

The Ministry of Buddhasasana, Religious and Cultural Affairs

Calling of Pre-Proposals for Mid-Term Evaluation of the Navimana SAARC Cultural Centre Project – Matara

The Ministry of Buddhasasana, Religious and Cultural Affairs invites qualified and experienced individual evaluators to submit **Pre-Proposals** for conducting the **Mid-Term Evaluation of the Navimana SAARC Cultural Centre Project**, located in Matara.

Project Background

The Navimana SAARC Cultural Centre Project was initiated in 2008 to promote and preserve the rich cultural heritage of the South Asian region and to strengthen regional cooperation through cultural affairs. As of **June 2025**, approximately **65% of the civil construction work** has been completed. However, the project has faced delays due to various administrative and operational challenges.

Purpose of the Evaluation

The mid-term evaluation aims to:

- Assess the progress and results achieved to date,
- Identify lessons learned,
- Provide practical recommendations for the continuation and successful completion of the project.

The evaluation will focus on the following key aspects: **relevance, effectiveness, efficiency, and sustainability**.

The total **evaluation period** is **(04) weeks**.

Required Qualifications and Experience

Applicants should possess:

- Proven experience in conducting **Monitoring and Evaluation** assignments for government or donor-funded development projects.
- Familiarity with the **National Evaluation Policy Implementation Framework**.
- Demonstrated expertise in **socio-economic research, baseline and impact studies, and project evaluations**.
- Strong analytical skills and proficiency in tools such as **MS Excel, SPSS, NVivo, or QDA Miner**.

Selection Criteria

Proposals will be evaluated based on:

1. **Proposed Methodology:** Clarity and suitability of the proposed mixed-method approach (desk reviews, key informant interviews, focus group discussions, and field observations).
2. **Work Plan:** A realistic and feasible work plan for completing the evaluation within four weeks.
3. **Past Experience:** Demonstrated experience and qualifications of the evaluator, supported by a CV and summary of similar assignments.
4. **Submission of Pre-Proposal:** Completeness and quality of the submitted pre-proposal, including a brief methodology, preliminary work plan, price proposal, and summary of relevant evaluation experience.

Submission of Details

Interested evaluators are kindly requested to hand deliver their tenders to the tender box kept at the office of the Additional Secretary (Cultural Promotion and Foreign Affairs), Ministry of Cultural Affairs, at the address "Secretary, Ministry of Buddhasasana, Religious and Cultural Affairs, Sethsiripaya (First Phase), Battaramulla" on or before 10.00 a.m. on 28.11.2025 or send them by registered post so as to reach them before 10.00 a.m. on that day.

The pre-proposal should include:

- A **brief proposed methodology**;
- A **preliminary work plan**;
- A **summary of relevant evaluation experience**, including past assignments; and
- A **Price Proposal** indicating the total professional fee and any other associated costs.

Once the pre-proposals are received, they will be opened and you or your representative may attend on that occasion. Late pre-proposals will be rejected and the successful pre-proposal will be notified via email. For this reason, please be sure to include a valid and correct email address in your application.

Please also mention as "Quotation for Mid-Term Evaluation of the Matara Navimana SAARC Cultural Centre Project" on the top left corner of the envelope containing the pre-proposals.

For detailed information and the complete **Terms of Reference (TOR)**, please visit: <https://mbrc.gov.lk/>

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