



Request for Proposal (RFP)

Opening Date: February 24, 2020

Closing Date: March 05, 2020

Subject: Consultancy Service for Baseline Study of Swedish Postcode Lottery (SPL) funded “Building Climate Resilience among Rural Communities in Afghanistan” project.

TERMS OF REFERENCE (TOR)

- Afghanaid is an equal opportunity employer and women are strongly encouraged to apply
- Afghanaid has robust security management practices in place and continually strives to ensure the safety and security of its personnel

The Organisation

Afghanaid was established in the UK in 1983 to provide humanitarian aid to Afghans fleeing war. By 1995, Afghanaid was one of the first NGOs in Afghanistan to shift from humanitarian relief to community development and participatory recovery programming. Headquartered in Kabul, Afghanaid currently works with urban and rural communities, providing support to more than 1.1 million poor and vulnerable Afghans in Badakhshan, Daykundi, Ghor, Herat, Kandahar, Logar, Nangarhar, Samangan, and Takhar. We continue to have our roots in the UK, where generous supporters continue to fund our work, and our Board of Trustees is based.

Over the past three decades, Afghanaid has developed its thematic expertise and the capacity of its staff in correspondence with the evolving needs of the country, international best practice, and opportunities for innovation. Our work supports three pillars of sustainable development:

- Providing Basic Services
- Strengthening Livelihoods
- Emergency Response and Disaster Risk Reduction (DRR)

Three guiding principles are mainstreamed in all our work to ensure its contribution to sustainable development. By implementing in partnership with communities, community development is integrated into our all our projects. Local governance is promoted by fostering links between community institutions and local authorities, and by building local government capacity to respond to the needs of communities where possible. We support gender equality by promoting the inclusion of women, as we believe this contributes to higher economic and political stability.

The project

The 12 month project will respond to both the immediate, short, and longer term challenges faced by rural families in Lal Was Sarjantal district of Ghor province. By cleaning and repairing blocked and damaged irrigation systems, the project will restore farmers' access to irrigation. The most vulnerable (e households will also be supported to establish home-gardens for vegetable cultivation, to increase their food security. To ensure that the improvements to irrigation canals are sustainable, the project will build the communities' capacity to monitor and maintain this infrastructure. To address the longer-term challenges facing agricultural livelihoods in these rural communities, the project will promote improved watershed management and sustainable land use practices, as well as increasing vegetation cover through the planting of orchards and fodder crops. Through this multi-faceted approach which targets the immediate, short, and long term needs of rural afghan households, the project will support vulnerable rural communities to increase their resilience and strengthen the sustainability of agricultural livelihoods.

Overall, the project seeks to improve the livelihoods and incomes of poor farming families, thus contributing to poverty reduction in Afghanistan.

The project will reach around 1,500 rural Afghan households – approximately 8,000 people – across five remote communities in Lal Wa Sarjantal district of Ghor province, who will benefit from strengthened agricultural livelihoods due to restored irrigation and improved water and land management. Following consultations with local government ministries at project launch, the five communities will be identified based on the most urgent needs, the vulnerability of communities to agricultural shocks, the condition of existing irrigation system, and whether communities have resources for restoring and maintaining them. Direct beneficiaries will include 150 vulnerable women and their families - approximately 850 people in total - who will receive home-gardening kits and training in order to increase their food security. The most vulnerable families will be targeted, including those that are female-headed or elderly-headed, displaced, have disabled members, or are experiencing food insecurity. Other direct

beneficiaries will include the 20 members of each community's Water Management Committee – 100 people in total – who will be capacitated to maintain irrigation and improve water management in their villages.

The project **outcome** is to improve agricultural production for rural communities and increase food security of vulnerable households.

The following are the project **outputs**:

Output 1- Water Management Committees (WMCs) trained in natural resource management

Output 2 - Irrigation operation and maintenance plans developed

Output 3 - Irrigation canals restored

Output 4 - Vegetation cover increased

Output 5 – Home-gardening established for vulnerable households

Purpose of the Consultancy

Afghanaid is seeking a highly experienced and competent consultant to conduct a baseline study for the “**Building Climate Resilience among Rural Communities in Afghanistan**” project. The principal purpose of the baseline is to depict the current situation in the project target area and develop the baseline report of the project to measure the project's progress towards achieving outputs, outcomes, and impact.

The baseline will focus on 5 communities with 150 households in Lal district. The consultant should develop easily replicable and usable tools for data collection at different levels, such as individual, household, community, institutions, and relevant stakeholders.

Scope of the Consultancy

The baseline will be conducted in 5 communities covering the project activities, target beneficiaries, and other stakeholders. The consultant will lead the baseline, which is anticipated to begin on 10th March 2020 the final report should be presented on 5th April 2020.

Deliverables

The resource person will prepare the report in English. The total number of pages of the baseline survey report will be discussed and agreed with Afghanaid. The contents of the report will include at a minimum following proposed chapters:

- a. Executive Summary
- b. Context and introduction
- c. Baseline assessment methodology
- d. Limitations and advantages of the methodology
- e. Brief of the project
- f. Baseline findings regarding each of the key sections of the approved proposal (both quantitative and qualitative analysis) including challenges and constraints as well as opportunities of the context in achieving the planned targets of the project under each section
- g. Conclusions and recommendations
- h. Appendices including: data collection tools, list of documents reviewed, list of abbreviations, etc.

Financial process

The payment will be done once the assignment has been fully completed.

Commissioning Manager / Reporting Line

The consultant will be working closely with the Senior Program Manager and M&E Manager of Afghanaid and report to:

- Senior Programme Manager DRR & Humanitarian Assistance
- Monitoring and Evaluation Manager

Skills and Qualifications:

- a. Post-graduate degree in development or related field
- b. Track-able strong quantitative and qualitative research experience

- c. Hands on experience of at least 5 years of conducting baseline and end line assessments, mid-term review, impact assessments and evaluations of large projects
- d. Highly developed analytical experience and skills of conducting analytical (statistical software preferably SPSS) and qualitative analysis and coherent presentation of the two
- e. Familiarity with natural resource management, agriculture and food security projects.
- f. Experience in conducting gender-sensitive analysis and report writing
- g. Good knowledge and experience of conducting surveys and statistical data analysis
- h. Familiarity with institutional donor's requirements for assessments/evaluations

REQUIREMENTS FOR RFP:

1) Contact Information

Provide a Primary Contact Person, Company Name, Address, Phone Number, E-mail Address, and Website.

2) Background and Experience

Outline your approach to providing the deliverables listed in the TOR.

Describe your /firm expertise and experience related to trainings of NGOs staff.

3) Key Staff

Identify key staff that will be dedicated to providing this services.

Describe education and experience of key staff relevant to the requested services.

4) CONTACT DETAILS & SUBMISSION OF EXPRESSION OF INTEREST:

National/International firms/individuals that meet the above requirements should submit their application to jobs@afghanaid.org.uk by 5th March 2020. The application should include the following:

- Cover letter and CV, including complete contact details, previous relevant experience and references
- Detailed work plan / technical proposal
- Financial proposal

All communication regarding this RFP shall be directed via email to Email: jobs@afghanaid.org.uk

Please also write in the subject line of your email “Proposal for Consultancy Service for Baseline Study of (SPL) funded project”.

Questions regarding to the request for proposal may be raised until 4:00 PM (KBL time) March 04, 2020 electronic copies of the proposals in response to this request are to be submitted until 4:00 PM (KBL time) March 05, 2020.

Proposals received after the closing date will not be considered.

Individuals and registered consultancies & firms meeting the above criteria will be short listed for further procedure.