

Government of the People's Republic of Bangladesh

Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER), IDA 7299 - BD

Terms of Reference (ToR)

Selection of Individual Consultant: Consultant GAP Protocol development & training

Background: The Government of Bangladesh designed a new "Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER)" to promote diversification, food safety, entrepreneurship, and resilience in the agri-food value chains of Bangladesh. The Program implementation has commenced from July 2023 and will be continued till December 2028. The Program is being implemented under the Ministry of Agriculture (MoA) through the Department of Agricultural Extension (DAE), lead implementing agency, the Department of Agricultural Marketing (DAM), the Bangladesh Agricultural Research Council (BARC), the Bangladesh Agricultural Development Corporation (BADC), the Bangladesh Agricultural Research Institute (BARI), the Bangladesh Rice Research Institute (BRRI), and the Barind Multipurpose Development Authority (BMDA). A Program Coordination Unit (PCU) has been established under the DAE with Agency Program Coordination Units (APCUs) at each of the implementing agencies. In addition, there will be another eight agencies (BINA, BIRTAN, BJRI, BWMRI, SRDI, BSRI, CDB, and Hortex Foundation) as strategic partners of the PCU-DAE. The Government has received a credit from the International Development Association (IDA) Credit No. IDA 7299 - BD for US\$500 million and IFAD for US\$43 million towards the cost of PARTNER.

The Program will primarily focus on three Results Areas (RA1: Promoting sustainable and nutritious food production; RA2: Increasing entrepreneurship and access to services along the value chain; and RA3: Modernizing institutions and policies for agriculture transformation) that support the GoB's vision and objectives of achieving a safe and profitable agriculture, and sustainable food and nutrition security. The Program will be disbursed by a new financial modality, program for results (PforR), which will be measured by ten (10) disbursement link indicators (DLIs) along with twenty-four (24) disbursement linked results (DLRs) under the three result areas (RAs).

Development, rollout, and adoption of Good Agricultural Practices (GAP) standards in fruit and vegetable production is the first of the four DLIs included under Result Area 1. In December 2020, the MoA issued the "Bangladesh Good Agricultural Practices Policy 2020". PARTNER will contribute to implement this policy. DLI 1 will track adoption of GAP practices (including IPM) by farmers in selected value chains (5 fruits and 10 vegetables). The DLI will also track the adoption of the Bangladesh GAP policy by MoA, GAP protocols developed for 5 fruits and 10 vegetables, training of farmers on GAP practices, and training of staffs responsible for GAP certification. By the end of the Program, total of 300,000 hectares of fruits and vegetables producing land will adopt the GAP standards. The third-party Verification Agency will verify whether the farmers have adopted the GAP standards through on-site review in the upazilas where DAE promoted GAP standards under PARTNER.

To achieve this goal the APCU-BARC component under PARTNER is going to engage a GAP Protocol development & training consultant.

Objective of this consultancy service:

The main objective of this consultancy is to provide GAP related expert support including training to BARC and other relevant Implementing Agencies (BARI, DAE, DAM, BADC, Hortex Foundation) under the Program in accordance with the World Bank and Government procedures, as applicable.

Scope of Service & Responsibilities:

The scope of service of the Consultant GAP Protocol development & training will include, but not limited to:

- Identify and prioritize the value chains and develop GAP standards and protocols for the selected 5 fruits and 10 vegetables (farm and post-harvest management) in consultation with relevant government and value-chain actors;
- Support implementation of GAP protocol development research and arranging GAP field demonstrations;
- Develop GAP training modules and materials, organize ToT for scientists and Officers, assist to organize local and overseas GAP training/study visit and workshop;
- Assist to prepare 'GAP policy 2020' Implementation plan for MoA;
- Assist to execute and monitoring GAP program in the field;
- Assist to prepare GAP practice information database;
- Maintain GAP database of field activities/practice;
- Collection of GAP data on key performance indicators and report preparation;
- Assist to prepare reports on training activities;
- Work independently and maintain all relevant files, documents and records; prepare letters and notes for office correspondence; and
- Any other works as assigned by the authority of APCU-BARC.

Qualifications & Experience:

a. Academic:

- Minimum Master Degree in any discipline of Agricultural science. Candidates having PhD degree may have an added advantage

b. Experience

- Minimum 10 years work experience in Agricultural Research / Research Management /Agricultural Extension.
- ISO authorized training. Training on ISO 17065 may have an added advantage.
- Proven experience in IPM/ICM, GAP related protocol development, field demonstration, research activities, policy implementation, training on GAP related activities;
- Minimum 3 years work experience in donor/IDA funded/ development projects;
- Experience in database management;
- Scientific publications on GAP are desirable;
- High level of proficiency in written and spoken English and report writing;
- Computer literacy and skills (MS Word, Excel, and Power Point etc.) are essential.

