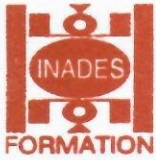


**TERMS OF REFERENCE (ToR) FOR RECRUITMENT OF A CONSULTANT TO
PROVIDE TRAINING ON MEN ENGAGE**

Tender Reference Number: 01/IFR/2025

DATE OF ISSUE: 21st, January 2025



Inades-Formation Rwanda

Servir le bien commun

Institut Africain pour le Développement Economique et Social – Centre Africain de Formation

Tender Notice (TN) / Invitation for Bids (IFB)

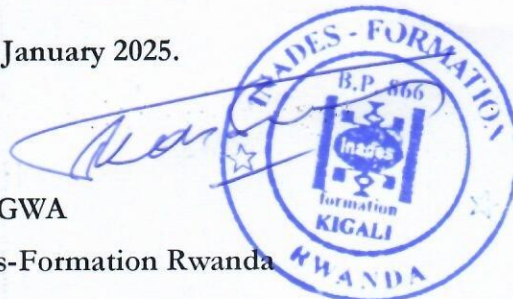
RECRUITMENT OF A CONSULTANT TO PROVIDE TRAINING ON MEN ENGAGE TERMS OF REFERENCE NO: ...0.A..... /IFR/2025 (Readvertised)

1. Inades-Formation Rwanda (hereinafter called "Client") was recruited as an Implementing partner of FAO RWANDA for the execution of the project entitled "*The Joint Programme 'Accelerating Progress towards Rural Women's Economic Empowerment' (JP-RWEE)*" in the districts of NGOMA, KIREHE, NYARUGURU, GISAGARA and NYAMASHEKE. The client intends to apply a portion of the funds to eligible payments under the contract for which this Bidding Document is issued.
2. Under the funds of Food and Agriculture Organization of the United Nations (FAO) through the *The Joint Programme 'Accelerating Progress towards Rural Women's Economic Empowerment' (JP-RWEE)*", Inades-Formation Rwanda invites eligible private companies, Non-governmental Organizations and other formally registered entities experienced in organizing and conducting trainings on Men engage.
3. The detailed documents for this work in English may be obtained from Inades-Formation Rwanda head office located at Remera in Gasabo District behind Remera Main Buses Park, about 1km from the International Airport of Kigali, close to "Centre Christus" upon presentation of proof of payment of a non-refundable fee of **10,000 FRW** to the Account N° 00040-00002903-26 opened at Bank of Kigali in the name of Inades-Formation Rwanda.
4. The detailed documents for this work may be obtained on any working day from 22nd, January 2025, 09:00 AM to 5:00 PM at Inades-Formation Rwanda Secretariat.
5. Enquiries regarding this tender may be addressed to the following phone numbers: +250735298786 or the following emails: inadesformation.rwanda@inadesfo.net / inades_rwanda@yahoo.com.
6. Well printed technical and financial offer, properly bound and presented in two hard copies, one of which is the original must be submitted to Inades-Formation Rwanda Secretariat no later than **5th February 2025 at 14:00 PM**. Late submission will be rejected and returned unopened.
7. The opening will be done in the presence of bidders or their representatives who choose to attend at Inades-Formation Rwanda head office on **5th February, 2025 at 14:30 PM**
8. The Outer envelope should clearly indicate the tender title, bidder name and email for notification purpose.

Done at Kigali on 21st, January 2025.

Dr. Innocent KARANGWA

The Director of Inades-Formation Rwanda



TERMS OF REFERENCE (ToR) FOR RECRUITMENT OF A CONSULTANT TO PROVIDE TRAINING ON MEN ENGAGE (Readvertised)

1. JP RWEE project background

The United Nations Agencies, including Food and Agriculture Organization, International Fund for Agriculture Development, UN Women, and World Food Programme developed and implemented a *Joint Programme on Accelerating Progress towards Economic Empowerment of Rural Women* “JP RWEE” Phase II since 2022 in the districts of Nyaruguru, Kirehe, Ngoma, Nyamasheke and Gisagara. The JP RWEE has the following outcomes: (i) Improving food and nutrition security for rural women; (ii) Increasing rural women’s income to secure their livelihoods; (iii) Enhancing rural women’s leadership and participation in their communities, institutions and in shaping laws, policies and programs and (iv) Securing a more gender responsive policy environment for rural women’s economic empowerment.

