

Terms of Reference (ToR)

Baseline Study- IMPACT 2026: Phase III

(Short-term consultancy services)

Project: Impact 2026 Phase III

Duration: Three Months (20 November 2025 – 20 February 2026)

Date of Publication: 14 October 2025

Deadline: 02 November 2025

Nature of assignment	Baseline Study – IMPACT 2026: Phase III
Duration	60 Working Days (November – December 2025)
Location	Morang, Saptari, Siraha, Sunsari and Dhanusha Districts
Published Date	14 October 2025
End date of application submission	02 November 2025

1. About Habitat for Humanity Nepal

Habitat for Humanity Nepal is an international non-governmental organization that is driven by the vision that everyone deserves a decent place to live. Our partnership with communities, governments, private sector including entrepreneurs and financial institutions, youth networks, and academia, allows us to serve low-income families by improving habitability, tenure security, access to basic services and affordability of housing solutions. Our integrated programming serves to benefit 2.7 million people over the next three years, through direct and incremental construction, affordable housing finance, affordable construction technologies and services, and evidence-based policy advocacy for housing adequacy as a fundamental right. Responding to the root causes of inequity in the housing ecosystem, Habitat Nepal leads with a systems-strengthening approach, facilitating development of inclusive housing markets, removing key policy barriers and empowering communities through people-centered approaches, for a stronger and more equitable housing ecosystem.

2. Background

Through this assignment, Habitat Nepal aims to establish the current values of its outcome and impact indicators as per project phase-III logical framework. These benchmarks will serve as the foundation for measuring progress and assessing project achievements during the endline evaluation of IMPACT 2026 project, a seven-year funding commitment supported by The Hilti Foundation. At the same time the survey will also assess the achievements on outcome and impact indicators of phase-II comparing it with the baseline values of indicators established during phase-II.

Therefore, the survey will serve as:

- The endline survey for phase-II of Impact 2026,
- The midline survey for the overall seven-year funding commitment supported by The Hilti Foundation and
- The baseline survey of phase-III.

The findings will not only provide a reference point for tracking project performance but also generate insights into the achievement status of Impact 2026: Phases I and II and inform evidence-based programming and improved implementation for Impact 2026 project phase-III.

Phase-III of the IMPACT 2026 project builds upon the achievements of phases-II, with a strong focus on consolidating innovations and scaling bamboo housing solutions across Eastern Nepal. The project is conceptualized for seven years in three contiguous phases, with phase-III serving as the consolidation phase.

Phase-III of the IMPACT 2026 Project Description:

Goal	Adoption of safe (disaster-resilient), durable, and affordable bamboo housing solutions is significantly increased among low-income families of the Eastern Terai.
Outcome	Favorable social norms and perceptions of treated bamboo result in a growing demand for safe and durable bamboo housing solutions.
Project Components	Outputs
1) Bamboo Treatment Centers (BTCs)	1.1) Business plans developed for Bamboo Treatment Centers (BTC). 1.2) BTCs producing treated bamboo housing solutions meeting quality standards. 1.3) At least 4 BTCs upgraded to bamboo house construction contractors.
2) Bamboo House Designs	2.1) 8 bamboo house type designs developed, including at least one double-storey option.
3) Government Subsidized Housing	3.1) 250 CBFT houses constructed with 70% government subsidy.
4) Market-Based Housing	4.1) 200 home improvements supported up to NPR,75,000 subsidy per house 4.2) 2 MFIs scale up the subsidized green housing loans conceptualized in Phase II.
5) Ecosystem Strengthening	5.1) 100 masons trained and linked with BTCs. 5.2) 5 Housing support desks established and piloted in municipalities. 5.3) 2 Low-cost bamboo housing contractors developed.

