

Terms of Reference

Low cost technologies for rural development

Position: Consultancy

Location: Shasa, province de Nord Kivu, RDC

Starting date: June 2016 / Desired Starting date for field research: June 15th

1. INTRODUCTION

The Spanish NGO Codespa (CODESPA) provides development assistance in over 14 countries in the world. With a global turnover of 4 million EURO and 90 employees, its food security, microfinance, rural markets development and other programs have assisted millions of poor people worldwide. CODESPA's work is funded by the European Commission, UN agencies, the Spanish Government as well as private donors.

CODESPA is a key NGO operating in the south of Kinshasa province and areas near to Goma in North Kivu. Since 2006, CODESPA has been implementing a number of rural development projects in RDC.

CODESPA has worked towards generating strategies which try to correct the problems which exist in the access to a profitable market through a sustainable approach which takes advantage of opportunities to generate wealth both justly and inclusively.

The organization is currently looking for a consultant to provide technical assistance on improving the projects activities identifying innovative technologies/solutions to satisfy local communities needs in rural areas of Shasa –60km on the west of Goma-

CODESPA's market development approach involves four different phases:

- **Diagnosis:** There is a prior need to carry out a diagnosis which allows the reality to be understood. This phase aims to pour the foundation which will act as a base for the development of the project. It is in this first phase that the problems of the beneficiaries and the causes of said problems should be identified, as well as writing a detailed description of the beneficiaries to which action is directed. In addition, it is crucial to draft, from the project's start, a plan and system to evaluate and follow-up on activities, as well as for measuring the impact generated. Later, it is necessary to identify the technology needed to solve the problems found in the diagnosis
- **Identification** of low-cost technology: Based on the diagnosis, it is necessary to identify the technology to satisfy a specific need in the local communities taking into account their priorities. It is important to note that the best technology for a specific need may not necessarily be available in the project implementation area, suitable technologies available nationally or even internationally must be studied.

- **Supply chain development:** Once the beneficiaries and the technology have been determined and described, the supply development phase begins, with the collaboration of local providers and SME.
- **Demand sensitization and development:** Rural market development requires work parallel to strengthening the supply of a product or service – that is, promotion of demand in order to find a balance which allows for incentives to be maintained in order to sustain the market and the enterprises or institutions created within it.

This consultancy is specifically related to the second phase –identification of low-cost technology- of CODESPA’s market development approach.

2. TASKS AND RESPONSIBILITIES

Overall objective:

To contribute to the overall strategy of CODESPA in RDC, specifically in rural areas such as Shasa and surroundings of Goma, and to suggest guidelines and concrete actions for the adaption and effective implementation of this strategy –aiming to achieve the greatest possible impact for rural local communities based on the field research and its findings related to the existing specific needs/conditions in this communities-.

Specific objectives:

1. To determine **perceptions, priorities, unsatisfied needs and drivers for change** in 7 rural cooperatives of Shasa, specifically related to their members, small vulnerable farmers
2. To identify innovative **low cost technologies for agriculture**, in order to satisfy local vulnerable farmer needs. These innovative technologies/solutions must meet the following requirements: low-cost; accessible; scalable and sustainable.
3. To determine and design the **supply chain development** that will be needed in order to develop the market of the identified technologies; specifically, taking into consideration the private sector, SME and small scale providers in the close area of the vulnerable farmers.

Methodology:

The consultant is expected to use both qualitative and quantitative methods and work with primary and secondary data sources.

DCED methodology of Market Development for the Poor (M4P) will be requested, in order to carry on the study.

For more information, please check the following: <http://www.enterprise-development.org/implementing-psd/market-systems/>

A minimum of 70% of dedication on field research will be requested, specifically addressing the following stakeholders:

1. Vulnerable farmers of Shasa area
2. SME and agriculture inputs small providers of Shasa area
3. SME and agriculture inputs small providers of RDC that will be considered relevant
4. Other NGO and institutions that have carried on similar and successful initiative
5. CODESPA' team management

The consultant is supposed to propose his/her methodology in the technical proposal.