Duration: The duration of the contract will be fifty-four (54) months. However, the duration of the assignment may be increased or decreased based on the performance of the consultant and the project needs.

Reporting: The consultant will report directly to the APD, APCU-BARC and head of procuring entity and work with the Project implementation team as required and assigned.

Selection Method: The selection of the consultant will follow the Public Procurement Rules-2008 and World Bank Guideline.

Government of the People's Republic of Bangladesh

Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER), IDA 7299 - BD

Terms of Reference (ToR)

Selection of Individual Consultant: Need assessment, monitoring framework and policy development

Background: The Government of Bangladesh designed a new "Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER)" to promote diversification, food safety, entrepreneurship, and resilience in the agri-food value chains of Bangladesh. The Program implementation commenced in July 2023 and will continue until December 2028. The Program is being implemented under the Ministry of Agriculture (MoA) through the lead implementing agency the Department of Agricultural Extension (DAE). Others are, the Department of Agricultural Marketing (DAM), the Bangladesh Agricultural Research Council (BARC), the Bangladesh Agricultural Development Corporation (BADC), the Bangladesh Agricultural Research Institute (BARI), the Bangladesh Rice Research Institute (BRRI), and the Barind Multipurpose Development Authority (BMDA). A Program Coordination Unit (PCU) has been established under the DAE with Agency Program Coordination Units (APCUs) at each implementing agency. In addition, there will be another eight agencies (BINA, BIRTAN, BJRI, BWMRI, SRDI, BSRI, CDB, and Hortex Foundation) as strategic partners of the PCU-DAE. The Government has received a credit from the International Development Association (IDA) Credit No. IDA 7299 - BD for US\$500 million and IFAD for US\$43 million towards the cost of PARTNER.

The Program will primarily focus on three Results Areas (RA1: Promoting sustainable and nutritious food production; RA2: Increasing entrepreneurship and access to services along the value chain; and RA3: Modernizing institutions and policies for agriculture transformation) that support the GoB's vision and objectives of achieving safe and profitable agriculture and sustainable food and nutrition security. The Program will be disbursed by a new financial modality, program for results (PforR), which will be measured by ten (10) disbursement link indicators (DLIs) along with twenty-four (24) disbursement linked results (DLRs) under the three result areas (RAs).

A total of 10 DLIs, APCU-BARC will lead activities of DLI #8 and part of DLI-1 (Development of GAP standards and protocols for selected fruits and vegetables) and BARC is also included under various DLIs as contributing agency to work and provide technical support to DAE, as the Lead agency for their implementation. DLI #8: Increase R&D activities for new technologies and innovations along with the development of an operational evaluation system for NARS institutes and extension services linked with RA3. Current expenditure in agricultural R&D stands at 0.4 percent of GDP. The Plan of Action of the NAP 2018 aims at raising that figure to 1 percent. Empirical evidence has demonstrated the significant positive impact of investment in R&D on agricultural productivity, but NARS institutes lack capacity in infrastructure and HR. Furthermore, NARS institutes lack a well-functioning performance evaluation system that not only demonstrates clear progress in quality research but allows them to prioritize and assign scarce resources to those specific R&D activities with the highest social and economic returns. DLI 8 will track progress in the R&D capacity of NARS institutes and extension services. The DLI will track modernization of NARS institutes and MoA's extension services through (a) increased spending in research activities, HR capacity development in areas such as speed breeding, precision agriculture, efficient input use, adaptation to climate change, etc., and infrastructure, including (but not limited to) laboratory equipment, a vertical farming facility, and seed breeding and soil testing facilities; (b) the number of MoU established with global agricultural research institutions (universities, labs, international institutions, public agencies, private organizations) for collaborative research (US\$20 million); and (c) the establishment of agreements on the use of research outcomes by farmers / private sector (US\$20 million). This DLI will

also monitor the development and adoption of a strategy and an operational evaluation framework (including staff performance) for NARS institutes and MoA extension bodies. The third-party IVA will verify the improvement in research infrastructure and human resource capacity that led to the improvement in the performance evaluation system by reviewing the publications, innovations, and technologies released from the NARS system.

To achieve this goal the APCU-BARC component under PARTNER is going to engage a Need assessment, monitoring framework and policy development consultant.