3. Objective

The objectives of the assignment are:

Objective	Description
1. Establish the endline values of indicators for IMPACT 2026 project's phase- II	Collect data on project outcomes and impacts indicators on health, education and socio-economic status of homeowners who received new housing support from Impact 2026 project phase-II and lived for new housing more than one year.
2. Establish Baseline Values for indicator for IMPACT 2026 project's phase-III	Collect initial data on project outcome and impact indicators on health, education and socio-economic status from target population to serve as reference points for tracking progress of Impact 2026 project phase III including other outcome and impact indicators as per IMPACT 2026 project phase-III logical framework.
3. Provide Foundational Metrics	Generate metrics to guide satisfaction surveys, routine monitoring, midline evaluation, and endline impact assessment.

Objective	Description
4. Generate Evidence for Learning and Replication	Produce robust evidence to inform program improvements, identify best practices, and support replication or policy influence within Nepal and the wider Habitat for Humanity network.

4. Scope of Work

The consultant will be responsible for planning, implementing, and reporting the baseline study in close coordination with Habitat Nepal. Key responsibilities include:

Responsibility Area	Description
Improve Indicator Definition	Provide technical inputs to refine indicators for health, education, and socio-economic outcomes and impact related to safe, secure, affordable, and adequate housing for poor and marginalized families.
Survey Design & Methodology	Detail in the proposal how the survey requirements will be met, including sampling, data collection tools, and analysis plan that will serve endline survey for the phase-II and baseline survey for the phase-III of the IMPACT 2026 project.
Data Collection Oversight	Supervise fieldwork for household surveys, institutional surveys, and key informant interviews (KIIs).
Coordination & Reporting	Coordinate with HFHN for field logistics, quality assurance, and timely submission of deliverables.

Survey Type	Target Sample / Coverage
Beneficiaries Household Survey	569 households who received housing support and lived in new housing for more than one year and the same number of non-beneficiary households with similar socio-economic characteristics as comparison group.
Institutional Survey – BTCs	All 10 Bamboo Treatment Centers included.
Masons' Survey	160 trained masons for personal interviews.
Local-Level Institutional Survey & KII	50% of local government units sampled from all 7 districts.
Government Agencies KIIs	DUDBC and Ministry of Physical Infrastructure Development (Koshi & Madhesh Provinces).

5. Methodology

Results Area	Description	Key Indicators
1. Project Results and Indicators	Endline values will be collected for all-relevant project indicators as defined in the IMPACT 2026 project phase-II particularly indicator related to health, education and socio-economic outcomes and impacts. Baseline values will be collected for all relevant project indicators as defined in the IMPACT 2026 project phase III logical framework.	Project-specific outcome and impact indicators
2. Habitat's Housing Quality Standards (HQS)	Assess the status of housing based on HQS, focusing on design, durability, secure tenure, water, and sanitation.	Housing adequacy, durability, access to basic services
3. Sustainable Development Goals (SDGs)	Collect data relevant to SDG indicators aligned with the project and Habitat Nepal's strategic framework.	SDG-aligned outcome indicators (e.g., safe housing, equity)
4. Health Outcomes	Evaluate improvements in health linked to affordable and improved housing, reduced exposure to toxins, stress reduction, and residential stability.	• Reduced health expenditure • Reduced acute respiratory infections • Reduced morbidity • Improved treatment adherence for chronically ill • Reduced economic burden
5. Educational Outcomes	Assess educational benefits from housing stability and improved access to quality schools.	• Improved school attendance • Improved access to learning opportunities
6. Social and Community Development	Examine social cohesion, political involvement, and neighborhood perceptions.	• Social participation • Community cohesion • Social capital
7. Socio-Economic Outcomes	Assess overall socio-economic status, equity, and access to resources.	Household income, employment, equity measures, financial stability

Type	Questions
Broad Questions	• What is the socio-economic status of homeowners? • How safe, affordable, adequate, and sustainable is their housing? • What are the current family and community relationships and cohesion? • How are DRR and climate change elements adopted in existing housing?
Specific Questions	• What is the status of homeowners' health, education, and socio-economic outcome and impact indicators?

