

Terms of Reference

Request for Proposal (RFP) of the External Technical Evaluation of Housing Programme and its Climate Resilient Smart Houses (CRSHs) in Pakistan, Projects 2023-99 and 2024-100

Muslim Aid Pakistan (MAP)

Introduction:

Proposals are invited for the **External Technical Evaluation** of the Housing Programme in Pakistan and its two housing projects 2023-99 and 2024-100

- This **Evaluation** aims to assess the housing programme in five districts in Mirpurkhas, Sanghar and Umarkot, Sindh Province and Upper Chitral and Lower Chitral, Khyber Pakhtunkhwa Province.
- Interested consultant may get ToRs free of cost from Muslim Aid Pakistan, Country office, Islamabad, during office timings i.e., 9.00 am to 5.30 pm from Monday to Thursday and 09.00 am to 2.30 pm on Friday or download from the [Muslim Aid Pakistan](#) website.
- MAP is an equal opportunity employer and is committed to upholding the highest standards of accountability and safeguarding. All Consultants are required to adhere to MAPs Code of Conduct, Child protection and its Safeguarding Policy.
- Proposals must be submitted within Ten (10) working days from the date of advertisement to the following address; **Muslim Aid Pakistan**
 Office #1, 1st Floor, Executive Business Centre, FECHS, E-11/2, Islamabad. MAP reserves the right to conduct reference and contextual checks for selected consultant.

Background:

Muslim Aid (MA) is an international charity organization registered in the UK (Registered Charity Number 1176462). Working since 1985, Muslim Aid has been serving humanity around the globe as one of the largest Faith based development and humanitarian organisations in the U.K.

In Pakistan, MA started working in 2005, under the Trust Act with registration no. 24340. Our strategic thematic working areas are improving integrated water resource management, access to education, sustainable livelihoods, health, emergency response and resilient buildings/housing. Our country programme comprising of dedicated experts have always been striving to alleviate the sufferings of the most marginalised and vulnerable segments of society affected either because of natural calamities or human-induced disasters.

The global organisation currently has presence in seven countries including Bangladesh, Bosnia, Pakistan, Somalia, Sri Lanka, Sudan and Myanmar and eight partner organisations working in different countries.

Muslim Aid Pakistan has implemented 370 Climate Resilient Smart Houses (CRSHs) in Sindh (Mirpurkhas, Sanghar Umerkot) and Khyber Pakhtunkhwa (Lower and Upper Chitral) as part of its ongoing commitment to enhancing community resilience against floods, GLOFs, and other climate-induced disasters. These houses are designed to be disaster-resilient, culturally appropriate, cost-effective, and sustainable. The project targeted 5 districts across 2 provinces that were affected by severe flooding in recent years, remain highly vulnerable to extreme weather events, and where poverty levels are high. Muslim Aid Pakistan (MAP) has well-established field offices in Mirpurkhas, Sindh. In Khyber Pakhtunkhwa, MAP also has offices in Districts Lower Chitral and Upper Chitral. In all targeted districts MAP, maintains regular coordination with local communities and authorities. When selecting specific villages, MAP consulted with UN-hosted Shelter working group, relevant coordination bodies such as the Sindh Housing Recovery & Reconstruction Platform (SHRRP), and District Authorities to prioritize the most vulnerable families. Similarly, in Khyber Pakhtunkhwa, MAP coordinated with the RR&SD and district administration for the smooth implementation of the project.

Province	District	Number of Homes Project 2024-100	Number of Homes 2023-99
Sindh	Mirpurkhas	130	28

	Umarkot	70			
	Sanghar		29		
Khyber Pakhtunkhwa	Lower Chitral	70			
	Upper Chitral	43			
Total		313	57	Grand Total	370

To ensure accountability, learning, and improvement in future programming, Muslim Aid Pakistan intends to conduct a comprehensive **External Technical Assessment/Evaluation** of the CRSHs. The **External Technical Assessment/Evaluation** will analyze design compliance, construction quality, climate resilience, cost-efficiency, sustainability, and beneficiary satisfaction according to the Sphere Standards and it is concepts in shelter and settlement. *It is not just about checking bricks and beams — it's about ensuring that these homes are safe, durable, and dignified spaces for families who have already endured loss.*

2. Objective of the Assignment

The primary aim is to carry out an independent **External Technical Evaluation** of the CRSHs in the five target districts. The following are the objectives of the evaluation:

1. Objective 1: Assess the design, resilience and structural integrity of CRSHs against disaster-resilient housing standards.

a. Evaluation questions:

- To what extent does the design of CRSHs align with recognized disaster-resilient housing standards (e.g., Sphere, local building codes)?
- Are the foundations, base, walls, roofing, and other critical components built according to the approved technical specifications?
- How effectively are climate and disaster-resilience features flood resilience in Sindh, cold and seismic resilience in Chitral, and heat resilience in Sindh plains, implemented in CRSHs, and to what extent do they reduce exposure to location-specific hazards while maintaining adequate comfort and usability for residents?
- Are the chosen materials durable, climate-appropriate, and locally available for easy repair?
- Are there deviations from approved designs, and what is their potential impact on safety and durability?
- How effective was the quality of workmanship in CRSH construction (e.g., alignment, finishing, joint connections, roofing installation)?
- **Comparison with Local government projects:** To what extent do CRSHs demonstrate greater effectiveness, quality, and disaster resilience compared to similar housing projects implemented by the local government?

