

TERMS OF REFERENCE

Final External Program Evaluation

Investing in Early Childhood Development (IECD) - Reducing Poverty and Inequality by Guaranteeing Access to Basic Needs for Young Children

Evaluation type	Final external evaluation
Name of the NGO	Planète Enfants & Développement (PE&D)
Website	https://planete-eed.org/en/
Programme title	Investing in Early Childhood
Start and End dates	1st August 2023 – 31st July 2026
Phase concerned	Phase 2 (out of 3)
Location	Cambodia, Nepal, Vietnam, Togo and Burkina Faso
Thematic areas	Early Childhood Care and Development, Education
Main donor	Agence française de développement (AFD)
Total programme cost	3 234 000€
Overall objective	Reducing Poverty and Inequality by Guaranteeing Access to Basic Needs for Young Children

I. Background and justification

1.1 Presentation of the sponsors

1.1.1 Presentation of Planète Enfants & Développement

Planète Enfants & Développement (PE&D) is an association under the French law of 1901, founded in 1984. It is a non-political, non-denominational international solidarity association that focuses its projects on vulnerable children, offering them the conditions necessary for their well-being and development.

PE&D in 2024:

- ❖ 18 projects in 8 countries in Asia, Africa and France
- ❖ 12,100 children protected, nurtured and educated
- ❖ 57,000 people reached through our initiatives
- ❖ 75 staff members worldwide and 48 technical partners

1.1.2 Presentation of the implementing partners

- **In Nepal**

Unification Nepal (UN Nepal) has been working in Gorkha since 2009. For the past five years, UN Nepal has focused on three main themes: education (capacity building for teachers and school management committees, equipping and renovating primary school classrooms, establishing school libraries), disaster risk reduction, and climate change adaptation. Gender and protection of the most marginalized women and children is a transversal axis. The organization consistently employs an integrated partnership approach, working closely with local authorities and associations, and international NGOs.

Prayatnashil Community Development Society (PRAYAS-Nepal) is a local non-governmental organization based in Dhading. Since its establishment in 1994, PRAYAS-Nepal has worked to promote the rights and well-being of marginalized communities, with a focus on children, women, and rural families. The organization implements programs in early childhood development, education, child protection, and community empowerment. PRAYAS-Nepal contributes its expertise in community mobilization in remote areas of the Dhading district.

- **In Cambodia:**

Reproductive And Child Health Alliance (RACHA) is a Cambodian NGO specializing in maternal and child health. RACHA has extensive experience in raising awareness of early childhood health issues among rural populations and communities, and works closely with health authorities at all levels, from national to commune. Their technical and scientific expertise in child health is a great asset.

- **In Vietnam:**

Ho Chi Minh Association of Children's Rights Protection (HACRP) is a non-profit organization dedicated to promoting and safeguarding the rights of children, particularly those in vulnerable situations. Based in Ho Chi Minh City, HACRP works closely with local authorities, schools, and

communities to implement programs in child protection, education, and family support. HACRP also brings strong institutional experience in advocacy.

- **In Togo:**

Bureau National Catholique de l'Enfance (BNCE-Togo) is a civil society organization committed to promoting and protecting the rights and well-being of children across Togo. With decades of experience in child development, education, and child protection, BNCE-Togo collaborates closely with local communities, public authorities, and faith-based networks.

- **In Burkina Faso:**

The Association Féminine pour le Développement du Burkina Faso (AFEDEB) is a women-led organization dedicated to improving the living conditions of vulnerable communities, particularly women and children. Based in Ouahigouya, AFEDEB promotes access to quality early childhood care, women's empowerment, and community-based development. Its work is rooted in a strong understanding of local realities and a commitment to inclusive, sustainable solutions. No formal partnership agreement has been established with AFEDEB, and the matter pertains exclusively to the withdrawal of PE&D from Ouahigouya.