6. Key Deliverables

The key deliverables for the consultancy are:

Deliverable	Description / Expectations	Format	Timeline
1. Inception Report	Detailed methodology, work plan, and survey approach for baseline study.	Soft copy (Word/PDF)	Within 2 weeks of contract signing
2. Final List of Outcome & Impact Indicators	Agreed and refined set of indicators for safe, affordable, and adequate housing.	Soft copy (Excel/Word)	Along with Inception Report
3. Survey Tools	Tools for quantitative (household & institutional surveys) and qualitative (KIs, FGDs) data collection.	Soft copy (Word/Excel)	Before field data collection begins
4. Clean Datasets	Fully cleaned datasets from all surveys for analysis.	Excel / CSV	Upon completion of data collection
5. Analyzed Tables	Tabulated analysis used to generate insights for the report.	Excel	Along with draft report
6. Draft & Final Report	Comprehensive report including methodology, findings, analysis, conclusions, and recommendations.	Soft copy (Word/PDF)	Draft: after data analysis; Final: after review
7. Presentation of Findings	Presentation summarizing key findings, conclusions, and recommendations.	PowerPoint	Following submission of draft report

7. Workplan and indicative timeline

Activities	Output	Day required	Method
1. Coordination and planning meetings with Habitat for Humanity	Inception report with final methodology and work plan	3	Meeting with Habitat Nepal

Nepal to understand ToR better			
2. Desk review of relevant research, reports, and other documentations	Consolidated findings from desk reviews	5	Desk review
5. Tool development and review	Final tools developed on paper and Kobo formats	5	Meetings with Habitat Nepal, desk review, Kobo programming
6. Data collection training	Enumerators trained in coordination with the consultant	5	Theoretical and practical training, pilot testing
7. Field data collection	Raw data gathered	15	In-person
8. Data cleaning	Raw data cleaned and verified for accuracy	5	Data cleaning
9. Data analysis and processing	Raw data analyzed; topline information identified	5	Data analysis and processing using Excel or other analysis programs
10. Presentation of preliminary finding	Topline findings shared and verified, feedback on findings gathered to inform final analysis	2	Meeting with Habitat Nepal, partners, selected respondents from the community and other stakeholders
11. Preparation of draft report	Draft report completed	7	Report writing
12. Presentation of draft report for feedback	Draft report shared and feedback gathered to inform final analysis	2	Meeting with Habitat Nepal and partners, if applicable
13. Finalization of draft report with report brief/summary	Final report with report brief/summary completed	5	Report writing
14. Submission of final report	Final report submitted	1	Report submission
Total working days required for consultant only		60	60 working days, over a period of 3 months (Oct to Dec 2025)

8. Qualifications, Skills, and Experience

Habitat Nepal is looking for a consultant firm having the following qualifications:

Technical Expertise: Demonstrated capacity to conduct studies in housing and settlements, with cross-cutting knowledge in health, WASH, education, and livelihood.

Survey and Evaluation Experience: Proven competency in designing and implementing baseline, midline, and endline studies, including analysis and reporting on outcomes and impacts of safe, adequate, and affordable housing interventions in relation to health, education, livelihood, and social development.

Knowledge of Local Context: In-depth understanding of health, nutrition, education, livelihood, and social development policies, practices, and governance structures in Nepal (governmental and non-governmental).

Data Integration and Analysis: Strong skills in systematic collection, integration, and analysis of qualitative and quantitative data.

Research Tools and Methods: Experience in developing and using research tools, including literature reviews, household surveys, focus group discussions, and key informant interviews with diverse respondent groups (e.g., women, community members, government, and non-government stakeholders).

Ethics and Methodology: Proven experience in applying ethical standards in data collection, processing, and analysis.

Technical Proficiency: Excellent computer skills with high proficiency in Microsoft Word and Excel; practical experience with information management and analysis software such as Kobo, ODK, SPSS, or equivalent.

Team Coordination: Demonstrated ability to coordinate effectively with diverse teams.

Communication Skills: High-quality writing, reporting, and interpersonal communication skills.

Language Proficiency: Professional fluency in spoken and written English and Nepali, with advanced English writing skills mandatory for concise and impactful communication.