Objective of this consultancy service:

The main objective of this consultancy is to support implementation of R&D and policy related activities including establishment of a well-functioning R&D monitoring and a performance evaluation system for NARS and MoA extension bodies under the Program in accordance with the World Bank and Government procedures, as applicable.

Scope of Service & Responsibilities:

The scope of service of the Consultant, needs assessment, monitoring framework and policy development will include, but is not limited to:

- Conduct NARS capacity gaps and needs assessments related to R&D activities, coordination with extension agencies and private sectors, R&D monitoring and institutional performance evaluation
- Support establishment of a well-functioning R&D monitoring and a performance evaluation system for NARS and MoA extension bodies.
- Prepare a Terms of Reference for the evaluation of NARS
- Facilitate NARS institutes' performance evaluation
- Develop collaboration framework with all stakeholders of PARTNER/MoA agencies
- Draft policy documents for MoA:
- Assist in modification needed for any existing policy of the organization;
- Prepare policy briefs/notes for arranging dialogues and exchange of views;
- Assist in preparing/improving/updating different Agriculture policies and plans;
- Prepare training, seminar / workshop programmes on policy planning;
- Assist to prepare reports on need assessment, monitoring framework and policy development activities;
- Prepare letters and notes for office correspondence, maintain office files and records;
- Work independently and maintain all relevant files and documents; Maintain implementation database
- Assist in functions of APD, APCU-BARC in related meetings and other management issues;
- Any other works as assigned by the authority.



Qualifications & Experience:

a. Academic:

- Minimum Master Degree in any discipline of Agricultural science/Development Studies. Candidates having PhD degree may have an added advantage

b. Experience

- Minimum 10 years of work experience in Agricultural Research and Development/ Research Management/institutional capacity and performance assessment/evaluation;
- Minimum 3 years of work experience in donor/IDA funded/ development projects;
- Proven experience in agriculture related policy and plan development and their implementation;
- Work experience in R&D monitoring and MIS system development
- High level of proficiency in written and spoken English and report writing;
- Computer literacy and skills (MS Word, Excel, and Powerpoint, access, etc.) is essential.

Duration: The duration of the contract will be thirty-six (36) months. However, the duration of the assignment may be increased or decreased based on the performance of the consultant and the project needs.

Reporting: The consultant will report directly to the APD, APCU-BARC and head of procuring entity and work with the Project implementation team as required and assigned.

Selection Method: The selection of the consultant will follow the Public Procurement Rules-2008 and the World Bank Guideline.


29.08.2023
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Terms of Reference (ToR)

Selection of Individual Consultant: Human Resources Development (HRD)

Background: The Government of Bangladesh designed a new "Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER)" to promote diversification, food safety, entrepreneurship, and resilience in the agri-food value chains of Bangladesh. The Program implementation commenced in July 2023 and will continue until December 2028. The Program is being implemented under the Ministry of Agriculture (MoA) through the lead implementing agency the Department of Agricultural Extension (DAE). Others are, the Department of Agricultural Marketing (DAM), the Bangladesh Agricultural Research Council (BARC), the Bangladesh Agricultural Development Corporation (BADC), the Bangladesh Agricultural Research Institute (BARI), the Bangladesh Rice Research Institute (BRRI), and the Barind Multipurpose Development Authority (BMDA). A Program Coordination Unit (PCU) has been established under the DAE with Agency Program Coordination Units (APCUs) at each of the implementing agencies. In addition, there will be another eight agencies (BINA, BIRTAN, BJRI, BWMRI, SRDI, BSRI, CDB, and Hortex Foundation) as strategic partners of the PCU-DAE. The Government has received a credit from the International Development Association (IDA) Credit No. IDA 7299 - BD for US\$500 million and IFAD for US\$43 million towards the cost of PARTNER.

The Program will primarily focus on three Results Areas (RA1: Promoting sustainable and nutritious food production; RA2: Increasing entrepreneurship and access to services along the value chain; and RA3: Modernizing institutions and policies for agriculture transformation) that support the GoB's vision and objectives of achieving safe and profitable agriculture and sustainable food and nutrition security. The Program will be disbursed by a new financial modality, program for results (PforR), which will be measured by ten (10) disbursement link indicators (DLIs) along with twenty-four (24) disbursement linked results (DLRs) under the three result areas (RAs).

