



# Request for Proposals – Service Contract

## 1. ASSIGNMENT SUMMARY

<b>Title of assignment</b>	Provision of technical support to the Goat & Sheep sectors
<b>Location of assignment</b>	Lusaka, Northwestern, Copperbelt, Southern and Central (in line with Prospero COVID-19 policy)
<b>Sector/Department</b>	Food and Agriculture
<b>Initiative</b>	Small Livestock Initiative
<b>Reports to</b>	Food and Agriculture Sector Lead
<b>Anticipated start date</b>	20 April 2021, Pending funding Availability
<b>Duration of contract</b>	75 Days

## 2. ABOUT PROSPERO

Prospero is a UKaid-funded private sector development entity designed to incentivise investment in innovation that will change the way that market systems work and create new growth opportunities for MSMEs. We focus on the following high-growth potential sectors:

- **Food and Agriculture:** Increasing competitiveness and value of Zambian food products in end consumer markets.
- **Mining and Mining Services:** Increasing the sustainable and inclusive economic impact of mining in Zambia.
- **Tourism and Hospitality:** Increasing the value and proportion of tourist revenues captured by local businesses.
- **Investment Services:** To increase MSME access to appropriate financial services by strengthening the Zambian finance and investment ecosystem
- **Business Services:** To increase MSME access to appropriate non-financial services to stimulate business innovation and growth

We partner with leading private sector players, government agencies and business associations to design synergistic initiatives that support strong business model development, promote transformative financial services, attract quality investors and foster enabling business and investment environments. We work at the intersection of market system development and the impact investment ecosystem, recognising that enterprise growth at scale requires access to substantial and sustainable sources of commercial finance.

### 3. BACKGROUND

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The Food and Agriculture sector is currently dominated by low value mono-cropping of maize, with very little processing and value addition in-country. To achieve inclusive and sustainable growth, the limited competitiveness of the food and agriculture sector is the key sector problem that needs to be addressed. Prospero aims to support the Food and Agriculture sector to increase the presence and competitiveness of Zambian origin food products in end-consumer markets- local and international.

In the first phase, the program focused on increasing the competitiveness of the sector by identifying businesses that were ready and willing to innovate and develop scalable businesses in the small livestock, fruits and vegetables and legumes sectors. In this phase, they aim to enhance and scale up their work by building on the bilateral business linkages that were created with value chain players and scale this up by focusing on building consortia of value chain players, both vertically and horizontally, along value chains or supply chains.

The program aims to address investment constraints more systematically to stimulate business growth by developing innovative financial products to address constraints to growth and providing technical expertise and capacity building to SMEs, so they can transition and access diverse commercial investment. Prospero therefore envisions that at the end of the five-year programme, the agriculture sector will have integrated inclusive value chains in diverse sub-sectors allowing MSMEs to be able to have access to diverse investments to successfully compete on the local and international markets, provide food products and services and contribute to poverty reduction in Zambia.

Prospero's Food and Agriculture sector comprises of 3 'initiatives', defined as sub-sectors, or market systems that the programme aims to focus on. The three key initiatives include:

- Small livestock (goats, fish, pigs)
- Fruits and vegetables (tubers, high-value vegetables, export fruits and vegetables); and
- Legumes (soybeans, common beans, groundnuts).

The **Small Livestock** sector is characterised by a fragmented value chain with many MSMEs having limited scale and therefore only able to supply informal markets. The program aims to commercialise and formalise the small livestock (goats, pig, and fish) sub-sector through the strengthening of businesses in breeding, aggregation, value addition and export to bolster the value chain which is expected to increase participation of SMEs (including emerging farmers). This is expected to result in an increase in poverty reduction, job creation and income opportunities for rural populations (especially farmers), women and youth. In addition, the initiatives will build local, regional, and international market opportunities for small livestock, fruit and vegetables, and legumes products and services. The program aims to work across 5 constraint areas within the small livestock sector:

- Access to inputs and information to farmers
- Aggregation and storage
- Processing/value-addition
- Compliance to local and export standards, certification, and industry governance
- Access to finance for increased investment and growth

Prospero has previously piloted a few activities on small livestock, particularly goats. Given initial success, the program intends to expand their work on small livestock – deepening work on goats but also expand to pigs and fish with a focus on the Copperbelt, Southern, Central, Northwestern and Lusaka provinces. The idea is to develop a fully functioning value chain from inputs all the way to local and export markets, with a strong focus on strengthening businesses in breeding, aggregation, value addition and export to bolster the selective value chains.