9. Evaluation Criteria

70% weightage is assigned to the technical proposal and 30% to the financial proposal. Technical proposals securing less than 50 out of the total 70 will be disqualified. The proposal that scores the highest based on the sum of technical and financial proposal scores will be selected.

10. Coordination and supervision

Under the supervision of Senior Research and MEAL Manager, the consultant will work closely with Habitat Nepal's Impact 2026: Phase III Project Manager and MEAL teams. The consultants will be required to undergo a session on Habitat's Safeguarding policies as part of the onboarding process.

11. Support from Habitat Nepal

Habitat Nepal will provide following documents and support to the consultant to complete the impact assessment:

1. Impact 2026: Phase II and Impact 2026: Phase III projects documents
2. Impact 2026: Phase II Project's final progress report.
3. List supported private sector i.e., Bamboo Treatment Centers, trained Bamboo masons. Trained private and government engineers and architects in Cement Bamboo Frame Technologies (CBFT).
4. List of Local Levels that contributed projects to construct housing using CBFT.
5. HFHN strategies framework documents.
6. Indicators matrix for Impact 2026: Phase III Project

7. Organize meetings at various phases of the study, including meetings with partners, government institutions, and Habitat Nepal staff
8. Impact 2026: Phase II Project Baseline Survey Report
9. Housing Project outcome and impact assessment report.
10. Review survey tools and draft reports and provide input.

12. Mode of Payment

Of the total approved budget for the baseline study, 40% will be released after submission of inception report], 40% will be paid after submission of the final draft report and 20% will be released after the final report has been reviewed and approved.

13. Ethical Standards

In accordance with its foundational mission principles, Habitat for Humanity Nepal is committed to the highest ethical standards and opposes all forms of discrimination, exploitation, and abuse. We intend to create and maintain a work and living environment that is safe, productive, and respectful for our colleagues and for all we serve. We require that all staff and representatives (consultants, contractors, vendors/suppliers, interns, volunteers, agents, and implementing partner organizations) take seriously their ethical responsibilities to Safeguarding (Child Protection, Prevention of Sexual Exploitation Harassment, and Abuse) our intended beneficiaries, their communities (especially children), and all those with whom we work. Abiding with the organization, the consultancy service has responsibilities to maintain an environment that prevents harassment, sexual exploitation, and abuse, safeguards the rights.

14. Copyright

Copyright for the documents will remain with Habitat Nepal national office and includes the right to distribute the material or parts of it to the Local Government and other partners in Nepal and abroad.

15. Application Requirements

- A Technical Proposal detailing the interpretation of the TOR and work schedule. The technical proposal should at a minimum include the following information in your interpretation of the TOR:
 - Detailed work plan and methodology.
 - Key deliverables.
 - A capability statement demonstrating how applicants meet the required qualifications and competencies, along with one sample from previous work similar to this assignment.
 - Two reference details from former clients.
- A copy of organization/institution registration certificate.
- A copy of the latest tax clearance certificate.
- VAT registration document.
- Copies of Curriculum Vitae (CV) of the key team members (as an annex) .
- **Signed and stamped copy of financial proposal in a separate file** with details of all relevant costs including but not limited to fees, travel, transport, accommodation and all applicable taxes.

- The entire proposal should be a maximum of seven (7) pages. Proposals not meeting this requirement will not be considered.
- Confidentiality of Information: All documents and data collected will be treated as confidential and used solely to facilitate analysis.

16. Instructions to Submit the Proposal

Interested reputed and qualified organizations/firms should submit their technical and financial proposal including testimonials/certificates.

Please write “**Baseline Study- IMPACT 2026: Phase III**” in the subject line of the email and submit the proposal no later than 02 November 2025 at procurement@habitatnepal.org

For any queries contact the following email address info@habitatnepal.org

Application deadline: [02 November 2025]



#126 New Colony, Dhobighat, Lalitpur

Phone: +977 1 5421182, 5454976

Email: info@habitatnepal.org

Website: habitatnepal.org