

Terms of Reference (ToR)

External Evaluator

Deadline for Proposals: November 19 2026

Proposals should be sent to iagomes@amfan3d.com with the subject line “grAceful AM – External Evaluation Proposal”

1. Project Background

grAceful AM (Generating an AI-Supported Learning Platform to Unlock Professional Careers and Inspection Excellence in Additive Manufacturing) is an Erasmus+ Alliances for Innovation project coordinated by FAN3D, Portugal.

The project addresses the shortage of qualified inspectors in Additive Manufacturing (AM), with a particular focus on Directed Energy Deposition (DED) and Powder Bed Fusion (PBF). The project will develop AM Inspector curricula and competence units, an AI-supported learning platform, training activities for teachers and trainers, and micro-credentials aligned with the International AM Qualification System (IAMQS). The project results will be piloted and disseminated across Europe.

Project duration: January 2026 to December 2028.

2. Purpose of the External Evaluation

The External Evaluator will provide an independent and impartial assessment of the project's progress, quality, impact and sustainability.

The evaluation will complement the consortium's internal quality assurance activities and provide constructive recommendations for improvement throughout the project lifecycle.

The evaluation will focus on:

- Project management, implementation and quality assurance;
- Partnership and cooperation;
- Quality and relevance of project results;
- Impact, dissemination and sustainability.

The evaluation does not include financial auditing of project partners or internal peer review of deliverables.

3. Scope of Work

The External Evaluator is expected to:

- Review relevant project documentation.
- Assess project progress, achievement of objectives and quality of results.
- Assess the quality, relevance and potential impact of project results.
- Evaluate partnership cooperation and project implementation.
- Provide independent recommendations for improvement.
- Prepare the required evaluation reports.

All evaluation activities are expected to be carried out remotely. Participation in project meetings or events, if required, will normally take place online unless otherwise agreed between FAN3D and the selected evaluator.

The evaluator shall remain fully independent in all conclusions and recommendations.

All project materials shared with the evaluator shall remain confidential.

4. Deliverables

Deliverable 1 - Interim External Evaluation Report

Timing: prior to the project's mid-term review.

The report shall provide an independent assessment of project progress, implementation, results achieved and recommendations for improvement.

Deliverable 2 - Final External Evaluation Report

Timing: no later than Month 34 of the project.

The report shall provide a final assessment of project achievements, quality, impact, dissemination, sustainability and lessons learned. It should be delivered sufficiently before project closure to allow the consortium to take any corrective actions considered necessary.

All reports shall be delivered in English.

5. Evaluation Criteria

The evaluation shall be based primarily on qualitative assessment and shall cover the following areas:

- **Relevance** - Assessment of the project's alignment with its objectives, target groups and identified needs.

- **Quality of Implementation** - Assessment of project management, work plan implementation, quality assurance measures and risk management.
- **Partnership and Cooperation** - Assessment of partner involvement, communication, coordination and collaboration.
- **Impact, Dissemination and Sustainability** - Assessment of the project's results, stakeholder engagement, dissemination activities and long-term sustainability potential.

6. Required Profile

Essential

Applicants must demonstrate:

- Proven experience in evaluating Erasmus+ or other European-funded projects.
- Strong analytical and report-writing skills.
- Excellent written and spoken English.
- Knowledge of vocational education and training and/or higher education systems.
- Demonstrated expertise in Additive Manufacturing, industrial inspection, manufacturing skills development, qualification systems, or industrial training.
- Ability to provide independent and impartial assessments.
- No conflict of interest with any consortium partner.

Desirable

- Experience working with multi-country partnerships.
- Knowledge of AI in education and digital learning environments.
- Experience with competence-based qualifications, micro-credentials or European qualification frameworks.

7. Contract and Budget

A service contract will be established between FAN3D and the selected evaluator.

The assignment is expected to be carried out remotely and does not require in-person participation in project meetings.

Maximum available budget: **EUR 3,000** (including VAT, where applicable)

Each applicant is responsible for submitting a financially competitive offer that reflects the scope and requirements of the assignment and remains within the maximum available budget.

Detailed payment arrangements will be agreed in the service contract.

8. Application Procedure

Applications shall include:

- Curriculum Vitae;
- Two references from relevant evaluation assignments;
- Motivation letter outlining relevant experience and proposed approach;
- Declaration of absence of conflict of interest;
- Financial offer (total proposed cost).

Applications shall be submitted in English to FAN3D before **November 19 2026.**

9. Selection Criteria

Applications will be assessed based on:

- Relevant evaluation experience;
- Knowledge of Additive Manufacturing, industrial inspection, industrial training or related sectors;
- Quality and suitability of the proposed approach;
- Communication and reporting skills.