The livestock sector in general is projected to contribute to job creation, improved incomes and to stimulate exports of small livestock to regional markets and other greenfield markets in Asia, Europe, and the Middle East. These market trends create a strong business case to grow the small livestock sector and create opportunities for MSMEs.

#### 4. CONTEX OF THE ASSIGNMENT

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The key challenges that slow growth and development in the goat and sheep value chains are:

- lack of meat standards that limit penetration into both local chain stores and consumer markets abroad
- lack of access to both low-end and high-end markets
- limited processing and packing facilities and lack of coordination in the sector to improve policy and market activities.
- Poor transport logistics for first-mile aggregation/last-mile distribution and cold chain facilities limit the potential of producers to access formal end consumer markets.
- Poor informal cross-border infrastructure and processing delays, which have been exacerbated by the Covid-19 pandemic, impede access to regional and international markets.

Despite the challenges, demand for goat products continue to grow in Zambia which entails that there are more opportunities for SMEs to participate in this market:

- Through plans to formalise trade centres at Kasumbalesa (DRC) and Jimbe (Angola) borders, Prospero sees opportunities to develop interventions with private sector in this space to promote agriculture exports in line with the Economic Recovery Plan 2020.
- Prospero also sees opportunities to coordinate the goat sector and create a stronger enabling environment that can promote better standards and policies for breeding and promote market linkages.

Over the next five years (2021-2026), Prospero wants to scale up the work in the goat sector using a consortium based, market led, geographically focused value chain approach in sheep and goats where we see the greatest opportunities for additional, sustainable change and development impact at scale.

Prospero Zambia therefore seeks to engage a consultant to provide training to goat breeders and small-scale farmers interested in goat production and technical assistance to improve access to markets for goats and improve standards and policies for breeding in Zambia.

#### 5. OBJECTIVE(S) OF THE ASSIGNMENT

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The main objective of the assignment is to stimulate growth in the goat value chain through capacity building and technical assistance among key value chain players Prospero works with.

Hence, in order to support goat production as a commercial business as well as contribute to the formalization of the goat value chain, Prospero intends to engage the services of a consultant to:

- Improve goat production by breeders and smallholder farmers
- Establish business linkages for small and emerging farmers on inputs, genetics, and new markets.
- Improve access to lower end markets for breeders. Including access to the market at the Kasumbalesa border and Jimbe border for sale of breeding stock (genetics) and goats for meat.
- Improve standards and policies for goat breeding in Zambia

## 6. SCOPE OF WORK

The purpose of the assignment is to provide technical support to Prospero's intervention partners in Central, Lusaka, Southern, North Western & Copperbelt provinces. Specifically, the assignment aims to support commercial goat breeders and small-scale farmers interested in goat production as an important step in commercialization of the production and formalizing the goat value chain. The assignment will be conducted in Copperbelt, Lusaka, Southern, Central and Northwestern Provinces, where goat and sheep initiatives are supported by Prospero. The consultant(s) or firm(s) will be supervised by the Prospero Food and Agriculture Sector Manager to deliver stipulated deliverables in the TOR:

- Updating/improving the content of the first version of goat production in Zambia manual by adding content on sheep production and management and entrepreneurship. The consultant or firm will also be required to print 1000 copies of the manual for distribution to smallholder, emerging and commercial farmers and other stakeholders.
- Provide training and technical assistance to 500 small and emerging farmers in goat and sheep production including access to markets, genetics, and inputs.
- Facilitate access to lower end markets for breeders including access to the market at the Kasumbalesa border and Jimbe border for sale of breeding stock (genetics) and goats for meat.
- Develop a solution to improve standards and policies for goat breeding in Zambia

## 7. DELIVERABLES

The deliverables from this assignment and the due dates for submission are:

