



Association Tubibe Amahoro (TA)

Western province, Karongi District, Bwishyura sector

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Terms of Reference for Recruiting a Consultant to Train Women on Ecological Post-Harvest Handling Technologies and Human-Powered Irrigation Pumps

PROJECT: Improving Food Security and Boosting Farm Income for Women Smallholder Farmers in Rwanda-IFS Project.

1. Background to TUBIBE AMAHORO (TA)

Tubibe Amahoro Association (TA) is a community-based, a human rights promoter and community development led organization founded in 1995 right after the genocide against the Tutsi in Rwanda by some of the survivors and human rights defenders. TA was granted the legal status through the Ministerial Order n° 41/08.11 of 31/03/2011 found in official gazette (OG) n° 33 of 15/08/2011¹. TA dreams to “Achieve a society of equity in which laws and human rights are respected by everyone” and, therefore, defining its mission as “To promote respect for human rights and integral socioeconomic progress of Rwandan population by emphasizing civic participation, access to justice, sustainable community livelihood and gender promotion.” Thus, based on that strategic orientation, TA basically strives for the fulfilment of the citizens’ rights in its all aspects [human dignity, civil rights, economic rights, justice, equality, positive peace and unity among Rwandans.

Strategically, TA’s interventions articulate on four (4) mains pillars: (1) **civil participation**, consisting of influencing policies, and building capacities of the right holders to effectively participate to the fulfilment of their civil rights, influencing service providers to account...; (2) **access to justice**, comprising projects of raising awareness of the communities on policies, laws, rights...for them to claim for them where they are violated or unfulfilled; projects to provide assistance to rights violations victims especially the victims of GBV through psychosocial centres (IWACU Centre; RUHUKA Centre), trainings of families living in domestic violence...and eventually, those providing legal aid services; (3) **Environmental protection and Rural community development**, comprising projects focusing on agroecology, projects working on climate change (environmental justice), and projects aimed at supporting local communities to engage in small projects generating income; and (4) **gender promotion pillar**, a programme consisting of sensitizations and campaigns aiming at raising awareness on gender equality,

¹ <https://gazettes.africa/akn/rw/officialGazette/government-gazette/2011-08-15/33/mul@2011-08-15>



unpaid work redistribution, rethinking on our traditional cultural beliefs, habits and attitudes nurturing gendered inequalities.

Tubibe Amahoro currently operates in 9 districts of Rwanda with respective local offices; those being Karongi [head office], Rutsiro, Ngororero, Burera, Nyanza, Gisagara, Nyamagabe, and Nyaruguru. TA works with around 2500 community volunteers comprising Governance Focal Persons (GFPs), Paralegals, and Counsellors; all coordinated by personnel varying between 15 and 25 staff.

To achieve its mission, TA has always worked with core support of its members and donors like Norwegian People's Aid (NPA), ActionAid International-Rwanda (AAR), Ambassade de France in Rwanda (French Embassy), UNDP/Rwanda Governance Board (RGB), RCN-Justice et démocratie, Swiss Agency for Development and Cooperation (SDC)...In this respect; Tubibe Amahoro jointly with Actionaid-Rwanda gained a fund from the European Union (EU) to implement "Improving Food Security and Boosting Farm Income for Women Smallholder Farmers in Rwanda-IFS Project" or KUNGAHARA project. It is a three-year project (November 2023-October 2026) lining with TA's 3rd and 4th Pillars (as described above), the AAR's Country Strategy Paper (CSPII) aiming at strengthening resilient livelihoods and secure climate justice and which focuses on specific issues namely (i) Access to land, resilient livelihoods, and food security, (ii) Agro-ecology and sustainable environment and (iii) Access to markets and financial services.

One of the outcomes to achieve Priority 2 is that women smallholder farmers' cooperatives gain access to improved ecological tools and technologies, enhancing their irrigation practices through training on human-powered irrigation pumps. The main economic sector of this densely populated country is agriculture, an activity that engages 70% of the population with half practicing exclusively subsistence agriculture mostly in very small farms often on hillsides with limited terracing and low levels of irrigation. These small farms are very vulnerable to the effects of climate change, long droughts and unpredicted heavy rainfall that can have devastating impacts, destroy livelihoods, and threaten household food and nutritional security of whole communities. As in most countries of the world, Rwanda has also suffered from the consequences of the COVID -19 pandemic that exposed the fragility of the country to external shocks. Russia's war in Ukraine has exacerbated these fragilities, particularly with regard to food, fuel and fertilizers, and it threatens a sharp rise of hunger levels and an increase in the number of severe food insecure households. In a move to contribute toward addressing the above needs and constraints, IFS/KUNGAHARA is designed to address three interrelated problems:

1. Low level of food production and farm income by women farmers and their cooperatives.
2. High levels of food insecurity and under-nutrition, particularly among children and women.