1.1.3 Distribution of responsibilities between PE&D and the partners

Organisation	Responsibilities and tasks
PE&D Headquarters	Overall coordination of the programme's technical and financial management, including monitoring and reporting; consolidation of country results; organization of cross-cutting activities, capitalization, and evaluations; liaison and reporting to donors; capacity building in early childhood development; co-creation and adaptation of tools with field teams; coordination of workshops and knowledge products; and support to fundraising and communications
PE&D countries - Cambodia, Nepal, Vietnam, Burkina Faso, Togo	Operational monitoring of projects (technical and financial); data collection and reporting; co-creation and adaptation of tools with PE&D HQ; capacity needs assessment and tailored partner support; advocacy with local authorities; management of partnerships; and recruitment of project teams
Unification Nepal	Implementation, together with a team of social workers, of all activities in Gorkha District and coordination with the local authorities of Sahid Lakhan; collection and monitoring of indicators; and reporting
PRAYAS-Nepal	Facilitation of parenting support sessions in Gajuri (Dhading District) with a team of social workers; collection and monitoring of indicators; and reporting
RACHA	Monitoring and evaluation of caregivers and daycare environments; co-design of parental support modules and training; joint advocacy on ECD, gender equality, screen risks, and child protection; collection and monitoring of indicators; and reporting

HACRP	Securing authorizations and liaising with local authorities; collection and monitoring of indicators; reporting; recruitment and coaching of animators; facilitation of parenting sessions and children's clubs; and collaboration with the Department of Education and Training (DOET) on early childhood professional training
BNCE-Togo	Implementation of activities; advisory support to PE&D on context, regulations, and ECD-related issues; collection and monitoring of indicators; and reporting
AFEDEB	Support childminders in Ouahigouya to ensure quality and sustainability of services; develop a mobile daycare service; and collect data. PE&D relies on this partner for follow-up, although no dedicated funding has been allocated

1.2 Presentation of the action to be evaluated

1.2.1 Objectives and expected results

The Investing in Early Childhood programme is a “**convention-programme**”.

A “**convention-programme**” is a specific mechanism implemented by AFD to support projects led by civil society organizations (CSOs), particularly French NGOs. Its objective is to develop the interventions and capacities of the French NGO and its local partners, focused on a clearly defined theme that must be at the core of the French NGO's strategy and on which it has a demonstrated added value — aiming for “scaling up” and professionalization.

Within the framework of the selected theme, the *convention-programme* must propose a coherent set of field and cross-cutting coordinated actions, including capacity-building for partners, stakeholder networking, knowledge capitalization, advocacy, communication, and evaluation.

→ Cross-cutting actions, notably extended capitalization, are strongly promoted by the mechanism.

The *convention-programme* is planned to run in three successive phases, each lasting three years. The objective of the 1st phase is to experiment with new and develop existing interventions for Early Childhood Development.

The objective of the 2nd phase is to develop efficient, effective, and replicable intervention models for the holistic development of Early Childhood that enable PE&D and its partners to implement a comprehensive early childhood strategy supporting local public policies.

The objective of the 3rd phase is to prepare these models for scaling up and/or long-term sustainability.

The programme aims to improve young children's development (ages 0-6) as a long-term strategy to reduce poverty and inequality. It does so by increasing access to childcare services (see the lexicon in Annex 1), improving their quality and sustainability, and strengthening parents' knowledge and practices through tailored parenting support. The programme also includes advocacy efforts at national and local levels to position early childhood development as a public policy priority. Cross-cutting themes in this phase include gender-neutral education and the risks associated with screen exposure.

Building on the achievements of Phase 1, which demonstrated significant and promising results (according to the external final evaluation done in 2023), the current second phase consolidates and

strengthens the programme's three core strategies: expanding and improving early childhood care facilities, scaling up accessible parenting support, and deepening engagement with public authorities. In addition, this phase reinforces the capacities of local stakeholders in both ECD and capitalization.

Phase 2 of the programme (August 2023 - July 2026) is structured around an overall objective and three specific objectives (SO):

- Overall objective: Reducing poverty and inequality by guaranteeing access to basic needs for young children
- Intermediate result: Improving the development of children
- SO1: Strengthening early childhood services
- SO2: Continued commitment to early childhood on the part of families and public authorities
- SO3: Strengthening the skills and practices of programme stakeholders

The expected results include improvements in the quality of educational environments, changes in parenting practices, the sustainability of early childhood services and the consolidation of legal and regulatory frameworks relating to early childhood. The programme also plans to actively capitalise on its practices and innovations.