A total of 10 DLIs, APCU-BARC will lead activities of DLI #8 and part of DLI-1 (Development of GAP standards and protocols for selected fruits and vegetables) and BARC is also included under various DLIs as contributing agency to work and provide technical support to DAE, as the Lead agency for their implementation. DLI #8: Increase the R&D activities for new technologies and innovations along with the development of an operational evaluation system for NARS institutes and extension services linked with RA3. Current expenditure in agricultural R&D stands at 0.4 percent of GDP. The Plan of Action of the NAP 2018 aims at raising that figure to 1 percent. Empirical evidence has demonstrated the significant positive impact of investment in R&D on agricultural productivity, but NARS institutes lack capacity in infrastructure and HR. Furthermore, NARS institutes lack a well-functioning performance evaluation system that not only demonstrates clear progress in quality research but allows them to prioritize and assign scarce resources to those specific R&D activities with the highest social and economic returns. DLI 8 will track progress in the R&D capacity of NARS institutes and extension services. The DLI will track modernization of NARS institutes and MoA's extension services through (a) increased spending in research activities, HR capacity development in areas such as speed breeding, precision agriculture, efficient input use, adaptation to climate change, etc., and infrastructure, including (but not limited to) laboratory equipment, a vertical farming facility, and seed breeding and soil testing facilities; (b) the number of MoU established with global agricultural research institutions (universities, labs, international institutions, public agencies, private organizations) for collaborative research (US\$20 million); and (c) the establishment of agreements on the use of research outcomes by farmers / private sector (US\$20 million). This DLI will also monitor the development and adoption of a strategy and an operational

evaluation framework (including staff performance) for NARS institutes and MoA extension bodies. The third-party IVA will verify the improvement in research infrastructure and human resource capacity that led to the improvement in the performance evaluation system by reviewing the publications, innovations, and technologies released from the NARS system.

In 2023, the Bangladesh Agricultural Research Council with support from the World Bank and IFAD funded NATP-2 project, has identified through rigorous stakeholder consultations the Research Priorities in Agriculture, Livestock and Fisheries, drafted the Bangladesh Agricultural Research Vision 2041 document and developed the Human Resource Development Plan 2023-2041 for NARS Institutes.

To further review and implement the Human Resource Development Plan 2023-2041 for NARS Institutes the APCU-BARC component under PARTNER is going to engage a Human Resources Development (HRD) consultant.

Objective of this consultancy service:

The main objective of this consultancy is to provide HRD related expert support to APCU-BARC for execution of the PhD, Post-Doc, short-term technical training, study visits, and for scaling up of NARS's research outcomes through establishment of MOUs with national and international research facilities under the Program in accordance with the World Bank and Government procedures, as applicable.

Scope of Service & Responsibilities:

The scope of service of the Consultant Human Resources Development (HRD) will include, but is not limited to:

- Review existing documents and prepare a HRD plan for NARS under PARTNER;
- Conduct need assessments, prepare training, workshop and study visit plans,
- Assist to prepare training manuals/modules, organize local and overseas training/study visits;
- Assess the requirements of discipline based human resource requirements prepare a higher study plan and candidate selection procedure;
- Support implementation of international and in-country higher study (PhD) programs;
- Review and identify available lab/research facilities of the national and international universities/institutes and private sectors for collaboration with NARS, support in signing MOUs
- Organize joint meetings/exchange visits/workshops/seminars
- Prepare progress reports on HRD activities and maintain the database
- Prepare letters and notes for office correspondence, maintain office files and records;
- Day to day documentation of the field implementation and performance;
- Work independently and maintain all relevant files and documents;
- Assists in all functions of APCU-BARC in organizing HRD related activities; and
- Any other works as assigned by the APCU-BARC authority.



Qualifications & Experience:

a. Academic:

- Minimum Master Degree in any discipline of Agricultural science, Education science, Project management. Candidates having PhD degree may have an added advantage

b. Experience

- Minimum 10 years of work experience in Agricultural Research and Research Management;
- Minimum 5 years of work experience in donor/IDA funded/ development projects;
- Experience in academic capacity development at the university level;
- Sound knowledge of agriculture sector transformation and development in Bangladesh;
- Practical experience in HRD activities;
- At least five scientific papers/articles publications in peer reviewed journals as first author;
- High level of proficiency in written and spoken English and report writing;
- Computer literacy and skills (MS Word, Excel, and PowerPoint, access etc.) is essential.

Duration: The duration of the contract will be fifty-four (54) months. However, the duration of the assignment may be increased or decreased based on the performance of the consultant and the project needs.