2. Objective 2: Assess how inclusive dignity, privacy, and safety in terms of inclusivity (women, elderly, PWDs).

a. Evaluation questions:

- To what extent do the CRSHs incorporate accessibility features that meet the needs of women, elderly, children, and persons with disabilities (PWDs)?
- How effectively do CRSH designs provide culturally appropriate privacy, and what feasible adaptations exist in one-room or one-washroom constructions to enhance privacy?
- To what extent do CRSHs include essential safety features, such as secure roofing, safe flooring, and adequate lighting, to protect residents from accidents or hazards?
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3. Objective 3: Assessing the effectiveness of interventions by evaluating beneficiary satisfaction on resilience, safety, confidence, feedback mechanisms. Moreover, to collect progress information against the project's following indicators.

Indicators:

- **A2** % of beneficiaries are aware of the MAP's Complaint Response and Feedback Mechanism (CRFM)
- **A3** % of individuals in targeted areas with a positive perception of the MAP intervention
- % of beneficiaries reporting increased resilience, safety, and confidence due to the new smart housing solutions
- % of respondents expressing satisfaction with the quality and standard of their improved housing

4. Objective 4: Planning – Sphere standard 1: To assess how the housing interventions are well planned and coordinated to contribute to the safety and well-being of affected people and promote recovery.

a. Evaluations questions:

- To what extent do the projects work with the affected population as well as national and local authorities to assess the shelter and settlement needs and capacities?
- To what extent the housing projects work with stakeholders to identify the most effective and appropriate assistance options and how to provide these?
- How effectively was the shelter and settlement plan developed in collaboration with relevant authorities and affected communities, and to what extent does it meet the identified needs, priorities, and preferences of the affected population?

5. Objective 5: Location and settlement planning– Sphere standard 2: To evaluate how the location and housing planning promote safe, acceptable and accessible living spaces that offer access to basic services, livelihoods and opportunities to connect to a broader network.

a. Evaluations questions:

- To what extent do the projects work within existing planning processes and regulations and agree terms with host communities and relevant authorities?
- To what extent were involve diverse stakeholders, including groups within the affected population, in site selection and settlement planning?
- How effective was the Plan the use of land to provide sufficient space for all functions, accessibility to all housing and services, and adequate safety measures throughout the settlement?
- How effective was the inclusion of rainfall or floodwater drainage planning in site selection and settlement development?

6. Objective 6: Living space– Sphere standard 3: To assess how people have access to living spaces that are safe and adequate, enabling essential household and livelihoods activities to be undertaken with dignity.

a. Evaluations questions:

- How effective is the housing intervention to ensure that each affected household has adequate living space to perform basic domestic activities (ventilation, space, sanitation, etc)?
- To what extent does the houses ensure that the space immediately surrounding the living space supports safe access to fundamental activities?
- How affective was the housing programme to promote the use of shelter solutions, construction techniques and materials that are culturally and socially acceptable and environmentally sustainable?

7. Objective 7: Technical assistance– Sphere standard 5: To assess how housing programme ensure that people have access to appropriate technical assistance in a timely manner.

a. Evaluations questions:

- How effective was the consultations with affected people, local building professionals and authorities to agree on building practices and materials and to find the required expertise for quality assurance?
- To what extent does the programme involve and support the affected people, local government and local professionals in the building process?
- How effective was housing programme to promote safer building practices to meet current housing needs and reduce future risks.
- To what extent did the programme establish appropriate project management of materials, finance, labour, technical assistance and processes for regulatory approval requirements to ensure quality outcomes.

8. Objective 8: Security and Tenure— Sphere standard 6: To assess how the affected population has security of tenure in its housing options.

a. Evaluations questions:

- How effective was the programme to achieve as much legal certainty about tenure as possible (the “secure enough” approach), given the context and constraints?
- To what extent does the programme implement a housing programme to support security of tenure?
- To what extent does the programme ensure that documentation, such as tenure agreements, is properly prepared and reflects the rights of all parties?