1.2.2 Background to the intervention

The programme was launched in 2020 with an initial phase in Cambodia, Nepal, Vietnam and Burkina Faso. This 1st phase laid the foundations for a network of early childhood services, built the capacity of professionals, introduced parenting support activities and raised awareness of ECD issues among public authorities.

Phase 2 (01/08/2023 - 31/07/2026) was conceived as a phase of consolidation, dissemination and sustainability of what had been achieved. The programme was extended to a new country (Togo) and new localities, strengthened the dimensions of sustainability, and systematised capitalisation and advocacy. In Burkina Faso, activities were implemented until March 2024¹. The total budget for the 2nd phase is 3,234,000 €, with AFD providing 75% of the funding and co-financing from other sources depending on the country.

1.1.1 Implementation context

The programme is implemented in five countries with diverse socio-political and economic contexts that directly affect access to Early Childhood services:

Cambodia: Despite economic growth, access to affordable and quality childcare remains limited, especially for children under 3. Public services are scarce and private daycare is unaffordable for most families. Pilot municipal daycare centres developed in Phase 1 gained strong support from families, local authorities, and the Ministry of Education, highlighting both the demand and potential for scaling up.

Nepal: While preschool enrolment is relatively high (88% of children aged 4–5), quality is low due to undertrained staff and limited parental engagement. Federalization has shifted responsibility for early childhood services to municipalities, creating opportunities for local policy development. However, harmful practices such as corporal punishment remain prevalent.

¹ PE&D continues its activities in the country without AFD funding

Vietnam: Rapid economic growth and urban migration have exacerbated inequalities in access to ECD services. Preschool enrolment is high (95% for ages 3–5), but services for children under three are almost non-existent, costly, and of poor quality. Migrant families in industrial zones face barriers due to residency registration requirements. The government is reforming ECD policies, creating entry points for advocacy and innovation.

Togo: Almost half the population lives in multidimensional poverty, and preschool enrolment remains low (29.7% in the Maritime region). National authorities have shown renewed commitment to ECD, with new training schools for preschool educators and draft regulations for childcare services. This offers momentum to institutionalize models tested through the programme.

Burkina Faso: due to security concerns and AFD directives, programme activities have been scaled down in this second phase. PE&D is focusing on consolidating gains in Fada N’Gourma and Ouahigouya to ensure that existing childcare and early learning structures are equipped to offer sustainable, quality services. Direct intervention continues in Ouagadougou², particularly in professionalizing childminders and improving the quality of care, and through advocacy to establish a national association of childminders.

II. Objectives of the Evaluation and Evaluation Questions

2.1 Objectives of the Evaluation

AFD requires a final external evaluation of Phase 2 as part of the financing of a « *convention-programme* ».

In line with OECD-DAC standards, this evaluation will consider all six criteria. However, given the nature of the programme (Phase 2 of 3), the multi-country scope, and the available budget, the evaluation will prioritize an in-depth analysis of **effectiveness, impact, and sustainability**, as these are most critical for drawing lessons and informing Phase 3. **Relevance and coherence** will be addressed with moderate depth, while **efficiency** will be covered more lightly, mainly through a transversal analysis of resource use in relation to results.

2.2 Evaluation Questions

Questions can be refined with the consultant.

Effectiveness (in-depth):

- To what extent have professionals improved their practices during project activities, and to what extent have they applied these practices beyond the project context? What has been the role and added value of coaching or mentoring sessions in supporting these changes?
- What role have local stakeholders played in the trainings?
- How effective has the program been in improving the quality of early childhood services (in terms of costs, accessibility and safety)? What are the remaining challenges (regarding their capacity, equipment, nutritional practices...)?
- How can the measurement of effects on parents be made more systematic and better integrated into the implementation of parenting sessions?
- How do partners perceive the capacity-building support from PE&D (HQ and country teams)? To what extent do they change their practices and process?

² Outside the scope of this programme

- To what extent has inter-country learning (study trips, cross-visits, video conferences with ECD experts) contributed to the adaptation or improvement of practices? What factors have facilitated or limited this knowledge transfer?

