



## TERMS OF REFERENCE

for the External Evaluation of the ARMONIA project

**hARmonisation and MODernization of the higher education system in libya  
introducing bologna process principles at National and Institutional levels (ARMONIA)**

**Call: ERASMUS-EDU-2023-CBHE  
(Capacity building in the field of higher education)**

**Topic: ERASMUS-EDU-2023-CBHE-STRAND-3**

**Project number: 101128864**

### 1. Background of the project

ARMONIA intends to promote a process of reform in 13 Libyan HEIs, with the support and involvement of the Ministry of Higher Education and Scientific Research in Libya and 4 European partners. The project general objective is to harmonize and modernize the Higher Education system in Libya supporting the introduction of the Bologna Process principles and practices. ARMONIA supports regional integration through the establishment of comparable recognition systems, quality assurance tools and academic cooperation schemes, through a participatory and consultative approach and promoting mutual learning and exchange of good practices.

Key objectives

- 1) Rethinking the teaching and learning environment at Libyan universities, developing strategic policies regarding the learning outcomes of the teaching activities, the internationalization of education, quality assurance and the social dimension of HEIs
- 2) Strengthening the capacity of Libyan universities in implementing the Bologna process principles and practices
- 3) Creating the conditions for a participatory approach and consultative process in the definition of priorities, actions and strategic goals
- 4) Introducing elements of flexibility and comparability with the European HE systems
- 5) Support the process of reform of the national regulatory framework

The project is carried out by:

- UNIMED - Mediterranean Universities Union, Italy (Coordinator)
- Università degli Studi di Pavia, Italy
- Università degli Studi di Roma "La Sapienza", Italy
- Istanbul Aydin University, Turkey



- Misurata University, Libya
- University of Tripoli, Libya
- University of Benghazi, Libya
- University of Zawia, Libya
- Omar Al-Mukhtar University, Libya
- Sebha University, Libya
- Sirte University, Libya
- Tobruk University, Libya
- Gulf of Sidra University, Libya
- University of Gharyan, Libya
- Sabratha University, Libya
- Nalut University, Libya
- Libyan Academy for Postgraduate Studies, Libya
- Ministry of Higher Education and Scientific Research, Libya

Project duration: 48 months, from 15 January 2024 to 14 January 2028.

## 2. Objectives and Key Principles of the Evaluation

The aim of the external monitoring and evaluation is to ensure that the monitoring of the project is performed adequately and accurately. It identifies procedures, criteria and resources for monitoring the project. It also deals with the evaluation of the progress of the project, risk management, coordination and collaborations among partners, and with the evaluation of the results in comparison with the needs of the target group(s) and sector(s).

The External Evaluator is also asked to assess the quality of the scientific contents elaborated in the framework of the project, as well as the pertinence and added value produced by the activities performed, which is why he/she needs to have an experience/expertise on Bologna Process implementation and processes of reform of the HE sector.

In addition to that, the External Evaluator is asked to monitor the trainings addressed to the beneficiary higher education institutions' through well-established training evaluation methodologies, and to assess the impact of the training and capacity building action on the Libyan HE system. The External Evaluator will also assess the capacity of the project to address the needs of the Libyan HEIs in the process of implementation of new methodologies and practices, and to generate a consultative and participatory approach in the definition of a reforming process.

The external monitoring and evaluation includes the evaluation of:

- Partnership performance (quality of the management and WP leaderships, effectiveness of communication, meeting deadlines, etc.).
- Progress toward the contractual outcomes and respect of the work plan.
- Quality and relevance of the project outcomes in reaching the set objectives. Furthermore, the partners will identify key areas of concern for additional evaluation.
- Pertinence of the scientific contents and added value of the activities performed.
- Quality and relevance of the trainings carried out.



- Impact of the activities performed on the target groups, but also on the broader context at local, national and international level.

In the framework of ARMONIA, the External Evaluator will also:

- monitor the effectiveness and impact of management activities and partnership performance;
- contribute to the definition of monitoring procedures;
- design tools to evaluate the project plenary meetings and the overall coordination;
- assess the pertinence of the scientific contents and added value of the activities performed;
- analyze the data collected and the methodology used;
- assess the quality and appropriateness of the project actions and results;
- take part in at least 1 in-presence meeting;
- take part in all the online meetings, upon availability;
- cooperate with the Project Manager and internal Quality Team to integrate the results derived from the internal evaluations with the results of the external evaluations;
- elaborate evaluation reports.

The results of the evaluation will be shared and discussed within the partnership. On the basis of recommendations from the External Evaluator and feedback from Partners, corrective actions will be taken if necessary.

### 3. Contents of the Evaluation and document to be produced

Deliverable	Delivery Date
<p><b>Monitoring, Evaluation and Quality plan - External part</b></p> <p>At the outset of her/his activities, the External Evaluator will define, discuss with the Coordinator and then finalize the External Quality Plan. The document shall report an indication of the evaluation procedures, the timing of the evaluation exercise, the scope and expected deliverable for each task. Specific indicators will be defined, together with the Project Manager and the internal Quality Team. The external Quality Plan shall be in synergy with the internal Quality Plan so as to avoid duplication of efforts.</p>	14/04/2024
<p><b>Quality mid-term report and final report</b></p> <p>These documents report the results of the quality control on the different activities of the project and include recommendations to the Consortium. Due to the 4-years duration of the project, 3 quality report are foreseen at set stages of project implementation.</p>	14/02/2026 14/02/2027 14/01/2028



#### 4. Contract Period

The contract shall be carried out during the eligibility period of the project, which is 15 January 2024 – 14 January 2028. In case of an extension to the eligibility period of the project, the contract period is intended to be extended accordingly.

Starting date of the assignment: **2 April 2024**

Finishing date of the assignment: End of the project

#### 5. Form of Contract

Goods or services ordered by the ARMONIA as a result of the bid shall be in accordance with the ARMONIA conditions of contract. The Terms and Conditions are those of the contractor which is UNIMED - Mediterranean Universities Union.

#### 6. Budget

The total value of the contract (including any taxes and contributions) shall not exceed **13.000 EUR**. VAT exemption is applicable. For Italian providers, the VAT exemption is applicable according to the Article 72 of the Italian Law D.P.R. 633/72. Providers based in other countries must refer to the national legislation and indicate the applicable law.

Any travel costs incurred while carrying out assignment(s) are covered directly by the provider.

#### 7. Application procedure

Offers should include:

- CV with an indication of previous experience in the field of the project;
- a concept note with a rough indication of the anticipated methodology of max 2 pages;
- statement of availability;
- detailed financial offer for the implementation of the tasks.

Deadline for receipt of offers: **26/03/2023**

Applications must be sent in English to: **uni-med@pec.it**

#### 8. Selection Criteria

The Evaluation Committee will assess the received offers following these criteria:

Award criteria	Max Points
Professional experience	30



Technical capacity to perform the contract (as proven by the concept note)	40
Price	30
<b>Total Points</b>	<b>100</b>

The tender offering the lowest price corresponds to 40 points by default.

To be considered for the contract, offers must score at least 60 points in total and at least half of the maximum points for the award criteria “Professional experience” and “Technical capacity to perform the contract”.

In case of ex aequo offers, priority will be given to the one scoring highest under the criteria “Price” and then under the criteria “Technical capacity to perform the contract”.

## 9. Contact

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