9. Objective 9: Environmental sustainability— Sphere standard 7: To assess how CRSH minimises any negative programme impact on the natural environment.

a. Evaluations questions:

- How effective was the CRSH integrating environmental impact assessment and management in all housing planning to minimise negative effects of the housing options?
- To what extent the programme selects the most sustainable materials and techniques among the viable options?
- How effective is the CRSM in managing solid waste in a safe, timely, culturally sensitive and environmentally sustainable way in all settlements?
- How effective is the CRSM in establishing, restoring and promoting safe, reliable, affordable and environmentally sustainable energy supply systems?
- To what extent the programme assesses environmental baseline conditions and available local natural resources for each site and identify environmental hazards, including those due to previous commercial or industrial use?

10. Objective 10: Document lessons learned and provide practical, evidence-based recommendations from the first housing project (2023-99) and the second housing project (2024-100) to inform future scaling, refinement, and improvement of CRSH design and implementation.

a. Evaluation questions:

- **Lessons Learned**
 - What key lessons have emerged from the design, implementation, and outcomes of housing projects 2023-99 and 2024-100?
 - What factors contributed most to the successes and challenges of each project?
- **Recommendations for Improvement**
 - What practical, evidence-based recommendations can be drawn from these lessons to improve future CRSH design and implementation?
 - How can identified gaps or weaknesses be addressed in future projects to enhance effectiveness, sustainability, and community satisfaction?
- **Scaling Potential**
 - What elements of the CRSH model are most suitable for scaling in future housing initiatives?

- What adjustments or innovations are needed to ensure successful replication in other geographic or socio-economic contexts?

3. Scope of Work

- The consultant will lead a thorough technical assessment of Climate Resilient Smart Houses (CRSHs), beginning with a desk review of key project documents, designs, and standards, followed by field visits to representative sites in Mirpurkhas, Sanghar, Umerkot, and both Lower and Upper Chitral. The assessment will focus on verifying design compliance, structural integrity, climate-adaptive features, materials, workmanship, cost-effectiveness, and sustainability, while also ensuring gender, protection, and inclusion safeguards. Importantly, the process will engage directly with beneficiaries—including women, men, elderly people, and persons with disabilities—as well as local authorities, community representatives, and district administrations to capture feedback on usability, satisfaction, and inclusivity. The consultant will benchmark CRSHs against national codes and global best practices, then provide evidence-based recommendations covering technical improvements, design enhancements, material quality, and sustainability measures. Lessons learned, best practices, and innovative approaches will be documented to guide future housing projects, with a focus on quality assurance, local capacity building, and scalable, climate-resilient housing solutions that truly meet community needs.

Please note that the key findings of defined evaluation objectives and key questions by MAP ToRs provided hereabove do not restrict the consultant from elaborating further/additional or developing own Findings by the consultant or TPM Evaluator to effectively achieve the objectives of the Technical Assessment.

4. Deliverables

The consultant is expected to deliver:

1. **Inception Report** (methodology, tools, sampling framework, workplan) – within 7 days of contract signing.
2. **Draft Technical Assessment Report** including key findings as per MAP's ToRs Evaluation objectives and Evaluation Questions, as well as consult own additional recommendations. The report must be **no longer than 30 pages in total (pictures included) as per MA standard template**.
3. **Final Report** (incorporating feedback from Muslim Aid) with detailed technical assessment, sustainability analysis, key lessons learned, best practices and actionable recommendations.
4. **Oral Presentation** of key findings to MAP and MA teams (as per MA Presenting assessment/evaluation findings guidelines) -1 hour 10 minutes including key insights, challenges, recommendations and Questions.

5. Duration of Assignment

The assignment is expected to take **6–8 weeks**-expected start on **25th November 2025** (including desk review, field assessment, data analysis, and reporting).

6. Required Qualifications (For individuals Consultant)

The following criteria would be used to select the consultant for this assignment:

- Advanced degree in Civil Engineering, Structural Engineering, Architecture, or related field.
- Minimum 8–10 years' professional experience in housing design, construction quality assessment, and climate-resilient houses infrastructure in project districts is desirable.
- Prior experience in post-disaster resilient housing projects.
- Strong understanding of disaster risk reduction (DRR), climate adaptation, and inclusive housing, Sphere Standards.
- Excellent analytical, reporting, and communication skills.
- Proven track record in conducting technical/structural assessments of housing or infrastructure projects.
- Qualified team of civil/structural engineers, architects, and social mobilizers for field data collection.
- Demonstrated experience in climate-resilient housing or similar interventions in Pakistan.

7. Reporting & Coordination

The consultant will report to the HOP/Country Director, **Muslim Aid Pakistan**, with technical oversight from the Programme/MEAL teams.

8. Payment Schedule

- 20% upon approval of Inception Report.
- 30% upon submission of Draft Technical Assessment Report.
- 50% upon submission and approval of Final Report and validation workshop.

