***TERMS OF REFERENCE (TORs)***

**REQUEST FOR CONSULTANCY SERVICES ON DEVELOPMENT OF ANIMAL AND FARM MANAGEMENT, PASTURE AND FARM NUTRITION TRAINING SESSIONS AND CONTENT**

**FOR THE PERIOD**

**FIRST DAY OF CONTRACT SINGNING**

**TO**

**LAST DAY OF AUGUST, 2024**

**Background**

**Livestock Development Forum (LDF) is a National Association of Livestock Farmers, legally registered in Uganda, under** Registration No. 80020000295843. The

forum is currently in a consortium project implementation with Norbrook for youth employment through provision of veterinary services. LDF is envisioning a Productive, profitable and sustainable livestock sub sector in Uganda with a mission to provide livestock stakeholders a platform for advocacy and capacity development for sustainable livelihoods.

LDF is grounded on the following values; Democracy, Teamwork, Integrity & respect, sustainable production and productivity driven farming and Innovation

**Strategic Objectives.**

1. Strengthen the capacity of farmers in the livestock enterprise
   1. Enhance Production and Productivity
   2. Improve Marketing and Value Addition systems for the livestock subsector
2. Strengthen lobby and advocacy for an enabling livestock subsector environment
3. Strengthen the leadership and management capacity of the Forum
4. Create members awareness

**Specific project objectives include but are not limited to:**

* Build the capacity of 3100 young women men youth para-vets to provide extension and nutrition services to livestock farmers as a business
* Facilitate the provision of extension services to livestock farmers by leveraging the use of innovative technologies to ensure a compliant and traceable extension service
* Deepen the distribution of safe and high-quality veterinary and animal nutrition products and extension services through a network work of veterinary shops and young extension workers anchored in cooperative communities

**2.0 Background and context of the assignment**

Norbrook Uganda limited and the Livestock development forum (“the consortium”) has received financing from the Private Sector Foundation Uganda in partnership with the Mastercard Foundation under the Enhancing Lead Firm Structure for Youth Employment Project to accelerate the creation of dignified and full-filling work opportunities in the livestock sector for young women and men aged 18 to 34 years through the provision of extension services.

With the growing population and increasing number of animal heads, access to pasture land is a growing impediment that farmers are facing which has increased the need for pasture supplementation. It’s estimated that each cattle head consumes approximately 12kilograms per day with an estimated demand of 3000 tons daily across the various commercialized farmers across the cattle corridor. In addition to the supplements the cattle require the different nutrition supplements to ensure quality production of both milk and meat. It is therefore eminent to build the capacity of the extension workers in supported farmers to improve on feed and the nutrition of their animal as this will sustain the livestock industry in the country.

**Objectives of the assignment are to;**

* Develop a training guide on animal health, farm management, Pasture and animal nutrition for youth paraprofessionals.
* Provide clear learning practical methodologies that will facilitate imparting of skills to the young para-professionals.
* Provide technical back stopping to the trainers during and after the trainings

**2.1 SCOPE OF WORK**

The consultant will;

Prepare training materials: including developing a methodological note that outlines the

overall training process including:

• Review and adapt training materials, in coordination with the key actors in the value chain and project staff

• Prepare presentations and handouts.

• Prepare final agenda of the training of trainers

• Prepare pre and post assessment knowledge survey and training evaluation

3. The project will promote and encourage trainers from local environment who meet the criteria

Develop the criteria for identification of the TOTs

Provide online oversight role during the trainings

**3. OUTPUTS AND DELIVERABLES**

|  |  |
| --- | --- |
| **Outs puts** | **Key Deliverables** |
| Inception report | Inception report shared |
| Draft training guide | Draft training guide |
| Final training guide | Final training guide |
| Training report | Feedback report |

Methodology

Provide appropriate methodology for execution of the assignment

**DURATION**

The trainer of trainers is expected to be conducted within a period of 3 days while the designed sessions for the para-vets is expected to cover at least five days

1. **FINANCIAL PROPOSAL**

The consulting firms must develop their financial proposals specifying the relevant costs and expenses for this assignment.

1. **Qualifications and experience**

Eligible Consultants should have the following qualifications and experience:

* Certificate of registration
* Organization profile to date
* CVs of the technical team
* Technical proposals
* Financial proposals
* Experience of not less than 10 (ten) years providing such services
* Attach letters to support your experience.
* Must include the names, addresses, contact persons, and telephone numbers of at least three clients, preferably including clients with similar assignments.

The evaluation shall be on pass fail method, and any failure from any stage disqualifies the proposals from continuing to another stage.

**General information**

1. **Purpose of the Request for Proposals (RFP)**

This request for proposal (RFP) is **intended to** contract for development of a training package for the para-vets; certificates, diploma holders and to train the TOTs on the package developed

**Instructions on Proposal Submission.**

1. **Closing Submission Date.**
2. Proposals must be submitted no later than 4:00PM on **October- 13th, 2023.**
3. **Inquiries**. Inquiries concerning this RFP should be mailed to: [simon.muron@ldfafrica.com](mailto:simon.muron@ldfafrica.com) of P O Box 27663 plot 54-56 Semawata Road Ntinda Ag. Project manager Livestock Development Forum

The proposals shall be submitted to the above email and hand delivered to the above address in a sealed envelope clearly marked in the lower left‐hand corner with the following information: Proposal for; **Consultancy services on development of animal health and farm management, pasture and farm nutrition management.**

**c) Right to Reject.** Livestock Development Forum reserves the right to reject any or all proposals received in response to this RFP before contract signing. A contract for the accepted proposal will be drafted based upon the factors described in this RFP

**d) Notification of Award.**

It is expected that a decision selecting the successful Firm will be made within four (01) week after the closing date for the receipt of proposals. Upon conclusion of final negotiations with the successful Firm, all Offerors submitting proposals in response to this Request for Proposal will be informed, in writing, of the name of the successful consultant.