



Terms of Reference
for
Final Evaluation of the Breaking the Illegal Wildlife Trade Chain in Bagmati
Province, Nepal

BACKGROUND

WWF is the world's leading independent conservation organization originated in Switzerland in 1961 and currently running in more than 100 countries across 6 continents. WWF initiated work in Nepal with a rhino conservation program in Chitwan in 1967 while the WWF Nepal set up its office formally on 19 May 1993. Currently, WWF Nepal works in five thematic areas- Wildlife, Freshwater, Forests, Climate and Energy and Governance. WWF Nepal's focus has progressed from its localized efforts in conservation of a single species in the 1960s, to integrated conservation and development approach in 1990s, to a new horizon of landscape-level conservation encompassing national, regional, and global scales of complexity since the early 2000s

Bagmati Province has Nepal's highest levels of wildlife seizures, Nepal being a transit and source country for Illegal Wildlife Products (IWPs). These include parts from tigers, rhinos, pangolins, leopard and red panda, which are CITES listed and threatened by poaching. Bagmati Province reported Asia's 5th highest provincial IWT seizures and volume of tigers confiscated since 2000. Between 2015-2021, 59.3% of Nepal's IWT seizures occurred in Bagmati, through five trade routes and 10 transit points.

Socio-economically disadvantaged people (particularly youth) living in protected-area buffer zones are paid by traders to poach wildlife in Chitwan and Parsa National Parks, often unaware of the consequences for them and their families. In recent years, WWF has worked with these communities, through Buffer Zone User Committees (BZUCs) and the Community-Based Anti-Poaching Units (CBAPUs) in support of Nepal's ambition towards zero poaching. However, the pandemic reduced employment prospects in these areas and increased poaching. Within BZUC areas around Chitwan and Parsa, closely linked to major transport networks and identified as prone to IWT, young people (men and women) lack adequate education, income and employment prospects, making them vulnerable to repeated exploitation as poachers. Even individuals already working to raise IWT awareness through CBAPUs, lack skills that could provide them with

rewarding employment locally, which risks losing these valuable advocates against IWT and threatening the sustainability of the CBAPUs, which depends on volunteers.

The IWT chain relies on the continued exploitation of transportation workers. When arrested, transportation workers often claim ignorance of IWT which must be addressed. Traders exploit this lack of awareness and pay for carriage of IWPs alongside legitimate goods, making them subject to severe legal consequences affecting their livelihoods, impacting families and communities.

In addition, despite recent progress, IWT enforcement remains challenging as officers have insufficient skills related to wildlife to effectively detect and prevent IWP being transported, and make simple mistakes on species identification, preventing seizures and prosecutions.

Since April 2023, WWF Nepal in partnership with WWF UK has been implementing a project 'Breaking the illegal wildlife trade chain in Bagmati Province, Nepal' which is funded by the UK Government through the 'Illegal Wildlife Trade Challenge Fund'. With the project, we are addressing these issues methodically and collectively to achieve a 50% reduction in IWP trafficking through Bagmati Province by the end of the 3-year period, as a result of improved capacity of transportation workers and police and enhanced employment opportunities for local communities who are helping protect wildlife. The Project has three distinct yet correlated outputs- i) Enhanced Conservation Champions networks and improved employability at source, ii) Capacity building of transportation sector through Community Police Partnership in transits, and iii) Capacity building for law enforcement officials along routes.

For the implementation of the project, WWF Nepal works with Nepal's Department of National Parks and Wildlife Conservation (DNPWC), Central Investigation Bureau (CIB) of Nepal Police, Armed Police Force, Nepal Police (Community Police Partnership Programme), five Buffer Zone User Committees (BZUCs) of Chitwan National Park and Parsa National Park (PNP), transportation Sector (transport workers, owners, and associations), Tourism and Hospitality Sector (hotels, tourism, and hospitality associations in Sauraha).

The project is running in its final year of implementation. Towards the end of the project, a final evaluation is to be carried out as provisioned in the project's work plan. For this, WWF Nepal seeks the services of a consultant team to undertake the final evaluation of the project.

EVALUATION OBJECTIVES AND SCOPE

The primary purpose of the evaluation is to support the preparation of the end-of-programme reporting to the funding agency, UK Government through the 'Illegal Wildlife Trade Challenge Fund. Furthermore, the evaluation should provide clear and relevant synthesis of learnings on what worked, how, and why, regarding the programme's strategies on reducing IWP trafficking in Bagmati Province, through enhanced Conservation Champions networks and improved livelihood options, capacity building of law enforcement officials and transportation sector along routes.