3. Increasing Inflation rates [13.88% (2022); 14.03% (2023)]² which are partially due to Ukraine-Russia war; This invasion directly affected agricultural inputs supply (lack of fertilizers) and food supplies (lack of cereals, sunflower oil...).

To achieve these objectives, the Kungahara Project aims to strengthen the capacities of 220 women-led farmer cooperatives working within the IFS project across Nyaruguru, Gisagara, Nyanza, Musanze, and Karongi Districts. This initiative will equip the cooperatives with skills to improve Human-Powered Irrigation Pumps.

In this regard, TUBIBE AMAHORO (TA) seeks to recruit a consultant (either an individual or a consultancy firm) to facilitate practical training for women farmers aimed at adopting sustainable agricultural practices, improving food security, and enhancing their productivity. This consultancy is divided into two distinct lots, focusing on separate but related areas:

Lot 1: Training on Ecological Post-Harvest Handling Technologies

- **Name of Consultancy Service:** Consultant to Train Women on Ecological Post-Harvest Handling Technologies.
- **Purpose of the Consultancy:** The consultant will deliver targeted hands-on training to women-led farmer cooperatives on ecological post-harvest handling methods. This training aims to equip women farmers with sustainable techniques to minimize post-harvest losses and promote environmentally friendly farming practices that contribute to long-term food security and economic empowerment.
- **Description:** The consultant will provide practical coaching to ensure that women farmers gain the necessary knowledge and skills to adopt ecological post-harvest handling technologies.

Lot 2: Training on Human-Powered Irrigation Pumps

- **Name of Consultancy Service:** Consultant to Train Women on Human-Powered Irrigation Pumps.
- **Purpose of the Consultancy:** The consultant will deliver targeted hands-on training to women-led farmer cooperatives on Human-Powered Irrigation Pumps. This training aims to equip women farmers with sustainable irrigation techniques to improve water accessibility, enhance agricultural productivity, and build resilience to climate change. Additionally, it will promote environmentally friendly irrigation solutions that contribute to long-term food security and economic empowerment.
- **Description:** The consultant will provide practical coaching to ensure that women farmers gain the necessary knowledge and skills to adopt Human-Powered Irrigation Pumps for sustainable agriculture.



Activity Significance

Women farmers in Rwanda face significant challenges due to water scarcity and high post-harvest losses, severely impacting their productivity, food security, and income. The Kungahara Project will address these interconnected issues by providing practical training to women-led cooperatives in five districts (Nyaruguru, Gisagara, Nyanza, Musanze, and Karongi). This comprehensive initiative includes training on sustainable human-powered irrigation techniques to improve water access and resilience, alongside ecological post-harvest handling technologies to minimize losses, enhance food quality, and increase market value. By building capacity in both water management and post-harvest practices, the project aims to empower women farmers to achieve greater productivity, reduce waste, improve their livelihoods, and contribute to more sustainable agricultural systems, aligning with TA's mission for socio-economic progress and environmental protection.

Key Outcomes of the Workshop will include:

Key Outcomes of the training will include:

- Improved access to sustainable irrigation solutions through hands-on training in using human-powered irrigation pumps as a cost-effective and eco-friendly solution to water scarcity, boosting agricultural productivity.
- Enhanced knowledge and skills in ecological post-harvest handling by equipping women farmers with practical expertise in technologies to reduce food losses, improve crop quality, and increase market value.
- Increased food security and household nutrition by enabling women farmers to cultivate crops more consistently and store and preserve more food, leading to improved household nutrition and food availability, and reduced losses.
- Strengthened capacity of women-led cooperatives by providing techniques to improve irrigation, storage, and handling practices, enhancing climate resilience, and ensuring long-term sustainability.
- Empowered women in agriculture through access to irrigation resources and post-harvest skills and knowledge that enhance productivity, strengthen food systems, and support sustainable local economic development.

2. Objectives of the consultancy

2.1. Objectives of the Consultancy - Lot 1: Human-Powered Irrigation Pumps

Main Objective: To equip women smallholder farmers with practical skills to operate and maintain human-powered irrigation pumps, improving water accessibility, enhancing agricultural productivity, and promoting sustainable irrigation solutions that reduce costs and increase income generation.

Specific Objectives:

- Equip women farmers with technical skills to operate and maintain human-powered irrigation pumps, improving water accessibility for smallholder farms.



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- Enhance economic empowerment by reducing reliance on expensive irrigation methods and introducing low-cost, eco-friendly technologies.
- Strengthen climate resilience by promoting sustainable irrigation practices that minimize environmental impact while increasing productivity.
- Foster knowledge-sharing and collaboration among women farmers, agricultural experts, and stakeholders to improve value chain integration and market access related to irrigated crops.