Reporting: The consultant will report directly to the APD, APCU-BARC and head of procuring entity and work with the Project implementation team as required and assigned.

Selection Method: The selection of the consultant will follow the Public Procurement Rules-2008 and the World Bank Guideline.



29.08.2023

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Terms of Reference (ToR)

Selection of Individual Consultant: Junior Consultant Monitoring and Evaluation (M&E)

Background: The Government of Bangladesh designed a new "Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER)" to promote diversification, food safety, entrepreneurship, and resilience in the agri-food value chains of Bangladesh. The Program implementation commenced in July 2023 and will continue until December 2028. The Program is being implemented under the Ministry of Agriculture (MoA) through the lead implementing agency the Department of Agricultural Extension (DAE). Others are, the Department of Agricultural Marketing (DAM), the Bangladesh Agricultural Research Council (BARC), the Bangladesh Agricultural Development Corporation (BADC), the Bangladesh Agricultural Research Institute (BARI), the Bangladesh Rice Research Institute (BRRI), and the Barind Multipurpose Development Authority (BMDA). A Program Coordination Unit (PCU) has been established under the DAE with Agency Program Coordination Units (APCUs) at each implementing agency. In addition, there will be another eight agencies (BINA, BIRTAN, BJRI, BWMRI, SRDI, BSRI, CDB, and Hortex Foundation) as strategic partners of the PCU-DAE. The Government has received a credit from the International Development Association (IDA) Credit No. IDA 7299 - BD for US\$500 million and IFAD for US\$43 million towards the cost of PARTNER.

The Program will primarily focus on three Results Areas (RA1: Promoting sustainable and nutritious food production; RA2: Increasing entrepreneurship and access to services along the value chain; and RA3: Modernizing institutions and policies for agriculture transformation) that support the GoB's vision and objectives of achieving safe and profitable agriculture and sustainable food and nutrition security. The Program will be disbursed by a new financial modality, program for results (PforR), which will be measured by ten (10) disbursement link indicators (DLIs) along with twenty-four (24) disbursement linked results (DLRs) under the three result areas (RAs).

Of the total 10 DLIs, APCU-BARC will lead activities of DLI #8 and part of DLI-1 (Development of GAP standards and protocols for selected fruits and vegetables), and BARC is also included under various DLIs as contributing agency to work and provide technical support to the Lead agency DAE, for their effective implementation. DLI #8: Increase of R&D activities for new technologies and innovations along with the development of an operational evaluation system for NARS institutes and extension services linked with RA3. Current expenditure in agricultural R&D stands at 0.4 percent of GDP. The Plan of Action of the NAP 2018 aims at raising that figure to 1 percent. Empirical evidence has demonstrated the significant positive impact of investment in the R&D on agricultural productivity, but NARS institutes lack capacity in infrastructure and HR. Furthermore, NARS institutes lack a well-functioning performance evaluation system that not only demonstrates clear progress in quality research but allows them to prioritize and assign scarce resources to those specific the R&D activities with the highest social and economic returns. DLI 8 will track progress in the R&D capacity of NARS institutes and extension services. The DLI will track modernization of NARS institutes and MoA's extension services through (a) increased spending in research activities, HR capacity development in areas such as speed breeding, precision agriculture, efficient input use, adaptation to climate change, etc., and infrastructure, including (but not limited to) laboratory equipment, a vertical farming facility, and seed breeding and soil testing facilities; (b) the number of MoU established with global agricultural research institutions (universities, labs, international institutions, public agencies, private organizations) for collaborative research (US\$20 million); and (c) the establishment of agreements on the use of research outcomes by farmers / private sector (US\$20 million). This DLI will also monitor the development and adoption of a strategy and an operational

evaluation framework (including staff performance) for NARS institutes and MoA extension bodies. The third-party IVA will verify the improvement in research infrastructure and human resource capacity that led to the improvement in the performance evaluation system by reviewing the publications, innovations, and technologies released from the NARS system.

BARC will also lead the Development, rollout, and adoption of Good Agricultural Practices (GAP) standards in fruit and vegetable production and is the first of the four DLIs included under RA 1. In December 2020, the MoA issued the “Bangladesh Good Agricultural Practices Policy 2020”. PARTER will contribute to implementing this policy. DLI 1 will track adoption of GAP practices by farmers in selected value chains (5 fruits and 10 vegetables). The DLI will also track on the adoption of the Bangladesh GAP policy by MoA, GAP protocols will be developed for 5 fruits and 10 vegetables, training of farmers on GAP practices, and training of staffs responsible for GAP certification. By the end of the Program, a total of 300,000 hectares of fruits and vegetables producing land will adopt the GAP standards. The third-party Verification Agency will verify whether the farmers have adopted the GAP standards through on-site review in the upazilas where DAE promoted GAP standards under PARTNER.

