 villages of Dakcheung district, Sekong province	W2 May 2026

Draft final evaluation report (max 35 pages, annexes excluded)	<p>Included:</p> <ol style="list-style-type: none"> I. Cover Page II. Table of Contents III. Acknowledgments IV. Abbreviations V. Executive Summary VI. Brief Project Overview VII. Methodology <ul style="list-style-type: none"> - Brief Final Evaluation Design - Sampling strategy - Data analysis plan VIII. Key limitation and ethical Considerations to Final Evaluation IX. Results, analysis, and discussion (for final evaluation specifically including a log frame showing final evaluation status for selected indicators). X. Conclusion and recommendations XI. References with proper citation XII. Appendices or Annexes XIII. Photos are CARE property and will be annexed to the final report together with consent forms. (Please refer to CARE Evaluation template) 	W4 May 2026
Indicator summary table	Update the indicator in the log frame (compared Baseline and Final Evaluation)	W4 May 2026
PowerPoint presentation (debriefing)	Includes the methodology, sampling, tools, key findings, imitations, and recommendations from the final evaluation study	W4 May 2026
Cleaned qualitative and quantitative data sets.	The consultant should deliver, at minimum, all files including quantitative data sets (raw and refined products), transcripts of qualitative data, and others in an easy-to-read format and maintain naming conventions and labeling for the use of the project/program/initiative and key stakeholders.	W4 May 2026
Completion of the approved final report	Following the feedback on the draft report – submit the final version along with one page evaluation summary and materials to CARE	W4 Jun 2026

5.4. Time Frame

	Item	Specific Task	Days	Tentative dates
1	Pre-field activities	Review CARE documents and plan data collection, and develop tools if necessary.	2	Apr 2026
		Inception report	2	
		Project briefing with relevant senior program staff in Vientiane and finalization of schedule with Project Team. (Consultant team list any data to be prepared ahead of field mission)	1	
		Sub-total	5	
2	Field	Field data collection in villages (including travel to and from project area)	12	Apr 2026

	Mission			
		Sub-total	12	
3	Report writing	Data analysis Prepare the draft report	8	W4 May 2026
		Present the key findings to CARE Senior Program Team and CARE France and relevant partners, including government, for feedback	1	W4 Jun 2026
		Finalize report (taking into account comments from CARE) and submit the finalized report.	2	
		Sub-total	11	
		Grant Total	28	

6. SELECTION CRITERIA

1	Experience of combined team members	<ul style="list-style-type: none"> At least 5 years' experience in sustainable agriculture production systems with smallholder farmers in Lao PDR, experience in value chain development and gender, women's empowerment in Lao PDR or Southeast Asia. Demonstrated strong social research and reporting skills, including experience conducting quantitative and qualitative research. Demonstrated successful experience in conducting project evaluation of development project. Relevant technical experience (e.g. agricultural and food security, gender mainstreaming, ethnicity, Social Behavioural Change and Communication, rural livelihoods, institutional development, etc.) is preferred.
2	Qualification	<ul style="list-style-type: none"> Relevant post graduate qualifications.
3	Technical skills	<ul style="list-style-type: none"> Research, survey (e.g. PRA/PLA), stakeholder interviews (ranging from field level to national level stakeholders), report writing, presentation. Ability to work autonomously and demonstrated skills in leading final evaluation projects.
4	Language	<ul style="list-style-type: none"> Excellent command of English (writing and speaking). Experience in Lao PDR and Lao language skills are desirable.
5	References	<ul style="list-style-type: none"> A minimum of two referee contacts who have managed the proposed consultant previously.

As a matter of course, all consultants are subject to the following policies:

- CARE Lao Child Protection Policy.
- Terrorist Check Safety and Security Management Plan.
- CARE Code of Conduct.

How to apply

If you are interested in this role, please submit your 1) Technical proposal and team, and (2) Financial proposal to: Lao.contracts@care.org by 13th Mar 2026 **please include the text: "Application for SuPERWE Final Evaluation Consultancy –Re-ad"** in the subject of your email.

For specific technical and more information, please contact Nouandam.kommana@care.org



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ANNEX #1 Project Logframe



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External Evaluation_Ai

ANNEX #2 PROJECT PARTNERS



ToR_SuperWe_Final
External Evaluation_Ai

