



NCCR

National Cooperatives Confederation of Rwanda

P.O Box: 6699 Kigali, Rwanda

Website: www.nccr.coop.rw

Email: info@nccr.coop.rw

Terms of Reference (ToR)

Title:

Consultancy Services for the Assessment of Climate-Smart Post-Harvest Practices and Market Readiness of Maize Cooperatives in Eastern Province (Nyagatare and Bugesera Districts), Rwanda

Organization	NATIONAL COOPERATIVES CONFEDERATION OF RWANDA NCCR
Project name	Strengthening Farmers' Organizations for African, Caribbean and Pacific Countries (FO4ACP)
Position title	Consultant
Reporting to	Executive Secretary
Duration	21 days calendar (effective from the contract signing date).

1. Background

The National Cooperative Confederation of Rwanda (NCCR) is the apex body representing and promoting the interests of cooperatives at the national and international levels. With financial support from IFAD through EAFF, NCCR is implementing the "Strengthening Farmers' Organizations for ACP Countries" (FO4ACP) program in Nyagatare and Bugesera districts of Rwanda.

Agriculture plays a critical role in Rwanda's economy, but the sector faces significant challenges such as climate change, deforestation, and soil degradation, among others. The Government of Rwanda has recognized the importance of sustainable agriculture through its strategic policies and agro ecological approaches aimed at improving soil health, increasing productivity, and ensuring market access for smallholder farmers.

To support these goals, NCCR seeks to conduct an **Assessment of Climate-Smart Post-Harvest Practices and Market Readiness of Maize Cooperatives in the targeted districts.**

Assignment

For this purpose, NCCR would like to hire a consulting firm to carry out an in-depth rapid assessment on the topic aforementioned in two (02) districts of Rwanda covered by the FO4ACP program and through which issues and challenges related to climate resilience have been raised as highlighted above in the background.

2. Objectives of the Assignment

The overall objective is to identify challenges and opportunities related to climate-smart post-harvest practices and market readiness of maize cooperatives in Nyagatare and Bugesera districts. The assessment will provide actionable recommendations to enhance resilience and market access for maize cooperatives.

1.1. Specific objectives include:

- Assessing climate-smartness in the post-harvest handling of maize by cooperatives.
- Evaluating the market readiness of maize cooperatives.
- Identifying the capacity of civil society, including farmer organizations and NGOs, to support climate adaptation and mitigation.
- Providing strategic recommendations for future advocacy, capacity building, and policy interventions.

2. Scope of work

The consultant is expected to:

- Undertake a literature review and analyze the local context and opportunities for smallholder farmers to build climate resilience and to access to market for agricultural cooperatives,
- Identify the main challenges that hamper the climate-smartness of maize coops;
- Collect relevant information from key actors and other service providers operating at the district level such as the private companies, farmer cooperatives, local NGOs, involved in maize production, supply and selling; etc.;
- Provide actionable recommendations based on the main findings of the study carried out in the targeted districts of Rwanda;
- An in-depth analysis of the gender and socio-economic dynamics affecting the climate smartness and access to market for maize coops.

3. Approach

The consultant/firm is expected to undertake desktop research and visit relevant institutions and farmer organizations or agricultural cooperatives at the local level (Districts level) to collect more information on the subject of concern. The consultant/firm is required to use a consultative and inclusive approach to ensure that all key stakeholders, especially women farmers and youths, are actively involved in the whole process of this study. The consultant/firm will also require close consultations with NCCR technical team and leaders to ensure ownership and collective responsibility.

4. Expected deliverables

- Prepare and present a detailed methodology and work plan during the technical offer including: data collection and analysis techniques and methods, triangulation approaches and sampling methods;
- Well-designed tools for quantitative and qualitative data collection and analysis;
- An inception report detailing the proposed methodology, identified stakeholders in maize value chain, key informants and likely challenges;
- A presentation of report findings to NCCR and other key stakeholders (such as EAFF) for comments and inputs;
- A final report incorporating comments from NCCR Secretariat and EAFF Program Manager presented both in soft and two (2) hard copies.

5. Assignment duration and management arrangements

The assignment performance duration will be **21 man working days from the date of signing the contract.**

The consulting firm will work directly under the supervision of the Executive Secretary of NCCR with technical oversight of the Program Manager.

6. Minimum desired qualification and competencies

The consultant should have the following qualifications:

- **Education:** Master's degree or higher in Agricultural Economics, Agricultural Production Chain Management, Rural Development, or related fields.
- **Experience:** At least 7 year's experiences in agribusiness development, climate responsiveness or agriculture value chain development support
- Proven knowledge of or experience in post-harvest management, or climate change resilience will be an added advantage
- **Skills:** analytical, and reporting skills, with experience in gender and social inclusion are highly needed.
- **Knowledge:** Familiarity with Rwanda's agriculture sector, particularly maize cooperatives, and proficiency in both qualitative and quantitative research methods is a must.
- **Languages:** Proficiency in English (Kinyarwanda is an advantage).

7. Criteria of selection

The selection will mainly be based on the following criteria:

Criteria	Weighting (%)
Relevance of the proposed Approach and Methodology	30%
Relevant Experience and Qualifications in similar work	20%
Timeline and Deliverables	20%
Financial Proposal	30%

8. How to apply?

Interested candidates are required to submit the following documents:

- A technical proposal should outline an indicative methodology (sampling methodology, data collection, and analysis techniques), timeline, and delivery dates and proofs of previous similar work experience, detailed CVs; and an application letter including contact information of references;
- A financial proposal (financial bids) quoted in Rwandan Francs (Rwf).

All bids need to be addressed to the Executive Secretary and submitted to NCCR Head Office (KN 193 ST, Kabusunzu (Former Centre Iwacu), Nyakabanda, Kigali-Rwanda) no later than **October 21st, 2024, at 5:00 Pm.**

Done at Kigali, on September 30th, 2024

MUHIRE Rubango,
Executive Secretary

