



## Terms of References

For procurement of Local expert for drafting a Sector Study for Livestock sector

### **“Improving the Livelihood and Strengthening the Position of Dairy Farmers in Rural Areas”**

#### **I. Background**

We Effect is a Swedish development organization present in Africa, Asia, Europe, and Latin America. Our work focuses on reducing poverty and inequality by strengthening the ability of member organizations to enable women and men, girls and boys living in poverty to improve their living conditions, defend their rights and contribute to a just society. The work is focused to the following areas: rural development, housing, gender equality, environment and financial inclusion. In Europe, We Effect is present in Albania, Bosnia and Herzegovina, Kosovo<sup>1</sup>, Moldova, and North Macedonia.

Target groups of We Effect’s development cooperation are We Effect’s partner organizations (civil society organizations), mostly represented by member-based organizations active in rural development, farmers’ associations, producers’ groups, and cooperatives. We Effect applies a rights-based approach where development interventions are the results of the dialogue with our partner organizations, with strong local ownership, characterized by accountability, transparency, non-discrimination, and meaningful participation.

The We Effect Regional Office Europe makes significant efforts in applying sustainable and results-oriented practices by combining environmental, social, and economic development perspectives in one integrated development framework. In that sense, specific topics of environment and economic development were selected to drive the new program 2023-2027. In terms of social and economic development perspectives, the focus is placed to strongly empowering partner organizations for delivering improved services to their beneficiaries, predominantly represented by farmers (agriculture practitioners).

For this purpose, we are looking to engage a local expert to drafting a Sector Study for livestock sector

#### **II. Objective of the assignment**

Under Activity/Result 1. The capacities of KAMP staff have been raised to promote dialogue and cooperation between institutions, KAMP, and farmers the local expert is asked to:

##### **Global objective**

To support the Kosovo Association of Milk Producers (KAMP) and Ministry of Agriculture, Forestry and Rural Development (MAFRD) to design and implement its agriculture policy in line with EU regulations and practices applicable to this sector, and with due consideration of the EC's cross-cutting objectives regarding environment and climate change, rights-based approach, persons with disability, indigenous peoples and gender equality.

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<sup>1</sup> This designation is without prejudice to positions on status, and is in line with UNSC 1244 and the ICJ Opinion on the Kosovo Declaration of Independence

## **Specific objective(s)**

- To give a quantitative and qualitative description of the relevant livestock sectors;
- To provide a diagnostic of the livestock sector identifying among other things the bottlenecks, the weaknesses, and the strengths in terms of productivity, competitiveness, and capacity to access national and international markets;
- To provide to decision-makers with up-to-date, relevant, and comprehensive information necessary for good programming and implementation of direct payment and rural development programs
- To provide to KAMP with comprehensive information needed to decide on the provision of advice to farmers, the growth of membership and the sustainability of the association.
- To provide to KAMP and decision-makers comprehensive information necessary for deciding over the market and direct payment measures to be potentially considered under the financial framework

EC's cross-cutting objectives regarding environment and climate change, rights-based approach, persons with disability, indigenous peoples, and gender equality, will be paid consideration in addressing all objectives.

## **Requested services, including suggested methodology**

To achieve the objectives, expert support will be provided to the KAMP and necessary means will be secured under this assignment given consulting the relevant stakeholders and preparing independent sector studies for the Livestock (milk and meat) - production, processing, and marketing

The sectoral analysis for this sector will address as a minimum:

- Cow Milk production and processing;
- Beef Meat production and processing;

The sector study shall be conducted to find out what segment/area/recipients would be targeted in detail. Clear justification should be provided for the selection of the individual sectors/sub-sectors.

The proposed **structure and content** of the study are the following:

### **a) Background and Key Figures**

This section should include a description of the current situation in the sector.

### **b) Producers/Farmers**

This section should describe the structure of the sector by providing a quantitative and qualitative

description of the producers addressing: the number of producers (including, number of young farmers), size of holdings or operations, geographical distribution in the country, level of product quality, etc.