Given this purpose, the primary objective of the assignment is to ascertain the results achieved by the programme over the project duration vis-à-vis the set targets as outlined in result framework. The evaluation should aim to assess to what extent the project interventions were effective in delivering the anticipated results. Secondly, the evaluation will also assess the impacts - the broader, often long-term, effects of the programme on the target groups and beyond. Thirdly, the evaluation should assess the likelihood of the project's results being sustained and provide recommendations for future reference. Further, the evaluation is envisioned to assess whether the available resources were used efficiently for delivery of project outputs.

In addition, the evaluation team will conduct an in-depth assessment of gender equality and social inclusion to examine whether and how the project contributes to reducing inequalities particularly between people of different genders but also considering different social attributes where relevant. Lastly, the evaluation is also expected to document the major lessons learned, best practices, effective approaches, and successes of the project that can be replicated and scaled out in other similar projects.

EVALUATION GUIDING QUESTIONS

The evaluation is expected to be carried out based on the guiding questions listed below, but it should not be limited to them.

Effectiveness

- How effectively were the results delivered at the level of output and the outcome planned (with reference to the specific output and outcome indicators for the project)?
 - How effective was the Behavior Change Communication approach in raising awareness at communities.

- How effective were the skill-based training delivered to the youths and marketability of the skills?
- How effective were the capacity building interventions for law enforcement agencies including development of training curriculum, adoption and integration of training packages?
- How effective were the capacity building interventions delivered to transportation workers via Community Police Partnership programme?
- What possible reasons or factors may have influenced the outcome results? i.e. to what extent did this project contribute to the outcome results and were there other factors potentially influencing these results too.
- Were there any unintended consequences (positive or negative), for example, has it led to displacing the IWT to other provinces and routes?

Impacts

To what extent has the project progressed towards and/or is contributing to the impact¹ and long-term changes as expected?

- Changing communities for long term impacts to reduce chances of crime, violence and associated community security and safety concerns.
- Changing the transport industry to encourage community-police trust, information-sharing and cooperation will increase reporting of IWT.
- Changing LEA through building capacities on identification of wildlife, parts and products and IWP traders' methods, supported by the digital identification manual to allow rapid confirmation of IWP, increasing seizures and arrests.
- Progress made by the project in embedding and scaling up results through CIB / Police beyond Bagmati Province.
- How has the project contributed to reducing inequality between people of different genders?
- What synergies among other existing projects and stakeholders were made to improve and strengthen the results delivered?
- The evaluation will also assess and document any unintended (both positive and negative impacts), if found.

¹ **Impact statement:** Reduction in illegal wildlife trade in Bagmati province, contributing to improved biodiversity and wellbeing of communities living in wildlife poaching and trafficking hotspots.

Sustainability

- What results are likely to be sustained post-project? What legacy will be left?
- What results will require some support (financial, technical, or other) to be sustained post-project?
- What is the level of ownership and commitment among the key stakeholders to continue to sustain the long-term outcomes?
- Were the sustainability aspects of the short term and long-term results sufficiently considered while designing the project?
- Were the sustainability components implemented as per the plan.

Efficiency

- Did the project use the available resources in delivering outputs ensure QQT (Quantity, Quality and Timeliness)?
- Has the project delivered value for money in that costs are reasonable given the outputs and outcomes generated?
- Did the project leverage any collaborative efforts made with other projects/stakeholders while delivering the outputs?

Gender Equality and Social Inclusion

- How inclusive and effective were the skill-based training courses in addressing the needs of different genders and marginalized youth?
- Were there any barriers to participation being identified and addressed?
- Did the project improve women and other excluded groups' access to skill-based trainings and employment opportunities?
- How have women, youth, Indigenous Peoples, and marginalized groups benefited differently from the project outcome?
- Are financial resources / project activities allocated to allow women to benefit from project activities?
- Are there lessons learned on gender equality and social inclusion?
- Did the project face any resistance or opposition from community members or stakeholders regarding gender equality initiatives?

A deep detailed dive of outputs

Beyond the evaluation, with this consultancy, a deep dive of outputs 1, 2 and 3 is envisioned with the aim of exploring and documenting:

- Key approaches adopted during project implementation for each output.
- Best practices, Lessons learned, including challenges faced and how they were addressed.
- Success stories that highlight significant changes and project achievements.

A separate chapter on deep dive of three outputs is required to be included in the Final Report.