Impact/Effects (in-depth):

- What observable effects has the program generated for the children in terms of development³ and well-being?
- What observable effects has the program generated for the families, and the community, in terms of economic opportunities and well-being?
- What observable effects has the program generated for the professionals in terms of increasing their income or professional stability?
- What factors have facilitated or limited these effects across the different countries and contexts?
- To what extent have pilot models influenced national or local policy agendas and resource allocation?
- Nepal: To what extent has the program contributed to improving the quality of ECD centres and to strengthening municipalities' commitment to early childhood?
- Looking ahead to Phase 3, how can the program strengthen its ability to measure long-term impact on children's development and on the economic situation of beneficiary families? What tools and methodologies could be developed or adapted to assess these outcomes more systematically?

Sustainability (in-depth):

- Among the different models of early childhood services for children aged 0–3 years — including public daycare centres, private daycare centres, social and solidarity economy (SSE) models, home-based childminders, shared childminding houses — which model(s) appear to be the most sustainable, and under what conditions (financial, institutional, social)? To what extent does sustainability depend on the specific national or local context? What risks are associated with the different economic models of childcare services, and what are the key conditions required for opening and maintaining such services?
- How have local authorities, communities, and partners demonstrated ownership, commitment and capacity to maintain and scale the program's outcomes? What are the key conditions, gaps, or constraints that affect sustainability, and what strategies or measures could strengthen it in the next phase?
- Cambodia: What role could the private sector — particularly factories and textile companies — play in supporting or replicating the Community Based Childcare Centre (CBCC) model within their workforce or communities?

Relevance (moderate):

- Are implementation strategies of the program's activities appropriate to reach the most vulnerable families?
- Do the beneficiaries (parents, children, professionals, community actors) perceive activities as useful and adapted to their realities?
- To what extent is the integration of gender awareness, particularly regarding gender stereotypes in education, perceived as relevant and meaningful by the beneficiaries?
- How well are activities aligned with national ECD policies and local priorities and needs in each country?
- Togo and Burkina Faso: Was the recruitment process for future childminders effective in selecting candidates aware of the professional, financial, and social risks related to childminding or daycare management?

³ The 5 domains of child development: physical, cognitive, socio-emotional, language and sensory

Coherence (moderate):

- To what extent is the program coherent with other actors' (governments, NGOs, donors, UN agencies) strategies? Are there complementarities or overlaps with other ECD initiatives in each context?
- To what extent is the program's gender approach, particularly regarding gender equality and the reduction of stereotypes in early childhood education, coherent with national policies and the strategies of other actors working in the same field?

Efficiency (light/transversal):

- Have resources been used proportionately to reach intended beneficiaries?
- Were synergies between partners, activities, or funding sources effectively leveraged to maximize impact and optimize resource use?

III.Expected methodology

The evaluation is expected to adopt a participatory and multi-method approach that is both rigorous and context-sensitive, reflecting the diversity of intervention settings and stakeholders involved. The methodological approach should include both qualitative and quantitative components and ensure the active involvement of implementing partners, local authorities, and community members where feasible.

3.1 General methodological framework

The final evaluation of phase 2 will be conducted by an external consultant and will follow the OECD evaluation criteria. The evaluation will assess the specific objectives of the second phase programme to help better design the third (and last) phase.

3.2 Data collection and analysis methods

The final evaluation will use a mix of quantitative and qualitative methods and a combination of tools, and will follow a participatory approach involving all relevant project stakeholders, including, but not limited to, the following methods:

- Secondary data collection: consultation of all documents already available (from Phase 1 and Phase 2), including program proposal, program report progress, M&E framework, dataset, and any external documents from other key stakeholders (e.g., local authorities or other NGOs) that are considered relevant to enrich the reflection,
- Primary qualitative and quantitative data collection: This may include, for example, beneficiaries' surveys, focus group discussions (FGDs), key informant interviews (KIIs), workshops, etc. The consultant will need to identify the type of key project stakeholders and calculate the sample size from which data/information will be collected based on the list of program beneficiaries,
- Data analysis: The consultant will propose a strong data analysis by coding the database system. This analysis will also focus on gender challenges. Based on the data analysis, the consultant will formulate recommendations to present the best solutions to improve the adoption of playful learning, educational practices and knowledge of parents, ECD professionals and public authorities,
- As part of the analysis, the consultant will also prepare a SWOT matrix to provide a concise and strategic overview of the program's performance and external environment. This exercise should be grounded in evidence from both primary and secondary data, and validated with key stakeholders through a participatory workshop.

