



Consultancy Title	Technical Design Lead
RFP number	DRC.2024.07
Location	Democratic Republic of Congo
Contract Duration	September 2024 – January 2025
Due date for clarifying questions	July 25, 2024 11:59 pm EST
Due date for full proposal	August 6, 2024 11:59 pm EST

I. Purpose

CRS DRC has identified the need for an experienced consultant for the role of **Technical Design Lead** to support the USAID FtF Value Chain and Market Linkages Activity (<https://www.usaid.gov/node/519401>) throughout the proposal development process for a period of approximately 3-4 months starting in September 2024.

This SOW outlines the tasks and responsibilities associated with the **Technical Design Lead** role during the capture phase and proposal development process.

II. Background

CRS is pursuing the USAID FtF Value Chain and Market Linkages Activity opportunity.

CRS/Democratic Republic of the Congo (DRC) is expecting the release of the USAID FtF Value Chains and Market Linkages Activity in September 2024. The activity aims to develop resilient agriculture and food market systems that support accessibility and consumption of safe and nutritious food in the anticipated Zones of Influence (ZOI) of Kasai Central and Kongo Central provinces. The country program is currently in the stage of pre-positioning, identifying, and securing the necessary resources to form a winning application.

CRS/DRC expects that total value of the award to be approximately 50 million USD over five years.

III. Objectives

1. Lead engagement and communication with opportunity team members and contributors in the key technical components during capture and proposal design.
2. Lead research efforts, supported by the opportunity team in preparation for and during the proposal design.
3. Provide analysis and insight into the perceived strengths and vulnerabilities of the respective agriculture and market systems, and planning based on literature review and stakeholder interviews/assessments.
4. Guide country-level engagement and technical coordination between consortium members, local partners, government, and technical staff, with support from the opportunity team.
5. Lead coordination of these actors, marshalling distinct opinions, innovations, and solutions to ensure a technical solid and feasible program approach.

IV. Main Activities

Capture planning/Pre-design phase

1. Guide ongoing capture activities, evaluate findings and give feedback for enhancement.
2. Provide analysis and insights into the perceived strengths and gaps of existing agricultural, and market systems and services based on assessments, stakeholder interviews and literature research.
3. Identify key areas of interest and priorities for USAID DRC and alignment with respective local Government strategies.
4. Lead pre-design sessions and work with the opportunity team to define a program strategy considering cross-cutting areas (gender, youth, localization, climate change, etc.)
5. Assist Cost Manager to cost out technical elements of the budget and to ensure consistency between technical and cost components of the proposal.
6. Ensure adequate consideration and incorporation of cross-cutting themes such as gender, sustainability, institutional and local partner capacity strengthening, climate change, etc.
7. Support opportunity team with the identification of key personnel for the project.

Proposal development phase

8. Lead the design workshop, upon the release of the solicitation, informing the technical design of activities.
9. Lead project design, including Proframe, strategy development with opportunity team, partners and technical experts, and Theory of Change development.
10. Develop a results framework and visualization for the project (including cross-cutting themes).
11. Work with the Lead Writer to articulate an overall concept and technical approach.
12. Incorporate known lessons learned from other agriculture programs in the DRC and other countries into the proposal design to ensure that the proposed design aligns with current best practices and trends in this sector and USAID programming.
13. Promote alignment of program strategies and activities with the priorities outlined in relevant national strategies and policies.
14. In consultation with the decision-making team, ensure that the consortium includes appropriate technical expertise to implement all aspects of the solicitation.
15. Collaborate with proposal coordinator to ensure technical review is conducted and comments incorporated, respecting the timeline in the proposal production plan.
16. Coordinate with lead writer to ensure that the country team's inputs have been considered.
17. Ensure that the MEAL component is aligned with donors' expectations and CRS MEAL policy.
18. Ensures that the final technical application meets CRS standards and USAID FtF expectations for quality, responsiveness, completeness, and competitiveness.

V. Deliverables

1. Leadership of pre-design sessions and strategy planning document.
2. Leadership of design workshop planning and facilitation.
3. Provision of feedback and inputs to Detailed Implementation Plan, MEAL Plan, and complete proposal (depending on requirements of solicitation).
4. Written first draft inputs of proposed agriculture and market systems technical approach that incorporates partners' technical input and including theory of change and results framework.
5. Discuss comments on technical section with Lead Writer and provide second draft of inputs to technical approach.
6. Review final suite of annexes to ensure alignment with technical design.

VI. Timeframe and Location

Currently, we anticipate the following LOE by stage:

1. Capture planning/ Pre-design phase: up to 40 hrs per week for approximately 4 weeks, remote
2. Proposal development phase: 40hrs per week for approximately 8 weeks, in-person design workshop, remote follow-up support.

VII. Working Relationships

The Technical Lead will closely work with the Proposal Coordinator, the local and regional technical teams and with all other opportunity team members, as appropriate.

VIII. Required Qualifications

1. Relevant recent work experience (+5 years highly desired) in agricultural market systems and value chains.
2. Proven track record in USAID FtF contract and cooperative agreement design within the past 5 years.
3. 5+ years of relevant technical experience in the following areas: sustainable agriculture-led economic growth, food security (inclusive food and agricultural systems), livelihoods, and an important emphasis on market systems development (four main systems of inputs, production, market systems and market finance) and resilience
4. Fluency in written and spoken English and advanced spoken French language required.
5. Proven experience producing high-quality research, strategy development, training and communication products required.
6. Previous experience designing projects in DRC and or similar low-resource environments highly desired.

IX. Application Components

1. Cover letter, which describes a summary of approach that demonstrates qualifications in undertaking the Scope of Work. This summary should highlight how the applicant will complete the deliverables.
2. Compensation rate per day, level of effort, and total cost.
3. Resume/ CV.
4. Contact information for three professional references, with the following details about the references: (a) name, (b) position, (c) company, (d) phone number, (e) email address, and (f) city, state, country

X. Clarifying Questions and CRS Response

Prospective bidders may submit any clarification questions to lauren.hamdy@crs.org, by July 25, 2024 [11:59 PM EST]. The solicitation name “DRC.2024.07 Technical Design Lead” must be included in the Email Subject Line. Responses will be provided to any known prospective bidders on July 30, 2024.

XI. Proposal Deadline

All proposals must be sent to lauren.hamdy@crs.org no later than August 6, 2024 11:59 PM EST. The solicitation name “DRC.2024.07 Technical Design Lead” must be included in the subject line.