METHODOLOGY

For this assignment, the evaluation team will conduct a desk review of available project documents including project proposal, periodic progress reports, midterm assessment reports, work plans and database and any other relevant documents for the purpose of this evaluation.

Similarly, the team will conduct a Field visit to the project site (Chitwan, Nawalpur and Makawanpur) and conduct focus group discussions with key beneficiaries and key stakeholders (BZUCs) of the project in case of Output 1. In case of output 2 and 3, the interaction and consultation with LEAs and transportation workers at major transit routes is to be done.

At central level, consultation meetings/interactions with Project team and officials from CIB including Nepal Police and Armed Police Force will be conducted to gather information during the evaluation.

The evaluation is expected to adhere to OECD DAC quality standards.

DELIVERABLES AND TIMELINE

The evaluation will include the following deliverables:

- Inception report (including presentation)
 - Methodology and tools for data collection
- Implementation including fieldwork
- Preparation of draft evaluation report and submission
 - Separate chapter of deep dives of three outputs
 - Presentation of results to relevant stakeholders.

- Good quality relevant photographs (the photos taken as part of this consultancy will be copyrighted to WWF Nepal)
- Finalization of all evaluation outputs following review of draft report

The timeline below provides key dates and timeframes for the evaluation activities and deliverables. A detailed workplan will be part of the inception report.

Task/output	Dates or deadlines
Inception report	Second week of January 2026
Finalization of Evaluation tools and processes	
Fieldwork and post-fieldwork briefing	Third -fourth weeks January 2026
Draft evaluation report and presentation	Third week of February 2026
Final evaluation report	15 March 2026

PROFILE OF EVALUATOR(S)

The evaluation team will be composed of two members: one Team leader ideally has expertise in IWT and livelihood/GESI expert. The consultants must have prior experience in evaluating similar projects. Experience with DEFRA financed projects is an advantage. The evaluators selected should not have participated in the project preparation and/or implementation and should not have conflict of interest with project related activities. The evaluators should possess the following characteristics:

- Demonstrated experience in designing and conducting evaluations similar to the one being commissioned, in the area of conservation.
- Technical knowledge of, and familiarity with, relevant evaluation methodologies.
- Relevant educational background, qualification, and training in evaluation and research and experience with both qualitative and quantitative research methodologies required. Experience in sample and survey design.
- Demonstrated ability to generate high quality, concise and readable products on time and in line with expected deliverables.

REPORTING AND COORDINATION

The consultant/team will report to the Monitoring Evaluation, and Learning team and work closely with the technical team.

PROPOSAL SUBMISSION DETAILS

Interested VAT registered firms in Nepal are requested to submit technical and financial proposals providing a detailed breakdown of total budget in Nepali rupees, electronically to- proposalsubmission@wwfnepal.org

Please mention “**Proposal- IWT Final Evaluation**” as an email subject and submit the proposal by **5 p.m. Nepal Standard Time on 30 December 2025**.

The proposal must include the following:

- Signed cover letter specifying the value of the proposal
- Technical proposal (7-10 pages)
- CV of expert/s
- Organization profile with experience (Not exceeding 2 pages)
- Financial proposal (see annex 1 for template)
- Organization registration and renewal certificates
- VAT registration certificate
- Latest tax clearance and audit report

MODE OF PAYMENT

The payment will be made based on the existing norms of WWF Nepal. Fund disbursement will be done in two steps. Other expenses (field costs including travel and accommodation and expenses associated with workshops and consultations) except the consultancy fee will be provided as advance upon the signing of the contract. The second and final installment will be released after the final acceptance of the report by WWF.

ANNEX 1: BUDGET TEMPLATE

S.N.	Description	Unit	Qty.	Rate	Amount (NPR)
1	Fee (1.1+....VAT)				XXXX
1.1	Team Lead-Name	Days			XXXX
1.2	Livelihood/GESI expert	Days			
	VAT 13% on Fee				XXXX
2	Other Expense (2.1+2.2+VAT)				XXXXX
2.1	Field Expenses				XXXXX
2.1.1	Transportation	Days			XXXX
2.1.2	Food & Accommodation	Days			XXXX
2.1.3	Airfare....	Trip			XXXX
2.2	Other Costs				XXXXX
2.2.1	Communication	Lumpsum			XXXX
2.2.2	Consultation Meetings (Tea and Snacks)	No			XXXX
2.2.3	Stationaries	Lumpsum			XXXX
	VAT 13% on Other Expense				XXXX
	GRAND TOTAL (1+2)				XXXX

**Note: please add/edit rows as required*