Ethical considerations

The evaluation must adhere to the highest ethical standards in data collection and analysis. The consultant will ensure that all participants are fully informed about the purpose of the evaluation and provide their voluntary and informed consent before participation. Confidentiality and anonymity of respondents must be strictly guaranteed, and data will be stored and processed securely. Given the program's focus on children and families, special attention must be paid to child safeguarding and protection principles, including obtaining consent from parents or guardians and creating a safe, respectful environment for children's participation. At all times, the dignity, rights, and well-being of participants must be prioritized, in line with international ethical guidelines for research and evaluation.

3.3 Availability of data

The evaluation can draw on a range of existing data sources, including the monitoring and evaluation data used to measure results, national and international statistics, and data from key partners. The monitoring and evaluation framework has been updated frequently during the implementation of activities: for the preparation of Steering Committees (every six months), for the preparation of project reviews (frequency depends on the country), for the interim report, and whenever necessary to inform decisions or for presentations at the national or international level.

The challenges of data collection were overcome thanks to a dedicated M&E team in each country (one representative per country). The methodologies and analyses were supported by the M&E manager based at PE&D headquarters, as well as the programme coordinator and early childhood expert, both of whom were fully dedicated to the program. In addition, a number of meetings and missions helped to support and ensure that all stakeholders understood the objectives to be achieved and how they would be measured.

Impact indicators were not collected (impact of project outputs on child development and reduction of poverty and inequality) and this will also require special attention from the consultant to consolidate these aspects in Phase 3 (especially as Phase 3 is more specifically dedicated to ownership, sustainability and impact of the *convention-programme*). In this regard, an impact assessment using the randomized controlled trial method was carried out by French scientific leads of the LEDa research unit (Paris Dauphine University, CNRS, IRD) in the Dhading District of Nepal on parenting support activities in rural areas.

Finally, a series of impact analyses (e.g., focus groups, interviews, and case studies) was conducted throughout the program implementation phase. Capitalization projects are also underway. All these documents will be made available to the consultants.

The consultants will therefore also be tasked with assessing the effectiveness of the entire monitoring, evaluation, accountability and learning system to provide advice and guidance for the next phase.

3.4 Risks and limitations

There are a number of risks that consultants should consider in order to successfully conduct this assessment. The *convention-programme* operates in several very different contexts, each with its own unique realities. The following is a list of risks that have been identified to date (this list is not exhaustive):

Security constraints in Burkina Faso	France suspended development aid and budget support on August 6, 2023. As a result, the programme's activities came to an end on March 31, 2024. To date, Burkina Faso has experienced
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	significant regional tensions, particularly concerning terrorism in the region. The area of intervention of PE&D and its partner in Cambodia does not include the border with Thailand, which is currently unstable due to ongoing armed conflict. In Togo, the areas of intervention of PE&D and its partner exclude the border with Burkina Faso, where the authorities regularly conduct military operations in response to terrorism in the region.
Language barriers and the availability of documents in local languages	The programme includes documents in local languages (Khmer, Vietnamese, Nepali), most of which are translated into English or French. However, primary data collection will need to consider this, as the vast majority of beneficiaries do not speak French or English. Consultants should therefore be able to adapt content and communication to the languages commonly used in each country.
Time constraints given the multi-country scope:	Suggestions for mitigation should be made, such as working with local consultants, remote interviewing if necessary, and clear planning of field trips.

IV. Submission conditions and evaluation of proposals

4.1 Expected deliverables

Application is open to an individual consultant, a group of consultants or a consulting firm. The applicant shall propose a detailed schedule for the implementation of the evaluation, which shall include at least the following deliverables and timeline:

- Inception report
- Draft report (end of March 2026)
- Final report (April 2026) in French or English
- Summary in French and English (maximum 3 pages)
- Results presentation support

All the data collected during the evaluation should also be shared with PE&D.