RESPONSIBILITIES:

- Conduct interviews and focus groups to collect data on unmet basic needs of the population of the Region.
- Data collection and analysis of primary and secondary information for determination of demand drivers of agricultural technology and services
- Determination of payment capacity and cash flow of beneficiary families
- Analysis of primary and secondary information on target population and reporting
- Analysis of low-cost technologies and services existing in the country that may respond to identified needs
- Interviews and visits to local markets and suppliers of technologies
- Identification of the conditions for access to the solution/technology, price and eventual financing services
- Compilation of good practices, lessons learned and successful experiences of other NGOs in the country, and analysis its possible adaptation and replication
- Systematization of local provision of low-cost products and services

These deliverables are to be:

- Prepared in French and translated in English
- Submitted to CODESPA electronically via e-mail (rdiez@codespa.org)

3. EXPERT PROFILE

Education:

- An advanced university degree in Economics, Agronomy and/or a related field is an advantage

Work Experience:

- Minimum five (5) years of progressively responsible professional work experience in rural market development, agricultural SME, agricultural and food security programs in Sub-Saharan Africa
- Work experience in RDC is highly desirable

Languages:

- Fluent French
- English and/or Swahili will be a plus

4. EXPECTED PRODUCTS:

The following deliverables will be submitted by the consultant at different stages of the consultancy:

1. Target group report, including perceptions, priorities, unsatisfied needs and drivers for change of vulnerable farmers in Sasha.
2. Innovative technologies/solutions report. This report must identify the source where each technology/solution is available; its relative cost; its scalability potential; its competitive advantages comparing to existing technologies/solutions; its suitability and the viability of supply chain development
3. Supply chain development report. Including the design of the supply chain, and linkages with potential providers, SME, micro-finance institutions.

5. BUDGET

Allocated budget will be in USD including taxes and all the expenses that the consultant will afford during the assignment.

CODESPA counterpart's offices on the field will be put on disposal for the consultant

6. DURATION AND LOCATIONS

Forty five (45) days: The nature of the consultancy and the tasks to be accomplished require the consultant to be able to work principally on the field and in rural centers that will be considered relevant for developing the supply chain.

The technical proposal should include a detailed planning of activities to be carried out.

7. REPORTING

Consultant is responsible for reporting to the CODESPA's Projects Director at the HQ, and RDC CODESPA's administrator.

Quality of delivered products will be assessed by the above-mentioned. Consequently, payments will be authorized by the HQ relevant management and program staff, and RDC CODESPA's administrator.

8. PAYMENT MODALITIES AND SPECIFICATIONS

20% Following the signing of the Contract on Consultant Services

30% After the final version of Target group report.

30% After the final version of Innovative technologies/solutions report.

20% After the final version of Supply chain development report.

- CODESPA reserves the right to deduct up to 0.5% of the total contract price for each day's delay in meeting the deliverables specified. This deduction shall be applied to the last payment of 50% of the contract price.
- Justification of data unavailability must be communicated by the consultant without delay as soon as it becomes apparent and approved by CODESPA. Failure to do so can result in decreasing the consultant's remuneration.

9. APPLICATION PROCESS

Applicants are requested to send their applications by email to rdiez@codespa.org , stating "Low cost technologies for rural development consultancy" in the subject field, by **June 7th, 2017**.

Only pre-selected candidates will be contacted.

Content of the application (only complete applications will be considered)

- Curriculum Vitae (indicating at least two reference persons, who can provide information on previous experience)
- Preliminary methodological proposal for the implementation of the consultancy, including planning of activities
- One or two examples of previous relevant work outcomes
- Financial proposal (including daily rates – separately for desk-based work and field research if different - as well as total sum to be provided)

Evaluation of applications

CODESPA applies a transparent selection process based on the following criteria:

- Relevant qualification and experience – criteria weight is 40%
- Daily fees in DOLLARS – criteria weight is 20%
- Quality of proposed methodology – criteria weight is 40%
- Each evaluation criteria will obtain between 0 and 10 point, 10 points being the maximum, 0 points the minimum and multiplied by criteria weight. For Price criterion formula will be as follow: $\text{PriceA/PriceB} * \text{criteria weight} (0,45) * 10$. Price A = most convenient price for CODESPA from all submitted offers; Price B = actual price offered by the tenderer. (CODESPA reserves the right to request additional info regarding the above mentioned documents via email/skype during the Tender evaluation phase.)