To achieve this goal, the APCU-BARC is going to engage a Junior Consultant Monitoring and Evaluation (M&E) under this Program.

The Objective of this consultancy service:

The main objective of the consultancy is to provide quality support for monitoring and evaluation (M&E) under the Program in accordance with the World Bank and Government procedures, as applicable.

Scope of Service & Responsibilities:

The scope of service of the Junior Consultant Monitoring and Evaluation (M&E) will include, but not limited to:

- Develop APCU-BARC component M&E plan and ensure its implementation, design standard M&E Tools and formats for establishing baselines and other data collection and for results reporting in consultation with M&E Specialist of PCU-DAE;
- Ensure monitoring and evaluation of project activities to be performed by the field offices as per the results framework;
- Collection of data on key performance indicators and report preparation;
- Maintain a database of field activities;
- Work independently and maintain all relevant files and documents;
- Regular monitoring of project inputs/outputs/outcomes/impact;
- Prepare relevant letters and notes for office correspondence, maintain office files and records;
- Day to day documentation of the field implementation and performance;
- Assists in all functions of APCU-BARC in organizing meetings and other M&E functions; and
- Any other works as assigned by the authority.



Qualifications & Experience:

Academic:

- Minimum Master Degree in agricultural science/economics/statistics or related subjects
- Candidates having PhD degree may have an added advantage

Experience

- Minimum 10 years of work experience in Agricultural Research and Research Management;
- Minimum 3 years of work experience in donor/IDA funded/ development projects;
- Scientific publications are desirable;
- Must have experience in preparing log-frame, output and outcomes indicators and monitoring format development and other strategic approaches of M&E;
- Well experienced in Database Management and strong analytical skills;
- Proficiency in written and spoken English and report writing;
- Computer literacy skills (MS Word, Excel, Powerpoint, MS-Access, SPSS, and other statistical software, etc.) are essential.

Duration: The duration of the contract will be fifty-four (54) months. However, the duration of the assignment may be increased or decreased based on the performance of the consultant and the project needs.

Reporting: The consultant will report directly to the APD, APCU-BARC and head of procuring entity and work with the Project implementation team as required and assigned.

Selection Method: The selection of the consultant will follow the Public Procurement Rules-2008 and the World Bank Guideline.



29.08.2023

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Gate, Dhaka-1215

Government of the People's Republic of Bangladesh

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Terms of Reference (ToR)

Selection of Individual Consultant: Junior Consultant (Procurement)

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To achieve this goal the APCU-BARC component under PARTNER is going to engage a Junior Consultant (Procurement).

Objective:

The main objective of the consultancy is to provide quality support for all procurement management requirements under the Program in accordance with the World Bank and Government procedures, as applicable.

Scope of Service & Responsibilities:

The scope of service of the Junior Consultant (Procurement) will include, but not limited to:

- Assist in developing the procurement plan for Goods, Works and Services under the project, and developing/updating the Plan as and when needed;
- Assist in preparation of drafts to Request for Expressions of Interest (REOI), Invitation for Bids (IFB), Invitation for Prequalification (IFP), Bidding Document, Request for Proposals (RFP) and Pre-Bid Meeting Minutes as per country rules and procedure;
- Assist in preparing ToRs and associated documents for other consultants, as appropriate;
- Assist in preparation of quarterly report on procurement status and procurement risk mitigation framework and arrange submission of the same to Government and Bank as applicable;
- Assist in conducting procurement activities under the project using CPTU’s e-GP portal as applicable;
- Assist the team in procurement related data analysis and advice for better procurement functions;
- Ensure proper record keeping of procurement related transactions;
- Support Procurement Consultant in capacity building /transfer of knowledge activities; and
- Any other works as assigned by the APD, APCU-BARC.



Qualifications & Experience:

a. Academic:

- Minimum Bachelor degree in engineering/ economics/ statistics/ finance/ business administration/ management/ procurement/ law or similar discipline in any other field.

b. Experience

- Minimum 05 years work of experience in the relevant field as procurement personnel. Working experience in public sector will be added advantage;
- Work experience in donor/IDA funded/ Development projects in procurement activities will get preference;
- Sound understanding and knowledge in Procurement Policies, Public Procurement Act (PPA) 2006 and PPR 2008 of GoB;
- Applicants having knowledge in e-GP will have an added advantage;
- Proficiency in written and spoken English and report writing;
- Computer literacy skills (MS Word, Excel, Power Point and other computer skills etc.) is desirable.

