

## Terms of Reference Sustainable Agriculture Technical Support Consultancy

### Assignment Detail

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<b>Position Title:</b>	Sustainable Agriculture Technical Consultant
<b>Objective:</b>	Support national NGO to incorporate contextually-appropriate sustainable agricultural methods and practices within farmer training programme.
<b>Location:</b>	Afghanistan
<b>Start date:</b>	Applicants must be available to start at the end of July 2020

### Assignment background

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CAFOD, a member of Caritas International, is an international development charity. We work in partnership to reach out to people living in poverty with practical help, whatever their religion or culture. CAFOD has been working with partners in Afghanistan to support local communities since the 1980s. As one of CAFOD's partners, Sanayee Development Organization currently works on projects aimed at supporting livelihoods diversification activities in the agricultural sector. The aim of this assignment is to provide technical support to CAFOD's partner to ensure that their farmer training package and training methods reflect agroecological/organic farming approaches.

### Objectives

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The consultant will work with CAFOD's partner in Afghanistan, with a proposed commencement date of end of July 2020. The consultancy will:

- Strengthen the capacity of CAFOD's partner to develop a farmer training package and training approach that incorporates agroecological/organic farming principles and practices that are contextually appropriate to the partners' working areas of Balkh and Herat in Afghanistan.
- Support CAFOD's partner to deliver TOT/farmer trainings on the farmer training package.
- Accompany CAFOD's partner in providing mentorship support to the trainers responsible for delivering the training package with farmers.

### Scope of work

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#### 1. *Work plan*

The consultant will develop a work plan for the consultancy detailing expected outputs and outcomes, number of days in field/desk based, and methodology.

#### 2. *Tools review/development/adaptation*

With relevant project staff, the consultant will review and support adaptation/development of SDO's training guide/manual, so the training approach and tools reflect agroecological/organic farming principles with priority on:

- Environmentally friendly inexpensive and contextually appropriate approaches, building on traditional knowledge. Examples include, but are not limited to, soil building practices (composting, mulching, use of green manure, nitrogen fixing and crop rotation) intercropping, integrated pest management, etc;
- A phased approach that focuses on small-scale trialing of methods (e.g. identifying lead farmers already using good practices);
- The use of practical training approaches such as farmer field schools (FFS), demo plots.

At minimum, the training approach should reflect the standards of a low external input sustainable agriculture approach.

### **3. Training of Trainers**

Support CAFOD's partner to deliver training to TOTs/farmers.

### **4. Mentorship and support**

Provide technical backstopping to CAFOD's partner as they provide mentorship support to the TOTs responsible for delivering the training package with farmers.

## **Expected Deliverables**

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The following deliverables are required:

- Assignment work plan: due 3<sup>rd</sup> August;
- TOT/farmer training package finalised: due mid-August;
- Assignment report outlining the results of the TOT training and mentorship support and recommendations for next steps for SDO: due end of assignment.

Payments will be made in instalments as per delivery of outputs. It is expected the assignment will be completed within three months from start date and involve approximately 30 consultant days.

## **Required Qualifications and Experience**

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- Previous experience in providing technical support on sustainable agricultural approaches – agroecology/ permaculture/ organic farming/ low external input sustainable agriculture.
- Experience of developing and delivering TOT/farmer training and mentoring.
- Understanding of the agricultural context in Afghanistan, specific knowledge of Herat and Balkh preferred.
- Willingness to work in a participatory way that supports capacity strengthening.
- Ability to speak and understand local languages strongly preferred.
- Ability to produce well written, analytical reports in English preferred, but not essential.

## **Applications**

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Interested and eligible consultants are invited to submit their expressions of interest for review. The completed expression of interest should be received by 19 July 2020 and should detail your experience with similar/relevant work (supported by 2-3 copies of similar reports/assessments you have completed) based on the competencies listed above, an overview of your approach to this assignment, the contact details of two references, and a financial expectation to carry out this work. Applications **should be submitted by email to the following address: [submissions@cafod.org.uk](mailto:submissions@cafod.org.uk)**. The name of the supplier and the tender reference number (101/003/AFG070) should be written in the email Subject Line.

Please note the attached exclusion and selection criteria, which will be used to assess applications.

## **Annex I: Exclusion and Evaluation Criteria**

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### **Grounds for exclusion**

The contracting authority will exclude from participation in the tender procedure, candidates or tenderers falling into any of the following cases:

1. They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning these matters.
2. They have been convicted of an offence concerning their professional conduct by a judgement that has the force of res judicata.

3. They have been guilty of grave professional misconduct proven by any means that the contracting authority can justify.
4. They have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the contracting authority or those of the country where the contract is to be performed.
5. They have been the subject of a judgement that has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the communities' financial interests.
6. Following another procurement procedure or grant award procedure financed by the community budget, they have been declared to be in serious breach of contract for failure to comply with their contractual obligations. Candidates or tenderers must certify by any relevant means that they are not in one of the situations listed above.

### **Evaluation criteria**

The tender commission will not necessarily choose on the basis of lowest price alone but will award the contract on the basis of value for money, price, quality, compliance with international norms, and delay for delivery. The experience of the tenderer in the performance of similar contracts will also be a criteria for selection. We will be running a Tender Evaluation Committee and the following criteria will be used to judge your Tender against the Tenders received from other suppliers.

### **Administrative compliance:**

- Application received by email by the specified date.
- Submission of detailed expression of interest and financial expectation.

### **Technical capacity:**

- Clear demonstration of how the applicant would manage the assignment, if it is awarded to them, in the time specified and in the particular location.
- The skills and experience of the applicants are appropriate to meet CAFOD's needs (as detailed in the attached TOR).
- The approach to the assignment is appropriate to the assignment TOR.
- Demonstrated ability to handle contracts in high risk or emergency settings.

### **Financial capacity and cost breakdown:**

- A clear breakdown of costs is provided and all costs are included.
- Any additional services that will be provided at no cost are included.
- Financial expectation reflects value for money.

### **Organisational strategy, management and quality**

- The applicant demonstrates own codes of conduct and has confirms willingness to adhere to CAFOD's supplier code of behaviour.
- Is the applicant a member of any relevant associations or accredited organisations?

### **Ethical standards**

- Possible conflicts identified and suggestions on how they will be addressed.

### **Client References and other considerations:**

- The details of 2 recent clients (including names and telephone numbers) are provided that can provide references on the applicant's service delivery and capacity.