**c) Processing Industry**

This section should outline the structure of the sector by providing a quantitative and qualitative description of the processing industry present in a particular sector, addressing: the number of units; size of units (focusing on the situation of enterprises belonging to two categories: in small and medium sized enterprises); present processing capacity and any indication for prospects for increasing the capacity and if this should be justified by the market situation, geographical distribution in the country; level of product quality; availability of adequate supplies of raw materials taking into account quantity, quality, affordable prices, delivery costs; etc.

**d) Government Policy for the sector**

This section should describe trends / targets in the governmental policies affecting the sector.

**e) Market and Trade**

Generally, in this section, the existence of market outlets should be assessed taking into consideration: availability of products, supply chain, consumption pattern, and a legal framework for trade. Under this section, links between primary producers and first and second processing should be described as well as levels of and existing barriers to trade. One should also describe domestic demand.

**f) Level of attainment of relevant national and EU standards**

This section should address in particular the areas of quality, hygiene, and food safety at farm and processing level by focusing on standards regarding environmental protection, public health, animal welfare, and occupational safety.

It should provide information on the level of compliance with the relevant national and EU standards and on how many enterprises have EU approval for exports (EU export certificates). If any program for upgrading to EU standards is established in Kosovo, this chapter should report on this.

**g) Past trends and future developments in terms of investment**

This section should analyze the investment climate of the sector, in particular highlighting the types and trends of investments made (where possible, by indicating investment source) in the past as well as, to the extent possible, presenting the planned capacity in the future.

**h) Identification of potentials and needs of the sector**

“SWOT” analysis should be carried out under this section, which: would be based on the above factual assessment of the sector; take into account EU accession and the ultimate goal of preparing the sector for participation in the EU market; consider building-up strength to resist the resulting competition pressure.

**i) Identification of training needs in the sector**

This part of the analysis should identify and describe the training needs for the sector.

**j) Aligning to EU Green Deal**

In line with the EU Green Deal, this section should briefly outline opportunities for the use of renewable energy on production facilities. Moreover, the report should describe

appropriate sustainable opportunities for circular economy, with a clear indication of capital needs and scale required. Other relevant elements of the Green Deal should be covered as viewed appropriate; e.g. environmental improvements, targets on climate change, renewable energy, circular economy etc.

#### **k) Outcome**

As an outcome, the analysis of the sector should provide:

- A clear and transparent overview of the sector containing a quantitative and qualitative description of the situation;
- Detailed analysis of the realistic potential and obstacles (weakest links in the supply chain) to realize these potentials in the production and marketing chain,
- Recommendations in order to target the specific investments (segment/area/recipients), primarily focusing on the weakest links in supply chain.
- The recommendations should include how to create the sustainability of KAMP, how to develop new services of KAMP and how to develop membership fee.
- It should include indication of eligibility and selection criteria, eligible costs, intermediate and ultimate objectives and targets to be achieved, comments on viability in the given sector taking into account economies of scale,
- It should also describe opportunities for producer organizations (in the wide meaning of this word, such as cooperatives, associations or other legal forms of cooperation between producers) for collective investments (be it (a) joint use of machines / production facilities; (b) short value chains; (c) production of higher value and quality products),
- It should also consider the use of renewable energy and contribution to the circular economy, equitable distribution (especially the participation of smaller and medium size operators), issues of prevention of deadweight loss of investment support, etc.

Required outputs:

- One **sector study for livestock/ milk and meat** (production, processing, and marketing);

#### **Language**

The final report of the sector study needs to be prepared in English and Albanian language.

### **III. Duty travel & accommodation**

Travel through Kosovo is foreseen in this assignment. Visiting farmers and meetings with stakeholders.

### **IV. Coordination & Reporting**

The experts will work under the direct supervision of KAMP project manager. The KAMP staff will closely follow the progress of work under this assignment.

The sector study to be delivered under this contract should be presented in two languages: English, Albanian, both in electronic copies.

## **V. Qualification requirements**

### Qualifications & skills

- ✓ Professional education in agro economic, or agricultural faculty.
- ✓ Priority with master's degree in agro economic, or agricultural faculty.

