
TERMS OF REFERENCE

DEVELOPMENT OF BANKABLE PROPOSAL FOR FARMER BUSINESS SCHOOLS

LRR, CRR & NBR

BACKGROUND

The Job Skills and Finance (JSF)

The “Jobs, Skills and Finance (JSF) for Women and Youth in The Gambia” Programme is funded by the European Union and implemented by the United Nations Capital Development Fund (UNCDF) in collaboration with the International Trade Centre (ITC). The scope of ITC’s technical assistance focuses on improving the relevance, effectiveness, and accessibility of vocational and technical training to improve employability and job creation. The target beneficiaries are youth and women in the rural Gambia (North Bank Region, Lower River Region, and Central River Region). The project has an overarching focus on promoting a green economy which will guide the identification and selection of economic sectors of opportunities such as renewable energy, sustainable construction, and eco-tourism, soil and water management, climate-smart agriculture, agroforestry, agro-processing, and agro-marketing, in line with the menu of investments of the local investments (Local) mechanism.

To this end ITC embarked on the use of the Farmer Field School (FFS) and Farmer Business School (FBS) approach to advance the objectives of the project. The Farmer business school after running a successful induction have since graduated and are now functional and operating as officially registered and recognised business with bank accounts and constitutions which help them to govern their operations.

The FBSs have been supported in some instances with processing equipment to train them on post harvest management. The schools who have received this equipment in most cases have made great use of the machinery and have started earning incomes which are used for growth & maintenance of the business operations and creating incomes for the group members. As such the businesses are keen to keep up their upward growth trajectory and ITC is keen to support these farmers in their desire for growth.

Thus ITC is seeking for consultant firms which can support the FBSs to tap into on going financial supports in the country in the form of grants or low interest loans.

Broad and Specific Objective

The call for proposal aims to hire a service provider to deliver 4 weeks technical support to 15 FBSs on access to finance working with the farmers to build credible and bankable business cases for their FBSs. The service provider would work in LRR, NBR and CRR covering a total of 15 FBS.

Scope of work

- Source possible Financers e.g grants and low interest loans that target farmers and farmer associations.
- Sensitize and liaise with the farmers on the finance systems they would be most comfortable seeking.
- Build a solid bankable business case addressing the all requirements by the said selected institution.
- Assist the farmers to fill in and submit both digital and hard copies as per ascribed by the funder.
- Assit the farmers to source all relevant attachments for the submission of the final applications
- Submit applications to ITC together with the support documents for verification prior to submission.
- Submit the applications on behalf of the FBSs.
- Provide a final list of schools submitted showing the business, funds requested, location, date of submission, closing date of application and expected date of feedback, institution submitted to contact person for the said FBS and the name of service provider personnel supporting the FBS and both their contact details.

1. Deliverables

The successful training provider shall provide the following services:

- Deliver a minimum of 15 fully bankable applications for FBSs with a minimum of one application per school.
- Demonstrate the FBS member participation through signed participants lists.
- Submit weekly progress report.
- Final report on FBS access to finance.

The successful bidder must deliver the support services according to the approved ITC standards. The sessions shall be conducted in local languages considering the educational levels of potential participants. See table Below the training sites.

Region	Nr of Facilitators to be supervised by Agribusiness Unit Co-Facilitators	Training Place
NBR	8	Minteh Kunda, Kerr Ado, Mbanta, Daru Barakatou, Suwareh Kunda, Mamut Fana, Njoben, Manneh Kunda,
CRR	4	Jahaur Mandinka, Njau, Jamali Ganyado, Njoben
LRR	3	Kaiaf Ward (Kaiaf), Tonitaba, Soma

2. Required Qualifications and experience

Interested service providers must address the following minimum requirements, qualifications, staff experience and capabilities in their technical proposal:

- A suitability statement including CV of participating service provider staff (s) with details of qualifications and experience
- Contacts of a organization that recently contracted you to carry out a similar training
- Must have at least 30 months of experience in executing FBS training in the Gambia
- Two years experience working with Farmer groups
- Applicant must hold a certificate in development studies, agriculture or social science from a recognise institution
- Trainers who are registered members of the well versed in famer field schools will have an added advantage

3. Submission of technical and financial proposal

Interested service providers should bid for all the required scope of work and the submission must include:

- A detailed breakdown of the costs to perform the scope of services
- Technical proposal that will explain how the objectives and expected deliverables will be delivered together with the proposed methodology
- Work-plan clearly indicating the activity schedule
- Task should be completed within a maximum period of 1 month.

4. Application Process and Deadline for Submission

Interested training providers are requested to submit proposal (technical and financial) and all required documents by 30th July 2022 – 11pm GMT to Rohey Fofana (rfofana@intracen.org). Contact person Nkosana Mtetwa (nkosana.mtetwa@intracen.org).