4.2 Required expertise and qualifications

Individual consultant, group of consultants or consulting firm with the following skills:

- Master's degree (minimum) in one of the following disciplines: social work, development studies, social sciences, public policy, community development, economics, statistics or other related fields,
- At least **seven years of proven experience** conducting external evaluations of multi-country development projects,

- **Experience in evaluating projects related to Early Childhood Development, parenting support, or early childhood education is a strong asset,**
- Experience in integrating gender considerations into program evaluations is considered a strong asset,
- At least twelve years of professional experience with international organizations and donors, including extensive knowledge of Monitoring and Evaluation,
- Proficiency in participatory and evaluative approaches (quantitative and qualitative), with demonstrative expertise in impact evaluation,
- Excellent writing, analytical and communication skills,
- Languages: English and French required.

The evaluation team shall include one national consultant in each country (Cambodia, Nepal, Vietnam, Togo and Burkina Faso) to support field data collection, facilitate liaison with local stakeholders, and contribute to country-level analysis and validation. The applicant should describe in the technical and financial proposals how these national consultants will be integrated into the team's methodology, coordination, and budget.

4.3 Practical details and Schedule

Interested applicants should apply by submitting the following documents (in English and/or French):

- **Cover letter** outlining the applicant's interest in this evaluation, motivation for the assignment, relevant experience, and availability within the proposed timeline,
- **Curriculum vitae** of the consultant (or all members of the consulting team, if applicable), including address, contact details, and at least three professional references,
- **Technical proposal (maximum 10 pages)** clearly demonstrating understanding of the assignment, the evaluation objectives, and the country contexts. The proposal should describe the proposed methodology and data collection/analysis plan to convincingly address the key evaluation questions outlined in these ToR,
- **Financial proposal** including daily rates, number of working days, and all costs related to the assignment, including fieldwork and travel for data collection, The financial proposal must also include the costs related to the involvement of national consultants in each country,
- The **declaration of integrity** (Annex 2) duly completed and signed

How to apply:

- Deadline for submission: December 11th 2025
- Budget available: EUR 60,000 (taxes included)
- Publication of the call for proposals: November 13th, 2025
- Selection: December 17th – 19th 2025
- Field mission: January - March 2026
- Final report expected: End of April 2026

Applications must be submitted by email to geraldine.massuelle@planete-eed.org no later than **Thursday, 11 December 2025 at 17:00 (Paris Time – CET)**

Contact person: Ms. Géraldine MASSUELLE, Early Childhood Program Coordinator

Remark:

Applicants who meet the minimum qualifications should be invited for an interview planned between 17th-19th December 2025 to present their proposals.

Selection criteria:

The offer will be evaluated based on both technical and financial proposals. The technical proposal will be evaluated on 70% whereas the financial one will be evaluated on 30%.

Criteria	Details	Note / 100
Understanding the issues and context	Suitability of the methodological note to the Programme	10
Relevance of the proposed methodology (including agenda)	Relevance, rigor, adaptability, participative nature	30
Experience of the Consultant or the consulting firm	Similar projects, references, ECD theme	30
Cost of service	Value for money	30
Total		100

Early Childhood Vocabulary

1. Early Childhood Services

- Daycare centres: care for children aged 3–36 months
- Home-based daycares: when a childminder arranges her/his home to welcome and care for children aged 3 - 36 months
- Childminder houses: when one or more childminders rent or build a space, outside their homes, dedicated to the care of children aged 3 - 36 months
 - ⇒ These three types of care structures for children aged 3–36 months are grouped under the term **Early Childhood Care Service**
- Home-based groups (HBG) in Vietnam = private kindergartens, caring for children ages 1 - 6 years
- **Preschools**, for children aged 3–6 years; each country has its own designation:
 - In Cambodia: Community Pre Schools (CPS)
 - In Nepal: Early Childhood Development centres (ECD centres)
 - In Togo: *Jardins d'enfants* (Kindergartens)
 - In Burkina Faso: *Centres d'Eveil et d'Education Préscolaire* (CEEP)

2. Early Childhood Professionals

- Caregivers = *auxiliaires petite enfance*: professionals working in daycares and kindergartens
- Childminders = *assistant·e·s maternel·le·s*: professionals working in home-based daycares and childminder houses
- The three roles in daycares in Cambodia: daycare manager, caregiver and cook (kitchen and cleaning)
- Preschool teachers/educators
- Social workers / social mobilizers (Nepal) / animators (Vietnam): facilitation and animation of parenting sessions, children's clubs, and social support for the most vulnerable families

3. Parenting

Instead of “parental education,” it is preferable to use the following terms: parenting session/parenting support/parenting accompaniment / strengthening parental practices and skills, in order not to position oneself as a lecturer, expert, or authority, but rather to provide guidance and support to families.