DELIVERABLES

The key deliverables of the JPC will be:

- a) Complete and regularly updated Procurement Plans.
- b) Procurement and contract documents (REOI, RFQ, RFP, bidding documents, Contracts etc.)
- c) Monthly, quarterly, semi- annual and annual Monitoring reports of deliverables of works, goods and consulting services contracts (progress, quality, completion etc.) for government and World Bank whenever applicable.
- d) Procurement documentation and records are systematically maintained so as to be readily available for review and audit.

Duration: The duration of the contract will be fifty-four (54) months. However, the duration of the assignment may be increased or decreased based on the performance of the consultant and the project needs.

Reporting: The consultant will report directly to the APD, APCU-BARC and head of procuring entity and work with the Project implementation team as required and assigned.

Remuneration: There will be two parts of the payments - Remuneration and Reimbursable, which will be fixed during the negotiation. Remuneration will be paid on a monthly basis (inclusive of local taxes that will be added during the negotiation along with the consultant's take home remuneration).

Selection Method: The selection of the consultant will follow the Public Procurement Rules-2008 and World Bank Guideline.



29.08.2023

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Government of the People's Republic of Bangladesh

Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER), IDA 7299 - BD

Terms of Reference (ToR)

Selection of Individual Consultant: Junior Consultant (Finance)

Background: The Government of Bangladesh designed a new "Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship, and Resilience in Bangladesh (PARTNER)" to promote diversification, food safety, entrepreneurship, and resilience in the agri-food value chains of Bangladesh. The Program implementation has commenced from July 2023 and will be continued till December 2028. The Program is being implemented under the Ministry of Agriculture (MoA) through the Department of Agricultural Extension (DAE), lead implementing agency, the Department of Agricultural Marketing (DAM), the Bangladesh Agricultural Research Council (BARC), the Bangladesh Agricultural Development Corporation (BADC), the Bangladesh Agricultural Research Institute (BARI), the Bangladesh Rice Research Institute (BRRI), and the Barind Multipurpose Development Authority (BMDA). A Program Coordination Unit (PCU) has been established under the DAE with Agency Program Coordination Units (APCUs) at each of the implementing agencies. In addition, there will be another eight agencies (BINA, BIRTAN, BJRI, BWMRI, SRDI, BSRI, CDB, and Hortex Foundation) as strategic partners of the PCU-DAE. The Government has received a credit from the International Development Association (IDA) Credit No. IDA 7299 - BD for US\$500 million and IFAD for US\$43 million towards the cost of PARTNER.

The Program will primarily focus on three Results Areas (RA1: Promoting sustainable and nutritious food production; RA2: Increasing entrepreneurship and access to services along the value chain; and RA3: Modernizing institutions and policies for agriculture transformation) that support the GoB's vision and objectives of achieving a safe and profitable agriculture, and sustainable food and nutrition security. The Program will be disbursed by a new financial modality, program for results (PforR), which will be measured by ten (10) disbursement link indicators (DLIs) along with twenty-four (24) disbursement linked results (DLRs) under the three result areas (RAs).

Of the total 10 DLIs, APCU-BARC will lead activities of DLI #8 and part of DLI-1 (Development of GAP standards and protocols for selected fruits and vegetables) and BARC is also included under various DLIs as contributing agency to work and provide technical support to DAE, as the Lead agency for their implementation. DLI #8: Increase of R&D activities for new technologies and innovations along with development of an operational evaluation system for NARS institutes and extension services linked with RA3. Current expenditure in agricultural R&D stands at 0.4 percent of GDP. The Plan of Action of the NAP 2018 aims at raising that figure to 1 percent. Empirical evidence has demonstrated the significant positive impact of investment in R&D on agricultural productivity, but NARS institutes lack capacity in infrastructure and HR. Furthermore, NARS institutes lack a well-functioning performance evaluation system that not only demonstrates clear progress in quality research but allows them to prioritize and assign scarce resources to those specific R&D activities with the highest social and economic returns. DLI 8 will track progress in R&D capacity of NARS institutes and extension services. The DLI will track modernization of NARS institutes and MoA's extension services through (a) increased spending in research activities, HR capacity development in areas such as speed breeding, precision agriculture, efficient input use, adaptation to climate change, etc., and infrastructure, including (but not limited to) laboratory equipment, a vertical farming facility, and seed breeding and soil testing facilities; (b) the number of MoU established with global agricultural research institutions (universities, labs, international institutions, public agencies, private organizations) for collaborative research (US\$20 million); and (c) the establishment of agreements on the use of research outcomes by farmers / private sector (US\$20 million). This DLI will also monitor the development and adoption of a strategy and an operational evaluation framework

(including staff performance) for NARS institutes and MoA extension bodies. The third-party IVA will verify the improvement in research infrastructure and human resource capacity that led to the improvement in the performance evaluation system by reviewing the publications, innovations, and technologies released from the NARS system.