2. Objectives of the Consultancy - Lot 2: Ecological Post-Harvest Handling Technologies

Main Objective: To empower women smallholder farmers with practical knowledge and skills in ecological post-harvest handling technologies, reducing food losses, improving produce quality,

and enhancing food security while promoting sustainable agricultural practices that boost productivity and income generation.

Specific Objectives:

- Train women farmers on ecological post-harvest handling techniques, including storage, natural preservation, and value addition, to reduce food losses and enhance produce quality.
- Support the adoption of post-harvest management techniques that maintain food quality, nutritional value, and overall market competitiveness.
- Strengthen climate resilience by promoting sustainable agricultural practices that minimize environmental impact while increasing productivity through reduced waste and better resource utilization.
- Foster knowledge-sharing and collaboration among women farmers, agricultural experts, and stakeholders to improve value chain integration and market access for higher quality, reduced-loss produce.

3. Training Expected output

The consultant is expected to achieve the following key outputs through the training:

Training Expected Output - Lot 1: Ecological Post-Harvest Handling Technologies

Women farmers will gain practical skills in ecological post-harvest handling, leading to reduced food losses, improved crop quality, enhanced food security and nutrition at the household level, and increased income through better market value of their produce. This will be supported by a sustainable implementation plan.

Training Expected Output - Lot 2: Human-Powered Irrigation Pumps

Women farmers will gain hands-on experience in operating and maintaining human-powered irrigation pumps, resulting in improved access to sustainable irrigation, increased agricultural productivity, enhanced food security and nutrition through more consistent harvests, and greater economic empowerment. A sustainable implementation plan will also be developed.



4. Deliverables

Deliverables - Lot 1: Human-Powered Irrigation Pumps

The consultant is expected to provide the following key deliverables:

- Conduct practical demonstrations on the operation, maintenance, and benefits of human-powered irrigation pumps for women farmers.
- Develop and distribute user-friendly manuals, presentations, and guides focused on sustainable human-powered irrigation practices to facilitate continuous learning.
- Prepare a comprehensive report documenting the training activities conducted, key lessons learned, challenges encountered, and specific recommendations for improving irrigation training and adoption.
- Develop a practical action plan outlining strategies for integrating human-powered irrigation solutions into the women farmers' farming practices to ensure long-term adoption and impact.

Deliverables - Lot 2: Ecological Post-Harvest Handling Technologies

The consultant is expected to provide the following key deliverables:

- Conduct practical demonstrations on ecological post-harvest handling techniques, including effective storage methods, natural preservation techniques, and basic value addition processes relevant to the local context.
- Develop and distribute clear and concise manuals, presentations, and guides focused on sustainable ecological post-harvest management practices to support continuous learning and application.
- Prepare a detailed report documenting the training activities conducted, key lessons learned regarding post-harvest handling, challenges faced during the training, and specific recommendations for improving post-harvest practices and adoption.
- Develop a realistic action plan outlining strategies for integrating ecological post-harvest handling techniques into the women farmers' farming practices to ensure long-term adoption and impact in reducing food losses and improving quality.

5. Approach and Methodology to be used

The consultant will use a participatory, hands-on, and farmer-centered approach to ensure effective knowledge transfer. The training will include:

- Participatory and Farmer-Centered by Actively involving women farmers in the learning process.
- Practical Demonstrations through Utilizing live sessions to demonstrate ecological post-harvest management practices (proper drying, storage, natural preservation) and the operation and maintenance of human-powered irrigation pumps.
- Effective knowledge transfer by designing methods to ensure farmers understand and retain information related to both post-harvest handling and irrigation techniques.



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- Monitoring and Follow-up through Conducting pre- and post-training assessments to provide recommendations for the sustainable adoption of ecological post-harvest handling methods and the efficient use of human-powered irrigation pumps.

6. Period for Workshop and venue

These trainings will be conducted in designated districts and sectors (Nyaruguru, Gisagara, Nyanza, Musanze, and Karongi) as follows:

- Human-Powered Irrigation Pumps Training:** This training will take place over **one day** in each of the designated districts and sectors.
- Ecological Post-Harvest Handling Methods Training:** This training will take place over **three days** in each of the designated districts and sectors.

Period	District	Sector	# of Cooperatives	# of Participants	Venue	Training Topics
April 14–17, 2025	Musanze	Muko	8	16	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
		Shingiro	12	24	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
April 14–17, 2025	Karongi	Gitesi	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
		Murundi	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
April 14–17, 2025	Nyaruguru	Ruheru	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
April 18–24, 2025	Nyanza	Busasama	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
		Mukingo	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
		Rwabicuma	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
April 18–24, 2025	Gisagara	Kibirizi	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
		Muganza	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
		Gishubi	10	20	Sector Office	Human-powered irrigation (1 day) and Agro-ecology (3 days)
Total	5 Districts	11 Sectors	110	220		



7. Financial Responsibility

Tubibe Amahoro will cover all the costs associated with the training, ensuring that all logistical, material, and facilitation expenses are fully supported to guarantee the successful implementation of the activity.