Deliverables	Due date
Updated goat/sheep production manual	30 April 2021
500 SHF trained in goat production including training report	15 June 2021
Breeders supplying Kasumbalesa and Jimbe border markets	30 May 2021
Report on developed solution and implemented activities to address standards and policies for goat breeding	15 June 2021

## 8. PROFILE OF THE SERVICE PROVIDER

Interested firms should demonstrate that they have the following experience and relevant qualifications:

- More than 5 years' experience in the field of agriculture and livestock development.
- Demonstrate evidence of skills and competencies required to perform the described tasks in the field of agriculture and small livestock subsector.
- Show evidence of previous (training) experience related to tasks described in this ToR.
- Adequacy of the technical proposal, budget and work-plan responding to the ToR.
- Staff qualifications and competence for the assignment
- Excellent knowledge and understanding of the FCDO funded programs are an added advantage
- Excellent understanding of small livestock sectors particularly goat and sheep value chains.
- Strong knowledge in breeding and crossbreeding programmes for goats and sheep.

## 9. REPORTING REQUIREMENTS

Report	Due date
Inception report and work plan	30 April 2021
Draft report	30 May 2021
Final report	25 June 2021

## 10. PROPOSAL SUBMISSION GUIDELINES

Interested parties intending to submit a proposal may request clarifications to the assignment terms of reference at any point up to seven days before the deadline for submission given below.

Potential service providers are required to submit proposals for this assignment comprising:

- **Technical proposal (no more than 10 pages) comprising:**
  - Individual/corporate profile, highlighting relevant experience with specific references to past assignments
  - Understanding of the assignment and any comments on the objectives, scope of work or deliverables
  - Methodology to deliver against the assignment objectives
  - Roles and names of key personnel
  - Risk management and mitigation plan for the assignment including proposed methods, technology and systems that will ensure all activities under the scope of work adhere to ministry of health and government Covid-19 guidelines and regulations. Further, proposed methods, technology and systems must protect the health and safety of participants and personnel by enabling activities to be carried out in the safest possible way.
- **Curriculum vitae for key personnel named in the proposal (no more than 2 pages per person)**

- **Financial proposal (in a MS Excel compatible spreadsheet) showing:**
  - Fees: Names and roles of individuals, number of days input, daily fee rates and total cost (gross of all taxes)
  - Reimbursable expenses budget: Items of expenditure, definition of units, number of units required, maximum cost per unit, and maximum budget for each item of expenditure including budget notes. (Note: expenses will be reimbursed at cost, up to the maximum cost per unit in the budget)
  - Proposed payment schedule: Payments on contracting, inputs, and deliverables

Prospero may reject any proposal that does not comply with the required format at its sole discretion.

Potential service providers should submit their proposal electronically to:

<b>Submission email address</b>	<b>procurement@prospero.co.zm</b>
<b>Deadline for submission</b>	<b>13 April 2021</b>

**\*\*Note:** Please state **“Goat value chain strengthening”** in the subject line.

Prospero reserves the right to amend, extend or cancel this request for proposals at any stage. The costs of preparing proposals are entirely on the account of the organisation/consultant preparing the proposal.

## 11. PROPOSAL EVALUATION AND CONTRACT AWARD

Prospero will seek (but does not guarantee) to complete an evaluation of compliant proposals within ten days of the deadline for submission. The preferred bidder will be informed and invited to contract negotiations. If the contract negotiations with the preferred bidder are unsuccessful, Prospero may either;

1. cancel the request for proposals, or
2. identify an alternative preferred bidder based on the evaluation of the remaining proposals.

In any case, contract award will be subject to the standard Prospero due diligence assessment. Prospero will provide feedback to shortlisted applications within 14 days after the deadline for submission.

## 12. APPLICABLE TAXES

Prospero is in full compliance with the tax laws of the Republic of Zambia and will make any necessary deductions for withholding taxes (WHT) or any other applicable taxes when making any payment to an independent consultant or contractor. Guidance on applicable deductions and rates can be found on the Zambia Revenue Authority (ZRA) website - <https://www.zra.org/>