BARC will also lead Development, rollout, and adoption of Good Agricultural Practices (GAP) standards in fruit and vegetable production is the first of the four DLIs included under Result Area 1. In December 2020, the MoA issued the “Bangladesh Good Agricultural Practices Policy 2020”. PARTER will contribute to implement this policy. DLI 1 will track adoption of GAP practices (including IPM) by farmers in selected value chains (5 fruits and 10 vegetables). The DLI will also track the adoption of the Bangladesh GAP policy by MoA, GAP protocols developed for 5 fruits and 10 vegetables, training of farmers on GAP practices, and training of staffs responsible for GAP certification. By the end of the Program, total of 300,000 hectares of fruits and vegetables producing land will adopt the GAP standards. The third-party Verification Agency will verify whether the farmers have adopted the GAP standards through on-site review in the upazilas where DAE promoted GAP standards under PARTNER.

To achieve this goal the APCU-BARC component under PARTNER is going to engage a Junior Consultant (Finance).

Objective:

The main objective of the consultancy is to provide quality support for all financial management requirements under the Program in accordance with the World Bank and Government procedures, as applicable.

Scope of Service & Responsibilities:

The scope of service of the Junior Consultant (Finance) will include, but not limited to:

- Responsible to Agency Program Director –APCU, BARC;
- Support component Budget preparation, disbursement of funds to costs centres, maintenance of books and bank accounts & Monitoring of fund utilization;
- Preparation of statement of expenditure (SOE), cash flow forecast to claim funds against achievement of DLRs for submission to APCU-BARC.
- Reconcile monthly program financial statements with Program records through iBAS++within 10 days of the end of each month.
- Reconcile total year wise component expenditure as per audited financial statements with iBAS generated program expenditure under the APCU code and economic code as agreed in the financing agreement.
- Submission of Annual Financial Statements for audit in accordance with IPSAS cash-basis or national standard as pronounced by the Comptroller and Auditor General (C&AG) within 90 days of the end of the financial year to the Foreign Aided Audit Directorate (FAPAD).
- Support for implementation of the agreed program fiduciary actions included in the PAP.
- Prepare memorandum of action taken to resolve queries, external audit observations and public accounts committee recommendations.
- Ensure appropriate follow-up of compliance with legal provisions of the financial agreement of the program; and
- Any other works as assigned by the Authority.



Qualifications & Experience:

a. Academic:

- Minimum M.Com/MBA in Accounting/Finance related subject.

b. Experience

- Minimum 05 (Five) years of work experience in financial management in Govt./ autonomous/private sector organizations;
- Practical experience in using the Integrated Budget and Accounting System (*iBAS++*) is preferred
- Comprehensive knowledge and understanding of Government Financial Rules (GFR) and donor-fund requirements.
- Work experience in handling fund of donor aided project/development projects will have an added advantage;
- Comprehensive knowledge and understanding in GOB and IDA audit system;
- Knowledge in accounting software is required.
- High level of proficiency in written and spoken English and report writing
- Computer literacy and skills (MS Word, Excel, and Power Point, other computer skills etc.) is essential.
- A member of Bangladesh Civil Service (BCS) Audit and Accounts cadre /State Owned Enterprise/Autonomous Bodies/Regulators will be preferred.

Duration: The duration of the contract will be fifty-four (54) months. However, the duration of the assignment may be increased or decreased based on the performance of the consultant and the project needs.

Reporting: The consultant will report directly to the APD, APCU-BARC and head of procuring entity and work with the Project implementation team as required and assigned.

Remuneration: There will be two parts of the payments - Remuneration and Reimbursable, which will be fixed during the negotiation. Remuneration will be paid on a monthly basis (inclusive of local taxes that will be added during the negotiation along with the consultant's take home remuneration).

Selection Method: The selection of the consultant will follow the Public Procurement Rules-2008 and World Bank Guideline.


29.08.2023
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