### General professional experience

- ✓ Have a minimum of 5 years of professional experience in Agriculture providing services for non-governmental organizations, more specifically, in preparing sector studies, and organization strategies.

### Specific professional experience

- ✓ Ability to work flexibly and re-prioritize as necessary
- ✓ Able to establish and build professional working relationships through strong interpersonal skills and the ability to work as part of a team

Selected expert will be requested to communicate with KAMP for any unclear situation or challenge that they might face during the implementation of the tasks, especially the challenges in practicing the above-mentioned competences.

## **VI. Application procedure:**

**By October 14**, all interested consultants should send their application to [info@shpqk.org](mailto:info@shpqk.org), [milazimmakolli@gmail.com](mailto:milazimmakolli@gmail.com)

The email should include:

- Methodology for the facilitation of the sector studies' development;
- Organization's profile and expert's CV (if applying as an organisation), or expert's CV (if applying as an individual consultant).
- List of relevant assignments consisting of: 1. Year of assignment, 2. Short Description of the assignment and 3. Client.
- The financial offer, which should be inclusive of any other costs (such as health and travel insurance if applicable) and taxes.

**By October 15**, the evaluation of offers is going to be conducted and signed.

**By October 17**, the contract will be signed by both parties (local expert and KAMP representative).

**By October 18**, the consultant will start with the implementation of the contract.

The service provided will be replenished when the expert has submitted on time the agreed documentation for the realization of this service at the end of the contract.

Financial offer in EUR for the tasks specified in the Terms of Reference.

## **VII. Evaluation of the offers**

The incomplete applications or applications received after the deadline for submission will not be taken into consideration.

The evaluation of offers will be based on the “best value for money principle” by using a weighted scoring method to evaluate the combination of the applicants’ qualification (80%) and financial proposal (20%).

The award of the contract will be made to the bidder whose offer has been evaluated as:

- Responsive/compliant/acceptable, and
- Having received the highest combined score out of a weighted technical and financial evaluation specific to the solicitation

### **Technical evaluation (80%):**

The technical evaluation of the received offers will consist of:

#### **Evaluation of education [max 15 %]**

- Bachelor's degree in Agricultural or agri-economic sciences 5%
- Master's degree in Agricultural or agri-economic sciences 10%
- PhD degree in Agricultural or agri-economic sciences 15%

Note: if the consultant has no education in the related field but has more than 10 years of experience in similar economic fields she/he will be granted zero points in this component, but will not be eliminated for not meeting the minimum requirements and will continue being evaluated against other evaluation criteria.

#### **- Evaluation of the methodology/approach [maximum 20%]**

- Not aligned with the requirements – 0%
- Partially aligned with the requirement – 10%
- Fully aligned with the requirement – 20%

#### **- Evaluation of overall professional experience in the agricultural sector [maximum 20%]**

- Minimum 5 years 10%
- 6-9 years 11-15%
- 10 years and more 20%

#### **- Experience in preparing sector studies [maximum 25 %].**

Number of developed studies/ assignments in the relevant field of this assignment that include sector studies and/ or internal organization strategy for NGOs

- Minimum 1 10%
- 2-3 11%-15%
- 4 and more 25%

Only the candidates who will reach the threshold of 60% of the technical qualification will be considered for the financial evaluation.

### **Financial evaluation (20%)**

Based on the formula:  $20 * (\text{Lowest Price} / \text{Proposed Price})$ .

**Note:** the maximum number of days for this assignment is 45 working days.

### **VIII. Terms of payment**

- The payment will be made upon approval of the entire set of documents
- The payments will be realized based on the email request sent to shpqkkamp@gmail.com, milazimmakolli@gmail.com

### **IX. Declaration of relationships**

The Applicant shall describe if their organization/employees have any business or personal relationships with closely associated parties from We Effect, its Regional Office in Skopje, its governing bodies, and employees.

A closely associated party (persons, physical or legal) as per We Effect's definition is considered person who can exert control over, or significant influence on, the other person when it comes to financial and operative decision-making concerning an activity. The purpose of the Declaration is to disclose such information which makes the application and evaluation process more transparent and supports the bids in its relevance according to conditions on the open market.