In 2021, French psycho-sociologist Jean Epstein wrote "*Le poids des mots - Entre enfants et adultes*" (The Weight of Words - Between Children and Adults), inviting us to listen to children and relearn how to talk to them.

Well-known authors have addressed this issue because words matter and the choice of a particular word has a real impact on what we say and think.

In early childhood, we are very careful about the use of certain words, especially when talking about professionals, children and parents. Inclusion, qualification not of the person but of the behaviour, and gender are among the points of attention that will be addressed in this document.

What's more, when we talk about our projects (parenting sessions in particular), we must never position ourselves as lesson givers, scholars or know-it-alls, but rather as accompanying and supporting families.

4. Gender

Everything starts with the words we use and the way we write.

There is not yet a legal framework on how inclusive writing should be done, but rather a consensus and tips to adjust our writing without making it heavy. For example:

- Systematically include both feminine and masculine forms: for example, when talking about a child/baby/parent/professional, write **he·she**
- Do not add “woman” in front of a profession considered “masculine”: e.g., “female entrepreneur” when talking about “entrepreneurs” (without specifying that they are men)
- To decide whether to put the feminine or masculine form first, choose alphabetically: **Man** comes before **Woman** and **Boy** comes before **Girl**

ANNEX 2:

SUPPLIER: Declaration Of Integrity, Eligibility and Environmental and Social Commitment

Title of the call for tenders: “Final External Program Evaluation: Investing in Early Childhood Development (IECD) - Reducing Poverty and Inequality by Guaranteeing Access to Basic Needs for Young Children” (the “**Contract**”)

To: PLANETE ENFANTS & DEVELOPPEMENT (the “**Project Owner**”)

1. We acknowledge and accept that Agence Française de Développement ("AFD") only finances the project owner's projects on its own terms and conditions which are determined by the Financing Agreement between AFD and the project owner. Consequently, there can be no legal link between AFD and our company, our group and our subcontractors. The Owner retains sole responsibility for the preparation and implementation of the procurement process and for the subsequent execution of its contracts.

2. We certify that we are not, and that none of the members of our consortium or our subcontractors are, in any of the following situations:

2.1) being subject to or having been subject to bankruptcy, liquidation, receivership, safeguard, cessation of activity, or any similar situation resulting from a procedure of the same nature;

2.2) having been convicted within the last five years by a final judgment in the country where the Project is being carried out for any of the acts referred to in Articles 6.1 to 6.4 below or for any offense committed in connection with the award or performance of a contract⁴;

2.3) be included in the Financial Sanctions Lists adopted by the United Nations, the European Union, and/or France, in particular in connection with the fight against the financing of terrorism and against breaches of international peace and security;

2.4) in professional matters, have committed a serious offense in the last five years in connection with the award or performance of a contract;

2.5) have failed to fulfill our obligations relating to the payment of social security contributions or our obligations relating to the payment of our taxes in accordance with the legal provisions of the country where we are established or those of the country of the Project Owner;

2.6) having been convicted within the last five years by a final judgment for one of the acts referred to in Articles 6.1 to 6.4 below or for any offense committed in connection with the award or performance of a contract financed by AFD;

2.7) be subject to an exclusion decision by the World Bank, effective May 30, 2012, and appear on the list published at <http://www.worldbank.org/debarr>⁵;

2.8) have been guilty of making false statements in providing information required as part of the procurement process.

3. We certify that we are not, and that none of the members of our consortium and our

⁴ In the event of such a conviction, you may attach to this Integrity Statement additional information that will allow us to determine that this conviction is not relevant to the contract financed by AFD.