9. Application Process

Interested Consultants should submit:

- A **technical proposal** (understanding of assignment, methodology, workplan, and team composition/CVs). **No more than 10 pages.**
 - With a detailed workplan, outlining specific evaluation activities and timelines.
- A **financial proposal** (inclusive of all taxes, travel, and logistics). **No more than 2 pages.**
- At least two **samples of previous relevant assessments/reports**.

Deadline for submission: 14th November 2025

10. Evaluation & Selection Criteria

Proposals will be evaluated Ratings for the evaluation will be as follows, with a total of **100 points** distributed between **Technical Proposal (70%)** and **Financial Proposal (30%)**.

A. Technical Proposal (70 points)

Criteria	Sub-Criteria	Maximum Score
Relevant Experience of Consultant	<ul style="list-style-type: none">- Previous experience in technical/structural assessment of housing projects (national/international)- Experience in climate-resilient or disaster-resilient housing projects	20
Proposed Methodology & Work Plan	<ul style="list-style-type: none">- Soundness of methodology and assessment tools- Sampling design and data collection plan- Clarity and feasibility of work plan/timeline	25
Qualifications & Competence of Team/Consultant	<ul style="list-style-type: none">- Academic qualifications (Civil/Structural Engineering, Architecture)- Minimum 8–10 years' relevant professional experience- Relevant expertise in DRR/climate adaptation- Balance of technical and social expertise in team	20
Quality Assurance & Reporting Approach	<ul style="list-style-type: none">- Mechanisms to ensure data quality, accuracy, and validation- Clarity and structure of proposed reporting formats	5
Subtotal (Technical)		70

Minimum qualifying score for Technical Proposal: 50 out of 70 (proposals below this threshold will not be considered for financial evaluation).

B. Financial Proposal (30 points)

Criteria	Description	Maximum Score
Cost Effectiveness	Competitive and reasonable cost against proposed methodology and timeline.	30

Income tax, sales tax and other government duties:

All taxes, duties, Sales Taxes, service tax and other Govt./ Charges are responsibilities of the consultant. Proposal costing should be inclusive of all taxes.

Acceptance of Proposals:

MAP reserves the right not to accept the lowest or any proposal and to annul the bidding process without assigning any reasons whatsoever.

General Terms and Conditions:

1. The proposal and cost shall remain valid for a period of up to 60 days from the closing date of the submission of the proposal.
2. The technical and financial proposals should be sent through courier in separate sealed envelopes. At the top left of the envelopes, it should be clearly stated "Proposal for Terms of Reference / Request for Proposal (RFP) of the **External Technical Assessment/Evaluation** of Housing Project 2024-100 Strengthening Communities through Climate-Resilient Smart Houses Across Five districts in Mirpurkhas Sanghar, and Umardot, Sindh Province and Upper Chitral and Lower Chitral, Khyber Pakhtunkhwa Province, and it should be clearly stated on the envelope, whether it contains the technical or the financial proposal.
3. Obtaining NOC and other permissions from the government will be responsibility of the consultant.
4. The MAP reserves the right to accept or reject any or all RFP at any stage without assigning any reason thereof.
5. At any time prior to the deadline for submission of bids, MAP may, for any reason, amend this RFP, whether at its own initiative or in response to a clarification requested by a prospective bidder.
6. In case of delay in the execution of the contract, delay in the submission of the draft and final reports, MAP reserves the right to impose a penalty not exceeding 10 % of the total amount of the contract.
8. In the event that the progress or quality of technical assessment is deemed unsatisfactory by MAP, the contract may be reassigned to another party at the risk and cost of the bidder. In such an eventuality, if any excess amount is to be paid by MAP, it will be recovered from the bidder.
9. MAP has the rights to add, enhance or remove any functionality not disturbing the major scope of work.
10. MAP will not bear any expense incurred in the preparation of proposals in response to this RFP.
11. All responses to this RFP shall become the property of MAP.
12. Proposals sent to MAP by hand, Fax or Email will not be accepted.
13. Proposals submitted after due date and time will be rejected.
14. An effort by any individual to influence MAP, "directly or indirectly through unfair means", in MAP proposal evaluation, proposal comparison or contract award decisions, to meet or discuss with any MAP official unless desired by the MAP may result in the rejection of bidder's proposal.
15. The consultant will abide by MAP's vision, mission, values in its entire period of work.
16. The consultant will sign abide by MAP's safeguarding policy in its entire period of work.
17. Submit no COI on MAP standard template.
18. The consultant will be hired subject to anti-terrorism and money laundering check as well as reference check.

C. Final Selection

- Final score = $(\text{Technical Score} \times 0.70) + (\text{Financial Score} \times 0.30)$
- The contract will be awarded to the consultant that attains the highest score in the **Technical Assessment and demonstrates proven experience with CRSFs**

******The End******