



INTERNATIONAL CRANE FOUNDATION

TERMS OF REFERENCE (ToRs) FOR HIRING A SERVICE PROVIDER FOR GRAFTING AVOCADO TREE SEEDLINGS AND TRAINING COMMUNITIES

Background and Context

The International Crane Foundation (ICF) is an international NGO that works worldwide to conserve cranes, ecosystems, watersheds, and flyways on which they depend. It provided knowledge, leadership, and inspiration to engage people in resolving threats to cranes and their diverse landscapes. In Rwanda, ICF works in and around Rugezi Marsh to secure the population of the Grey crowned cranes, their wetland habitat, and their catchment area while contributing to the sustainable and resilient livelihoods of the surrounding communities.

ICF has deployed different strategies aiming at catchment protection and restoration, while enhancing community livelihood through community nature-based enterprises. Plantation of fruit trees, mostly grafted avocado (Hass avocado seedlings) at household and catchment levels, proved to be protective and the best economically resilient option for farmers, as they receive direct benefits derived from the protection of Rugezi.

To achieve this, ICF is supporting a local cooperative in Ruhunde Sector to establish a 100,000-tree seedling capacity fruit and agroforestry tree nursery, including Hass variety tree seedlings, to increase their entrepreneurial capacity, while serving as a sustainable source for planting materials for the Rugezi catchment protection and restoration initiatives.

Objective of the Assignment

The primary objective of this assignment is to engage a qualified service provider to support the beneficiary community group with hands-on training in avocado seedling grafting. More specifically, the service provider will be responsible for supplying good-quality scions, grafting materials, and grafting avocado seedlings, while training beneficiaries in avocado seedlings and producing learning materials about best practices on grafting and seedling management for subsequent use and reference.

Specific Tasks/Deliverables

Deliverable 1: 48,000 Quality Hass variety scions and grafting materials are sourced and delivered.

- i. Source Hass avocado scions from recognized germplasm by the Rwanda Agriculture Board (RAB).
- ii. Identify and procure grafting materials (grafting knife, drafting tape, etc.).
- iii. Ensure that the scions and equipment are properly delivered in optimal condition to maintain their integrity and quality

Deliverable 2: 40,000 Hass variety avocado seedlings are successfully grafted

- i. Engage and supervise grafting technicians to speed up grafting
- ii. Monitor the grafting process and provide quality control technical oversight to grafting technicians during and after grafting.

Deliverable 3: At least five beneficiaries achieve high proficiency in avocado seedling grafting

- i. Prepare and deliver theoretical training to selected beneficiaries.
- ii. Provide 15 selected beneficiaries with a full month of hands-on training on avocado grafting and other seedling management skills.
- iii. Monitor the uptake of the acquired skills.
- iv. Design and produce a reference booklet about nursery management, avocado seedling grafting, and seedling management

Timeline and Implementation Schedule

The service provider will implement this assignment over a period of 5 months, starting with the day of contract signature. The first month will be dedicated to sourcing scions and grafting equipment, grafting avocado seedlings, and training beneficiaries in grafting and seedling management. The second and third months will be dedicated to monitoring the growth of grafted seedlings and applying proper treatment to produce quality Hass avocado seedlings.

Qualifications and Experience Required

The service provider must demonstrate the following qualifications and experience:

Technical Expertise: The service provider must have a minimum of 5 years of demonstrated experience in establishing and managing tree nurseries in Rwanda. A university-level degree in horticulture will be an advantage. They should have a good understanding of the tree nursery business and quality control standard requirements in Rwanda. The team must include grafting technicians with a minimum of 5 years of demonstrated experience in avocado grafting.

Training and Capacity Building: The service provider must demonstrate significant experience in delivering practical agricultural training to diverse audiences. They should have proven methodologies for knowledge transfer that accommodate various literacy levels and learning styles. Experience in developing training materials in Kinyarwanda is required, as is the ability to establish effective follow-up support systems for trainees.

Submission Requirements

Prospective service providers must submit a comprehensive proposal package that includes both technical and financial components as detailed below:

Technical Proposal: The technical proposal must include a detailed methodology explaining the approach to implementing all components of the assignment. This should cover scion sourcing strategies, and training approaches. Prospective service providers should include a clear implementation timeline with specific milestones and deliverables. The proposal must contain detailed specifications for all materials to be used.

The technical proposal should also include detailed profiles of key personnel who will be assigned to the project, highlighting their relevant experience and qualifications.

Service providers must include at least three relevant case studies or references from similar projects implemented within the past five years, with contact information for verification.

Financial Proposal: The financial proposal must include a detailed budget breakdown covering all aspects of the assignment, including material and labor costs. The proposal should include a payment schedule linked to specific deliverables and milestones. Service providers must include justification for major budget items, explaining the basis for cost calculations.

Supporting Documentation: Prospective service providers must include:

- Copies of legal company registration documents, business license, and tax compliance certificates.
- RICA certificate
- EBM registration
- They should provide evidence of technical capacity (Training/Education certificates of key staff, work completion/performance certificates for similar work, etc.).
- Additionally, they should include a letter confirming availability to commence work immediately upon contract award.

Submission Format: The technical and financial proposal, together with supporting documents, must be submitted in printed copies and sealed in one envelope at the following address: **3 KG 630 St, Rugando, Kimihurura.**

The submission is scheduled for **8th July 2025**, between **2:00 PM and 3:00 PM**. Early and late submissions will not be considered.

For any queries, please reach out to **0788587680**


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