Subject: National or International Consultant for Supporting Seed Systems for Development (S34D)

Date of this EOI: 24th October 2022

Closing Date for Receipt of EOI’s: December 23, 2022 by 17:00

Reference No.: EOI-KH989

1. Purpose: CRS seeks EOI in response to a national or international consultancy to provide support to the development of economics driven business models that could strengthen forage seed systems and production of cultivated forages in Cambodia.

2. Objectives and Scope:

**Description of Work:**
In close collaboration with the S34D team, the national or international Consultant will complete the following tasks:

1) Using guided literature from S34D, finalize the literature review needed for the activity
2) Support with describing local and regional contexts and collect base information to develop business cases
3) Under supervision, carry out stakeholder interviews to refine and validate the promising business opportunities:
   a. Develop interview check lists and questionnaires
   b. Collect the relevant data from interviews with key stakeholders
   c. Support in identifying key informants for the activity
   d. Map out various important stakeholders including feed manufacturers, forage and forage seed producers
   e. Identify interesting case study sites for potential in-depth data collection for each of the business opportunities
   f. Collect cost and benefit data for economic and gross-margin analyses
4) Assess the feasibility of the different business opportunities (input supply and output market opportunities, return on investment, weaknesses, constraints, stakeholders’ capacity)
5) Identify areas/locations for forage cultivation and forage densification; assess market pull entities for densified forages (quarantine areas, commercial beef fattening lots, drought periods/areas, and dairy hub, and assess practicability of densifying forages into pellets in Cambodia
6) Review and validate the forage seed value chain both desk-based and through key stakeholder interviews
7) Support in formulating a set of recommendations and next steps, including policy implications
8) Lead writing of the section that summarizes data and information collected from the ground
9) Support with finalizing of the report writing incorporating comments and feedback from S34D
10) Participate in team calls and present findings to donor partners. Link with Alliance staff and partners in Cambodia engaged in forages seed production and forage utilization.
Contribute towards dissemination of findings to global audience and partners

3. **Expected Procurement Details:**

To support the implementation of the project, CRS intends to procure a consultant to provide support to the development of economics driven business models that could strengthen forage seed systems and production of cultivated forages in Cambodia. See Scope of Work for more details.

3a. **CRS Delivery Schedule:**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverables</th>
<th>Location</th>
<th>Due date</th>
<th>Max. no. of days</th>
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<tbody>
<tr>
<td>1. Participate in meeting and help in framing the overall work, incl. providing local/regional context</td>
<td>Annotated outline of the main report</td>
<td>Cambodia, remote</td>
<td>2 weeks from start date</td>
<td>2</td>
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<tr>
<td>2. Support in finalizing key survey instruments and in identifying key stakeholders as KIIs for the study</td>
<td>Finalized instruments; identified key informants</td>
<td>Cambodia, remote</td>
<td>2 weeks from the first deliverable</td>
<td>3</td>
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<tr>
<td>3. Conduct surveys on the ground</td>
<td>Raw data files from the survey</td>
<td>Cambodia, field work</td>
<td>4 weeks from the first deliverable</td>
<td>12</td>
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<tr>
<td>4. Summarize the data and information gathered (incl. business opportunities, forage seed value chain, locations for forage cultivation and densification) into a report to be included as sections or chapters in the main study</td>
<td>Draft report</td>
<td>Cambodia, remote</td>
<td>6 weeks from the first deliverable</td>
<td>10</td>
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<td>5. Economic and feasibility analysis of the business opportunities</td>
<td>Draft report</td>
<td>Cambodia, remote</td>
<td>8 weeks from the first deliverable</td>
<td>5</td>
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<td>6. Incorporate feedback to finalize draft report, including doing annexes, bibliography; abbreviations, and formatting the main report for the overall study</td>
<td>Report finalized</td>
<td>Cambodia, remote</td>
<td>June 30, 2023</td>
<td>8</td>
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**TOTAL NO. OF DAYS** 40

3b. **Timeline for Contract:**

Period of Performance: January 15, 2023 – June 30, 2023

3c. **CRS Payment Terms Offered:**

Payment will be provided upon completion and approval of required deliverables submitted along with invoices. Prior agreed upon and approved travel expenses, e.g., hotel, airfare, transport and per diem, in Cambodia will be part of the consultancy contract. Any changes to this agreement must be requested in writing to the S34D Chief of Party (COP), Director of Operations and CRS Cambodia Admin staff.

4. **Special Procurement Conditions and Additional Information:**

CRS invites consultants capable of providing (from section 3 above) their EOI’s.

In order to be considered as a potential consultant, interested parties should submit their Expression of Interest including the following information:

Please note that responses received without the information below will not be considered.
- Contact information (full name and address, country, telephone and fax numbers, e-mail address, website and contact person)
- CV (max 4 pages),
- Cover letter that explains how you are the right fit and have the appropriate experience for this SOW (max 2 pages)
- Cost proposal with a cost associated for each of the six activities in the above table (1 page).
- Reference list demonstrating your qualifications for participating in this possible upcoming bidding process

<table>
<thead>
<tr>
<th>Full name: (Individual/ Company)</th>
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<tbody>
<tr>
<td>Address:</td>
<td>--</td>
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<td>Country:</td>
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<td>Contact Person:</td>
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<td>E-mail address:</td>
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<tr>
<td>Tel:</td>
<td>Fax:</td>
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Alternative Contact person (if applicable):

E-mail address:

Expressions of Interest can be sent by e-mail or delivered in person, to the address and contact person below. Please indicate Reference No: EOI-KH989 on all submissions.

This call for Expression of Interest constitutes a solicitation. We require proposals and prices at this stage.

We will issue confirmation email as to receipt of EOI’s, please do not hesitate to contact us to below call/ email if there will be no response up on your submission.

CRS reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. CRS also reserves the right to require compliance with additional conditions as and when issuing the final contract documents.

5. Requirements and Qualifications
   - Master’s degree in economics, Sustainable Livestock Production and Sustainable Bioeconomy, or another equivalent quantitative field.
   - At least 15 years’ experience working in seed systems and agricultural political economy in Cambodia
   - Must demonstrate national expertise and leadership.
   - Excellent communication in English and Khmer.
   - Superb collaboration skills to work with a diverse set of partners, especially with Cambodian stakeholders.
6. **CRS Contact Information:**

<table>
<thead>
<tr>
<th>Address:</th>
<th>Building No. 64, Preah Norodom Blvd Corner Street 178, Phnom Penh, Cambodia</th>
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</thead>
<tbody>
<tr>
<td>Attention to:</td>
<td>KH Procurement</td>
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<tr>
<td>Telephone #:</td>
<td>+855 23 211 165/ 92 777 594</td>
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<tr>
<td>Email address:</td>
<td><a href="mailto:kh.procurement@crs.org">kh.procurement@crs.org</a> &amp; <a href="mailto:kh.recruitment@crs.org">kh.recruitment@crs.org</a></td>
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