



TERMS OF REFERENCE

ASSESSMENT OF ADAPTATION LEVEL OF HARVEST AND POST-HARVEST PRACTICES AMONG SUPPLY CHAIN ACTORS (FARM TO GIN)

1. INTRODUCTION & BACKGROUND:

WWF-Pakistan's Food & Markets Programme (F&M) started its journey in 2004 by building the capacities of around 200 farmers on sustainable practices in the cotton landscape. Gradually this small initiative grew up and made a significant impact on the ground. Now it is one of the largest programme within WWF-Pakistan that's working for the sustainability of agricultural commodities. Food & Markets Programme intends to continue to mitigate the environmental impacts of input-intensive (water, agrochemicals, synthetic fertilizers) & pest-sensitive crops through farmers' capacity building on economically efficient ecological farming solutions and technologies, stakeholders' engagement and supply chain development.

Cotton Value chain (CVC) project under Food & Markets Programme (F&M) is driving sustainable business practices by creating partnerships to change practices throughout cotton value chain. Project adds value to seed-cotton and lint through adopting sustainable practices pertaining to contamination prevention, trash abatement and fiber quality preservation at both production and processing (cotton ginning) levels. Cotton Value chain project promotes sustainable harvest and post-harvest practices through building the capacities of cotton farmers, pickers/farm workers and the intermediary supply chain including Middlemen, Commission Agents and cotton ginning SMEs to adopt better practices pertaining to contamination prevention, trash abatement and fiber quality preservation for picking, handling, storage and transportation.

Under the Cotton Value chain project harvest and post-harvest practices are being implemented at field level and assessment process aims to assess the adoption level at different stages of cotton supply chain. The evaluator will score the adoption level of recommended practices at farm, picking, intermediaries and ginning SMEs. The prime purpose of these sustainable practices implementation and evaluation is to preserve the fiber quality with its natural attributes as its supply forwarded from farm till ginning SMEs.

2. OBJECTIVES

The mandate of the task is to (a) assess adaptation level of harvest and post-harvest practices among supply chain actors (farm to gin) (b) evaluate gaps/constraints in implementation of harvest and post-harvest practices, if any and suggest possible solutions to mitigate these.

3. SCOPE OF WORK:

Conduct field level study to assess adaptation level of harvest and post-harvest practices among cotton-supply chain actors through multiple field visits and interaction with relevant communities/stakeholders.



4. SPECIFIC TASKS:

Following is the list of specific tasks under this consultancy:

1. Define and share the methodology to assess the implementation level of harvest and post-harvest practices of cotton value chain at ground.
2. Plan and conduct field visits in district Bahawalpur (Punjab), Ghotki, Sukkur and Khairpur (Sindh) and to interact with supply chain actors and make physical observations in close coordination with project team. WWF-Pakistan's CVC project team will facilitate consultant(s) for field visits and will arrange meetings of supply chain actors.
3. Consultant(s) will assess adaptation level of harvest and post-harvest practices at each level of cotton supply chain from farm till ginning.
4. Consultant(s) will physically observe different processes and will interact with supply chain actors e.g. cotton pickers, farmers, middlemen, commission agents, cotton ginners and ginning SMEs.
5. Consultant(s) will observe the E-Trading platform created under the project and validate the processes along with verify the quantity of cotton lint traded through this mechanism.
6. Identify hurdles if any, for acceptability of devised practices at ground and suggest possible remedies to fill these gaps.
7. The consultant(s) will share all relevant raw data, including video, audio recording and pictures acquired for this consultancy.
8. The consultant(s) will draft report based on information gathered from the field including conclusions and possible suggestions. The consultant(s) will also present his findings to project team in presentation file format.
9. The consultant(s) will share policy brief and recommendations for promotion of harvest and post-harvest practices of cotton supply chain at national level.

5. EXPECTED OUTPUTS/DELIVERABLES:

- Assessment methodology, sample size etc. prior to field visits.
- Prepare and submit final report comprised of all relevant information, analyzed data, graphical presentation of the results, policy brief and feasible recommendations to mitigate the identified gaps, if any.
- Present the assessment results to the project team.
- All relevant raw data, including video, audio recording and pictures acquired for this consultancy.
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6. DURATION:

- The consultancy will be undertaken over a period of 3 months. Work will commence immediately after contract signing.

7. RESPONSIBILITIES OF WWF-PAKISTAN'S F&M TEAM

- Provide support for organizing meetings at field level.
- WWF-Pakistan will bear boarding, lodging, and travelling expenses. Remuneration will be provided to consultant(s) as per agreement.
- WWF-Pakistan will accommodate the consultant(s) in field travel from regional office Multan to Project area and vice versa.



- No additional or accidental cost will be borne by WWF-Pakistan.

8. REQUIRED QUALIFICATIONS/SKILLS OF CONSULTANT:

- PhD Degree in Fiber Technology/Textile Engineering with 10 years' of experience in research/field studies related to fiber quality preservation in cotton sector including cotton-ginning industry.
- Adhere to WWF's values, which are: Courage, Integrity, Respect and Collaboration

9. GUIDELINE FOR SUBMISSION OF PROPOSAL/EXPRESSION OF INTEREST:

Interested consultants should submit the following documentation to **Muzzammil Ahmed** (mahmed@wwf.org.pk) and **Maham Zahara** (mzahara@wwf.org.pk)

- Application form complete available on WWF Website
- A technical proposal not exceeding 10 pages
 - Explaining why the consultant/bidder is the most suitable for the work;
 - Provide a brief methodology on how they will approach and conduct the work.
- An understanding and interpretation of the TORs
- Methodology to be used in undertaking the assignment
- Time and activity schedule
- Evidence of relevant experience and samples of products related to the assignment
- Curriculum vitae of the lead consultants to undertake the assignment
- Work Plan
- A financial proposal consist of the cost of assignment in lump sum including all applicable taxes of the Government of Pakistan and out of pocket expenses.

10. SELECTION CRITERIA:

Applicant's proposal shall be evaluated based on Quality and Cost Based Selection (QCBS) method. Under QCBS both technical and financial proposals shall be evaluated as per following criteria against a maximum score of 100 points.

- a. Technical Proposal 70%
- b. Financial Proposal 30%

The following criteria shall be used as a basis for evaluation of technical proposals:

- Qualifications (maximum 30 points)
- Experience relevant to the assignment (maximum 30 points)
- Adequacy of the proposed methodology and work plan (maximum 20 points)
- Skills & Competencies for the assignment (maximum 10 points)
- Prior experience with WWF-Pakistan (maximum 10 points)



Note: Late/ incomplete submissions will not be accepted. Only three (03) top ranked firms will be included in the comparative process.