

## **Annexure 1: ToR**

### **TERMS OF REFERENCE**

**Consultancy on  
Support to Agricultural Value Chain Advisory & Facilitation Services  
Rural Livelihood Project Phase-III  
Sep 2016-Aug 2017**

*Ver 29.08.2016*

## **1 Background**

RLP III is the completion phase and seeks to consolidate and sustain earlier areas of support and to capitalize on experiences from engagement in rural livelihood so far. Specifically, this phase will consolidate rural development initiatives (RDIs) supported in earlier phases, facilitate market chain through market chain platforms, and capitalise on lessons and experiences as inputs into pro-poor (policy) interventions. A limited number of new RDIs will be supported, targeting the poorest households. The project will build the capacity of farmer groups to manage RDIs as well as maintain infrastructures supported in the past phases. As in earlier phases, it is committed to social inclusiveness (including gender).

The project development goal is to contribute to an improved livelihood of rural poor in Bhutan through holistic, community-driven and participatory approaches with specific objectives to alleviate poverty in 12 selected Gewogs in Zhemgang and Sarpang Dzongkhags through capacity building, market chain facilitation and promotion of pro poor policies.

With the intervention of other development initiatives and earlier phases of RLP, production of some agriculture products has increased at the household levels and surplus is generated which can be sold in the local markets and beyond. Farmer groups and cooperatives have established linkages e.g. to local boarding schools to sell their produce, and to bigger cooperatives such as Khengrig Namsum Cooperative (KNC) for input and marketing purposes. Engagement of the private sector in the market chain was limited. A very few small and medium enterprises (SME) are involved in agriculture in the two target Dzongkhags, but the turnover of the start-up SMEs has been very low. The project partners identified to lead the market chain facilitation processes had a very limited capacity. As highlighted above, RLP III has been envisioned as a completion phase to consolidate and sustain RDIs supported in earlier phases of RLP, facilitate market chain through market chain platforms and capitalization of lessons and experiences to have pro poor (policy) interventions leading to increased income of smallholders and poverty reduction.

Taking stock of the gaps at PMU in terms of market chain facilitation capacities, the project planned to place a national marketing technical advisor to support and strengthen the capacity of PMU in achieving the RLP III Outcomes 2 and 3. However, a

competent local TA was not available either on a full time basis in the project area or to be based 50% of the contract duration in the project area although the vacancy was advertised through Kuensel & websites of MoAF & HSI. The selection committee comprising members from MoAF & HSI therefore decided to scout for national consultants for the identified commodities. The selected national consultants will be supported by a Regional / International Rural Economy Advisor in the following areas: to build the capacity of the national consultants, project and partners' staff to conduct value chain analysis; facilitate a market chain platform; develop a market chain upgrading strategy and related tasks, including support to knowledge management tasks. However, such a Regional/International advisor will not be available throughout the contract duration of the national consultants. Therefore, a timeline will be developed together with the PMU and the national consultants to identify critical areas/timeframe for in-country missions and distance support.

## **2 Objectives and Scope of the Consultancy**

- 2.1 Coordinate and organize market chain analysis of identified products.
- 2.2 Coordinate and support the establishment of market chain based multi-stakeholder market chain platforms.
- 2.3 Facilitate the development of market chain upgrading strategies and action plan for market chain platforms.
- 2.4 Facilitate in implementing action plan of market chain platforms in coordination with the members and service providers.
- 2.5 Conduct needs assessment on market chain actors and capacity building of RNR sector staff, market chain actors and service providers.
- 2.6 Facilitate processors/traders to engage in fair and transparent commercial trading relations with the smallholder farmers.
- 2.7 Facilitate to organize multi-stakeholder dialogues/workshops at the Dzongkhag level to address key policy/regulatory constraints in the market chains.
- 2.8 Support PMU in developing concept notes and ToR for organizing studies related to Outcome 3.

## **3 Key Deliverables**

Results of the consultancy are expected to be as follows:

- Market/value chain analyses of identified products developed.
- Establishment, facilitation and monitoring of market chain based multi-stakeholder market chain platforms coordinated & supported in coordination with the members and service providers at various level to address key policy/regulatory constraints in the market chains.
- Needs assessment and capacity building of RNR sector staffs, market chain actors and service providers conducted.
- Engagement of processors/traders to engage in fair and transparent commercial trading relations with the smallholder farmers facilitated.

- Concept notes and ToR for studies related to Outcome 3 supported.

## 4 Methodology

Methodologies will include selected document (VC studies by MoAF) review, facilitation of workshop, discussions with HSI and PMU staff, RNR sector staff, market chain actors and service providers.

At least 1 regional consultative meeting/workshop with relevant value chain actors including traders and processors is expected to be conducted following the VC review/analyses/study for each commodity. This may be preceded or followed by informal consultations/meetings for information/data validation (distant/telephonic/mail/face to face).

The consultant is expected to work closely with PMU, MoAF and HSI.

## 5 Duration

The duration of the consultancy is 60 days spread over 8 months (Sep 2016-June 2017) which includes travel days, planning and report writing.

## 6 Programme/Indicative Timeline

Fiscal Year -->	2016-2017																							
Activity by month -->	9			10			11			12			1		2		3		4		5		6	
1. Meeting with PMU	x																							
2. Review & VC analyses		x	x																					
3. Cons. Meeting				x																				
4. Multi-stakeholder Mtg					x																			
5. ToR devt. (C3)						x																		
6. Needs assessment and capacity building							x																	

## 7 Logistics

Logistics will be supported by HELVETAS Swiss Intercooperation in collaboration with PMU-RLP. As indicated in the ProDoc, the Programme Officer of PMU-RLP will be the counterpart to the consultant and shall support in the conduct of meeting/workshop/training.

## **8 Reporting/debriefing**

VC analysis, need assessment and workshop/meeting reports among others will have to be submitted to the PMU and HSI after completion of each assignment. Highlights of these reports will form part of the project half yearly and annual reports.

## **9 Reference Documents**

1. RLP III Project Document.
2. Helvetas Gender Strategy. Bhutan.
3. Bhutan Country Strategy (2012-2017).
4. 1st PSC Meeting Minutes (15th June 2016).
5. AWPB 2016-17.