⁵ In the event of such an exclusion decision, you may attach to this Integrity Statement additional information that will allow you to determine that this exclusion decision is not relevant in the context of the contract financed by AFD.

subcontractors are, in any of the following situations of conflict of interest:

3.1) a controlling shareholder of the Project Owner or a subsidiary controlled by the Project Owner, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction;

3.2) having business or family ties with a member of the Project Owner's services involved in the selection process or the control of the resulting contract, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction;

3.3) control or be controlled by another bidder, be under the control of the same company as another bidder, receive from another bidder or award to another bidder, directly or indirectly, have the same legal representative as another bidder, maintain direct or indirect contact with another bidder, allowing us to have and give access to the information contained in our respective bids, to influence them, or to influence the decisions of the Project Owner;

3.4) be engaged in a consulting assignment which, by its nature, may prove incompatible with our assignments for the Project Owner's account;

3.5) in the case of a procedure for the award of a works or supply contract:

i. have prepared ourselves or have been associated with a consultant who has prepared specifications, plans, calculations, and other documents used in the competitive bidding process in question;

ii. being ourselves, or one of the firms with which we are affiliated, recruited, or to be recruited, by the Project Owner to supervise or control the works under the Contract.

4. If we are a public institution or a public enterprise, we certify that we enjoy legal and financial autonomy and that we are managed in accordance with the rules of commercial law.

5. We undertake to notify the Project Owner without delay of any change in the situation with regard to points 2 to 4 above, who will then inform AFD.

6. In the context of the award and performance of the Contract:

6.1) We have not committed and will not commit any unfair practice (action or omission) intended to deliberately deceive others, intentionally conceal information from them, surprise or vitiate their consent, or cause them to circumvent legal or regulatory obligations and/or violate their internal rules in order to obtain an illegitimate benefit;

6.2) We have not committed and will not commit any unfair practice (action or omission) contrary to our legal or regulatory obligations and/or internal rules in order to obtain an illegitimate benefit;

6.3) We have not promised, offered or granted, and we will not promise, offer or grant, directly or indirectly, to (i) any person holding a legislative, executive, administrative or judicial mandate within the State of the Project Owner, whether appointed or elected, on a permanent or non-permanent, whether remunerated or not, and regardless of their hierarchical level, (ii) any other person who exercises a public function, including for a public body or public enterprise, or who provides a public service, or (iii) any other person defined as a public official in the State of the Product Owner, an undue advantage of any kind, for themselves or for another person or entity, in order for them to perform or refrain from performing any act in the exercise of their official duties;

6.4) We have not promised, offered or granted, and we will not promise, offer or grant, directly or indirectly, to any person who manages a private sector entity or works for such an entity, in any capacity whatsoever, an undue advantage of any kind, for themselves or for another person or entity, in order for them to perform or refrain for performing an act in violation of their legal, contractual or professional obligations;

6.5) We have not committed and will not commit any act likely to influence the procurement process to the detriment of the Project Owner, and in particular, any Anti-Competitive Practice having the object or effect of preventing, restricting or distorting competition, in particular by tending to limit access to the Contract or the free exercise of competition by other companies;

6.6) Neither we, nor any member of our group, nor any of our subcontractors will acquire or supply equipment or intervene in sectors subject to embargoes by the United Nations, the European Union, or France;

6.7) We undertake to comply with ensure that all our subcontractors comply with the environmental and social standards recognized by the international community, including the fundamental conventions of the International Labour Organisation (ILO) and international conventions for the protection of the environment, in accordance with the laws and regulations applicable in the country where the Contract is performed. In addition, we also undertake to implement environmental and social risk mitigation measures as defined in the environmental and social management plan or, where applicable, in the environmental and social impact statement provided by the Project Owner.

7. We, the members of our consortium, and our subcontractors authorize AFD to examine the documents and accounting records relating to the award and performance of the Contract and to submit them for verification to auditors appointed by AFD.

Name: _____ In my capacity as: _____

Signature: _____

Duly authorized to sign the bid for and on behalf of ⁶ _____

Date : DD/MM/YYYY

⁶ In the case of a consortium, enter the name of the Consortium. The person signing the bid on behalf of the Bidder shall attach to the Bid the Power of Attorney granted by the Bidder.