2. About Inades- Formation Rwanda

Inades-Formation Rwanda is a local Non-Governmental Organization founded in 1976 and officially recognized by the Government in 1977. The organization is a member of a network; Inades-Formation, operating in ten countries of Africa: Burkina Faso, Burundi, Cameroon, Chad, Cote d’Ivoire, Republic Democratic of Congo, Kenya, Rwanda, Tanzania and Togo.

Inades-Formation has a mandate to “Work for the social and economic advancement of the populations with emphasis on the peoples’ own free and responsible participation in the transformation of their societies”. “Serving the Common Good” is a notion that embodies Inades-Formation’s vision of a society based on active solidarity, altruism, inclusion, mutual collaboration, love for others, respect and valorization of the differences.

3. Purpose of the assignment

In order to reduce inequalities between women and men, Inades-Formation Rwanda in partnership with FAO would like to introduce a gender transformative approach (Men engage) to the beneficiaries of the JP RWEE across all 5 targeted districts: Nyaruguru, Nyamasheke, Gisagara, Kirehe and Ngoma. It is in that framework that Inades- Formation Rwanda wishes to recruit a consultant to conduct a training of 105 couples from 5 districts targeted by the programme for a period of 5 days.

4. Scope of Work and Technical Requirements:

Inades-Formation Rwanda welcomes private companies, Non-governmental Organizations and other formally registered entities experienced in organizing and conducting trainings on Men engage. The successful service provider will develop the training module and deliver a 5-days training to 105 farmer couples selected from Nyaruguru, Nyamasheke, Gisagara, Ngoma and Kirehe. In addition to the training module and training delivery, the consultant will provide a summary of the module content that will be used by the trained farmer couples to disseminate the acquired knowledge to their farmer fellows.

5. Qualifications:

- Minimum of three (3) years' doing work related to capacity building/training on men engage,
- Having the facilitation team including experienced gender experts, trainers in participatory methodologies, and practitioners in Men Engage
- Having experience in using adult learning methodology
- Ability and commitment to work in remote areas.
- Ability to communicate and conduct training in Kinyarwanda language and English where necessary.
- Ability to conduct the training simultaneously in all 5 districts and get the work completed in two weeks.

6. Eligibility and required documents to be submitted:

- A cover letter addressed to the Director of Inades Formation Rwanda;
- Company's /Organization's valid registration certificate;
- At least three (3) proofs of similar contracts completed with success with contact information of previous clients;
- Proof of payment of a non-refundable fee of 10,000 FRW to the Account N° 00040-00002903-26 opened at Bank of Kigali in the name of Inades-Formation Rwanda.
- Brief presentation of key personnels, with at least 3 CVs of gender experts to conduct training within 2 weeks in all 5 districts targeted by the programme;
- Signed commitments of the key personnels (Those who submitted their CVs) confirming their availability during the time of contract;

- Work breakdown structure not exceeding 10 working days;
- Experience in working with local or international non-government organizations;
- Knowing the region/ districts where JP RWEE beneficiaries are located.

7. Expected timeline and deliverables:

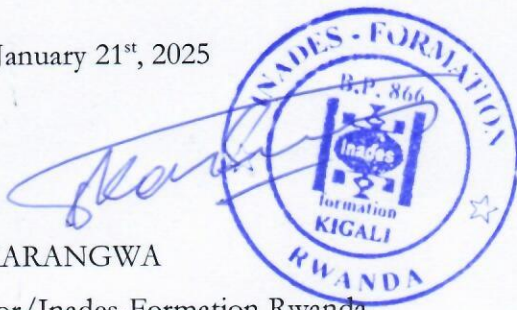
The contractor shall commence the work as soon as possible, immediately upon signing contract. Before starting the training, the contractor should submit the training module covering the important topics on men engage in both English and Kinyarwanda versions tailored for rural women intended to be used in the training to be agreed upon.

At the end of the training, the contractor will be required to submit a comprehensive signed training report, including participant feedback and recommendations to Inades-Formation Rwanda within 3 days after the training and a summary of the module content that will be used by the trained farmer couples to disseminate the acquired knowledge to their farmer fellows.

Notice:

Interested consultants are required to submit three (2) copies of technical and financial offers (one original copy) at the Head Office of Inades-Formation Rwanda located next to Giporoso Bus/Car Park not later than 5th February , 2025 at 14:00. The opening will be done in the presence of bidders or their representatives who choose to attend at Inades-Formation Rwanda head office on **February 5th, 2025 at 14:30 PM**

Done at Kigali January 21st, 2025



Dr. Innocent KARANGWA

Country Director/Inades-Formation Rwanda