8. Qualifications and Competencies of the Consultants

The selected consultancy firm must meet the following requirements; Academic qualifications and competencies

8.1. Consultant Qualifications for - Lot 1: Human-Powered Irrigation Pumps

- ✓ The lead consultant of the selected firm should have a degree in Agriculture, Agribusiness, agricultural engineering, irrigation engineering, water management, development studies, or other related field is highly desirable. A Master's degree can be advantageous.
- ✓ Good analytical, communications and presentation skills.
- ✓ Strong report-writing and presentation skills
- ✓ In-depth knowledge of various human-powered irrigation pump technologies, including their design, operation, and maintenance and practical experience in installing, troubleshooting, and repairing these pumps at least 5 years of experience
- ✓ Understanding of water management principles, including water conservation and efficient irrigation techniques.
- ✓ Familiarity with soil science and agronomy to ensure appropriate irrigation practices.
- ✓ Experience in working with farmer cooperatives or similar community-based organizations.
- ✓ Strong interpersonal and communication skills
- ✓ Should be fluent in English and Kinyarwanda.

8.2. Consultant Qualifications for - Lot 2: Ecological Post-Harvest Handling Technologies

- A degree in agricultural science, food science, post-harvest technology, or a related field is highly desirable. Advanced degrees (Master's) can be advantageous
- Deep understanding of ecological post-harvest handling principles and practices.



- Knowledge of various post-harvest technologies, including appropriate harvesting techniques, natural drying and storage methods, integrated pest management (IPM) in storage, use of bio-preservation methods, minimization of post-harvest losses, familiarity with organic and sustainable agriculture practices and understanding of food safety and quality standards with at least 3 years of working experience.
- Strong interpersonal and communication skills
- Should be fluent in English and Kinyarwanda.

10. Technical and financial proposals of each lots

Detailed TECHNICAL and FINANCIAL proposals must be submitted in English in a PDF document.

The **Technical Proposal** with clear identification should demonstrate knowledge and understanding of the tasks set forth and the candidate's capacity to perform the assignment. The following information should be provided in the technical proposal:

- In-depth description outlining the consultant's understanding of the assignment, suggested methodology to reach deliverables, and detailed timeline for its execution.
- Resumes of the team leader and technical team related to the relevant work
- Official registration certificate with RDB.
- RSSB and RRA clearance certificates.
- Proof of EBM invoice.

The following information shall be disclosed as part of the technical proposal:

- Statement to certify that all the information provided in the candidate's bid is, to the best of its knowledge, accurate and complete. Any misleading or false information may result in disqualification of the candidate at the sole discretion of TUBIBE AMAHORO.
- At least three references linked to the past experience related to the assignment

N.B: Withholding tax of 15% will be considered if the company is not registered with RRA.

The **financial proposal** should be submitted in Rwandan Francs (Rwf) currency with sufficient detailing fee structure to facilitate cost analysis.

The financial proposal of the selected candidate will be reviewed during contract negotiations to determine the final contract price.

TUBIBE AMAHORO reserves the right to verify the information provided by the candidate, including previous contracts, references, and any additional details relevant to the Consultant's qualifications.



8. How to apply

Proposals must be addressed to TUBIBE AMAHORO and submitted no later than **Friday, April 4th, 2025, at 5:00 PM.**

Applicants should submit their proposals via email. To ensure your application is correctly identified, please use the following subject lines based on the lot you are applying for:

- For Lot 1: Training on Human-Powered Irrigation Pumps: Clearly indicate **“Application for Consultant Facilitator – Training on Human-Powered Irrigation Pumps under the IFS/KUNGAHARA Project”** in the subject line of your email.
- For Lot 2: Training on Ecological Post-Harvest Handling Technologies: Clearly indicate **“Application for Consultant Facilitator to train women on Ecological Post-Harvest Handling Technologies under the IFS/KUNGAHARA Project”** in the subject line of your email.

Applicants can apply for one or both lots. Please ensure that separate proposals are submitted for each lot if you are applying for both. **All proposals must be sent to:** sowpeace@gmail.com.

TUBIBE AMAHORO strongly encourages qualified women and persons with disabilities to apply, promoting inclusivity in our processes and outcomes.

For any inquiries, please contact us via email at sowpeace@gmail.com or call TA Program Manager at 0785830876.

Note: Late submissions will not be considered and will be automatically rejected.

Done at Karongi, 26/03/2025.
Pierre Célestin KABANO
Executive Secretary of TUBIBE AMAHORO